

**COMMUNITY DEVELOPMENT
BLOCK GRANT
PORTSMOUTH, NEW HAMPSHIRE
FY 2023 (HUD FY 2022) Annual Action Plan**
Year 3 of the FY 2020-2024 Consolidated Planning Period



To be submitted to
U.S. Department of Housing and Urban Development
by
City of Portsmouth
Community Development Department
1 Junkins Avenue
Portsmouth, New Hampshire

Contact:

City of Portsmouth
Community Development Coordinator, Elise Annunziata
eannunziata@cityofportsmouth.com
(603) 610-7281

Executive Summary

AP-05 Executive Summary - 24 CFR 91.200(c), 91.220(b)

1. Introduction

This Annual Action Plan is for HUD PY 2022 (City FY 2023) and is Year 3 of the City's Five-Year Consolidated Plan, which is a strategic plan for goals and objectives that the City aims to achieve from City Fiscal Years 2021-2025 (HUD FY 2020-2024). Each year the Community Development Department (CD) provides an annual update to the Consolidated Plan, which serves as an action plan for the upcoming fiscal year. In Program Year 2022 (July 1, 2022 through June 30, 2023) the City intends to submit for and utilize previously received CARES Act CDBG-CV funds to undertake activities that prepare, prevent, and respond to the COVID-19 pandemic. Specific activities are described in later sections of this plan.

Attached to this Plan are the following:

- Summary of public comments received;
- HUD-required Certifications and SF424/ SF424-D Forms; and
- Legal Notice of 30-day public comment period, Legal Notice of Public Meeting and Hearing on the Draft Action Plan and Budget, and Legal Notice of Public Needs Hearing

2. Summarize the objectives and outcomes identified in the Plan

This could be a restatement of items or a table listed elsewhere in the plan or a reference to another location. It may also contain any essential items from the housing and homeless needs assessment, the housing market analysis or the strategic plan.

This year's Annual Action Plan (AAP) includes goals and objectives for housing, public facilities, urgent needs, social services programs that assist individuals and families, and program administration. Priority needs include creating and preserving affordable housing units; helping homeowners/renters remain in their homes through temporary, interim mortgage or rental assistance; responding to urgent needs in the community; removing architectural barriers for persons with disabilities; supporting public service agencies; maintaining infrastructure; and improving access to/suitability of public facilities to better meet the needs of people who earn low and moderate incomes. As noted above, in Program Year 2022 (PY 22), the City intends to submit for and utilize previously received CARES Act CDBG-CV funds to undertake activities that prepare, prevent, and respond to the COVID-19 pandemic.

3. Evaluation of past performance

This is an evaluation of past performance that helped lead the grantee to choose its goals or projects.

The specific accomplishments of projects and programs undertaken during the previous annual plan period are provided in each year's Consolidated Annual Performance and Evaluation Report (CAPER). Evaluation and performance reports may be reviewed at the following weblink: <https://www.cityofportsmouth.com/community/cdbg-planning-and-reporting>.

4. Summary of Citizen Participation Process and consultation process

Summary from citizen participation section of plan.

There are many worthwhile and eligible programs and projects that are considered for funding each year. To assist CD in determining which projects are funded, a seven-member Citizens Advisory Committee (CAC) meets to make funding recommendations to the City Manager. CD oversees all project administration, including oversight of construction administration, invoicing, and Davis Bacon wage rates. CD also regularly meets with area service providers in order to ensure that the needs of partner organizations and their clients are being met.

5. Summary of public comments

This could be a brief narrative summary or reference an attached document from the Citizen Participation section of the Con Plan.

See attachment.

6. Summary of comments or views not accepted and the reasons for not accepting them

None.

7. Summary

The City of Portsmouth (the City) receives funding from the U.S. Department of Housing and Urban Development (HUD) Community Development Block Grant (CDBG) Program. Under this program, the City is an entitlement community. In PY 2022 (the third year of the HUD 2020-2024 Five Year Consolidated Plan), the City will receive \$523,706 to support various eligible programs that benefit residents who earn low and moderate incomes or address another CDBG National Objective.

CDBG funds must be used to primarily 1) benefit individuals and families who earn very low, low or moderate incomes; 2) improve neighborhoods in which over 51% of the residents earn very low, low or moderate incomes; and 3) improve accessibility for people with disabilities. Additionally, the City may use up to 30% of its entitlement funding to respond to HUD-eligible Urgent Needs. Urgent Need-

qualified activities must meet the following criteria: 1) the existing conditions must pose a serious and immediate threat to the health or welfare of the community; 2) the existing conditions are of recent origin or recently became urgent (generally, within the past 18 months); 3) the grantee is unable to finance the activity on its own; and 4) other sources of funding are not available.

In PY 2022, the City anticipates utilizing approximately \$265,000 of previously received CDBG-CV funds, which will be granted to undertake projects and activities that prepare, prevent, and respond to the COVID-19 pandemic. Specific activities are described later in this plan.

PR-05 Lead & Responsible Agencies – 91.200(b)

1. Agency/entity responsible for preparing/administering the Consolidated Plan

Describe the agency/entity responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source.

Agency Role	Name	Department/Agency
CDBG Administrator	PORTSMOUTH	Community Development Department

Table 1 – Responsible Agencies

Narrative (optional)

The Portsmouth Community Development Department (CD) oversees all project administration, including oversight of CDBG-eligible construction administration, invoicing, and Davis Bacon wage rates. CD also regularly meets with area service providers in order to ensure that the needs of partner organizations and their clients are being met.

Consolidated Plan Public Contact Information

Elise Annunziata
Community Development Coordinator
City Hall – Community Development Department
1 Junkins Avenue
Portsmouth, NH 03801
(603) 610-7281
eannunziata@cityofportsmouth.com

AP-10 Consultation – 91.100, 91.200(b), 91.215(I)

1. Introduction

The Portsmouth Community Development Department (CD) is the sole agency responsible for administering the Community Development Block Grant (CDBG) Program. CD is responsible for developing the Consolidated Plan, providing annual updates, reporting on activities accomplished, and documenting funds expended at the end of each program year. CD works in cooperation with public and private agencies that serve persons who earn very low, low, and moderate incomes. CD, as a Department of the City of Portsmouth, works closely with other municipal departments including the Planning, Public Works, Legal, Finance, Inspection, Health, and Welfare Departments. The Portsmouth Housing Authority (PHA) is another City agency with which CD coordinates services because that agency serves many of the same clients that CDBG programs serve. Many residents in PHA apartments are served directly or indirectly by programming and projects funded with CDBG money. CD's coordination and cooperation with various entities facilitates CDBG programming and assists in identifying community needs.

Provide a concise summary of the jurisdiction's activities to enhance coordination between public and assisted housing providers and private and governmental health, mental health and service agencies (91.215(I))

CD staff is very engaged with the quality and affordability of housing. Specifically, the City participates in regional discussions on workforce housing through the Workforce Housing Coalition of the Greater Seacoast and its sponsor, The Housing Partnership, a local nonprofit housing organization. In recognition of the challenges of affordable housing, in 2008 the Portsmouth City Council established the Blue Ribbon Committee on Housing and charged the Committee with developing a "road map," or guidance document, on local housing options and issues; identifying creative solutions to address those issues; and developing a shortlist of policy and action items that could be taken by the City and others to increase affordable housing options. The results of this work have been incorporated into this Annual Action Plan.

The CDBG Program works to advance fair housing through its referrals and consultation with New Hampshire Legal Assistance (NHLA). NHLA has been frequently awarded funds through the Public Service Agency Grant Program and the organization, or other agencies providing these services and efforts, will receive funds as they continue to meet that need. The agency's work in this area includes providing assistance to Portsmouth renters with fair housing concerns, as well as initiating and conducting workshops on fair housing for the benefit of landlords and direct service nonprofit providers interacting with clients.

