

# Community Development Block Grant Program

## PY 2021 Consolidated Annual Performance and Evaluation Report (Year 2)



### City of Portsmouth, New Hampshire July 1, 2021 – June 30, 2022

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## **CR-05 - Goals and Outcomes**

### **Progress the jurisdiction has made in carrying out its strategic plan and its action plan.**

#### **91.520(a)**

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

This year's Annual Action Plan (AAP) included goals and objectives for housing, public facilities, urgent needs, social services programs that assist individuals and families, and program administration. Priority needs included 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 accessibility/suitability of public facilities to better meet the needs of people who earn low and moderate incomes.

Rental units and the common areas at Wamesit Place public housing received HVAC, security, and fire protection systems upgrades. Overnight shelter for individuals, families, and survivors of domestic violence as well as a warming/overnight shelter for overflow of homeless persons on the coldest winter nights were also provided. The Public Service Agency Grant Program funded services for at-risk youth, dental care, child care, persons living with HIV/AIDS, and low-income persons needing communications support for mental and other health services. Additionally, Cross Roads House undertook a significant rehabilitation of its main and family facilities for roof and wall repairs in PY 21.

Additional CDBG funds were utilized to prepare for, prevent, and respond (PPR) to the pandemic. In particular, Cross Roads House homeless shelter and HAVEN domestic violence shelter received funding to support hotel stays in order to provide spacing and healthy distances in their facilities.

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

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

Goal	Category	Source / Amount	Indicator	Unit of Measure	Expected – Strategic Plan	Actual – Strategic Plan	Percent Complete	Expected – Program Year	Actual – Program Year	Percent Complete
Administration	Affordable Housing Public Housing Homeless Non-Homeless Special Needs Non-Housing Community Development Urgent Needs	CDBG: \$ / CDBG- CV: \$	Other	Other	5	2	40.00%	1	1	100.00%
Housing	Affordable Housing Public Housing Homeless	CDBG: \$ / LIHTC: \$/ CDBG- CV: \$	Rental units rehabilitated	Household Housing Unit	100	243	243.00%			
Housing	Affordable Housing Public Housing Homeless	CDBG: \$ / LIHTC: \$/ CDBG- CV: \$	Homeowner Housing Rehabilitated	Household Housing Unit	5	0	0.00%	0	0	

Public Facility/Infrastructure Improvements	Non-Housing Community Development	CDBG: \$ / General Fund: \$ / CDBG-CV: \$	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	25000	17521	70.08%	1270	0	0.00%
Public Facility/Infrastructure Improvements	Non-Housing Community Development	CDBG: \$ / General Fund: \$ / CDBG-CV: \$	Rental units rehabilitated	Household Housing Unit	150	219	146.00%	100	219	219.00%
Public Facility/Infrastructure Improvements	Non-Housing Community Development	CDBG: \$ / General Fund: \$ / CDBG-CV: \$	Homeless Person Overnight Shelter	Persons Assisted	300	129	43.00%	75	129	172.00%
Public Facility/Infrastructure Improvements	Non-Housing Community Development	CDBG: \$ / General Fund: \$ / CDBG-CV: \$	Overnight/Emergency Shelter/Transitional Housing Beds added	Beds	0	0		0	0	

Public Services	Non-Homeless Special Needs Non-Housing Community Development	CDBG: \$ / General Fund: \$ / CDBG-CV: \$	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	1500	1127	75.13%	340	606	178.24%
Public Services	Non-Homeless Special Needs Non-Housing Community Development	CDBG: \$ / General Fund: \$ / CDBG-CV: \$	Public service activities for Low/Moderate Income Housing Benefit	Households Assisted	0	0		0	0	
Public Services	Non-Homeless Special Needs Non-Housing Community Development	CDBG: \$ / General Fund: \$ / CDBG-CV: \$	Direct Financial Assistance to Homebuyers	Households Assisted	0	0		0	0	
Public Services	Non-Homeless Special Needs Non-Housing Community Development	CDBG: \$ / General Fund: \$ / CDBG-CV: \$	Tenant-based rental assistance / Rapid Rehousing	Households Assisted	50	8	16.00%	10	2	20.00%

Public Services	Non-Homeless Special Needs Non-Housing Community Development	CDBG: \$ / General Fund: \$ / CDBG-CV: \$	Homeless Person Overnight Shelter	Persons Assisted	1000	507	50.70%	150	286	190.67%
Public Services	Non-Homeless Special Needs Non-Housing Community Development	CDBG: \$ / General Fund: \$ / CDBG-CV: \$	Overnight/Emergency Shelter/Transitional Housing Beds added	Beds	0	0		0	0	
Transportation	Non-Homeless Special Needs Non-Housing Community Development	CDBG: \$ / CDBG-CV: \$	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	0	0		0	0	
Transportation	Non-Homeless Special Needs Non-Housing Community Development	CDBG: \$ / CDBG-CV: \$	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	200	113	56.50%			

Urgent Needs	Affordable Housing Public Housing Homeless Non-Homeless Special Needs Non-Housing Community Development Urgent Needs	CDBG: \$ / General Fund: \$150000 / CDBG-CV: \$	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	15000	22100	147.33%	22000	0	0.00%
Urgent Needs	Affordable Housing Public Housing Homeless Non-Homeless Special Needs Non-Housing Community Development Urgent Needs	CDBG: \$ / General Fund: \$150000 / CDBG-CV: \$	Public Facility or Infrastructure Activities for Low/Moderate Income Housing Benefit	Households Assisted	250	0	0.00%			

