

Executive Summary

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

1. Introduction

The City of Portsmouth receives funding from the U.S. Department of Housing and Urban Development (HUD) Community Development Block Grant (CDBG) program. Under this program, the City of Portsmouth is an entitlement community. In Program Year 2017 (City FY 2018), the City of Portsmouth expects to receive \$513,580 to be used in carrying out various eligible programs that benefit residents who earn low or moderate incomes. 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.

The Consolidated Plan is a five-year strategic plan that sets the goals and objectives that the Portsmouth Community Development Department plans to achieve from July 1, 2015 to June 30, 2019. Each year the CD Department provides an annual update to the Consolidated Plan, which serves as an action plan for the upcoming fiscal year. This Annual Action Plan and Budget for Program Year 2017 (City FY 2018) is the third in the five year planning period.

There are many worthwhile and eligible programs and projects that are considered for funding each year. To assist the Community Development Department in determining which projects are funded, an eight member Citizens Advisory Committee meets to make funding recommendations to the City Manager. A more detailed description of the CDBG planning process as well as information about the Citizens Advisory Committee is included in **Attachment "Grantee Unique Appendices."**

This year's Annual Action Plan includes goals and objectives for housing, public facilities and public services that assist income-eligible individuals and families. Priority needs this program year include creating and preserving affordable housing units, removing architectural barriers for persons with disabilities, supporting public service agencies that provide a wide range of services to assist people who earn eligible incomes, assisting special needs populations, and improving public facility infrastructure to better meet the needs of people who earn low to moderate incomes.

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.

The selection of priority needs was informed by a variety of input from the Citizens Advisory Committee, public service agencies, the City's Master Plan, and consultations with various community service organizations noted above. The needs of residents earning low and moderate incomes in Portsmouth are diverse, however, the priority needs, goals and objectives selected for the current five-year period represent a balance between what services and improvements are needed and what is likely to be realistically achieved given funding constraints.

The City FY 2018 Action Plan and Budget balances community development needs with the available funding planned over the five-year planning period. The Five-Year Priority Needs are listed below.

5-Year **Housing** Goal: To support the creation and preservation of housing opportunities for people who earn very low-, low- and moderate-incomes and to support the ability of people with disabilities to remain in their homes and to affirmatively further fair housing compliance by addressing the impediments to fair housing choice, within the City of Portsmouth, that have been identified and analyzed in the City's 2013 Updated Analysis of Impediments to Fair Housing Choice (AI).

5-Year **Public Facility** Goal: To improve infrastructure in areas where a majority of residents earn very low-, low-, and moderate-incomes with the objective of improving safety and aesthetics; and to improve accessibility for people with disabilities.

5-Year **General Public Service** Goal: To support public service agencies that provide services important to the health and welfare of people who earn very low-, low-, and moderate-incomes.

5-Year **Youth Programs** Goal: To support public service agencies that provide services for children and youth from families who earn very low-, low-, and moderate-incomes that will foster their growth into healthy adults.

5-Year **Special Needs/Non-Homeless** Services Goal: To support public service agencies that provide services to help prevent the hospitalization of the elderly and those with disabilities by providing home care, support activities and medical care; provide programming that will support the physical and emotional health of senior citizens.

5-Year **Homeless Goal and HIV-AIDS**: To support public service agencies that provide emergency and transitional shelter for the homeless and facilitate their movement into permanent housing through life skills enhancement activities; and help prevent the hospitalization of those living with HIV/AIDS through the provision of supportive services.

5-Year **Administration** Goal: To efficiently and effectively develop, implement and evaluate programs that primarily benefit people who earn very low-, low-, and moderate-incomes. To ensure full compliance with federal regulatory requirements in the carrying out Block Grant-funded activities; including Fair Housing Act and related laws and regulations by affirmatively furthering fair housing compliance by addressing the impediments to fair housing choice, within the City of Portsmouth, that

have been identified and analyzed in the City's 2013 Updated Analysis of Impediments to Fair Housing Choice (AI).

3. Evaluation of past performance

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

The City of Portsmouth has administered the CDBG entitlement program in Portsmouth for over 30 years. During this time, the City has ensured adherence to CDBG program rules as well as compliance with federal regulations governing the use of funds. In the previous program year, progress was made on several of the community development goals established for housing, public facilities, accessibility and public services, including:

- Improved the housing stock of eligible individuals and families;
- Removed architectural barriers to accessibility for homeowners and in public facilities;
- Provided grants to agencies providing key social supports for eligible households and families; and
- Leveraged funding for various public facility improvement projects for non-profit service agencies.

The specific accomplishments of projects and programs carried out during the second year of this Consolidated planning cycle will be provided in the City FY 2018 Consolidated Annual Performance and Evaluation Report to be completed in September 2018.

4. Summary of Citizen Participation Process and consultation process

Summary from citizen participation section of plan.

The City of Portsmouth Community Development (CD) Department is responsible for the development of the Consolidated Plan, Annual Action Plans and administration of CDBG-funded projects and programs. The Citizens Advisory Committee (CAC), an eight member committee of Portsmouth residents including business and civic leaders, assists the staff in planning and setting local priorities. The CAC was first convened in 1975 to act in an advisory role to CD staff regarding the CDBG program. The committee meets throughout the year providing input and direction to the Community Development Block Grant Program. A more detailed description of the CDBG planning process as well as information about the Citizens Advisory Committee is included in "Citizen Participan Plan" uploaded in the **Grantee Unique Appendices**.

In order to ensure public participation and input into the development of the Annual Plan, the following schedule was followed for the development of the Annual Plan and Budget.

CAC Meeting Schedule

Community Advisory Committee Meetings – FY 2018

Conference Room A, City Hall

Tuesday, January 17, 2017 6:00 – 8:00 p.m. CAC Regular Meeting

Tuesday, February 7, 2017 6:00-8:30 p.m. Public Hearing

Tuesday, March 7, 6:00 p.m. – 8:00 p.m. Public Service Presentations

Thursday, March 9, 6:00 p.m. – 8:00 p.m. Public Service Presentations

Tuesday, March 14, 6:00 p.m. – 8:00 p.m. Public Service Presentations (if necessary)

Tuesday, April 4, 6:00 p.m. – 8:00 p.m. CAC Regular Meeting (review budget recommendation to City Manager)

Tuesday, April 18, 6:00 p.m. – 8:30 p.m. Public Hearing and Committee's CDBG budget recommendation

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.

Comments from Portsmouth City Welfare, Senior Services, Portsmouth Housing Authority and Seacoast Community School were received and are included below. No citizen comments were received.

Welfare Department Comments

February 2, 2017

Over the last twenty years, the needs of the disadvantaged in our community have changed. Their needs have evolved from temporary emergencies that could be addressed in a fairly swift manner to families and individuals who are trying to cope with chronic homelessness, severe and persistent mental illness and, substance misuse. At a time when many social service programs are under constant scrutiny and face harsh cuts it is imperative that we, as a community, continue to provide as much support to our

struggling friends and neighbors as can be marshalled. The City of Portsmouth Welfare Department's Social Service Grant program together with the CDBG Public Services Agency Grant Program are complementary funding sources, targeting programs, which serve our most disadvantaged citizens.

The bicycle and pedestrian improvements for Gosling Road will be beneficial to the residents of the Gosling Meadows Family Development. Many residents of that complex do not own vehicles and, by necessity, cross Gosling Road day and night and in all types of weather. Given the high volume of traffic on Gosling Road, the improvements will provide a measure of safety and protection that have not existed in the past. In addition, the Welfare Department has needed, at times, to shelter people at the nearby Motel 6. Without exception, these are families with children. By extension, this population will also be afforded safer travel.

The residents that are most frequently seen in the Welfare Department are usually very low and low income. Given the financial restraints of what are often fixed incomes, those low income residents are seldom able to make necessary repairs or improvements to their homes. In these cases, the Welfare office will refer to the CDBG Program where they can be screened for eligibility for the Residential Accessibility Program or the Housing Rehabilitation Program. The availability of these programs will often allow seniors and those with disabilities to remain in their homes.

Sincerely,

Ellen Tully, Welfare Administrator

Senior Services Comments

Brinn Chute, Senior Services Director, provided the following written comments to the Community Development Department on 2/7/17 regarding the FY 2018 Annual Action Plan and Budget:

The greatest need I see to help seniors is to have a dedicated space for seniors. That way seniors or those who serve seniors know where they can connect to each other. It is important to recognize that the senior population is growing and we need to be proactive in addressing the needs of seniors before we have to be reactive.

An example of this is working on falls prevention:

- Every 15 seconds, an adult age 65 and older is treated in a New Hampshire hospital emergency room for a fall-related injury. Falls are the leading cause of both fatal and non-fatal injuries for New Hampshire older adults and a leading cause of 911 calls. (NH Injury Prevention Program, Div. of Public Health Services, 2014 and NH Bureau of Emergency Medical Services, 2014)
- The Portsmouth Fire Department is also looking at partnerships to help prevent falls since their most frequent call is for falls.