The City also supports and coordinates with area organizations such as Greater Seacoast Community Health to promote access to medical, dental, and mental health services for individuals in need. This health organization partners directly with the PHA as well as other community organizations to bring their services to low- and moderate-income residents.

Describe coordination with the Continuum of Care and efforts to address the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans, and unaccompanied youth) and persons at risk of homelessness.

The City is working with Home for All (the Seacoast coalition to address homelessness prevention and emergency housing issues) in order to better coordinate services targeted toward families and individuals experiencing or at risk of homelessness. The coordinated access initiative between regional service providers is helping potential clients avoid shelters altogether and move forward directly to transitional or permanent placements that are best aligned with their needs. City staff participates in Home for All forums and meetings to discuss challenges, needs, and potential collaborations for the homeless services community to focus on in the near term, including improvements to coordinated care with area hospitals, expansion of data aggregation and analysis, and improving the efficiency of advocacy work. CD staff is also involved in forums and workgroups addressing issues of chronic homelessness and coordination of services for those currently or at risk of becoming homeless.

Describe consultation with the Continuum(s) of Care that serves the jurisdiction's area in determining how to allocate ESG funds, develop performance standards for and evaluate outcomes of projects and activities assisted by ESG funds, and develop funding, policies and procedures for the operation and administration of HMIS

The jurisdiction does not receive ESG funding nor does it work with HMIS. However, CD coordinates and consults with the Continuum of Care coalition, Home for All, as described above. CD staff reviews periodic publications and reports associated with the homeless issue including the New Hampshire Department of Health and Human Services (DHHS) annual homelessness reports and Point in Time Counts; homeless teens outreach data; the work of the New Hampshire Coalition to End Homelessness; and the work by relevant workgroups and forums sponsored by the Granite United Way Greater Seacoast Region.

2. Describe Agencies, groups, organizations and others who participated in the process and describe the jurisdiction's consultations with housing, social service agencies and other entities

See Table 2 below.

Table 2 – Agencies, groups, organizations who participated

1	Agency/Group/Organization	Portsmouth Housing Authority
	Agency/Group/Organization Type	PHA
	What section of the Plan was addressed by Consultation?	Public Housing Needs Anti-poverty Strategy Lead-based Paint Strategy Urgent needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The Portsmouth Housing Authority (PHA) is regularly consulted by City staff on many issues and emerging opportunities such as maintaining and adding affordable housing units, and improving service delivery for existing clients. This consultation will continue and provides opportunities for coordinated support in the area of housing needs and urgent needs due to COVID-19. Additionally, PHA staff attended the public needs hearing on 2/17/22 to provide comments on public housing priority needs for PY 22 (City FY 23).
2	Agency/Group/Organization	HAVEN
	Agency/Group/Organization Type	Services-Victims of Domestic Violence

	What section of the Plan was addressed by Consultation?	Homeless Needs - Families with children Anti-poverty Strategy Urgent Needs
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	<p>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</p>	<p>The Executive Director of HAVEN, Kathy Beebe, attended the public needs hearing on 2/17/22 and the public meeting on 3/10/22. HAVEN provides temporary shelter and case management services to victims of domestic violence. While the COVID-19 pandemic created health and safety challenges, HAVEN accomplished its goals by shifting its shelter services into hotels, where clients could socially distance themselves while still receiving HAVEN's services. Challenges include increased isolation for clients during hotel stays and the need to adapt programming</p>
3	<p>Agency/Group/Organization</p>	<p>Cross Roads House, Inc.</p>
	<p>Agency/Group/Organization Type</p>	<p>Services-homeless</p>

	What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Strategy Anti-poverty Strategy Urgent needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The Executive Director of Cross Roads House, Will Arvelo, attended the public meeting on 3/10/22. The emergency shelter facility provides temporary shelter and comprehensive case management services to homeless individuals and families in Portsmouth. COVID-19 presented challenges that were met by shifting some shelter services to hotels when serving at-risk or quarantining clients. Modifications were necessary to increase safety and usability of their shared spaces. Challenges include longer stays and a lack of affordable permanent housing in the city.
4	Agency/Group/Organization	Greater Seacoast Community Health
	Agency/Group/Organization Type	Services-Health
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs Anti-poverty Strategy Urgent Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Greater Seacoast Community Health staff attended the 3/15/22 public meeting. The agency meets the dental health needs of Portsmouth residents who earn extremely low, low, or moderate incomes. The clinic provides care to clients regardless of their ability to pay. The COVID-19 pandemic created challenges such as temporarily suspending services, and the need for greater precautions and more personal protective equipment (PPE). This year, the organization will move into a new facility with a larger capacity.

5	Agency/Group/Organization	AIDS Response Seacoast
	Agency/Group/Organization Type	Services-Persons with HIV/AIDS
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs Urgent needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The Executive Director of AIDS Response Seacoast (ARS), Tamara Leibowitz, spoke at the 3/10/22 public meeting about the direct case management and medical support that is provided by CDBG grant funding. COVID-19 forced operations to quickly shift to remote, which was especially crucial due to the immunocompromised status of the client base. Issues that affect the clients are affordable housing, substance use, financial resources, and transportation. This year, ARS is focusing more on increased public education in order to teach the community how to prevent contracting HIV.
6	Agency/Group/Organization	Seacoast Mental Health
	Agency/Group/Organization Type	Services-Health
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs Urgent Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	CD staff have on-going consultations with Seacoast Mental Health Center staff regarding mental health support services and needs for elderly and other low- to moderate-income persons living in Portsmouth.
7	Agency/Group/Organization	The Chase Home for Children
	Agency/Group/Organization Type	Services-Children
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs Urgent needs

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	CD staff have ongoing consultations with The Chase Home staff about youth who primarily come to The Chase Home from environments where they are experiencing abuse/neglect, are unsafe, or are entering care due to status as a delinquent youth. Additionally, the Executive Director, Meme Wheeler, attended the 2/17/22 public hearing on community needs and described the 90-day reunification process and challenges facing this at-risk population.
8	Agency/Group/Organization	NEW HAMPSHIRE LEGAL ASSISTANCE
	Agency/Group/Organization Type	Service-Fair Housing
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Anti-poverty Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Continued City staff consultation with New Hampshire Legal Assistance will determine the best activities to facilitate fair housing information being disseminated to vulnerable populations who are exiting homelessness. This will help the City to identify additional strategies and opportunities to affirmatively further fair housing in the city. The COVID-19 pandemic resulted in challenges to implementing their traditional fair housing programs, but they are now looking at returning to in-person services delivery, such as on-site programming at emergency and domestic violence shelters.
9	Agency/Group/Organization	Seacoast Community School
	Agency/Group/Organization Type	Services-Children
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs Anti-poverty Strategy Urgent needs

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The Early Childhood Program Director and Interim Executive Director of the Seacoast Community School (SCS), Alicia Tonelli, attended the 3/15/22 public meeting and described the agency's work as one of the largest childcare operations in New Hampshire, explaining that they provide not only early childhood education but afterschool care for older children as well. Ms. Tonelli shared that their programs adapted and expanded to provide successful care to families during COVID-19. Clients are working parents who depend on reliable childcare. With the help of CDBG funding, scholarships are provided to extremely low- to moderate-income families on a basis of individual need. SCS is working to address difficulties in hiring by offering increases to base wages and education reimbursements.
10	Agency/Group/Organization	Southern NH Services, Inc.
	Agency/Group/Organization Type	Services - Housing
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs Anti-poverty Strategy Tenant based rental assistance; Urgent needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The Communications Director of the Southern NH Services (SNHS) Rockingham Community Action Partnership (RCAP), Patte-Anne Ardizzoni spoke at the 3/15/22 public hearing on community needs about their short-term rental assistance program. One of the most important and challenging components of managing the increased funds from the CARES Act and other 2021 federal funds is to reach the potential clients who need it most and to educate landlords about the resources available to them and their residents. Cost of living and housing vacancy in the area are factors that significantly impact their programs.
11	Agency/Group/Organization	City of Portsmouth Welfare Department
	Agency/Group/Organization Type	Other government - Local