Urgent Needs	Affordable Housing Public Housing Homeless Non-Homeless Special Needs Non-Housing Community Development Urgent Needs	CDBG: \$ / General Fund: \$150000 / CDBG-CV: \$	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	50000	22110	44.22%	22000	0	0.00%
Urgent Needs	Affordable Housing Public Housing Homeless Non-Homeless Special Needs Non-Housing Community Development Urgent Needs	CDBG: \$ / General Fund: \$150000 / CDBG-CV: \$	Public service activities for Low/Moderate Income Housing Benefit	Households Assisted	25	0	0.00%			



Urgent Needs	Affordable Housing Public Housing Homeless Non-Homeless Special Needs Non-Housing Community Development Urgent Needs	CDBG: \$ / General Fund: \$150000 / CDBG-CV: \$	Tenant-based rental assistance / Rapid Rehousing	Households Assisted	0	0				
Urgent Needs	Affordable Housing Public Housing Homeless Non-Homeless Special Needs Non-Housing Community Development Urgent Needs	CDBG: \$ / General Fund: \$150000 / CDBG-CV: \$	Businesses assisted	Businesses Assisted	3	0	0.00%			

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

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

The activities undertaken during this program year represented the Year 2 priority needs identified in the 2020-2024 Consolidated Plan. Those priority needs included Housing, Public Facilities, Public Services - General Welfare, Public Services - Youth Programs, Public Services - Homeless/HIV-AIDS, Public Services - Health, and Public Services - Non-Homeless/Special Populations.

In PY 2021, the City was able to utilize more of its funding toward the Public Services Agency Grant Program and support activities in response to COVID-19. This program year, \$120,335 from entitlement funds was spent on public services overall, including activities that prepare, prevent, and respond (PPR) to COVID. These funds supported housing and emergency shelter/services – including hotel accommodations for otherwise homeless persons/families to alleviate the numbers at the shelters where distance could not be achieved.

Due to the pandemic, the City included Urgent Needs (UN) in its AAP. Some Urgent Needs activities identified in the AAP were deprioritized in PY 21, but remained in the PY 21 AAP to be able to address unidentified or delayed urgent needs as a result of the pandemic. As illustrated in Table 1 above, UN - Tenant-Based Rental Assistance/Rapid Rehousing (TBRA/RR) was deprioritized due to other federal funds becoming available for this use; the City anticipates that as these alternative funds are depleted, more needs for TBRA/RR support may be identified. Additionally, in Table 1, UN - Businesses Assisted was deprioritized due to other funding sources identified, including community funding, for business assistance in the downtown area. In Table 1 above, Homeowner Housing Rehabilitation was not undertaken due to the complexity of relocation during the pandemic and lack of demand.

Additionally, the public facility improvements for housing or nonhousing benefit that were undertaken during PY 21 qualified for low- and moderate-income (LMI) or presumed benefit, rather than for the UN national objective. The City continues to plan for UN activities through PY 23, when the CDBG-CV expenditure deadline will occur.

Note that the City's high-priority housing project, Water-Sewer and Site Improvements at Woodbury Cooperative, did not begin in PY 21 as anticipated. This was due to a lack of bids and exorbitant costs. At the time of this CAPER preparation, the Woodbury Avenue Cooperative (a resident-owned community) improvements are underway and those accomplishments will be reported in the PY 22 CAPER. Additionally, the planned facility improvements at the Operation Blessing (OB) Warming Center were not able to be undertaken due to a lack of bids, not enough labor, and exorbitant costs.

Below, see a summary chart of PY 21 (City FY 22) CDBG expenditures.

PY 2021 Expenditures

<b>City of Portsmouth, NH</b> <b>CDBG Expenditures HUD Plan Year 2021</b> <b>(City FY 22, ending 6-30-2022)</b>			
	<b>Description</b>	<b>Budget Amount</b>	<b>YTD Expended</b>
<b>Program Administration</b>			
	Program Administration	\$121,496.78	\$108,032.89
<b>Housing</b>			
	PHA Wamesit Fire and Safety Protection Upgrade	\$16,185.00	\$16,185.00
<b>Public Facilities/Accessibility Improvements</b>			
	Cross Roads House Roof Replacement/Improve	\$158,400.00	\$137,837.54
	Operation Blessing Warming Center	\$85,000.00	\$0.00
	Woodbury Ave Coop Sewer Improvement	\$150,000.00	\$0.00
		\$393,400.00	\$137,837.54
<b>Public Services Grant Program</b>			
	AIDS Response Seacoast	\$8,700.00	\$8,700.00
	Chase Home for Children	\$5,000.00	\$5,000.00
	Cross Roads House	\$15,000.00	\$15,000.00
	Greater Seacoast Community Health (Dental)	\$8,000.00	\$8,000.00
	HAVEN	\$11,000.00	\$11,000.00
	Lamprey Health - SPHN	\$7,000.00	\$1,005.14
	Fair Housing	\$3,300.00	\$0.00
	Rockingham CAP	\$7,500.00	\$2,595.00
	Seacoast Community School	\$8,500.00	\$8,500.00
	Seacoast Mental Health	\$7,500.00	\$5,625.00
		\$81,500.00	\$65,425.14
<b>COVID-19 Related Activities</b>			
	HAVEN	\$10,000.00	\$10,000.00
	Operation Blessing Emergency Warming Center	\$20,880.00	\$16,854.93
	Cross Roads House	\$26,500.00	\$26,500.00
	Correction per HUD for \$	\$1,555.00	\$1,555.00
		\$58,935.00	\$54,909.93
<b>Total</b>		<b>\$655,331.78</b>	<b>\$382,390.50</b>

## CR-10 - Racial and Ethnic composition of families assisted

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

	CDBG
White	914
Black or African American	35
Asian	32
American Indian or American Native	5
Native Hawaiian or Other Pacific Islander	3
<b>Total</b>	<b>989</b>
Hispanic	36
Not Hispanic	953

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

### Narrative

Race and ethnicity totals are representative of the City of Portsmouth demographics.