- The senior center is offering a variety of falls prevention programs to educate and bring awareness to this issue.

In the coming year we will also be working on a dementia friendly community initiative since we also have a demand for more information on dementia and Alzheimer's from seniors as well as those who interact with and serve seniors.

The Community Development Block Grant will be a valuable asset to the remodeling and upgrading of the future senior activity center. This year the City plans to begin adaptive reuse of the former Doble Army reserve building on Cottage Street. Building upgrades and remodeling will need to occur to bring the building's systems, function and aesthetics up to date.

The senior population is growing substantially in the country, the state and in Portsmouth. Nationally, 10,000 people turn 65 each day. In Portsmouth we presently have 16% of the population age 65+ but that will significantly increase in the coming years. If you consider that the population of Portsmouth ages 50+ is 36%, that means in 10-15 years the senior population will almost double (which mimics the national trend). People are living longer and have a high expectation of social engagement, fitness/wellness opportunities and resource availability. A senior center is a hub for all those things and allows residents to live healthier lives.

For comparison sake, it is worth noting that the school age population of Portsmouth is also 16%, but not increasing at the rate of the senior citizen population.

The CDBG will allow the senior center to upgrade its accessibility to make the building functional for all residents and support a desirable age-friendly community.

Portsmouth Housing Authority Comments

February 6, 2017

Elise Annunziata
City of Portsmouth Community Development
1 Junkins Avenue
Portsmouth, NH 03801

Dear Elise:

For over 60 years, Portsmouth Housing has been providing housing to Portsmouth families, seniors, and people with disabilities. Today, Portsmouth Housing owns and operates twelve different properties throughout the city, housing nearly 1,000 people and providing rental assistance to more than 150 additional Portsmouth households.

As Portsmouth continues to thrive and property values continue to rise, many of the people that make Portsmouth a special place to live, work and play can no longer afford to live in the city. While we all benefit from our thriving arts community, world-class hospitality industry, retailers, educators, and first-responders, the pay scale in many of these occupations make it overly burdensome for these families to afford Portsmouth area rents.

Portsmouth residents, business owners, civic leaders and others have long concluded that we lack the supply of affordable housing that keeps people who add to the vitality of our Portsmouth community, in our community. This is why Portsmouth Housing is an advocate for efforts to both permanently preserve affordable housing in the city and grow the number of units that are affordable to low and moderate income people.

Portsmouth Housing has also lead the way in providing affordable housing for Portsmouth seniors. We currently house 380 Portsmouth citizens who are 62 years old and over. Our recent efforts to grow the supply of senior housing in the city was coupled with the goal of preserving historically significant properties like the Cottage Hospital, Lafayette School and Atlantic Heights School. Together, these historic preservation projects added 60 new units of affordable senior housing in the city.

With the goal of adding to our current permanently affordable housing options in the city, Portsmouth Housing has been studying the potential for properties in our current portfolio that would be suitable for development or redevelopment of new housing.

The City of Portsmouth Community Development Block Grant program has been instrumental in creating new affordable housing supply by using CDBG lending capacity to help keep our new properties permanently affordable without any cost to the City. We hope to be able to continue to utilize this or any other city, state or federal programs that will help us meet our goal.

Portsmouth Housing is standing by to answer any questions about our Portsmouth Housing's history of developing housing in the city or our plans for doing more in the future.

Sincerely,
Craig W. Welch
Executive Director
craigwelch@nh-pha.com

Tel: 603-436-4310 Ext. 134 Fax: 603-766-1677 TDD/TTY: 800-545-1833 ext. 825

Seacoast Community School Comments

February 1, 2017

In my opinion the top three issues facing the Greater Portsmouth Area are:

- 1) Affordable and excellent quality childcare/early childhood education
- 2) Affordable and quality education, training, and re-training of students and workers
- 3) Assisting middle and lower class families in their quest to improve their economic and social conditions

The impact of expensive, poor quality, or unattainable childcare/early childhood education is only now becoming a major issue nation-wide, but it is certainly a fact of life in the Greater Portsmouth area. Nationally, study after study has shown that lack of these services severely limits families and ultimately hinders child growth and development, career advancement of parents, and the ability of low income families to rise out of poverty. The long-term effects on low income families have proven to be potentially disastrous for children and adults alike, but even middle class families that now rely on two working parents are in true need. It is no secret that childcare/early childhood education in our state is expensive and often out of reach for many families. The opportunities to improve this area are many, and other countries as well as other states in the US, have succeeded in improving their offerings. We in Portsmouth need to address these needs as well.

Settling for poor educational systems, poor vocational training, and inadequate re-training of workers has left many Americans bereft of opportunities in our current economy, and the Seacoast area is no exception. Education at all levels has to improve or America will continue to produce an ever-widening gap between rich and poor, advantaged and disadvantaged, as well as educated and uneducated. The potential for change in our region is huge, but the challenges are many and it will take a concerted effort by local educational institutions, unions, politicians, and government agencies to improve this.

Clearly the education system in New Hampshire could benefit from more tax dollars, but barring that, grant monies would be well served assisting development from the top of the age ladder to the bottom.

The magnitude of the third problem cannot be overstated. The widening gap between rich and poor, as well as the dissolution of the American middle class has the potential to severely hinder our standing, as well as stability, as a nation. Improving the economy for the middle and lower classes will take enormous efforts but it can be done. Government intervention as well as encouraging a strong and attractive business environment can help greatly. The Seacoast is exploding with opportunity, as the growth of Portsmouth attests - helping local people take advantage of that growth is another great need in our area of New England.

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

No comments or views were not accepted.

7. Summary

From December to April, the Community Development Department works with the Citizens Advisory Committee (CAC) to develop the Annual Action Plan and the CDBG Budget that describe the activities to be funded in the coming fiscal year. Citizen input is specifically sought during this period.

The CAC recommends the developed Annual Action Plan and CDBG Budget to the City Manager for approval by early/mid-April. Once approved, the application is submitted to HUD for approval, typically by May 15. CDBG activities are implemented and administered by the Community Development Department throughout the July 1 - June 30 fiscal year.

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)

Consolidated Plan Public Contact Information

City of Portsmouth

Community Development Department

Elise Annunziata, Community Development Coordinator

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 (CD) Department is the sole agency responsible for administering the Community Development Block Grant (CDBG) program. The CD Department 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. The CD Department works in cooperation with public and private agencies who serve persons who earn very low-, low- and moderate incomes. The CD Department works closely with other municipal departments including the Planning, Public Works, Legal, Finance, Inspection, Health and Welfare departments. The Portsmouth Housing Authority is another City agency with which the CD Department coordinates services because that agency serves many of the same clientele as CDBG programs. Many residents in Portsmouth Housing Authority apartments are served directly or indirectly by programming and projects funded with CDBG. The CD Department'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))

Community Development staff is engaged in enhancing coordination between public housing providers and local and regional health, mental health and services agencies. The City supports and coordinates with area organizations such as Seacoast Mental Health Center and the Families First dental program to promote access to governmental health and mental health services for individuals in need. Health organizations work directly with the Portsmouth Housing Authority to bring their services to low and moderate income residents. Through ongoing collaboration with the Portsmouth Housing Authority, Welfare and homeless or other transitional housing service providers, the City is aware of long range planning and community needs of public and assisted housing providers.

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 continues to work with the Greater Seacoast Coalition to End Homelessness 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 attended the recent homelessness workgroup meeting organized by the Coalition. The homeless service community priorities in the near term include implementation of a

coordinated care program with area hospitals, expansion of data aggregation and analysis, prevention, intervention and treatment for opioid and other addictions, and improving efficiency of advocacy work.

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 Community Development Department consults with the public and service providers during Citizen Advisory Committee 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. Community Development staff attend meetings of the Seacoast Continuum of Care and take an active role in compiling information required by the State Continuum of Care. CD staff are also involved in forums and working groups addressing issues of chronic homelessness and coordination of services for those currently or at risk of becoming homeless. In addition to facilitating a Seacoast Continuum of Care meeting on homelessness issues in preparing the Plan, CD staff reviewed periodic publications and reports associated with the Homeless issue including: the New Hampshire DHHS Annual Homeless Reports and Point in Time Surveys, Homeless Teens, and the work for the New Hampshire Coalition to End Homelessness and local United Way of the Greater Seacoast-sponsored Ending Homelessness Workgroup.