	What section of the Plan was addressed by Consultation?	Public Housing Needs Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy Non-Homeless Special Needs Anti-poverty Strategy Lead-based Paint Strategy Urgent needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	This year, as in prior years, the CDBG Program coordinated with the City Welfare Department to discuss social services needs and funding from the City's general fund, which comes through City Welfare funds and complements CDBG funds for public services to assist the homeless and other special needs activities.
12	Agency/Group/Organization	SEACOAST BIG BROTHERS, BIG SISTERS
	Agency/Group/Organization Type	Services-Children
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The Communications and Grants Manager of Big Brothers Big Sisters NH (BBBS), Abby Sprackland, attended the 3/15/22 public hearing on community needs and discussed the agency's 1-to-1 Mentoring program which matches adults (Bigs) with at-risk youth (Littles). There are currently 32 matches in Portsmouth, and there are 150 to 200 at-risk youth on the waiting list for new matches. BBBS is working in partnership with prisons to provide support to youth who need mentors and is also providing LGBTQ youth mentoring.

Identify any Agency Types not consulted and provide rationale for not consulting

None.

Other local/regional/state/federal planning efforts considered when preparing the Plan

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care	Home for All; State of NH Bureau of Homeless and Housing Services	Typical services assisting the homeless in a Continuum of Care include case management, housing counseling, job training and placement, healthcare, mental health services, substance misuse treatment, childcare, transportation, emergency food and clothing, family violence services, education services, moving services, entitlement access assistance, referrals to veterans' services, and legal assistance. In addition to participating in the Continuum of Care, the City provides funding to agencies that make up a significant portion of the Continuum of Care system. This support is provided through the City's CDBG-funded Public Service Agency Grant Program and through the Portsmouth Welfare Department, which is supported by local tax dollars.
Portsmouth 2025 Master Plan	Portsmouth Planning Department	One of the many priorities for action identified in the Master Plan is supporting and maintaining a diverse community in the city, which includes promoting access to affordable housing.
Portsmouth Housing Authority 5-Year Plan	Portsmouth Housing Authority	The goals of the PHA's 5-Year Plan include increasing the quality and supply of housing for families of low- and moderate-income in Portsmouth, as well as encouraging access to social services, healthcare, family support, youth programs, and senior programs for current PHA residents. The PHA has recently completed a project that provides 64 units of workforce housing in downtown Portsmouth.
2014 Housing Existing Conditions Report	Portsmouth Planning Department	An analysis of the existing housing conditions in the city with a focus on future efforts to preserve existing affordable housing and encourage redevelopment of underutilized properties to provide housing that is affordable to households at or below the Area Median Income (AMI).
Coastal Resiliency Initiative	Portsmouth Planning Department	The City of Portsmouth Coastal Resiliency Initiative, launched in 2011, was one of the first coastal hazards vulnerability assessments completed in the region. The findings of that detailed assessment resulted in the inclusion of resiliency as a priority in the City's Master Plan, subsequent vulnerability assessment work related to the city's historic resources, and the adoption of new floodplain regulations.

Table 3 – Other local / regional / federal planning efforts

Narrative (optional)

CD staff consult and coordinate with other departmental staff as well as with area agency staff. In one instance, CD staff collaborates with the New Hampshire Community Development Finance Authority (NHCDFA). NHCDFA administers the statewide CDBG Program and is a member of the three-agency team that develops and implements the state's Consolidated Plan. In addition, CD staff also work with the Rockingham Planning Commission, the State Bureau of Homeless and Housing Services, the New Hampshire Housing Finance Authority, and the State Lead Poisoning Prevention Program in the course of designing and implementing programs. The City also has liaisons between it and several local organizations including the Portsmouth Economic Development Commission, the Portsmouth Historical Society, the Chamber Collaborative of Greater Portsmouth, the Downtown Business Association, the Rockingham County Economic Development Authority, and the Tenants Association at Pease, to name a few.

Reliable high-speed internet access is an issue for some Portsmouth households, particularly those earning low to moderate incomes. In 2020 and 2021, the City had extensive discussions with companies and the public housing authority about narrowing the digital divide. Early on in the pandemic, CD staff initiated discussions with two providers, Comcast and Consolidated Communications, to improve and remedy technical issues, including upload and download wireless internet speeds, at individual households. Most problematic has been the ability to get reliable service to individual households. Service can be provided to these households in most cases, but the connections offered by the service providers in their affordable rate packages are not stable or fast enough to make online learning as effective as it could be or, in some cases, as needed. The City has resources to support some limited improvements in internet speeds/connections for targeted economically-disadvantaged households. The City is continuing to make efforts to secure adequate internet and broadband services/connections for low- to moderate-income households and individuals, and will monitor state/federal rule changes and funding opportunities. In PY 22, the City will continue to look for opportunities to increase internet access and provide reliable, adequate internet services to targeted communities.

The City has a designated Floodplain District that consists of all lands designated as special flood hazard areas by the Federal Emergency Management Agency (FEMA) as well as all extended flood hazard areas as defined by the City's Zoning Ordinance. In March 2021, the National League of Cities selected the City and its collaboration with the New Hampshire Coastal Adaptation Workgroup (NHCAW) as one of eight communities to participate in the Leadership in Community Resilience program. The City's partnership with NHCAW has provided an opportunity for coastal communities including itself to learn about how to build resilience to and an effective regional strategy for climate hazards. The City will continue assessing its Coastal Resiliency Initiative and the challenges that the City and other coastal communities face as sea levels continue to rise and weather patterns change.

In addition to the above-discussed, CD staff will continue discussions in PY 22 regarding community needs and emerging and potential urgent needs due to the COVID-19 health pandemic with the City senior management and other departments including Health, Public Works, Fire, Recreation, and Economic Development.

AP-12 Participation – 91.105, 91.200(c)

1. Summary of citizen participation process/Efforts made to broaden citizen participation Summarize citizen participation process and how it impacted goal-setting

The Portsmouth Community Develop Department (CD) works with a seven-member volunteer Citizens Advisory Committee (CAC) to follow and update as necessary the Citizen Participation Plan (CPP) and to develop the priorities and goals to be focused on in the Consolidated Plan. CD consults with the public and service providers during CAC meetings. When an organization is being considered for funding or will be affected by potential policy developments, they are contacted regularly throughout the decision-making process.

For the purpose of advertising public hearings in accordance with the CPP, CD sent emails to CDBG participant organizations – including existing Public Service Agency Grant Program participants and other nonprofit service providers working with elderly populations, the disabled, immigrant communities, and others. Notices of all public hearings are published in the local paper and posted on the City’s website, and at Portsmouth City Hall. Notice of the 30-day comment period (June 13, 2022 through July 13, 2022) on this year’s (PY 22) Annual Action Plan and Budget was published in the local newspaper (print and online editions) on June 10, 2022. See public hearing and public comment period Legal Notices in Attachments.

Citizen participation helps to inform the CAC and the City of various community needs’ scope and breadth, which are considered in goal-setting. Goals are intended to address needs in certain areas of the city, needs at facilities that serve CDBG-eligible populations, or infrastructure and accessibility needs. The community participation process and consultation will be ongoing during the Five-Year planning process, and particularly as it relates to COVID-19 and determining goals to prepare, prevent, and respond to the pandemic. Specific language in Subrecipient Agreements with agencies receiving Public Service Agency Grant Program funds requires them to market their services to CDBG-eligible neighborhoods as well as those living in housing developments owned or managed by the Portsmouth Housing Authority.