## CR-15 - Resources and Investments 91.520(a)

### Identify the resources made available

Source of Funds	Source	Resources Made Available	Amount Expended During Program Year
CDBG	public - federal	1,194,246	382,391
General Fund	public - local	150,000	0
LIHTC	private	0	0

**Table 3 - Resources Made Available**

### Narrative

CDBG and CDBG-CV funds were expended to serve primarily low-moderate income (LMI) individuals or areas, to address urgent needs and other eligible activities, and to prevent, prepare and respond (PPR) to COVID-19. CDBG funds were also expended to make public facility improvements including the removal of architectural barriers impeding ADA accessibility. \$53,757.06 was received in program income during PY 21 and utilized for CDBG-eligible projects and activities.

### Identify the geographic distribution and location of investments

Target Area	Planned Percentage of Allocation	Actual Percentage of Allocation	Narrative Description
City-Wide	100	100	See below

**Table 4 – Identify the geographic distribution and location of investments**

### Narrative

The City expended targeted funds citywide for activities identified in the Year 2 AAP of its Five-Year Consolidated Plan, including urgent needs and activities to prepare, prevent, and respond to COVID-19.

## Leveraging

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

CDBG funds were combined with other private and/or public funds (contributed by subrecipients) to support primarily LMI individuals or areas, to make public facility improvements, to address urgent needs and other eligible activities, and to prevent, prepare and respond to COVID-19. In HUD Program Year 21, a total of \$5,053,538 was leveraged from nonprofit agencies and the City as additional investments in projects benefitting LMI persons.

During this program year, the City finalized a land purchase from the Seacoast Foundation for Health and this land is being used to support several non-profit agencies, including Seacoast Community School, which provides child care to families including those with low- to moderate- household income. The now public land, called "Community Campus," and the existing large building facilities and undeveloped land are being carefully planned by the City with input from Community Development as to how it may further serve low- to moderate- household income clientele as well as possibly support affordable housing opportunities.

## CR-20 - Affordable Housing 91.520(b)

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

	One-Year Goal	Actual
Number of Homeless households to be provided affordable housing units	0	0
Number of Non-Homeless households to be provided affordable housing units	200	219
Number of Special-Needs households to be provided affordable housing units	0	0
<b>Total</b>	<b>200</b>	<b>219</b>

Table 5 – Number of Households

	One-Year Goal	Actual
Number of households supported through Rental Assistance	10	0
Number of households supported through The Production of New Units	0	0
Number of households supported through Rehab of Existing Units	200	219
Number of households supported through Acquisition of Existing Units	0	0
<b>Total</b>	<b>210</b>	<b>219</b>

Table 6 – Number of Households Supported

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

CDBG funds were expended this program year to maintain safe, affordable rental housing. Two hundred nineteen (219) households received support for rental unit modernization at Wamesit Place public housing, and this outcome exceeded the AAP goals. The breakdown of household income for beneficiaries served is as follows:

181 Extremely Low-income  
 30 Low-income  
 0 Moderate Income  
 8 Non-Low/Moderate or Undetermined

The total served and reported is 219 (note that the eight (8) non-low/undetermined income households are not included in Table 13 below).

Progress toward these goals is measured throughout the year with ongoing review of project status and funding requests. Additionally, a targeted assessment of progress is made and reported at the CAC

public hearing on the current year's accomplishments, which was shared for PY 21 at the same time as the public hearing on community needs on February 11, 2021.

Significant federal and private funding was used by partners in PY 21 as a priority over CDBG funds originally allocated to rental assistance activities. For this reason, the rental assistance goals were not met as anticipated.

**Discuss how these outcomes will impact future annual action plans.**

The City anticipates that it will meet or exceed goals to assist eligible households to find and maintain safe, decent affordable housing in future AAPs.

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

Number of Households Served	CDBG Actual	HOME Actual
Extremely Low-income	181	0
Low-income	30	0
Moderate-income	0	0
<b>Total</b>	<b>211</b>	<b>0</b>

**Table 7 – Number of Households Served**

**Narrative Information**

The City continues to collaborate with nonprofit agencies and public housing partners to identify and explore accessibility and affordable housing projects. The City's Blue Ribbon Committee on Housing (Housing Committee) in 2014 worked to evaluate and collect data and authored the Housing Existing Conditions Report and a Final Report to Council (November 2016), all of which contributed to the Portsmouth 2025 Master Plan (Master Plan). The Master Plan incorporates the Housing Committee's recommendations and continued goals for increasing affordable housing in the City. The City Council adopted a formal housing policy in December 2016 to address Portsmouth's housing needs, including that it "will support a housing stock that addresses greater housing supply and variety, including an adequate supply of workforce and moderate-income housing... ." The Community Development (CD) Department continues to be actively engaged in issues and discussions related to increasing and improving affordable housing in the City.