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

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?	Housing Need Assessment Public Housing Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	PHA staff attended the CAC public presentations on March 7, 2017 and described the Portsmouth Housing Authority's MC3 Program aimed primarily to benefit children from Gosling Meadows. Staff stated that 8% of all Portsmouth school aged children are from public housing. The agency provides a late bus transportation from the program site at New Franklin School. Summer programming will include on site program at Gosling Meadows. PHA Staff pointed to housing challenges for Portsmouth families that are PHA- ineligible.
2	Agency/Group/Organization	City of Portsmouth Welfare Department
	Agency/Group/Organization Type	Services - Housing Services-Children Services-Persons with Disabilities Services-Persons with HIV/AIDS Services-Victims of Domestic Violence Services-homeless Services-Health Services-Education Services-Employment Service-Fair Housing Services - Victims Child Welfare Agency
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs Public Services

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Community Development Department staff met with City Welfare staff and discussed social services grant applications and community needs and gaps in services. The departments coordinate funding requests and a joint budget recommended for the City's annual budget book.
3	Agency/Group/Organization	Cross Roads House, Inc.
	Agency/Group/Organization Type	Services-homeless
	What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Cross Roads House staff attended the 2/21/17 CAC public hearing and presented extensive comments. The Executive Director provided information about the needs and demands on the emergency shelter, noting that there has been an uptick in the number of persons seeking shelter. The shelter has a few nights when it operates at full capacity, however, there have been examples of shelter clients who have found permanent housing. Agency staff noted that the lack of affordable housing options in the City of Portsmouth have contributed to the longer stays at the shelter. Cross Roads House, along with other homelessness services providers have begun providing additional wrap around services to support newly exited (from shelter) individuals and families as a means to reduce recidivism. The effort has had positive affects in seeing a slight reduction in the number of persons returning to shelter after exit to housing.
4	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 Public services
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	AIDS Response Seacoast staff attended the CAC Public Presentations on 3/9/17. The Executive Director discussed AIDS Response Seacoast's plan to grow its board and expressed satisfaction with the agency's current office space, noting that confidentiality is critical for HIV/AIDS support service as well as for substance misuse and alcohol treatment facilities. He expressed that the challenges facing community development in Portsmouth and his clients in particular is housing, transportation, mental health services, substance misuse, food security and insurance coverage. He stated that transportation in particular is an issue with insufficient COAST stops to City Hall and taxis unwilling to travel in/out of the City.
5	Agency/Group/Organization	New Heights
	Agency/Group/Organization Type	Services-Children
	What section of the Plan was addressed by Consultation?	Public Services, youth
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	New Heights agency staff attended the 3/7/17 CAC public services presentation meeting and the Executive Director described the New Heights program and the scholarships provided to Portsmouth youth. She pointed to transportation and funding sustainability as critical challenges for the program. She described the decrease of critical funding support from the Foundation for Seacoast Health which is expected to decrease to zero beginning with this year.
6	Agency/Group/Organization	Rockingham Community Action Program
	Agency/Group/Organization Type	Housing Services - Housing Services-homeless

	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homelessness Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Rockingham Community Action homeless prevention program that provides financial assistance to income-eligible tenant families struggling to stay in their homes. The program offers financial counseling and wrap around services to provide stability for low-income families in need. Staff indicated that housing supply would continue to be a challenge in the coming years and that rental subsidies for families in temporary financial difficulty will be a critical support, which he advocated continuing.
8	Agency/Group/Organization	FAMILIES FIRST DENTAL CENTER
	Agency/Group/Organization Type	Services-Children
	What section of the Plan was addressed by Consultation?	Public Services, health
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Families First Dental Program staff attended the CAC public services grant program presentations on 3/9/17 The dental program primarily serves adults and children who earn low to moderate income. She described challenges facing the community and the agency's clients as: lack of affordable housing; not enough access/ease of ridership in public transportation - particularly to the community campus from public housing; opioid addiction and substance misuse are also significant challenges in the community.
9	Agency/Group/Organization	Seacoast Community School
	Agency/Group/Organization Type	Services-Children
	What section of the Plan was addressed by Consultation?	Public services, child care

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Agency staff attended the CAC meeting on 3/7/17 and the Executive Director presented information about the Seacoast Community School's child care program on site at the Community Campus and on site at two Portsmouth elementary schools. The grant funds provide financial assistance for income eligible Portsmouth children.
10	Agency/Group/Organization	HAVEN
	Agency/Group/Organization Type	Services - Housing Services-Children Services-Victims of Domestic Violence
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homelessness Strategy Public Services, services for domestic violence victims
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	HAVEN staff attended the CAC public services presentations on 3/9/17 and described the operations of HAVEN, which provides sexual assault services and shelter to women and children who are survivors of domestic violence. She stated that affordable housing, lack of transitional housing for persons fleeing domestic violence and lack of permanent supportive housing for families needing additional assistance is a significant challenge for Portsmouth and HAVEN's clients. HAVEN has identified building space as a challenge and is doing a facilities review. Last year HAVEN had to turn away approximately 60 women and 40 children seeking shelter due to lack of sufficient space.
12	Agency/Group/Organization	The Chase Home for Children
	Agency/Group/Organization Type	Services - Housing Services-Children

What section of the Plan was addressed by Consultation?	Housing Need Assessment Homeless Needs - Families with children Non-Homeless Special Needs Public services, Youth
Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Chase Home for Children staff attended the CAC public services presentations on 3/9/17. Staff stated that opioids and substance misuse, human trafficking and lack of affordable housing for families and for young adults aged 19-22 are among the top challenges for community development and facing her agency's clientele. Diversion programs around the state have been found effective and Chase Home will be providing such a program in FY 2018.

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	State of New Hampshire	Typical services assisting the homeless in a Continuum of Care include case management, housing counseling, job training and placement, health care, mental health services, substance abuse treatment, child care, 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 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 Community Development Block Grant-funded Public Service Agency Grant Program and through the Portsmouth Welfare Department Social Service grant program, which is supported by local tax dollars.
Master Plan	City of Portsmouth	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.
Bicycle Pedestrian Plan	Portsmouth Planning Department	The Plan calls for a connected bicycle and pedestrian network and new programs and policies to help encourage people to walk and bike on a daily basis. This Plan builds on the City's considerable attributes and growing support for walking, bicycling, and "Complete Streets" with the goal of promoting accessibility to diverse modes of transportation for the benefit of all residents. Improvements at Gosling Road included in this FY 2016-17 Action Plan are consistent with the City's Bike-Ped Plan.
PHA 5-Year Plan	Portsmouth Housing Authority	The Plan's goals include increasing the quality and supply of housing for families of low or moderate income in Portsmouth, as well encouraging access to social services, healthcare, family support, youth programs and senior programs for current PHA residents.

Table 3 – Other local / regional / federal planning efforts

Narrative (optional)

The City encourages the participation of neighborhood groups and committees, residents of public and assisted housing developments, along with other low-income residents in income eligible census tract-block groups, in the process of developing and implementing the Consolidated Plan.

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**

There are many worthwhile and eligible programs and projects, which are considered for funding each year. To assist the Community Development Department in determining which projects are funded, an eight member Citizens Advisory Committee meets to make funding recommendations to the City Manager. The Community Development Department also meets regularly with area service providers in order to ensure the needs of partner organizations and their clients are being met.

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	Community Advisory Committee hearing on the City FY 18 Annual Action Plan and Budget held on 4/18/17.	No public comments received.	N/A	

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)
2	Public Hearing	Non-targeted/broad community	Community Advisory Committee meeting and public hearing on 2/7/17 (rescheduled to 2/21/17 due to weather) to solicit public input on community needs and priorities for FY 18 and to review progress of CDBG in current year FY 17. One member of the public provided comments.	See AP-05 for comments received by Welfare, Senior Services, Portsmouth Housing Authority and Seacoast Community School. No citizen comments were received. Martha Stone, Executive Director of Cross Roads House Inc. attended the hearing and spoke on behalf of Cross Roads House. See summary of Cross Roads House comments in AP 10.	N/A	

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	Newspaper Ad	Non-targeted/broad community	N/A	Notice of 30-day public comment period on the City's Annual Action Plan and Budget. April 11 - May 10. No public comments received.	N/A	
4	Public Meeting	Non-targeted/broad community	9 public services agencies attended CAC Public Services Grant Program presentations on 3/7/17 and 3/9/17.	See AP-10.	N/A	
5	Newspaper Ad	Non-targeted/broad community	No public comments received.	Notice of an additional 15-day public comment period on the City's Annual Action Plan Budget upon notice of HUD FY 2017 entitlement allocation for Portsmouth. 7/5/17-7/19/17 (notice published on July 3).	N/A	

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.

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	513,580	50,328	727,328	1,291,236	1,500,000	CDBG dollars will be used to fund projects and activities benefiting low to low-moderate income individuals. Actual program income for the prior year City FY 17 was \$92,184. The total available to calculate the City FY 18 public services cap is \$605,764; of this amount, \$82,000 or 13.5% is allocated to City FY 18 public services. The anticipated program income for City FY 18 is \$50,328; of this amount, \$112,781 or 20% is allocated to 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	Admin and Planning Public Improvements	750,000	0	0	750,000	1,000,000	General Fund dollars are anticipated to be matched with CDBG funds as projects are identified on an annual basis. Typically, projects funded in part with CDBG for public facilities will see a cost share with local general fund dollars, primarily through the City's capital budget.
LIHTC	public - federal	Housing	0	0	0	0	1,000,000	The funding source and amount is intended to serve as a placeholder for potential partnerships in the five-year 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

General fund dollars are anticipated to be matched with CDBG funds as projects are identified on an annual basis. Public facilities projects funded in part with CDBG dollars typically assume a cost share with local general fund dollars, primarily through the City's capital budget. Public service agency projects and accessibility projects undertaken by non profit agencies typically leverage additional private or foundation funding to support CDBG-funded projects.