Citizen Participation Outreach

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
1	Public Hearing	Non-targeted/broad community	February 17, 2022 public meeting and hearing to gather public comments on community needs that could be served by the CDBG Program in FY 23 (PY22). Several representatives from social services agencies attended and provided comments.	See attached.	None.	
2	Public Meeting	Non-targeted/broad community	March 10, 2022 public meeting to hear input from social service agencies desiring CDBG grant funds to support services to low- to moderate-income persons.	See attached.	None.	

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (if applicable)
3	Public Meeting	Non-targeted/broad community	March 15, 2022 public meeting to hear input from social service agencies desiring CDBG funds to support services to low- to moderate-income persons.	See attached.	None.	
4	Newspaper Ad	Non-targeted/broad community	Notice of 30-day comment period on Draft Annual Action Plan and Budget. Published in Portsmouth Herald on 6/10/22 and the City's website on 6/13/22.	None.	None.	
5	Public Hearing	Non-targeted/broad community	June 14, 2022 public hearing on the Draft Annual Action Plan and Budget.	None received.	None.	

Table 4 – Citizen Participation Outreach

Expected Resources

AP-15 Expected Resources – 91.220(c)(1,2)

Introduction

This section is intended to summarize the funding sources which may be available to the CDBG Program to make progress on priority needs and Consolidated Plan goals. CDBG dollars will be used to fund projects and activities benefiting low- to moderate-income individuals, and to address urgent needs. Previously received CARES Act CDBG-CV funds will be used for activities that meet a National Objective and that prepare, prevent, and respond to the COVID-19 health crisis.

Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	523,706	45,000	647,988	1,216,694	1,084,619	CDBG dollars will be used to fund projects and activities benefiting low- to moderate-income individuals, and to address urgent needs. \$45,000 in program income is anticipated from loan repayments. An estimated \$382,988 from Revolving Loan funds and funds from prior year resources including CARES Act CDBG-CV* will also be utilized for PY22 projects/activities.*NOTE: \$265,000 CDBG-CV funds are included in prior year resources and will be utilized for activities that prepare, prevent, and respond to COVID. These CDBG-CV activities may include: Public Services; Public Facilities; Urgent Needs; and Program Administration

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
General Fund	public - local	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services Other	0	0	0	0	300,000	City of Portsmouth General Fund dollars may be leveraged to supplement CDBG funds for social services support and other public facilities projects that are identified on an annual basis. These projects may see a cost-share with local general fund dollars, primarily through the City's capital budget. General Fund dollars may be used in addition to previously received CARES Act funds. At this time, no General Funds are in the City's line-item FY 23 budget.
LIHTC	private	Housing	0	0	0	0	1,000,000	The funding source and amount are intended to serve as a placeholder for potential partnerships in the Five-Year Consolidated Plan period that may result in the preservation of existing affordable units or the expansion of the inventory of affordable units in the city.

Table 5 - Expected Resources – Priority Table

Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied

Matching funds are not required. However, the federal funds expended on CDBG-eligible activities leverage significant additional resources from nonprofit agency partners who receive funding for public services and for facility improvements.

If appropriate, describe publically owned land or property located within the jurisdiction that may be used to address the needs identified in the plan

N/A

Discussion

During the City's current Five-Year Plan period, including PY 2022, the City intends to submit for and utilize previously received CARES Act CDBG-CV funds to undertake activities that prepare, prevent, and respond to the COVID-19 pandemic. CDBG dollars (no more than 30%) will be used to fund projects and activities benefiting low- to moderate-income individuals, and to address urgent needs.

Annual Goals and Objectives

AP-20 Annual Goals and Objectives

Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Housing	2020	2024	Affordable Housing Public Housing Homeless	City-Wide	Housing Urgent Need	CDBG: \$85,744	Homeowner Housing Rehabilitated: 3 Household Housing Unit
2	Public Facility/Infrastructure Improvements	2020	2024	Non-Housing Community Development	City-Wide	Public Facility/Infrastructure Improvements Urgent Need	CDBG: \$721,709	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 1,075 Persons Assisted Rental units rehabilitated: 100 Household Housing Unit Homeless Person Overnight Shelter: 75 Persons Assisted

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
3	Public Services	2020	2024	Non-Homeless Special Needs Non-Housing Community Development	City-Wide	Public Services	CDBG: \$156,500	Public service activities other than Low/Moderate Income Housing Benefit: 342 Persons Assisted Tenant-based rental assistance/Rapid Rehousing: 8 Households Assisted Homeless Person Overnight Shelter: 165 Persons Assisted
4	Transportation	2020	2024	Non-Homeless Special Needs Non-Housing Community Development	City-Wide	Transportation	CDBG: \$20,000	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 125 Persons Assisted

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
5	Urgent Needs	2020	2024	Affordable Housing Public Housing Homeless Non-Homeless Special Needs Non-Housing Community Development Urgent Needs	City-Wide	Urgent Need	CDBG: \$100,000	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 22000 Persons Assisted Public service activities other than Low/Moderate Income Housing Benefit: 22000 Persons Assisted
6	Administration	2020	2024	Affordable Housing Public Housing Homeless Non-Homeless Special Needs Non-Housing Community Development Urgent Needs	City-Wide	Administration	CDBG: \$132,741	Other: 1 Other

Table 6 – Goals Summary

Goal Descriptions

1	Goal Name	Housing
	Goal Description	Provide loans for rehabilitation of multifamily units that house low- to moderate-income families or individuals. Housing Rehabilitation funds may be provided as grants for nonprofits providing housing to income-eligible individuals/families.
2	Goal Name	Public Facility/Infrastructure Improvements
	Goal Description	The City will continue accessibility and public facilities/infrastructure upgrades to locations throughout the city. Major activities include Operation Blessing Warming Center facility improvements, Woodbury Cooperative infrastructure improvements, and ADA/Accessibility improvements. Other infrastructure/public facility improvements and ADA accessibility projects, including transportation, and rental unit rehabilitation will be identified and are anticipated in PY 2022. \$70,000 of the anticipated PY 22 resources for this goal will come from the City's CARES Act CDBG-CV award.
3	Goal Name	Public Services
	Goal Description	Subgrants to local nonprofit organizations providing public services to Portsmouth residents who earn low to moderate income. Eligible funded activities include childcare, mental health services, dental services, at-risk youth programming/support, homeless shelter services, domestic violence (DV) and sexual assault services, services for persons with HIV/AIDS, fair housing training for persons preparing to exit homeless shelters, improved access to social services, and tenant-based rental assistance. \$75,000 of the anticipated PY 22 resources for this goal will come from the City's CARES Act CDBG-CV award.
4	Goal Name	Transportation
	Goal Description	Funding for added or improved public transportation services or facilities for: 1) low- to moderate-income beneficiaries, such as seniors or persons with disabilities; 2) CDBG-eligible areas, such as near Woodbury Cooperative and public housing; or 3) servicing agencies/areas that provide social services/shelter to primarily low- and moderate-income individuals.