The City has taken other actions to foster and maintain affordable housing including working through planning and zoning to support a multifamily affordable housing project of the Portsmouth Housing Authority (PHA). This project—Ruth Lewin Griffin Place, or “Ruth’s Place”—provides new affordable and workforce housing units near transportation and other services in the downtown area. In 2022, the PHA completed the project, which converted land—primarily a surface parking lot—already owned by the PHA and redeveloped it into sixty-four (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, twenty-four (24) of the units will be made available to those earning under 30% AMI.



The City annually provides CDBG funds to nonprofit agencies that deliver services to extremely low-, low-, and moderate- income persons in efforts to maintain and foster affordable housing citywide. For example, CDBG funds rental subsidy programs that assist families who earn low to moderate income to maintain their affordable housing by providing short-term rental subsidies. In addition, the Rockingham Community Action Partnership (CAP) programs provide housing counseling services. The City also continues to address homeless housing and shelter needs through CDBG support to the family/individual emergency shelter and the domestic violence shelter, as well as fund tenant-landlord counseling services for low-income/homeless individuals and families who are preparing to exit from homelessness.

The City addresses “worst case needs” and its progress in meeting the needs of persons with disabilities by gathering information through public input sessions, particularly at the public hearing for community needs held in February 2021. In addition, through ongoing conversations with members of the Home for All coalition (homelessness prevention coalition for the NH Seacoast area), NH Housing Finance Authority, City Welfare Department, PHA, and the CAP agency, the City maintains an understanding of worst-case housing needs of low-income renter households who pay more than half of their income for rent, live in seriously substandard housing, which includes homeless people, or have been involuntarily displaced. Ongoing Community Development technical assistance and collaboration with other area nonprofits who are subrecipients of CDBG funds--such as Cross Roads House, Greater Seacoast Community Health, and AIDS Response Seacoast--whose clientele includes individuals with disabilities and other individuals/households who may fall into the "worst-case needs" situation provides opportunities for the City to possibly assist when unmet needs are identified.

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

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

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

Working with Home for All (formerly Greater Seacoast Coalition to End Homelessness), HAVEN, and Cross Roads House, the City—particularly through the Community Development (CD) and Welfare Departments—is able to reach out and assess the needs of homeless and unsheltered individuals and families in Portsmouth. Additionally, the City coordinates with the PHA—also an active participant in the Home for All coalition—to reduce and end homelessness in the City.

Additionally, Public Service Grant Program agencies—such as The Chase Home for Children, Rockingham Community Action Program (RCAP), and AIDS Response Seacoast—work with precariously housed individuals and families and help prevent the hospitalization of those living with HIV/AIDS by providing supportive services.

### **Addressing the emergency shelter and transitional housing needs of homeless persons**

The City continues to fund nonprofit agencies that work to provide emergency shelter and transitional housing needs of homeless persons.

In PY 2021, the City funded the following agencies through the CDBG Public Service Grant Program:

**AIDS Response Seacoast (ARS)** offered a number of support services to eighteen (18) individuals living with HIV/AIDS, including case management, financial aid, and housing assistance for clients unable to work due to illness. Funding was provided by the CDBG Program, the City's General Fund, the New Hampshire Ryan White CARE Program (NH CARE Program), the New Hampshire Emergency Shelter Grants Program, and local foundations. Individuals and small families who earned very low or low incomes made up 100% of the Portsmouth beneficiaries.

**The Chase Home** provided residential care for nineteen (19) minors who had been removed from their homes temporarily by the State, with a goal of family reunification, a return to their own homes, and 90-day support services to the child(ren) and their families. Services include extended family reunification check-ins and counseling.

**Cross Roads House** is a homeless shelter in the jurisdiction that provides both emergency and transitional shelter to homeless people. All of the clients were individuals and families who earn very low incomes. One hundred twenty-nine (129) homeless individuals were provided with emergency shelter beds and supportive services in PY 21. Additional CDBG funds were also awarded to provide scattered housing in hotel rooms to eleven (11) individuals in order to prevent the spread of COVID-19. These funds to prepare, prevent, and respond to COVID-19 did not count against the CDBG Public Services cap. In addition to shelter, funding to Cross Roads House supported a wide range of services to individuals in transition including case management, tutoring, mental health counseling, vocational training, life skills training, and assistance in finding permanent housing. The doors of Cross Roads House

are open to all individuals in need of shelter, including those who could become homeless after being discharged from publicly-funded institutions and systems of care. Cross Roads House prioritizes the sheltering of individuals whose last known address was within the Portsmouth city limits. Total funds utilized to support the shelter and services came from a combination of federal, state, local, and private sources, including the Portsmouth CDBG Public Service Agency Grant Program.

**HAVEN** provides individual and family shelter and support services, including sexual assault services to persons who are survivors of domestic violence. The population served by this agency is presumed to earn low income. In PY 21, fifteen (15) women and children received shelter and associated services from the agency. This number was lower than projected due to COVID-19; however, additional funds were awarded to provide seven (7) additional beneficiaries with scattered housing in hotel rooms to prevent the spread of COVID-19. These funds to prepare, prevent and respond to COVID-19 did not count against the CDBG Public Services cap. Total funds utilized to support the domestic violence shelter operations and services came from a combination of federal, state, local, and private sources including the Portsmouth CDBG Public Service Agency Grant Program.