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

The former Army reserve center, Paul A. Doble Center, is expected to be transferred to the City of Portsmouth in late City FY 17 or early in FY 18. The City intends to use this property for a Senior Center. Design and engineering for adaptive reuse of the facility is planned--including building rehabilitation and necessary improvements of the facility and pedestrian and transit connections in order to make the property accessible to seniors desiring to utilize the center.

Discussion

No futher discussion.

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	Program Administration	2015	2016	Affordable Housing Public Housing Homeless Non-Homeless Special Needs Non-Housing Community Development Program Admin	City-Wide Former Doble Army Reserve Base	Program Administration	CDBG: \$112,781	Other: 1 Other
2	City Senior Center	2015	2018	Non-Homeless Special Needs Non-Housing Community Development	Former Doble Army Reserve Base	Accessibility and Infrastructure Special Needs/Non- Homeless Services	CDBG: \$220,484 General Fund: \$850,000	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 200 Persons Assisted

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
3	Citywide Accessibility Improvements	2015	2016	Non-Homeless Special Needs Non-Housing Community Development	City-Wide	Accessibility and Infrastructure	CDBG: \$742,643	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 550 Persons Assisted
4	Housing	2015	2020	Affordable Housing Public Housing	City-Wide	Accessibility and Infrastructure Housing	CDBG: \$133,328	Rental units rehabilitated: 75 Household Housing Unit
5	Public Services	2015	2020	Non-Homeless Special Needs Non-Housing Community Development	City-Wide	Homeless and HIV/AIDS Public Services Special Needs/Non-Homeless Services Youth Programs	CDBG: \$82,000	Public service activities other than Low/Moderate Income Housing Benefit: 400 Persons Assisted Tenant-based rental assistance / Rapid Rehousing: 10 Households Assisted Homeless Person Overnight Shelter: 175 Persons Assisted

Table 6 – Goals Summary

Goal Descriptions

1	Goal Name	Program Administration
	Goal Description	General program administration of the City's CDBG Entitlement Program.

2	Goal Name	City Senior Center
	Goal Description	The City has a need for construction of a new Senior Center to serve area residents, and is anticipating the final transfer in PY 17 of the former Paul A. Doble Army Reserve Center property. The City plans to use CDBG funds in conjunction with locally raised funds in order to finance the adaptive reuse project.
3	Goal Name	Citywide Accessibility Improvements
	Goal Description	To provide funding for the design and construction of citywide accessibility and public facilities improvements in low-moderate income areas of the City or at facilities primarily benefitting CDBG income-eligible persons. Anticipated projects include the completion of Gosling Road pedestrian and other street improvements, Greenleaf Recreation facility improvements, PPMTV accessibility improvements and Rock Street Park Rehabilitation.
4	Goal Name	Housing
	Goal Description	To support the creation and preservation of housing opportunities for people who earn very low-, low- and moderate-incomes. The City will particularly focus these efforts on multi-family housing projects in PY 2017.
5	Goal Name	Public Services
	Goal Description	To support public service agencies that provide services important to the health and welfare of people who earn very low-, low-, and moderate-incomes.

Projects

AP-35 Projects – 91.220(d)

Introduction

In Program Year 2017 (City FY 2018), the CDBG program plans to make progress on an number of high priorities including public facilities upgrades to address accessibility needs and needs of the senior population; assistance to non-profit partners with public facilities improvements, as well as continuing long standing housing rehabilitation programs in support of homeowners in need. The CDBG program also intends to target funds toward affordable housing initiatives.

Projects

#	Project Name
1	Program Administration
2	Public Facilities/Accessibility Improvements
3	Housing Rehab Loan Program
4	Public Services Grant Program
5	Senior Center Upgrade

Table 7 - Project Information

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

This year the CDBG Consolidated Plan does not allocate resources based on geographic areas or targeting 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.

AP-38 Project Summary
Project Summary Information

1	Project Name	Program Administration
	Target Area	City-Wide
	Goals Supported	Program Administration
	Needs Addressed	Program Administration
	Funding	CDBG: \$112,781
	Description	General program administration of the CDBG Program.
	Target Date	6/30/2018
	Estimate the number and type of families that will benefit from the proposed activities	
	Location Description	
	Planned Activities	Administration of CDBG program
2	Project Name	Public Facilities/Accessibility Improvements
	Target Area	City-Wide
	Goals Supported	Citywide Accessibility Improvements
	Needs Addressed	Accessibility and Infrastructure Youth Programs Homeless and HIV/AIDS
	Funding	CDBG: \$742,643
	Description	The City will continue accessibility and public facilities upgrades to locations throughout the City. Projects include Gosling Road pedestrian, bicycle and other improvements, Rock Street Park Rehabilitation, PPMTV accessibility improvements and Greenleaf Recreation Center public facility improvements.
	Target Date	6/30/2018
	Estimate the number and type of families that will benefit from the proposed activities	550 low to moderate income families and or individuals will benefit.
	Location Description	Rock Street Park, Greenleaf Recreation Center, Gosling Road, PPMTV building.

	Planned Activities	Accessibility, safety, code and other upgrades to public facilities that primarily benefit low to moderate income persons.
3	Project Name	Housing Rehab Loan Program
	Target Area	City-Wide
	Goals Supported	Housing
	Needs Addressed	
	Funding	CDBG: \$133,328
	Description	Provides loans for rehabilitation of single or multi-family units that house low-moderate income. Housing rehab funds may be provided as grants for nonprofits providing housing to income-eligible individuals/families.
	Target Date	6/30/2018
	Estimate the number and type of families that will benefit from the proposed activities	75 households who earn low to moderate income will benefit from housing rehab loans or grants.
	Location Description	
	Planned Activities	Housing rehab for single or multi-family units.
4	Project Name	Public Services Grant Program
	Target Area	City-Wide
	Goals Supported	Public Services
	Needs Addressed	Housing Public Services Youth Programs Special Needs/Non-Homeless Services Homeless and HIV/AIDS
	Funding	CDBG: \$82,000
	Description	Grants to local nonprofit organizations providing public services to Portsmouth residents who earn low to moderate income.
	Target Date	6/30/2018
	Estimate the number and type of families that will benefit from the proposed activities	585 persons who earn to low to moderate incomes will benefit from public services provided.

	Location Description	
	Planned Activities	Funding to support agencies that provide public services including, tenant based rental assistance dental care, child care, after school activities, shelter, and other social services.
5	Project Name	Senior Center Upgrade
	Target Area	Former Doble Army Reserve Base
	Goals Supported	City Senior Center
	Needs Addressed	Special Needs/Non-Homeless Services
	Funding	CDBG: \$220,484 General Fund: \$750,000
	Description	The City will begin construction (adaptive reuse) of a senior center at the former Paul Doble Army Reserve Center.
	Target Date	6/30/2018
	Estimate the number and type of families that will benefit from the proposed activities	200 seniors will benefit.
	Location Description	125 Cottage Street, at the former Doble Center.
	Planned Activities	Adaptive reuse of the former Army Reserve Center. Design and construction services.

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. The PY 2017 Annual Action Plan plans investment of community development resources 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 of Portsmouth has three Census block groups where a majority of residents earn low or moderate incomes. Public facility projects in these areas, such as Gosling Road Bike, Pedestrian and other Improvements are undertaken based on project eligibility and funding availability. The PY 2017 Annual Action Plan does not identify any geographic concentration of resources.

Accessibility projects may be undertaken in area benefit census tracts or in facilities that primarily benefit persons who earn low to moderate incomes.

Public service agencies that receive CDBG grant funds are scattered throughout the City and public facilities projects occur in locations that directly benefit those who earn low or moderate incomes or those who are presumed to earn low or moderate incomes.

The Housing Rehabilitation Program is undertaken without regard to geography, but instead, are based on income of the property owners/renters.

Discussion

See above.

Affordable Housing

AP-55 Affordable Housing – 91.220(g)

Introduction

While wages in the Seacoast area are 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 is growing again; from 2000-2012 the average increase in housing rental and purchase price was 36-38%, but the average wage increase was only 31%. 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.

One Year Goals for the Number of Households to be Supported	
Homeless	220
Non-Homeless	0
Special-Needs	0
Total	220

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

One Year Goals for the Number of Households Supported Through	
Rental Assistance	10
The Production of New Units	0
Rehab of Existing Units	75
Acquisition of Existing Units	0
Total	85

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

Discussion

Housing goals will be directed through funding tenant based rental assistance, rehabilitation of multi- or single family units and homeless shelter operations.