5	Goal Name	Urgent Needs
	Goal Description	<p>CDBG-CV funds received in the previous Action Plan Year will be utilized to address urgent needs, prioritizing public facility improvements; however, they may also include public services and other eligible activities to prepare, prevent, and respond to COVID-19. The City is keeping the allocation of these funds and the specific activities generalized in order to maintain the most flexibility and agility to respond to urgent needs. Specific CDBG-CV-eligible urgent needs activities will be identified on an as-needed basis. General Funds may be used in addition to CDBG funds and previously received CARES Act funds. This funding is used when no other funding sources are available and the grantee is unable to finance the activity(ies) on its own.</p> <p>Projects may include activities undertaken to support nonprofit and for-profit businesses and public facilities that provide public services and public facility improvements to address urgent needs. Economic development activities may be funded under the Urgent Needs goal. The jurisdiction anticipates that any activities that meet the Urgent Need National Objective will be evolving over time to meet the needs to best prevent, prepare, and respond to COVID-19. In order to be flexible to ever-changing health/crisis needs, specific budget amounts will be directed to targeted public facilities and public services activities over time.</p>
6	Goal Name	Administration
	Goal Description	<p>General program administration of the CDBG Program, including the administration of CARES Act CDBG-CV funds previously received.</p> <p>An estimated \$20,000 of the anticipated resources for the PY goal may come from the City's CARES Act CDBG-CV award.</p>

Projects

AP-35 Projects – 91.220(d)

Introduction

In FY 23 (PY 2022), the CDBG Program plans to make progress on a number of high priorities including public facilities upgrades to address accessibility needs and needs of the senior population; assistance to nonprofit partners with public facilities improvements; and continuing interim tenant-based rental assistance and multifamily housing rehabilitation as the opportunities present. Additionally, in PY 2022, the City intends to submit for and utilize previously received CARES Act CDBG-CV funds to undertake activities that prepare, prevent, and respond to the COVID-19 pandemic.

The City anticipates that any activities that meet the Urgent Need National Objective will continue evolving over time to meet the needs to best prevent, prepare, and respond to COVID-19. In order to be flexible to ever-changing health/crisis needs, specific budget amounts will be directed to targeted public facilities and public services activities over time.

Projects

#	Project Name
1	Program Administration
2	Public Facility/Accessibility Improvements
3	Housing Rehabilitation Loan Program
4	Public Services Agency Grant Program
5	Transportation
6	Urgent Needs

Table 7 - Project Information

Describe the reasons for allocation priorities and any obstacles to addressing underserved needs

The CDBG Annual Action Plan does not allocate resources based on geographic areas, but rather on priorities identified during the Consolidated Plan/Annual Action Plan consultation process. At least 70% of CDBG funding for projects/activities are intended to benefit residents earning low and moderate incomes accessing services, as well as ensure access for people with disabilities throughout the city. The City has planned during PY 22 to utilize up to 30% of CDBG and previously received CDBG-CV funds on activities that meet the Urgent Need National Objective.

The Citizens Advisory Committee (CAC) to the City's CDBG Program has planned to increase its meetings and consultations throughout PY 22 to assess the underserved needs in Portsmouth and provide recommendations for additional CDBG and previously received CDBG-CV funding to address changing priorities and needs due to COVID-19. Community surveys are planned as well as localized community

meetings at public housing and targeted neighborhoods.

Obstacles to addressing underserved needs include lack of matching or City General Funds through circumstances beyond the City's control, including lack of capacity on the part of agencies, largely due to increased demands as a result of COVID-19; high home prices; and local permitting/land use measures that do not aggressively facilitate the development of affordable housing in the city.

AP-38 Project Summary
Project Summary Information

See following table.

1	Project Name	Program Administration
	Target Area	City-Wide
	Goals Supported	Administration
	Needs Addressed	Urgent Need Administration
	Funding	CDBG: \$132,741
	Description	General program administration of the City's CDBG Program, including the program administration of previously received CDBG-CARES Act (CV) funds. CDBG-CV funds may be utilized in addition to CDBG entitlement funds.
	Target Date	6/30/2023
	Estimate the number and type of families that will benefit from the proposed activities	1-CDBG and CDBG-CV Program Administration will support the implementation and oversight of the City's CDBG Program.
	Location Description	Citywide
	Planned Activities	CDBG and CDBG-CV Program Administration
2	Project Name	Public Facility/Accessibility Improvements
	Target Area	City-Wide
	Goals Supported	Public Facility/Infrastructure Improvements Urgent Needs
	Needs Addressed	Public Facility/Infrastructure Improvements Urgent Need
	Funding	CDBG: \$721,709
	Description	The City will continue accessibility and public facilities/infrastructure upgrades to locations throughout the City. Major activities include Operation Blessing Warming Center facility improvements, Woodbury Avenue Housing Cooperative infrastructure improvements, potential ADA/Accessibility improvements at Margeson Apartments, Ruth's Place, and/or other public housing properties. Other infrastructure/public facility improvement and ADA accessibility projects will be identified and are anticipated in PY 2022.
	Target Date	6/30/2023

	Estimate the number and type of families that will benefit from the proposed activities	The City estimates that approximately 75 individuals who are homeless will benefit from the proposed activities at Operation Blessing, 100 households will benefit from rental unit rehabilitations, and approximately 14 households will benefit from infrastructure improvements at Woodbury Avenue Housing Cooperative. In total, approximately 1,250 individuals earning low to moderate income will benefit from other accessibility and public facility improvements across the city.
	Location Description	Operation Blessing, 100 Lafayette Rd. Woodbury Ave. Cooperative, Woodbury Ave. Community Campus Citywide
	Planned Activities	The City will continue accessibility and public facilities/infrastructure upgrades to locations throughout the city. Major activities include Operation Blessing Warming Center facility improvements, Woodbury Avenue Housing Cooperative infrastructure improvements, and ADA/Accessibility improvements at Community Campus. Other infrastructure/public facility improvement and ADA accessibility projects, including transportation, and rental unit rehabilitation will be identified and are anticipated in PY 2022.
3	Project Name	Housing Rehabilitation Loan Program
	Target Area	City-Wide
	Goals Supported	Housing
	Needs Addressed	Housing
	Funding	CDBG: \$85,744
	Description	Provides loans for rehabilitation of multifamily units that house low-moderate income families or individuals. Housing Rehab funds may be provided as grants for nonprofits providing housing to income-eligible individuals/families.
	Target Date	6/30/2023
	Estimate the number and type of families that will benefit from the proposed activities	An estimated 3 households earning low to moderate income will benefit from the proposed activities.
	Location Description	Citywide, specific to low- to moderate-income households or geographic areas.

	Planned Activities	Loans for rehabilitation of multifamily units that house low- to moderate-income families or individuals. Housing Rehabilitation funds may be provided as grants for nonprofits providing housing to income-eligible individuals/families.
4	Project Name	Public Services Agency Grant Program
	Target Area	City-Wide
	Goals Supported	Public Services Urgent Needs
	Needs Addressed	Public Facility/Infrastructure Improvements Urgent Need
	Funding	CDBG: \$156,500
	Description	Grants to local nonprofit organizations providing public services to Portsmouth residents who earn low- to moderate-income.
	Target Date	6/30/2023
	Estimate the number and type of families that will benefit from the proposed activities	An estimated 515 individuals, including persons who are homeless, earning low to moderate household income will benefit from the proposed activities. Of this number, approximately 8 households will benefit from the proposed short-term tenant-based rental activities.
	Location Description	Through various nonprofit social service agencies in the city.
	Planned Activities	Childcare, mental health services, dental services, at-risk youth programming/support, homeless shelter services, DV and sexual assault services, services for persons with HIV/AIDS, fair housing training for persons preparing to exit homeless shelters, improved access to social services, and tenant-based rental assistance.
5	Project Name	Transportation
	Target Area	City-Wide
	Goals Supported	Transportation
	Needs Addressed	Transportation Urgent Need
	Funding	CDBG: \$20,000
	Description	To support transportation agencies or public infrastructure improvements that benefit persons or areas who earn very low-, low-, and moderate-incomes.
	Target Date	6/30/2023