**Southern New Hampshire Services Rockingham Community Action Program (RCAP)** received CDBG funding and support from the City Welfare Department to provide rental deposit assistance, fuel assistance, and related assistance to help families stay in their homes. Two (2) families were assisted directly with CDBG funds in PY 21. This number was lower than anticipated due to the influx of additional federal funds to support rental assistance, which had earlier spending deadlines.

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

Community Development staff continued to work closely with the PHA, HUD, the City Welfare Department, the Balance of State Continuum of Care, the Portsmouth Housing Endowment Fund (PHEF), and The Housing Partnership on affordable housing and homelessness issues; with the Chamber of Commerce and the City's Economic Development Department on economic development issues; and with the Portsmouth Arts and Cultural Agency Board of Directors and neighborhood groups on community development issues.

As noted previously in the CAPER, the City collaborates with Home for All coalition to identify needs and opportunities to coordinate support for low-income persons, including those coming from correction programs, mental health facilities, and foster care to avoid becoming homeless. The CDBG Public Service Grant Program-funded agencies such as Rockingham Community Action Program and AIDS Response Seacoast that work with precariously-housed individuals and families and help prevent the hospitalization of those living with HIV/AIDS by providing supportive services. The Chase Home also provides residential care for minors in danger of being processed into State custody, with a goal of family reunification and the minors' returns to their own homes.

The City alone does not have a homeless discharge coordination policy; rather it relies on the Home for All coalition, which includes two CDBG-funded emergency shelters (HAVEN and Cross Roads House), to support and coordinate the relevant stakeholders including the City to address and avoid discharges into homeless.

**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**

As previously discussed in this section, the City continues to support various nonprofit agencies with CDBG and Welfare funds to address homelessness issues. The Welfare Department refers struggling individuals and families receiving assistance from other public or private programs to Cross Roads House when transitional housing is needed. In turn, Cross Roads House case managers work diligently to transition homeless families into permanent homes, often found in PHA housing.

The Community Development Department meets and collaborates with Veterans Count, Harbor Homes, PHA, CAP agency, City Welfare Department, Home for All coalition, and the Cross Roads House shelter programs to identify needs and opportunities for the support of homeless veterans transitioning to permanent housing. As noted elsewhere in this CAPER, affordable permanent housing in the City and Section 8 waitlists are significant limiting factors. Homeless Veterans are prioritized by the PHA for housing.

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

### **Actions taken to address the needs of public housing**

The Community Development Department continued to support the Portsmouth Housing Authority (PHA) in its efforts to maintain and create new affordable housing opportunities and to administer its public housing and Section 8 voucher programs in Portsmouth. The PHA manages eleven (11) residential complexes serving the elderly, families with children, and families with disabilities, including Betty's Dream, a twenty-four (24) unit facility dedicated to housing disabled persons. In addition, the PHA manages a tenant-based Section 8 program and a waiting list of at least three hundred and sixty-five (365) persons.

The PHA has also worked with local public safety providers to ensure effective screening policies, strict lease enforcement, and maintenance of healthy and safe neighborhoods. The PHA provides employment and education incentives to tenants, as well as youth risk prevention services. The City and the PHA have worked closely to address the need for public housing, including the retention, renovation, and development of housing units, as well as improvements to livability and residents' access to services.

The PHA's new workforce and affordable housing project, Ruth's Place, was completed in PY 21, and the City was in close coordination with the PHA in land use and zoning to complete the construction and assist in outreach about the new housing, which includes twenty-four (24) units for 30% AMI households.

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-elderly persons with physical and/or mental disabilities in housing that was originally developed and designed to serve seniors; this creates a difficult situation to manage, but the PHA is confident that it can meet the challenge and continue to serve both populations through new administrative strategies and community partnerships. With over 360 persons on their waiting list for public housing and with the 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, including an expansion of units in the downtown area. While this process can take years, opportunities for potential projects are currently being developed. The PHA has committed to increased collaboration between other regional or statewide housing authorities and nonprofit developers. This includes cooperating on issues like policy development, purchasing, back office operations, and waiting lists in order to decrease costs and improve customer service, with the long-term goal of creating a stronger and more disciplined organization.

In addition, improvements at PHA-managed properties during PY 21 included fire and security upgrades for all two hundred nineteen (219) units at Wamesit Place.

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

The City and the PHA hold the common interest of ensuring that safe and decent housing is available to individuals and families earning very low, low, or moderate incomes. All agreements for Public Service Agency Grant subrecipients include a requirement to advertise their services in the PHA housing complexes.

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, which give residents the ability to provide feedback and guidance on PHA policies and programs.

### **Actions taken to provide assistance to troubled PHAs**

No troubled PHAs in the jurisdiction.

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

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

Affordable housing continues to be identified as a critical need at this time. The Portsmouth 2025 Master Plan addresses the need for the creation and maintenance of new and existing affordable housing opportunities, as well as strategies for accomplishing that objective. As discussed previously in this CAPER, in 2014 the City Council-appointed Blue Ribbon Committee on Housing (Housing Committee), which included representatives from the Planning and Community Development Departments, authored a report regarding the creation of additional affordable housing units and zoning changes. These policy considerations are intended to encourage mixed-use redevelopment that incorporates workforce housing along transit corridors and a village center concept. This work builds upon that of the 2008 Housing Committee, which established a Workforce Housing Trust Fund and recommended zoning changes. The Portsmouth 2025 Master Plan, the 2016 Housing Committee report (Housing Committee Final Report to Council), and the 2008 Housing Committee report (A Road Map to Affordable Housing) are available on the City's website.