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 Housing Authority manages several residential complexes serving the elderly, families with children, and families with disabilities. In addition, the Authority manages a tenant-based Section 8 program and waiting list. The Housing Authority 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 Housing Authority also provides employment and education incentives to tenants, as well as youth risk prevention services. The City of Portsmouth and the Portsmouth Housing Authority have worked closely to address the need for public housing, including on 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 Portsmouth Housing Authority (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 500 families on the PHA's waiting list and 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. While this process can take years, opportunities for potential projects are currently being developed. The PHA has also committed to increase collaboration between other regional or statewide Housing Authorities and non-profit developers. This includes cooperating on issues like policy development, purchasing, back office operations and wait lists in order to decrease costs and improve customer service, with the long-term goal of creating a stronger and more disciplined organization.

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.

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

provided or other assistance

Not applicable.

Discussion

The Portsmouth Housing Authority is seen as an invaluable partner in addressing housing needs in Portsmouth. Through its five-year plan, the PHA is engaged on the issue of creating additional units, preserving existing units, and 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 City already has a robust Continuum of Care and continues to work with regional organizations such as the Greater Seacoast Coalition to End Homelessness to improve coordination between service providers and develop and implement strategies to expand and refine services.

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 promote the availability of Public Service Grants to shelters, healthcare and public welfare agencies in order to strengthen the already robust Continuum of Care.

Addressing the emergency shelter and transitional housing needs of homeless persons

The City will conduct certifications of consistency for new proposals, as well as providing support through CDBG funding for public facilities projects. The City will also encourage 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 Grants for agencies providing supportive services to homeless or at-risk of homeless persons and families, and will support the increase of affordable housing units or 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 by working with organizations such as the Rockingham County Community Action Program, the Portsmouth Special Needs Fund, NH Legal Assistance and Operation Blessing , which provide financial, program/services and legal support for individuals and families at-risk of becoming homeless. The City will also work with organizations such as Southeastern New Hampshire Services, Seacoast Mental Health Center, One Sky Community Services, and Area Home Care to support those with disabilities or substance abuse issues.

Discussion

Through the Portsmouth Public Service Agency Grant Program and Public Facilities/Accessibility Grant Program, the City will support projects that provide services for homeless and low to moderate income non-homeless special needs individuals/families, including elderly persons, persons with disabilities and persons living with HIV/AIDS. Some PY 2017 projects include AIDS Response Seacoast, Families First Dental Center, Chase Home for Children, Rockingham CAP Homeless Prevention Services.

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 beginning to come to light through increased potential for 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

Since 2005, the City has established an Affordable Housing Trust Fund to support the creation of affordable housing. The scarcity of land in Portsmouth has proven a challenge to affordable housing creation. The City has also amended the zoning ordinance to include Residential Density Initiative Planned Unit Development (RDI-PUD) and Gateway Planned Development zones. These are intended to incentivize market rate housing production intended to lower the cost of housing in the city.

The Portsmouth Housing Authority continues to invest in support programs and property improvements that supply the City's share of below market affordable housing to families, seniors and people with disabilities. The financial and land ownership resources of the Housing Authority could be leveraged for future redevelopment of mixed-income and mixed-use districts adjacent to PHA sites.

Discussion:

No further discussion.

AP-85 Other Actions – 91.220(k)

Introduction:

All programs and projects in this year's Action Plan are intended to benefit residents earning low and moderate incomes accessing services as well as ensuring access for people with disabilities throughout the City. Additionally the Plan targets resources to improvements to public facilities and infrastructure. This year, the plan allocates significant resources to the adaptive reuse of a facility that will become the new senior center.

Actions planned to address obstacles to meeting underserved needs

The City will address any future identified obstacles to meeting underserved needs. The Annual Action Plan does not allocate resources based on geographic areas or targeting assistance. All programs and projects are intended to benefit residents earning low- to moderate incomes who are accessing services, as well as making public facilities improvements and ensuring access for people with disabilities throughout the City.

Actions planned to foster and maintain affordable housing

The Portsmouth Housing Authority has already embraced exploring opportunities to increase workforce and affordable housing stock as one of its primary objectives, and the City is supportive of those and other efforts to promote increased affordable housing opportunities as one of its priorities. In accordance with HUD's Notice PIH 2014-26(HA), the City will 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.

Actions planned to reduce lead-based paint hazards

The NH Dept. of Health and Human Services Healthy Homes and Lead Poisoning Prevention Program maintains an extensive blood lead surveillance system for the purposes of monitoring trends in blood lead levels in adults and children in New Hampshire. The data is used to help identify populations at risk for elevated blood lead levels (BLLs) to determine whether screening guidelines are being followed in high-risk populations and to ensure that appropriate environmental and medical follow-ups are provided to children with elevated BLLs. An estimated 50 licensed laboratories that serve approximately 1,500 medical clinics, hospitals, and employer groups report to the program ensuring that incidents are identified and addressed as quickly as possible in order to minimize health risks to the public.

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 Portsmouth Housing Authority to ensure residents have access to and are able to utilize supportive programs.

Actions planned to develop institutional structure

The City of Portsmouth and the Community Development Department 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 and citywide 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 non-profits are located in Portsmouth but have service areas beyond the City's borders. In addition, the leading agency in Portsmouth for housing issues, the Portsmouth Housing Authority, is heavily involved in the constellation of non-profit service providers 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.

Discussion:

See above.

Program Specific Requirements

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

Introduction:

All CDBG funds and program income will be used in accordance with CDBG requirements.

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	50,328
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:	50,328

Other CDBG Requirements

1. The amount of urgent need activities	0
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.	90.00%

In addition to the resources described in this section and in AP-15, Housing Rehab Revolving Loan funds with a balance of \$83,000 are planned for use to support eligible projects in City FY 18.

See below for a description of CDBG funds expected to be available during the program year, including the following details:

a) The CDBG origin year grant: HUD Program Year 2017 (City FY 2018) CDBG entitlement grant award and any remaining pre-2015 grant funds will be utilized for project grant awards/subawards.

b) Any program income expected to be received during the program year: Any program income amounts not included/received at the time of the submittal of this action plan will be utilized to fund projects in accordance with HUD requirements.

c) Any program income amounts not included in a prior action plan: Any program income amounts not included/received at the time of the submittal of this action plan will be utilized to fund projects in accordance with HUD requirements.

d) Any program income previously generated under a lump sum drawdown agreement for which a new agreement will be executed during the program year pursuant to 24 CFR 570.513(b): None

e) Reimbursements other than program income, made to the local account: None

Attachments



CITY OF PORTSMOUTH, NH
COMMUNITY DEVELOPMENT
BLOCK GRANT PROGRAM

CITIZEN PARTICIPATION PLAN

Including the

RESIDENTIAL ANTI-DISPLACEMENT AND
RELOCATION PLAN

Prepared by:
Portsmouth Community Development Department

Adopted by the Citizens Advisory Committee

2/13/95

REVISED 10/21/98

REVISED 2/6/02

REVISED 4/20/10

REVISED 1/15/13

To request additional information or to comment on this plan, please contact David
Moore, Community Development Director, at 610-7226

Information about the Community Development Block Grant program can also be
found at www.cityofportsmouth.com

CITIZEN PARTICIPATION PLAN

Introduction

The Citizen Participation Plan describes the procedures that will be followed to encourage the involvement of Portsmouth residents in the development of the Five-Year Consolidated Plan, the Annual Action Plan and the annual Community Development Block Grant application. This plan meets the requirements of the U.S. Department of Housing and Urban Development (HUD) for citizen participation (CFR Part 91.105).

The purpose of the Consolidated Plan is to document housing and community development needs and to describe the activities conducted to address these needs. The plan looks specifically at the needs of residents earning very low, low and moderate-incomes. A new Consolidated Plan is developed every five years. In interim years, an Annual Action plan is issued. The Consolidated Plan and the Annual Action Plan include the Community Development Block Grant application to HUD. The Analysis of Impediments to Fair Housing is also part of the Consolidated Plan.

The Community Development Block Grant (CDBG), which is provided to Portsmouth through HUD, is the primary funding source for the activities included in the Consolidated Plan and the Annual Action Plan. CDBG funds are provided to the City by HUD on an annual basis. The purpose of this grant program is to improve the urban environment and to primarily benefit individuals and families who earn very low, low and moderate-incomes. The Portsmouth Community Development Department is responsible for administering the CDBG program.

Below is a description of the primary documents for which citizen participation is sought. These documents are developed and submitted to HUD.

Consolidated Plan	This plan identifies priority community needs and a strategic plan for addressing these needs. This plan includes the Annual Action Plan and the Community Development Block Grant application
Annual Action Plan	This plan describes the activities that will be undertaken and how they will benefit very low, low and moderate-income residents for a particular year in accordance with the Consolidated Plan.
Community Development Block Grant (CDBG) application	The CDBG application describes the activities to be funded with the CDBG grant.
Analysis of Impediments to Fair Housing	This document is part of the Consolidated Plan and is to be adopted along with the Annual Action Plan. The document is to be updated every five years and outline actions to overcome impediments

<p>Consolidated Annual Performance and Evaluation Report (CAPER)</p>	<p>to fair housing</p> <p>The CAPER describes the progress made toward the goals identified in the Annual Action Plan and in the Consolidated Plan.</p>
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Citizens Advisory Committee

The Citizens Advisory Committee (CAC), first convened in 1975, is the advisory board and official citizen participation body for the Consolidated Plan and the CDBG Program. Membership openings are posted via the City Clerk's web site. Applicants are interviewed by Community Development staff and the CAC Chairperson. New members are appointed by the Mayor. In selecting new members, an effort is made to ensure that the CAC has broad and diverse representation from within the community.