	Estimate the number and type of families that will benefit from the proposed activities	Approximately 125 persons earning low to moderate incomes or persons with disabilities will benefit from the proposed activities.
	Location Description	Citywide or in CDBG-eligible areas, such as near Woodbury Cooperative, public housing, or servicing areas that provide social services/shelter to primarily low- to moderate-income individuals.
	Planned Activities	Added or improved public transportation services or facilities.
6	Project Name	Urgent Needs
	Target Area	City-Wide
	Goals Supported	Urgent Needs
	Needs Addressed	Housing Public Facility/Infrastructure Improvements Public Services Transportation Urgent Need Administration
	Funding	CDBG: \$100,000
	Description	To support non-profit and for profit businesses and public facilities to undertake public services and public facility improvements to address urgent needs when no other funding sources are available and the grantee is unable to finance the activity(ies) on its own. Economic development activities may be funded under the Urgent Needs goal. CDBG-CV funds received in the previous Action Plan Year may be utilized to address urgent needs, including public services and public facility improvements, to prepare, prevent and respond to COVID-19. The City is keeping generalized the allocation of these funds and the specific activities in order to maintain the most flexibility and agility to respond to urgent needs. Specific CDBG-CV eligible activities will be identified on an as-needed basis.
	Target Date	6/30/2023
	Estimate the number and type of families that will benefit from the proposed activities	An estimated 22,000 unduplicated persons will benefit from the proposed Urgent Needs activities that may include public services or public facility improvements. The beneficiaries may not be low- to moderate-income, as Urgent Needs activities will be planned to prepare, prevent, and respond to the COVID-19 health crisis.
	Location Description	Citywide

<p>Planned Activities</p>	<p>To support non-profit and for-profit businesses and City government programs that provide public services and make public facility improvements to address urgent needs when no other funding sources are available and the grantee is unable to finance the activity(ies) on its own. Economic development activities may be funded under the Urgent Needs goal.</p> <p>As noted in the introduction, the grantee anticipates that any activities that meet the Urgent Need National Objective will be evolving over time to meet the needs to best prevent, prepare, and respond to COVID-19. In order to be flexible to ever-changing health/crisis needs, specific budget amounts will be directed to public facilities and public services activities over time. General Funds may be used in addition to CDBG funds and previously received CARES Act funds.</p>
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AP-50 Geographic Distribution – 91.220(f)

Description of the geographic areas of the entitlement (including areas of low-income and minority concentration) where assistance will be directed

The citizen participation process, community needs, and available funding drive the geographical allocation of investments in the community. In other words, there is no pre-specified geographic targeting of resources. In PY 22, investment of community development resources is planned for throughout the jurisdiction.

Geographic Distribution

Target Area	Percentage of Funds
City-Wide	100

Table 8 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

The City's Five-Year Plan does not identify any geographic concentration of resources. Public service agencies that will receive CDBG funds during this program year are scattered throughout the city, and public facilities projects occur in locations or at facilities that directly benefit those who earn low and moderate incomes or those who are presumed to earn low and moderate incomes. The City of Portsmouth has two Census block groups where a majority of residents earn low and moderate incomes. Projects in these areas are undertaken based on project eligibility and funding availability. For at least the two most recent Consolidated Plans, the City has identified significant public infrastructure needs in CDBG-eligible neighborhoods. Urgent Need projects and activities will be undertaken citywide in PY 22 according to priorities described earlier in this section, and General Funds may be used in addition to CDBG funds and previously received CARES Act funds.

Discussion

None further.

Affordable Housing

AP-55 Affordable Housing – 91.220(g)

Introduction

Wages in the Seacoast New Hampshire area (the Seacoast) continue to be on par with state averages overall; average housing purchase and rental costs are the most expensive in New Hampshire by considerable margins. Unfortunately, it seems that the gap in affordability continues to grow. The Seacoast is a desirable location to live and to work, in no small part due to the abundance of services and supports that the area offers. Although many people come to the Seacoast in order to access jobs and services, it is often difficult for them to remain due to the high cost of housing.

One Year Goals for the Number of Households to be Supported	
Homeless	165
Non-Homeless	0
Special-Needs	0
Total	165

Table 9 - One Year Goals for Affordable Housing by Support Requirement

One Year Goals for the Number of Households Supported Through	
Rental Assistance	8
The Production of New Units	0
Rehab of Existing Units	100
Acquisition of Existing Units	0
Total	108

Table 10 - One Year Goals for Affordable Housing by Support Type

Discussion

A diverse workforce is vital to a thriving regional economy and if the Seacoast region continues to become more expensive to live in, the lack of affordable housing will increase commuting distance, making it more difficult for employers to recruit workers and more costly to retain them. The City is exploring funding support for accessibility or other facility needs at the Portsmouth Housing Authority workforce housing project on Court Street, known as Ruth’s Place.

AP-60 Public Housing – 91.220(h)

Introduction

The Portsmouth Housing Authority (PHA) works to serve the housing needs of individuals and families who have very low, low, and moderate incomes. The PHA manages several residential complexes serving the elderly, families with children, and families with disabilities. In addition, the PHA manages a tenant-based Section 8 program and waiting list. The PHA has also worked with local public safety providers to ensure effective screening policies, strict lease enforcement, and the maintenance of healthy and safe neighborhoods. The PHA provides employment and education incentives to tenants, as well as youth risk prevention services. The City of Portsmouth and the PHA have worked closely to address the need for public housing, including retention, renovation, and development of housing units as well as improvements to livability and access to services by residents.

Actions planned during the next year to address the needs to public housing

The PHA has made great strides in the past several years in areas including security, accessibility, and partnerships with the community. Challenges to address in the future include the increasing number of non-elderly disabled persons being served and expanding housing opportunities. Recently, the PHA has been required to house greater numbers of non-seniors with physical and/or mental disabilities in traditionally senior housing buildings; this creates a difficult situation to manage but one in which the PHA is confident it can continue to serve both populations through new administrative strategies and community partnerships. With over 400 families on the PHA's waiting list for a Section 8 voucher and an additional 550+ on the list for public housing, coupled with a sustained lack of affordable housing for the Seacoast's workforce, the PHA is looking for new opportunities to increase housing units through acquisition or new construction. The PHA's Court Street project, Ruth's Place, in the downtown area will provide 64 one- and two-bedroom units of workforce housing that will serve those individuals who earn 70% or below Area Median Income (AMI). Approximately 24 of these units will be made affordable for individuals earning at 30% or below AMI.

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

The PHA is committed to encouraging resident participation in all of its neighborhoods in order to improve social outcomes, reduce crime, foster greater civic engagement, and assure more caring and compassionate communities. Besides working to add more programs and services for tenants, the PHA encourages residents to seek leadership roles and actively engage with the future of the community by joining Resident Advisory Boards. The PHA Resident Service team regularly invites residents to participate in conversations happening in local government and often provides transportation to public

hearings as well as hosting on-site public meetings when possible.

If the PHA is designated as troubled, describe the manner in which financial assistance will be provided or other assistance

The PHA is not designated as troubled.

Discussion

The PHA is seen as an invaluable partner in addressing housing needs in Portsmouth. As noted in its Five-Year Plan, the PHA is engaged on the issue of creating additional units, preserving existing units, ensuring high-quality services, and linking with other resources in the community.

AP-65 Homeless and Other Special Needs Activities – 91.220(i)

Introduction

The Seacoast has a robust Continuum of Care (Home for All) and the City continues to work with regional organizations such as Home for All to improve coordination between service providers, and develop and implement strategies to expand and refine services. Funding from the City's General Fund through City Welfare funds complements CDBG funds for public services to assist the homeless and other special needs activities.

Describe the jurisdictions one-year goals and actions for reducing and ending homelessness including

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

The City will continue to promote the availability of Public Service Agency Grants to shelters as well as healthcare and public welfare agencies in order to strengthen and support the already robust Continuum of Care.

Addressing the emergency shelter and transitional housing needs of homeless persons

The City will continue to review agencies' certifications of consistency with its Consolidated Plan for any agencies' new shelter and transitional housing proposals, as well as provide support through the funding for eligible public facilities projects. The City will also continue close cooperation and participation in the Continuum of Care.

Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again

The City will continue providing Public Service Agency Grants for agencies providing supportive services and will support the increase of transitional and permanent supportive housing.

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

employment, education, or youth needs.

The City will help low-income individuals and families avoid becoming homeless through working with organizations such as the Rockingham Community Action Partnership, the Portsmouth Special Needs Fund, New Hampshire Legal Assistance, and Operation Blessing in order to provide financial and legal support for individuals and families at risk of becoming homeless. The City will also work with organizations such as Southern New Hampshire Services, Greater Seacoast Community Health, Seacoast Mental Health Center, One Sky Community Services, and Area Home Care to support those with disabilities or substance misuse issues.

Discussion

As noted in several sections of this Plan, in PY 22 the City intends to submit for and utilize previously received CARES Act CDBG-CV funds to undertake activities that prepare, prevent, and respond to the COVID-19 pandemic. All projects and activities will meet a National Objective, with no more than 30% allowed to Urgent Need.

AP-75 Barriers to affordable housing – 91.220(j)

Introduction:

As the downtown area of the City continues to expand, opportunities to address the lack of affordable housing are being identified. The City will explore state funding through the American Rescue Plan Act and assist with coordination and community connections to funding for the development of previously underutilized and underdeveloped sites.

Actions it planned to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment

Workforce housing in most circumstances is only going to be able to be affordable for developers and residents when undertaken on a large scale or as part of a larger development project. The City is also working to encourage workforce housing developments in the last sections of the city's undeveloped developable land (mainly in the Gateway District). Development of workforce housing may largely be incentivized by allowing zoning easements on setbacks, height, and yard frontage in exchange for developers designating a certain yet-to-be-determined percentage of units as affordable workforce housing with the goal of increasing densities and promoting more reasonable rates.

Discussion:

None further.

AP-85 Other Actions – 91.220(k)

Introduction:

At least 70% of all CDBG and previously received CDBG-CV funds will be spent in PY 22 on programs and projects benefiting residents earning low and moderate incomes as well as ensuring access for people with disabilities throughout the city. Up to 30% of all CDBG and CDBG-CV funds may be spent on Urgent Need in order to prepare, prevent, and respond to COVID-19.

Actions planned to address obstacles to meeting underserved needs

The Citizens Advisory Committee (CAC) to the City's CDBG Program continues to assess the underserved needs in Portsmouth and provide recommendations for additional CDBG and CDBG-CV funding to address those needs. Community surveys are planned as well as localized community meetings at public housing and targeted neighborhoods.

In preparing the City's Housing Existing Conditions Report for the 2025 Master Plan, the planning consultants met with and interviewed various persons who are involved or interested in local housing issues. Several respondents commented that the City government presents a challenging climate for permitting new development. Permitting hurdles are especially discouraging for investment in workforce housing, as higher-end and luxury residential projects can more easily absorb the premium costs associated with building in Portsmouth. The Community Development Department (CD) has also identified a lack of data and access to educational resources on fair housing laws and protections as having a negative impact on the City's ability to encourage detection, reporting, and prevention of housing discrimination by advocates, tenants, and landlords.

As noted previously in this Plan, there may be untapped potential and resources through the American Rescue Plan Act and the State Community Development Finance Authority for redeveloping underutilized parcels to address local housing needs and other planning goals including meeting underserved needs.

Actions planned to foster and maintain affordable housing

As the downtown area of the city continues to expand, opportunities to address the lack of affordable housing are beginning to come to light through increased potential for development of previously underutilized and underdeveloped sites. As a well-preserved historic city, Portsmouth has a vested interest in continuing to maintain the culture and heritage of the community; this is especially true with regards to the downtown area. While Portsmouth has historically allowed housing types that provide for a diverse range of housing options, the opportunities for producing significant numbers of housing units are currently constrained by the lack of availability of developable land.

Workforce housing in most circumstances is only going to be able to be affordable for developers and residents when undertaken on a large scale or as part of a larger development project. The City is also working to encourage workforce housing developments in the last sections of the city's undeveloped

developable land (mainly in the Gateway District). Development of workforce housing may largely be incentivized by allowing zoning easements on setbacks, height, and yard frontage in exchange for developers designating a certain yet-to-be-determined percentage of units as affordable workforce housing with the goal of increasing densities and promoting more reasonable rates.

The Portsmouth Housing Authority (PHA) has already embraced exploring opportunities to increase workforce and affordable housing stock as one of its primary objectives, and the City is undertaking the promotion of increased development of affordable housing opportunities as one of its priorities. The City will continue to work with the PHA to better provide access to financial literacy and education resources among residents of the PHA in order to promote saving and asset building to help families achieve economic independence and self-sufficiency. The City promotes access to preventative medical care service for individuals and families earning low to moderate income through community organizations such as Greater Seacoast Community Health and encourages residents (who are not eligible for Medicaid/Medicare) to enroll for insurance under the Affordable Care Act to minimize the amount of uncompensated care provided.

In 2020, the PHA started its workforce housing project, Ruth's Place, on Court Street in the downtown area. This project converted land already owned by the PHA and what was once primarily a surface parking lot and redeveloped it into 64 one- and two-bedroom units. All of these units will be financially accessible to members of the workforce making at or below 80% of Area Median Income (AMI), and of those, three-quarters of the units will be affordable to residents making under 60% AMI. City CDBG funds may be utilized to address accessibility barriers at the site. The City is currently working with the PHA and HUD to determine the feasibility of the transfer of a limited number of Section 8 vouchers to units reserved for 30% AMI.

Actions planned to reduce lead-based paint hazards

Portsmouth is not classified as one of the state's "higher risk" communities, largely due to its aging population; and therefore lead-based paint (LBP) is not the focus of primary prevention strategies. While LBP hazards in households with children are not as significant of an issue in Portsmouth as in other communities in New Hampshire, the City actively monitors at-risk populations and still has access to the State's substantial resources to identify and address situations if and when they occur.

The City integrates the above actions into housing policies and procedures by ensuring all LBP hazards are identified and referred to the State in order to coordinate efforts statewide. The City only uses contractors that have been certified for LBP removal in the Housing Rehabilitation Program and has expanded the LBP protocols in municipal operations.

Actions planned to reduce the number of poverty-level families

The City of Portsmouth is committed to supporting and promoting opportunities for families in poverty to achieve stability and success. By focusing on the three areas of housing, financial, and healthcare security, the City will work to provide a framework and support network for families to assist them in

lifting themselves out of poverty. The City works closely with the PHA to ensure residents have access to and are able to utilize supportive programs.

The Public Services Agency Grant Program will continue to support working families with childcare, dental services, youth services, and other programs to help reduce the burdens on poverty-level families. As one example, the City promotes access to preventative medical care service for individuals and families earning low and moderate income through community organizations such as Greater Seacoast Community Health and encourages residents (who are not eligible for Medicaid/Medicare) to enroll for insurance under the Affordable Care Act to minimize the amount of uncompensated care provided.

Actions planned to develop institutional structure

The City of Portsmouth and CD monitor and participate in regional discussions about issues impacting residents earning low to moderate incomes and special populations. The City is actively involved in supporting efforts to address substance misuse and homelessness prevention efforts through regional dialogues and resulting interventions and programs. The City will continue to be engaged in order to have an impact in these areas.