The demand for housing in the region continues to be significant, resulting in high rents and very low vacancy rates. In Portsmouth specifically, rents have been continuing to rise according to the New Hampshire Housing Finance Authority (NHHFA), making the housing cost burden a challenge.

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

The City worked with partners such as Home for All and the housing authority to target households, low-income areas, and at-risk populations to address underserved needs. In particular, the City was focused in PY 21 on emergency housing and services for low- to moderate-income and homeless families and individuals in need of shelter. Operation Blessing set up a temporary shelter structure in PY 20, and in PY 21 the agency and the City planned to make more permanent improvements to the facility in order to serve the homeless population or persons seeking medical observation after COVID-19 vaccinations. However, due to supply issues, labor shortages, and materials costs, this project was not undertaken in PY 21. The project is planned for PY 22. The City's AAP does not allocate resources based on geographic areas or targeted assistance. All programs and projects are intended to benefit residents earning low and moderate incomes accessing services and safe, affordable housing, as well as ensuring access for people with disabilities throughout the City.

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

Many households built before 1979 have had their lead-based paint (LBP) hazards addressed, but the City is in constant cooperation with State agencies to ensure new problems are addressed and the safety of City residents is maintained. The City actively coordinates lead reduction efforts with the New Hampshire Housing Finance Authority (NHHFA), who is the lead grant recipient of funding from federal lead paint initiatives. The City is involved in supporting these applications, cooperating in their administration, and referring applicable properties as appropriate.

No LBP hazard reduction projects were undertaken directly by the City in PY 21.

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

The City does not have an explicit policy for the reduction of households below the poverty line. However, the Welfare Department provides services directly to families living in poverty. In addition, both the Welfare and Community Development (CD) Departments provide grants to public service agencies serving families in poverty. The CD Department works closely with the Health Department, Welfare Department, and the PHA, as well as other agencies that work most closely with families in poverty.

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

No gaps in the institutional structure were identified in the Consolidated Plan or AAP. In PY 21, City staff and local officials continued to keep communication open with the nonprofit community and the PHA, so that any gaps identified could be addressed. In addition, relationships with the various public service agencies serving clients earning low or moderate incomes allowed staff to keep aware of agency needs. In many cases, these relationships have led to participation by these agencies in grant programs available through the CDBG program.

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

The City of Portsmouth and its residents benefit from a good network of social services and both publicly- and privately-assisted housing. For its size, Portsmouth is home to a wide range of social service providers that may assist residents in need. 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 coordination of nonprofit service providers through their Resident Service Coordinator program and participates extensively in regional efforts to address substance misuse and homelessness issues. Most all of the City's publicly- and privately-assisted housing developments are served by regional transportation.

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

The continuing rising home and rental prices in the City have negatively impacted vulnerable populations and families who spend large percentages of their incomes on housing, including persons with disabilities. According to the statewide Analysis of Impediments to Fair Housing Choice in New Hampshire (NH AI), non-white racial and ethnic minorities, young single mothers, and persons with disabilities are disproportionately situated within lower income brackets. They are more likely to spend more of their incomes on housing, experience instability in their housing, and have more difficulty accessing housing. The waiting lists in Portsmouth certainly indicate a demand for affordable housing—especially for households earning less than 30% AMI, which make up over 92% of the households on the Section 8 voucher and public housing waiting lists.



The City has encouraged close work with New Hampshire Legal Assistance (NHLA) to provide fair housing training to vulnerable or precariously-housed individuals. In PY 21, a program was planned and resources allocated to provide such trainings at the Cross Roads House shelter; however, due to the pandemic, it was not possible to provide these trainings in a group setting. The City will re-obligate PY 22 funds back to NHLA or another similar provider to undertake fair housing trainings, either virtually or in person, in PY 22.

## **CR-40 - Monitoring 91.220 and 91.230**

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

All potential community development activities are reviewed by Community Development (CD) program staff for eligibility and compliance requirements to determine if the project is eligible for CDBG or CDBG-CV funding. Once a project is funded and underway, CD staff monitors project progress either through a desk audit or an on-site visit. Mid-year, project progress is discussed at a Public Hearing (held on February 11, 2021 for PY 21; see attachment "Legal Notice-Public Hearing and PY 21 Progress") and is reviewed by the Citizens Advisory Committee (CAC) and CD staff. Annually, projects are reviewed as a component of the City audit, including through a Single Audit (A-133).

### **External Review**

In addition to cooperation with the City's A-133 Single Audit, the CD Department is reviewed externally. Periodically, HUD Community Planning and Development representatives monitor program compliance. Compliance with financial regulations is overseen by the CD staff and the City Finance Department. Annually, CD staff demonstrate compliance with CDBG/CDBG-CV spending thresholds and other programmatic requirements through the submission of its Consolidated Annual Performance Evaluation Report (CAPER).

### **Monitoring Policy**

As the administrator of CDBG entitlement funds and CDBG-CV granted to Portsmouth, the CD Department has the responsibility to ensure compliance with federal regulations by all of its contractors and subrecipients, including the PHA. Monitoring is an important function that is especially required for all programs and projects that require compliance with CDBG and CDBG-CV regulations.

Monitoring of CDBG/CDBG-CV subrecipients has been informed by the following factors: program history or length, amount of funding, the complexity of terms in subrecipient agreement, and familiarity of subrecipient personnel assigned to duties under the agreement. By prioritizing subrecipients based on these factors, CDBG staff determine if subrecipient monitoring is appropriate for that year. Due to COVID-19, monitoring efforts of CDBG- and CDBG-CV-funded projects were undertaken remotely and through technical assistance.