The CAC has the following responsibilities:

- a) To advise the Community Development staff on emerging community development needs.
- b) To facilitate the involvement and participation of Portsmouth residents in the CDBG program development process.
- c) To hold public forums and hearings on the proposed Consolidated Plan, Annual Action Plan and CDBG program activities.
- d) To formulate and recommend to the City Manager a proposed Consolidated Plan and CDBG program activities targeted to meet community needs.

Consolidated Planning Process and the CDBG Program

The CDBG fiscal year extends from July 1 through June 30 of the next calendar year. The planning process occurs primarily from December through April, however, planning activities may take place year round.

From December to April, the Community Development Department works with the CAC to develop the Consolidated Plan and the Annual Action Plan by identifying community needs and developing CDBG activities to meet these needs. Citizen input is specifically sought during this period; and includes input on the City's Analysis of Impediments to Fair Housing.

The CAC recommends the proposed Consolidated Plan, Annual Action Plan and CDBG application to the City Manager for approval. Once approved, the application is submitted to HUD for their approval. CDBG activities are implemented and administered by the Community Development Department year round. HUD staff in Manchester monitor and oversee overall grant implementation. Within three months of the end of the fiscal year, the City is required to submit a Consolidated Annual Performance and Evaluation Report (CAPER) to HUD.

Public Hearings

The CAC will hold, at a minimum, the following:

- a hearing to receive input regarding community needs and potential activities to meet these needs;
- a hearing to receive comments on the proposed Consolidated Plan, Annual Action Plan, Analysis of Impediments to Fair Housing and CDBG application; and
- a hearing to inform the public of progress on the activities funded.

Suggestions for future CDBG activities are welcome at any of these hearings. In addition, the CAC shall hold additional meetings as appropriate to inform the public about CDBG activities.

Notification Requirements

Public Hearings

Notification of these hearings will occur as follows:

- public notice will be given in one local newspaper;
- the notice will be published for one day; and
- the notice will be published between five to seven days prior to the hearing.

Public hearings will be listed on the City's web page (cityofportsmouth.com) residents. Notice of these hearings will also be posted at City Hall and the Public Library.

In addition, when an activity will specifically affect a neighborhood, special notice of the hearing may be given to residents of that neighborhood. Such notice shall consist of either notifying the neighborhood or tenants' organization, if one exists, or of mailing out fliers to residents to announce the meeting.

The hearings will be held at City Hall which is accessible to individuals with physical disabilities and centrally located.

Public Meetings

These meetings will be held as appropriate at City Hall and at neighborhood locations. Notice of these meetings will be made through press releases to the local newspaper, announcements on the City's web page as well as, when feasible, mailings to the neighborhood(s) affected.

Information Availability / Public Comment

The Consolidated Plan, the Annual Action Plan, the CDBG application, the Analysis of Impediments to Fair Housing and the CAPER will be available for public review at the Public Library and the Community Development Department. In addition, a summary of the Consolidated Plan will be advertised in local media. The summary shall state the content and purpose of the plan and where copies of the entire plan may be reviewed. Any amendments to the Consolidated Plan, or revisions to the CAPER,

will be filed at the Public Library and the Community Development Department.

Public comment periods will be held to obtain public input as noted below.

Prior to . . .	Length of comment period
the submission of the Consolidated Plan, Annual Action Plan and CDBG application	thirty-days
the submission of the CAPER	fifteen days
the consideration of a substantial amendment at a public hearing	five days

A Public hearing shall also be held as part of each update to the City's Analysis of Impediments to Fair Housing. On an annual basis, input will be solicited on the Analysis of Impediments to Fair Housing during the public input portions opportunities for the Consolidated Plan (of which it is a part), Annual Action Plan and CDBG application.

Agendas for Citizens Advisory Committee meetings and public hearings, as well as minutes for the meetings, are available on the City's website.

Substantial Amendment

A substantial amendment to the Annual Action Plan shall be required whenever the City proposes:

- to increase the budget of an approved activity by more than 10% or \$10,000 whichever amount is greater; or
- to carry out a new activity not described in the Annual Action Plan.

The amendment process shall require public notice of the proposed substantial amendment through local media, a public comment period and a public hearing before the CAC. The public comment period and the public hearing will be advertised as described in the "Notification Requirements" section above.

The meeting notice shall include a brief summary of the proposed substantial amendment as well as the name and number of a contact person. Copies of the substantial amendment shall be mailed upon request. If the CAC recommends approval of the amendment, the revised Consolidated Plan or Annual Action Plan will be available for review at the Public Library and at the Community Development Department.

Availability of Staff for Technical Assistance and Consultation

Upon request, Community Development Department staff will assist applicants to the CDBG competitive grant programs with their program applications. The nature and extent of such assistance will be at the discretion of the staff. In addition, staff are

happy to discuss potential project ideas with residents to determine project eligibility.

Comments/ Complaints

All written comments received from citizens regarding the Consolidated Plan, the Annual Action Plan, the Analysis of Impediments to Fair Housing, the CAPER and substantial amendments will receive a written or verbal response. The response will be made within 10 days of receipt of the letter.

Notice to Members of the Public Who are Hearing Impaired

Residents who are hearing impaired can make a request for assistance to the Human Resource Director at 610-7270.

RESIDENTIAL ANTI-DISPLACEMENT AND RELOCATION PLAN

In recognition of the requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended (URA), of Section 104(d) of the Housing and Community Development Act of 1974, as amended, and HUD program regulations at 24 CFR Parts 570.457, 570.496(a)(c), 570.606(c) and 570.702(f), the City of Portsmouth adheres to the guidelines described in this Residential Anti-Displacement and Relocation Plan.

The purpose of this plan is to minimize the displacement of families and individuals from their homes and neighborhoods as a result of CDBG assisted activities. In support of this goal, the City will take all reasonable steps, consistent with the overall goals of the CDBG program, as provided in 24 CFR Parts 92 and 570, to minimize displacement.

The Residential Anti-Displacement and Relocation Plan requires that:

- 1) all occupied and vacant occupiable low or moderate-income dwelling units that are demolished or converted to a use other than low or moderate-income housing in connection with an activity assisted with CDBG funds be replaced with comparable low or moderate-income dwelling units. (Sec. 42.375 of the URA.)
- 2) displaced persons be provided relocation assistance through either the URA, as described in 49 CFR Part 24 which contains the government-wide regulations implementing the URA, or through Section 104(d) of the Housing and Community Development Act of 1974. (Section 42.350 of the URA.)

Additional information and guidance can be found in the Tenant Assistance, Relocation and Real Property Acquisition handbook available at the Community Development Department, Portsmouth City Hall, 1 Junkins Avenue, Portsmouth, NH.

Definitions

The following definitions are taken from the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended (URA) and as described at 42 CFR.

Conversion means altering a housing unit so that it is a) used for non-housing purposes; b) used for housing purposes, but no longer meets the definition of low or moderate-income dwelling units; or c) used as a shelter.

A displaced person is any low or moderate-income person who, in connection with a CDBG funded activity, permanently moves from real property or permanently moves their personal property from real property, as a direct result of the demolition or conversion of a low or moderate-income dwelling unit.

A low or moderate-income dwelling unit is a dwelling unit with a market rent

(including average utility costs) that does not exceed the applicable Fair Market Rent for Section 8 existing housing established under 24 CFR Part 888. However, the term does not include any unit that is owned and occupied by the same person before and after the assisted rehabilitation.

A permanent move includes a move made permanently, and 1) after notice by the grantee to move from the property following initial submission to HUD of the Consolidated Plan; 2) after notice by the property owner to move from the property, following the submission of a request for financial assistance by the property owner (or other person in control of the site) that is thereafter approved; or 3) before the dates described in this definition, if HUD or the grantee determine that the displacement was a direct result of conversion or demolition in connection with an activity subject to the subpart for which financial assistance has been requested and is thereafter approved.

A vacant occupiable dwelling unit means a unit that is in a standard condition; a unit that is in a substandard condition, but is suitable for rehabilitation; or a dwelling unit in any condition that has been occupied (by a person with the legal right to occupy the property) at any time within the period beginning one year before the date of the execution of the Agreement between the private owner and the City or between the PHA and the contractor.

A displacement is considered to have occurred "in connection with" a CDBG-assisted activity if such action, and the CDBG-assisted activity, are part of a single undertaking.