Actions planned to enhance coordination between public and private housing and social service agencies

The City of Portsmouth and its residents benefit from a good network of social services, and public and privately-assisted housing. For its size, Portsmouth benefits from a wide range of social service providers to assist those in need in Portsmouth. This is due in part to Portsmouth's role as an economic, cultural, and social hub of the region. Many larger nonprofits are located in Portsmouth but have service areas beyond the city's borders. In addition, the leading agency in Portsmouth for housing issues, the PHA, is heavily involved in the constellation of nonprofit service providers and participates extensively in regional efforts to address substance misuse and homelessness issues. Most of the city's publicly- and privately-assisted housing developments are served by regional transportation, though access from public housing to transportation stops (e.g., sidewalks), sustainability of facilities, and bus shelters have been noted as areas for improvement.

Discussion:

In addition to the actions described above, in PY 22, the City intends to submit for and utilize previously received CARES Act CDBG-CV funds to undertake activities that prepare, prevent, and respond to the COVID-19 pandemic. No more than 30% of CDBG and no more than 30% CDBG-CV funds shall be used to fund projects/activities under the Urgent Need National Objective.

Program Specific Requirements

AP-90 Program Specific Requirements – 91.220(I)(1,2,4)

Introduction:

Community Development Block Grant Program (CDBG) Reference 24 CFR 91.220(I)(1)

Projects planned with all CDBG funds expected to be available during the year are identified in the Projects Table. The following identifies program income that is available for use that is included in projects to be carried out.

1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed	0
2. The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan.	0
3. The amount of surplus funds from urban renewal settlements	0
4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan	0
5. The amount of income from float-funded activities	0
Total Program Income:	0

Other CDBG Requirements

1. The amount of urgent need activities	100,000
2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan.	70.00%

In PY 22, the City intends to submit for and utilize previously received CARES Act CDBG-CV funds to undertake activities that prepare, prevent, and respond to the COVID-19 pandemic. No more than 30% of CDBG and no more than 30% CDBG-CV funds shall be used to fund activities under the Urgent Need National Objective.

Attachments

Citizen Participation Comments

Public Comments during Public Participation Process for PY 2022 (CFY 2023) Community Development Block Grant Program

February 17, 2022 Public Hearing on Community Development Needs in FY 2023 – Public comments received in person, as follows:

Mark Lentz ((Facilities Director, Portsmouth Housing Authority) – agency manages numerous public housing units--some of which include playgrounds and community centers--throughout the city. They have a list of projects for facility improvements in FY 22 and FY 23. Mr. Lentz reviewed the list of projects that was distributed to committee members. Some of the FY 22 projects have been pushed to FY 23 due to contractor back-up and scheduling. Ms. Annunziata noted that it would be helpful to prioritize the list in terms of project readiness and timeline.

Kathy Beebe (Executive Director, HAVEN) – agency provides emergency shelter and services for individuals surviving/fleeing from domestic violence, and provides sexual assault services and a hotline. The agency had paused its capital campaign during COVID-19, but is restarting its search for property that will enable the agency to relocate to a larger shelter facility, which will hopefully be co-located with offices and in a more dense area to increase security and services. Due to COVID-19, the current shelter housed fewer people in the facility, but increased costs and shelter provided in hotels.

Meme Wheeler (Executive Director, Chase Home for Children) – agency provides residential services and home-based programs for youth aged 11-19 in coordination with the Division for Children, Youth, and Families (DCYF). The agency discussed a need for increasing the number of days in the reunification program from 30 days to 90 days. Diversion program services have decreased due to children not being in school/remote learning, but the agency expects numbers to go back up. The agency also provides home-based residential programs.

March 10, 2022 Public Meeting– Public comments received in person as follows:

Kathy Beebe (Executive Director, HAVEN) spoke to the issues impacting victims of domestic violence, both in general and as a direct result of the COVID-19 pandemic. Their crisis line received fewer calls in general, likely because of the closer proximity of victims to their abusers. The shelter was at reduced capacity and instead victims were housed in hotels with support from additional CDBG funding. Although they still received the services and check-ins from case workers while staying in hotels, they also experienced isolation and the vulnerability that comes with it. CARES Act CDBG-CV funds were used to support hotel costs. A new initiative for the agency is becoming a Camp HOPE affiliate. Preserving and increasing the stock of affordable housing in Portsmouth and Seacoast New Hampshire (the Seacoast) is a significant challenge.

Will Arvelo (Executive Director, Cross Roads House) shared that again, as in last year, due to COVID-19, the shelter’s capacity was decreased this year in order to meet CDC distancing and health standards. The shelter was 70-80% full, but still served 400+ unique clients per year. Their numbers would have been even lower, if it weren’t for the ability to house some high-risk shelter residents at local hotels, a program partially funded by additional CARES Act CDBG-CV funding. Those who received shelter at the hotels were still provided the full level of case management. Staff retention is a significant challenge. Mr. Arvelo noted that there are numerous facility improvements that are needed, including roof repair

to address leaks. He will provide shovel-ready project proposals to City staff as well as FY 23 projects in the pipeline.

Abby Sprackland (Communications and Grants Manager, Big Brothers Big Sisters NH (BBBS)) discussed the program activities and goals as a new applicant to the Portsmouth CDBG Program. The CDBG grant proposal is for the agency's 1-to-1 Mentoring program which matches adults ("Bigs") with at-risk youth ("Littles"). There are currently 32 matches in Portsmouth, and 81% of these current matches are benefitting youth from low to moderate income households. A notable percentage of the matches are from single female households. There are 150 to 200 at-risk youth on the waiting list. BBBS is working in partnership with prisons to provide support to youth who need mentors and is also providing LGBTQ youth mentoring.

Tamara Leibowitz (Executive Director, AIDS Response Seacoast (ARS)) spoke about the direct case management and medical support that is provided by CDBG grant funding. COVID-19 forced operations to quickly shift to remote, which was especially crucial due to the immunocompromised status of the client base. Challenges include not enough staff and volunteers to expand the program; a shortage of medical providers in New Hampshire; technology inequities, which were especially apparent due to COVID-19; and an increase in new diagnoses. ARS saw an uptick in new diagnoses in people under 30 and among women, likely due to deferred healthcare during COVID-19. Continuing issues that affect the clients are affordable housing, substance use, financial resources, and transportation.

March 15, 2022 Public Meeting – Public comments received in person as follows:

Alicia Tonelli (Early Childhood Program Director and Interim Executive Director, Seacoast Community School (SCS)) and Sarah Fleck (Director of Development and Family Services, Seacoast Community School (SCS)) shared that SCS is one of the largest childcare operations in New Hampshire and that they provide not only early childhood education but afterschool care for older children as well. Two hundred children are served daily, but there are 300 children on the waitlist. There are 30 families with overdue balances; 11 of these families have balances over \$1,000. A significant challenge for the agency is staff retention and pay. Other challenges include inadequate support for ESL families, and families with disabilities not being able to pay the full cost of childcare due to decreased state assistance (SSDI) for childcare. Gosling Meadows early childhood education (ages 3-5) has been very successful; SCS is planning to expand this in FY 23.

Helen Long (Grant Writer, Greater Seacoast Community Health (GSCH)) noted that the agency had recently moved into a new 16,000 sq. ft. space in Portsmouth. She invited the CAC members to tour the facility. The agency serves 3,000 persons. Challenges include transportation for clients to get to the healthcare facility. They are utilizing rideshares, buses, taxis, etc. Another significant challenge is staff recruitment and retention for clinical staff. The agency is exploring new partnerships with Tufts, Harvard, Lamprey Health, and others.

Patte-Anne Ardizzoni (Communications Director, Rockingham Community Action Partnership (RCAP)) spoke about the various programs provided through Southern New Hampshire Services (SNHS) and the Community Action Partnership (CAP), including electric assistance, fuel assistance, homelessness prevention, weatherization, and workforce training. Significant issues are lack of affordable housing and staffing (retention and pay; competitiveness with other employment).

Public Hearing June 14, 2022 on FY 23 Community Development Annual Action Plan and Budget

No comments received.

No additional comments received during the 30-Day comment period.