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

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

In accordance with the City's Citizen Participation Plan (updated May 2020), the City's PY 21 Consolidated Annual Performance and Evaluation Report (CAPER) was made available for public review

for fifteen (15) days beginning on September 12, 2022 and ending on September 26, 2022 (see attachment “Legal Notice-CAPER Comment Period”). No comments were received.

Public notice about the CAPER comment period was published in print via The Portsmouth Herald and digitally via Seacoast Online (seacoastonline.com). Seacoast Online, part of the USA TODAY Network, allows those with disabilities to access their material in a number of ways, including support for screen reading (text-to-voice), zoom (magnification of text), color contrast (increased legibility), and navigation (verbal rather than physical/mouse-driven navigation of the website and its content). Paper or electronic copies of the full CAPER are also made available at the Community Development Department and upon request. The non-English speaking population in Portsmouth is under 1%\* and by reaching out to agencies that may serve non-English speaking persons and persons with disabilities, the CD Department endeavors to provide an opportunity for these populations to comment on the CAPER.

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\*“None of the households in Portsmouth, NH reported speaking a non-English language at home as their primary shared language. This does not consider the potential multi-lingual nature of households, but only the primary self-reported language spoken by all members of the household.” (<https://datausa.io/profile/geo/portsmouth-nh#demographics>).

## **CR-45 - CDBG 91.520(c)**

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

There were no changes in the jurisdiction's program objectives as outlined in the Consolidated Plan. During the 2020-2024 Five Year Consolidated Plan period, the City's activities focused 100% on benefit to low- to moderate-income persons. The Consolidated Plan has identified activities to prepare, prevent, and respond (PPR ) to COVID-19 and anticipates that up to 30% of the City's awarded CV and EN funds will be used to meet the Urgent Needs National Objective during the Consolidated Plan's five-year period. Due to COVID-19, additional resources were allocated to public services activities in PY 21 to prepare, prevent, and respond (PPR) to COVID-19.

Some noncoronavirus activities were not able to be undertaken in PY 21 due to the coronavirus pandemic and in the interest of protecting public health. These activities include fair housing training at Cross Roads House, Operation Blessing Warming Shelter facility improvements, Woodbury Avenue Cooperative Housing Site Improvements, and housing rehabilitation.

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

No

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

### CR-58 – Section 3

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

Total Labor Hours	CDBG	HOME	ESG	HOPWA	HTF
Total Number of Activities	2	0	0	0	0
Total Labor Hours	75				
Total Section 3 Worker Hours	0				
Total Targeted Section 3 Worker Hours	0				

**Table 8 – Total Labor Hours**

Qualitative Efforts - Number of Activities by Program	CDBG	HOME	ESG	HOPWA	HTF
Outreach efforts to generate job applicants who are Public Housing Targeted Workers	0				
Outreach efforts to generate job applicants who are Other Funding Targeted Workers.	0				
Direct, on-the job training (including apprenticeships).	0				
Indirect training such as arranging for, contracting for, or paying tuition for, off-site training.	0				
Technical assistance to help Section 3 workers compete for jobs (e.g., resume assistance, coaching).	0				
Outreach efforts to identify and secure bids from Section 3 business concerns.	0				
Technical assistance to help Section 3 business concerns understand and bid on contracts.	0				
Division of contracts into smaller jobs to facilitate participation by Section 3 business concerns.	0				
Provided or connected residents with assistance in seeking employment including: drafting resumes, preparing for interviews, finding job opportunities, connecting residents to job placement services.	0				
Held one or more job fairs.	0				
Provided or connected residents with supportive services that can provide direct services or referrals.	0				
Provided or connected residents with supportive services that provide one or more of the following: work readiness health screenings, interview clothing, uniforms, test fees, transportation.	0				
Assisted residents with finding child care.	0				
Assisted residents to apply for, or attend community college or a four year educational institution.	0				
Assisted residents to apply for, or attend vocational/technical training.	0				
Assisted residents to obtain financial literacy training and/or coaching.	0				
Bonding assistance, guaranties, or other efforts to support viable bids from Section 3 business concerns.	0				
Provided or connected residents with training on computer use or online technologies.	0				
Promoting the use of a business registry designed to create opportunities for disadvantaged and small businesses.	0				
Outreach, engagement, or referrals with the state one-stop system, as designed in Section 121(e)(2) of the Workforce Innovation and Opportunity Act.	0				
Other.					

**Table 9 – Qualitative Efforts - Number of Activities by Program**

#### Narrative

No new jobs were created or new hires made as a result of the activities. Section 3 requirements were not applicable.