LEGAL NOTICE
NOTICE OF PUBLIC COMMENT PERIOD AND PUBLIC HEARING
PORTSMOUTH CONSOLIDATED PLAN AND
COMMUNITY DEVELOPMENT BLOCK GRANT BUDGET

Notice is hereby given that the Portsmouth Citizens Advisory Committee will hold a 30-day comment period beginning on April 11, 2017 and ending on May 10, 2017 regarding the City FY 18 HUD FY 17 Annual Action Plan and Community Development Block Grant Budget.

The Action Plan describes the activities funded with Community Development Block Grant (CDBG) funds to meet the City's housing and community development needs as described in the City's Five-Year Consolidated Plan. CDBG funds are provided to the City by the U.S. Department of Housing and Urban Development for the purpose of benefiting residents who earn low and moderate incomes.

A Public Hearing to receive comments on the Action Plan will be held at 6:30 p.m. on Tuesday, April 18th in Conference Room A, Municipal Complex, 1 Dunkin Avenue, Portsmouth. Copies of the Action Plan will be available at the City Community Development Department and Public Library during the public comment period. Any comments or questions regarding this document should be directed to Elise Annunziata, Community Development Coordinator at 610-7281.

David Moore
Assistant City Manager
4/10/17

Page 2 of 2

LEGAL NOTICE
 NOTICE OF PUBLIC COMMENT PERIOD
 PORTSMOUTH COMMUNITY DEVELOPMENT BLOCK GRANT
 ANNUAL ACTION PLAN BUDGET

Notice is hereby given that the Portsmouth Community Development Department will hold an additional 15-day comment period beginning on July 5, 2017 and ending on July 19, 2017 regarding the FY 2018 Community Development Block Grant Annual Action Plan Budget.

The Action Plan Budget describes the activities funded with Community Development Block Grant (CDBG) funds to meet the City's housing and community development needs as described in the City's Five-Year Consolidated Plan and FY 2018 Annual Action Plan. CDBG funds are provided to the City by the U.S. Department of Housing and Urban Development for the purpose of benefitting residents who earn low and moderate incomes.

Any comments or questions regarding the information below should be directed to Elise Annunziata, Community Development Coordinator at 610-7281. Written comments must be received by 4:30 p.m. July 19th and may be submitted via mail to:

City of Portsmouth Community Development Department
 Attn: Elise Annunziata
 1 Junkins Avenue
 Portsmouth, NH 03801

A summary of the Final Draft of the Action Plan activities funded through the CDBG budget follows.

FY 2018 Annual Action Plan Activities and Budget

5-Year Housing Goal: To support the creation and preservation of housing opportunities for people who earn very low-, low- and moderate-incomes and to support the ability of people with disabilities to remain in their homes and to Affirmatively Further Fair Housing by addressing the impediments to fair housing choice within the City of Portsmouth that have been identified and analyzed in the City's 2013 Updated Analysis of Impediments to Fair Housing Choice (AI).	
H-1: Multi-Family Housing Rehabilitation Program	\$133,328
H-2: Affirmatively Furthering Fair Housing	Included in General Administration
5-Year Public Facility Goal: To improve infrastructure in areas where a majority of residents earn very low-, low-, and moderate-incomes with the objective of improving safety and aesthetics; and to improve accessibility for people with disabilities.	
PF-1: Senior Center	\$220,484
PF-2: Citywide Accessibility Improvements	\$196,182
PF-3: Public Facilities	\$327,544
PF-4: Greenleaf Recreation Center Facility Improvements	\$185,000
PF-5: Gosling Road Bike Pedestrian Improvements	\$33,917
5-Year General Public Service Goal: To support public service agencies that provide services important to the welfare of people who earn very low-, low-, and moderate-incomes.	
PS-1: Seacoast Community School, Child Care Tuition Assistance	\$9,000
PS-2: Rockingham Community Action, Homelessness Prevention	\$7,000
5-Year General Public Service Goal: To support public service agencies that provide services important to the health of people who earn very low-, low-, and moderate-incomes.	
PS-3: Families First of the Greater Seacoast, Dental Center	\$9,000

5-Year Youth Programs Goal: To support public service agencies that provide services for children and youth from families who earn very low-, low-, and moderate-incomes that will foster their growth into healthy adults.	
PS-4: PHA Housing Development LTD, Making Classroom & Community Connections (MC3) Supplemental Program	\$6,000
PS-5: New Heights, Adventures for Teens	\$6,000
PS-6: Chase Home for Children, Operations	\$5,000
5-Year Special Needs/Non-Homeless Services Goal: To support public service agencies that provide services to help prevent the hospitalization of the elderly and those with disabilities by providing home care, support activities and medical care; provide programming that will support the physical and emotional health of senior citizens.	
5-Year Homeless Goal and HIV-AIDS: To support public service agencies that provide emergency and transitional shelter for the homeless and facilitate their movement into permanent housing through life skills enhancement activities; and help prevent the hospitalization of those living with HIV/AIDS through the provision of supportive services.	
PS-7: Cross Roads House, Inc.-Shelter Operations	\$17,000
PS-8: HAVEN-Violence Prevention and Support Services	\$13,000
PS-9: AIDS Response of the Seacoast, Client Services Program	\$10,000
5-Year Administration Goal: To efficiently and effectively develop, implement and evaluate programs that primarily benefit people who earn very low-, low-, and moderate-incomes. To ensure full compliance with federal regulatory requirements in the carrying out Block Grant-funded activities; including Fair Housing Act and related laws and regulations by Affirmatively Further Fair Housing by addressing the impediments to fair housing choice, within the City of Portsmouth, that have been identified and analyzed in the City's 2013 Updated Analysis of Impediments to Fair Housing Choice (AI).	
GA-1: Administration	\$112,781
GA-2: Affirmatively Furthering Fair Housing	Included in General Administration
TOTAL BUDGET	\$1,291,236

Respectfully Submitted,

Elise Annunziata
Community Development Coordinator
7/3/17

Legals

LEGAL NOTICE
NOTICE OF PUBLIC COMMENT PERIOD
PORTSMOUTH COMMUNITY DEVELOPMENT BLOCK GRANT
ANNUAL ACTION PLAN BUDGET

Notice is hereby given that the Portsmouth Community Development Department will hold an additional 15-day comment period beginning on July 5, 2017 and ending on July 19, 2017 regarding the FY 2018 Community Development Block Grant Annual Action Plan Budget.

The Action Plan Budget describes the activities funded with Community Development Block Grant (CDBG) funds to meet the City's housing and community development needs as described in the City's Five Year Consolidated Plan and FY 2018 Annual Action Plan. CDBG funds are provided to the City by the U.S. Department of Housing and Urban Development for the purpose of benefiting residents who earn low and moderate incomes.

Any comments or questions regarding the information below should be directed to Elise Annunziata, Community Development Coordinator at 610-7281. Written comments must be received by 4:30 p.m. July 19th and may be submitted via email to:

City of Portsmouth Community Development Department
Elise Annunziata
1 Jenkins Avenue
Portsmouth, NH 03001

A summary of the Final Draft of the Action Plan activities funded through the CDBG budget follows:

FY 2018 Annual Action Plan Activities and Budget

5 Year Housing Goal: To support the creation and preservation of housing opportunities for people who earn very low-, low- and moderate-incomes and to support the ability of people with disabilities to remain in their homes and to Affirmatively Further Fair Housing by addressing the impediments to fair housing choice within the City of Portsmouth that have been identified and analyzed in the City's 2013 Updated Analysis of Impediments to Fair Housing Choice (AI).

H-1: Multi-Family Housing Rehabilitation Program \$133,325
H-2: Affirmatively Furthering Fair Housing Included In General Administration

5-Year Public Facility Goal: To improve infrastructure in areas where a majority of residents earn very low-, low-, and moderate-incomes with the objective of improving safety and aesthetics; and to improve accessibility for people with disabilities.

PF-1: Senior Center \$290,484
PF-2: Citywide Accessibility Improvements \$196,102
PF-3: Public Facilities \$127,044
PF-4: Greenleaf Recreation Center Facility Improvements \$185,000
PF-5: Seaside Road Bike Pathway Improvements \$34,917

5-Year General Public Service Goal: To support public service agencies that provide services important to the welfare of people who earn very low-, low-, and moderate incomes.

PS-1: Seacoast Community School, Child Care Tuition Assistance \$9,000
PS-2: Rockingham Community Action - Homelessness Prevention \$7,000

5-Year General Public Service Goal: To support public service agencies that provide services important to the health of people who earn very low-, low-, and moderate incomes.

PS-3: Families First of the Greater Seacoast, Dental Center \$9,000

5 Year Youth Programs Goal: To support public service agencies that provide services for children and youth from families who earn very low-, low-, and moderate-incomes that will foster their growth into healthy adults.