# Legal Notice CAPER Comment Period

## Govt Public Notices

BAKER WAY (32-12B), 19  
VINCENT WAY (34-3A), 20  
STACKPOLE RD (38-8), 21  
WALTONS WAY (37-10), 19  
STACKPOLE RD (37-10A),  
17  
STACKPOLE RD (37-  
10B), 45  
CINNAMON RIDGE  
RD (37-17), 21  
CINNAMON  
RIDGE RD (37-20), 19  
CINNAMON RIDGE RD (37-  
11), Map 31 Lot 29 on Ruel  
St, 34 RUEL ST (38-29E), 21  
RUEL ST (38-29E), 1  
TRU  
CITY RD (39-10), 17  
COMMERCIAL DR (42-1B),  
Map 43 Lot 1F on Commer-  
cial Dr., Map 43 Lot 1G on  
Commercial Dr., Map 43 Lot  
1J on Willard Dr., 100  
BLACKWATER RD (44-01),  
24  
RT 108 (45-01), Map 46  
Lot 04 on Pleasant Dr, 200  
W HICH ST (48-14), 21  
108 (48-20), 48-24 on Enter-  
prise Dr, 213 W HIGH ST (49-  
03) & 100 HIDEAWAY PL  
(50-11) in the Residential  
Scale Family (R3), Agricul-  
ture (A), Residential  
Commercial (RC), Business  
(B), Commercial/Industrial  
(C1), Manufactured Housing  
(MH) Districts, CUP#12-2022  
DSR Motor Group, David Rosenberg, is seeking site plan approval and conditional use permit for automobile sales and infrastructure located at 112 Route 108, in the Commercial Industrial (CI) District, Assessor's Map 24 of 05, SITE#11-2022.

ATMA Holdings LLC, is seeking site plan, and conditional use permit approval to construct a 160,000 SF distribution center with infrastructure on a property located on Galax Rock Road, in the Industrial (I) District, Assessor's Map 47 Lots 1B, SITE#11-2021 (CUP#12-2021 & SITE#02-2021).

Copies of application materials and amendment proposals are available for review by request; please contact Dana Crossley at [danc@seamsworth.com](mailto:danc@seamsworth.com). It is the policy of the Board not to take up any new business after 9:30 p.m. and to adjourn by 10:00. Public who are hearing impaired or require other special arrangements, please contact the Planning Office at City Hall (602-9519) one-week prior to the meeting for assistance. TDD Access: call Relay NH at 711.

### Legal Notice

CITY OF PORTSMOUTH,  
NEW HAMPSHIRE

Notice is hereby given that the City of Portsmouth Community Development Department has prepared a draft FY 2022 (HUD Program Year 2021) Consolidated Annual Performance and Evaluation Report (CAPER) regarding the use of Community Development Block Grant funds received from the U.S. Department of Housing and Urban Development for the program year beginning July 1, 2021 and ending June 30, 2022.

A fifteen (15) day comment period will begin on September 12, 2022 and end at 6:00 p.m. on September 30, 2022. Please submit written comments to [pd@un22-cityofportsmouth.com](mailto:pd@un22-cityofportsmouth.com) prior to the above-stated deadline.

A copy of the report will be available for public review and comment at the Community Development CDIG webpage:

**Govt Public Notices**

[www.cityofportsmouth.com/community/community-development-block-grant-cdibg](http://www.cityofportsmouth.com/community/community-development-block-grant-cdibg)

If you would like to review a written copy or have any questions or comments, please call Elise Annunziata, Community Development Coordinator, at (603) 610-7281.

**CITY OF ROCHESTER, NH  
Public Notice  
HYDRANT FLUSHING**

The City of Rochester will be flushing fire hydrants beginning September 18, 2022 and will run through October 20, 2022. The majority of flushing will be scheduled from 11PM to 7AM and should be completed within 5 weeks.

As a result of flushing, some slight discoloration may be noticed in your water. If discoloration occurs it may clear up if you run your cold water tap for several minutes. Customers may also experience low water

**Govt Public Notices**

pressure while flushing is in progress. Customers are urged to check their water for these types of issues before bathing or doing laundry.

If residents have any questions or concerns, or if discoloration will not clear, please contact the Rochester Public Works Department during regular business hours, Monday through Friday 7 a.m. to 4 p.m., at 332-4096.

**Public Notices**

**Notice of Public Comment  
Hearing  
Somersworth Housing  
Authority**

Notice is hereby given that the Somersworth Housing Authority will hold a Public Hearing relative to the SHA 5 year and Annual Plan (2021-2025) on October 3, 2022 at 4:00 pm at 25A Bartlett

## **Legal Notice (Word version of the above newspaper printed notice)**

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Portsmouth Herald 9/9/22



## Legal Notice-Public Hearing and PY 21 Progress

**Legal Notice  
City of Portsmouth, NH  
Citizens Advisory Committee**

**Public Hearing on the FY 2022 Annual Action Plan**

The Portsmouth Citizens Advisory Committee will hold a public hearing on Thursday, February 11, 2021 at 6:30 p.m. via Zoom meeting. The purpose of this public hearing is to solicit input on the City's FY 2022 Community Development Block Grant (CDBG) Annual Action Plan. The one year CDBG Action Plan under the 5-Year Consolidated Plan strategy for the City's housing and community development needs is focused on the next fiscal year, which begins July 1, 2021. In addition to the public hearing described above, City staff will review the status of the current fiscal year's CDBG projects.

CDBG funds are provided to the City each year by the U.S. Department of Housing and Urban Development. The City must spend these funds to primarily 1) benefit individuals who earn very low, low or moderate incomes; 2) benefit areas of the City in which more than 51% of the residents earn very low, low or moderate incomes; and/or 3) may be used to improve accessibility for persons with disabilities. For more information, or if you are unable to attend the hearing and would like to provide input, please contact Elise Annunziata, Community Development Coordinator (603) 610-7281.

Elise Annunziata  
Community Development Coordinator

761-2801494 2/9/21

Legal Notice (Word version of the above printed notice)  
City of Portsmouth, NH  
Citizens Advisory Committee

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Elise Annunziata  
Community Development Coordinator  
2/9/21