PS-4: PHA Housing Development LTD, Making Classroom & Community Connections (MCC) Supplemental Program \$6,000
PS-5: New Heights, Adventures for Teens \$6,000
PS-6: Chase Home for Children, Operations \$5,000

5 Year Special Needs/Non Homeless Services Goal: To support public service agencies that provide services to help prevent the hospitalization of the elderly and those with disabilities by providing home care, support activities and medical care; provide programming that will support the physical and emotional health of senior citizens.

PS-7: Cross Roads House, Inc.-Shelter Operations \$17,000
PS-8: HAVEN-Violence Prevention and Support Services \$13,000
PS-9: ADS Response of the Seacoast, Client Services Program \$10,000

5 Year Administration Goal: To efficiently and effectively develop, implement and evaluate programs that primarily benefit people who earn very low-, low-, and moderate-incomes. To ensure full compliance with federal regulatory requirements in the carrying out Block Grant-funded activities, including Fair Housing Act and related laws and regulations by Affirmatively Further Fair Housing by addressing the impediments to fair housing choice, within the City of Portsmouth, that have been identified and analyzed in the City's 2013 Updated Analysis of Impediments to Fair Housing Choice (AI).

CA-1: Administration \$112,781
CA-2: Affirmatively Furthering Fair Housing Included in General Administration
IC) AI BUDG-1 \$1,291,236

Respectfully Submitted,
Elise Annunziata
Community Development Coordinator
7/3/17

Grantee SF-424's and Certification(s)

OMB Number: 4040-0004
Expiration Date: 10/31/2019

Application for Federal Assistance SF-424		
* 1 Type of Submission: <input type="checkbox"/> Preapplication <input checked="" type="checkbox"/> Application <input type="checkbox"/> Changed/Corrected Application	* 2 Type of Application: <input type="checkbox"/> New <input checked="" type="checkbox"/> Continuation <input type="checkbox"/> Revision	* If Revision, select appropriate letter(s): <input type="text"/> * Other (Specify): <input type="text"/>
* 3. Date Received: <input type="text"/>	4. Applicant Identifier: 02-6000714	
5a. Federal Entity Identifier: <input type="text"/>	5b. Federal Award Identifier: <input type="text"/>	
State Use Only:		
6. Date Received by State: <input type="text"/>	7. State Application Identifier: <input type="text"/>	
B. APPLICANT INFORMATION:		
* a. Legal Name: City of Portsmouth, NE		
* b. Employer/Taxpayer Identification Number (EIN/TIN): 02-6000714	* c. Organizational DLNS: C7397E7060000	
d. Address:		
* Street1: Jenkins Avenue	<input type="text"/>	
Street2: <input type="text"/>	<input type="text"/>	
* City: Portsmouth	<input type="text"/>	
County/Parish: <input type="text"/>	<input type="text"/>	
* State: NE: New Hampshire	<input type="text"/>	
Province: <input type="text"/>	<input type="text"/>	
* Country: USA: UNITED STATES	<input type="text"/>	
* Zip / Postal Code: 03801-0000	<input type="text"/>	
e. Organizational Unit:		
Department Name: Community Development	Division Name: <input type="text"/>	
f. Name and contact information of person to be contacted on matters involving this application:		
Prefix: Mr.	* First Name: Elise	<input type="text"/>
Middle Name:	<input type="text"/>	
* Last Name: Annunziata	<input type="text"/>	
Suffix:	<input type="text"/>	
Title: Community Development Coordinator		
Organizational Affiliation:		
<input type="text"/>	<input type="text"/>	
* Telephone Number: 603-610-7281	Fax Number: 603-427-1533	
* Email: eannunziata@cityofportsmouth.com		

Application for Federal Assistance SF-424	
* 9. Type of Applicant 1: Select Applicant Type: <input type="text" value="C: City or Township Government"/>	
Type of Applicant 2: Select Applicant Type: <input type="text"/>	
Type of Applicant 3: Select Applicant Type: <input type="text"/>	
* Other (specify): <input type="text"/>	
* 10. Name of Federal Agency: <input type="text" value="U.S. Housing and Urban Development"/>	
11. Catalog of Federal Domestic Assistance Number: <input type="text" value="14-219"/>	
CFDA Title: <input type="text" value="Community Development Block Grants/Small Cities Program"/>	
* 12. Funding Opportunity Number: <input type="text"/>	
* Title: <input type="text"/>	
13. Competition Identification Number: <input type="text"/>	
Title: <input type="text"/>	
14. Areas Affected by Project (Cities, Counties, States, etc.): <input type="text"/> <div style="display: flex; justify-content: space-around; margin-top: 5px;"> Add Attachment Delete Attachment View Attachments </div>	
* 15. Descriptive Title of Applicant's Project: <input type="text" value="City of Portsmouth - FY 2017 Annual Plan and Budget (City FY 2018)"/>	
Attach supporting documents as specified in agency instructions. <div style="display: flex; justify-content: space-around; margin-top: 5px;"> Add Attachments Delete Attachments View Attachments </div>	

1

Application for Federal Assistance SF-424

16. Congressional Districts Of:
 * a. Applicant: * b. Program/Project:

Attach an additional list of Program/Project Congressional Districts if needed.

17. Proposed Project:
 * a. Start Date: * b. Exp. Date:

18. Estimated Funding (\$):

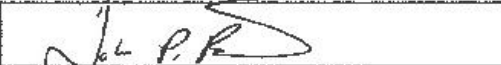
* a. Federal	<input type="text" value="513,500.00"/>
* b. Applicant	<input type="text"/>
* c. State	<input type="text"/>
* d. Local	<input type="text"/>
* e. Other	<input type="text" value="644,323.00"/>
* f. Program Income	<input type="text" value="133,323.00"/>
* g. TOTAL	<input type="text" value="1,291,236.00"/>

*** 19. Is Application Subject to Review By State Under Executive Order 12372 Process?**
 a. This application was made available to the State under the Executive Order 12372 Process for review on
 b. Program is subject to E.O. 12372 but has not been selected by the State for review.
 c. Program is not covered by E.O. 12372.

*** 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)**
 Yes No
 If "Yes", provide explanation and attach

21. *By signing this application, I certify (1) to the statements contained in the list of certifications and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances*** and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 28, Section 1001)**
 ** I AGREE
 ** The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

Authorized Representative:

Prefix: * First Name:
 Middle Name:
 * Last Name:
 Suffix:
 * Title:
 * Telephone Number: Fax Number:
 * Email:
 * Signature of Authorized Representative:  * Date Signed:

CERTIFICATIONS - CITY OF PORTSMOUTH, NH

In accordance with the applicable statutes and the regulations governing the consolidated plan regulations, the jurisdiction certifies that:

Affirmatively Further Fair Housing --The jurisdiction will affirmatively further fair housing.

Uniform Relocation Act and Anti-displacement and Relocation Plan -- It will comply with the acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, (42 U.S.C. 4601-4655) and implementing regulations at 49 CFR Part 24. It has in effect and is following a residential anti-displacement and relocation assistance plan required under 24 CFR Part 42 in connection with any activity assisted with funding under the Community Development Block Grant or HOME programs.

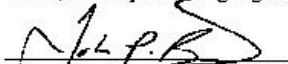
Anti-Lobbying --To the best of the jurisdiction's knowledge and belief:

1. No Federal appropriated funds have been paid or will be paid, by or on behalf of it, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement;
2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, it will complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions; and
3. It will require that the language of paragraph 1 and 2 of this anti-lobbying certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

Authority of Jurisdiction --The consolidated plan is authorized under State and local law (as applicable) and the jurisdiction possesses the legal authority to carry out the programs for which it is seeking funding, in accordance with applicable HUD regulations.

Consistency with plan --The housing activities to be undertaken with Community Development Block Grant, HOME, Emergency Solutions Grant, and Housing Opportunities for Persons With AIDS funds are consistent with the strategic plan in the jurisdiction's consolidated plan.

Section 3 -- It will comply with section 3 of the Housing and Urban Development Act of 1968 (12 U.S.C. 1701u) and implementing regulations at 24 CFR Part 135.


Signature of Authorized Official

7-7-17
Date

John P. Bohenko, City Manager
Title

Specific Community Development Block Grant Certifications

The Entitlement Community certifies that:

Citizen Participation -- It is in full compliance and following a detailed citizen participation plan that satisfies the requirements of 24 CFR 91.105.

Community Development Plan -- Its consolidated plan identifies community development and housing needs and specifies both short-term and long-term community development objectives that have been developed in accordance with the primary objective of the CDBG program (i.e., the development of viable urban communities, by providing decent housing and expanding economic opportunities, primarily for persons of low and moderate income) and requirements of 24 CFR Parts 91 and 570.

Following a Plan -- It is following a current consolidated plan that has been approved by HUD.

Use of Funds -- It has complied with the following criteria:

1. Maximum Feasible Priority. With respect to activities expected to be assisted with CDBG funds, it has developed its Action Plan so as to give maximum feasible priority to activities which benefit low- and moderate-income families or aid in the prevention or elimination of slums or blight. The Action Plan may also include CDBG-assisted activities which the grantee certifies are designed to meet other community development needs having particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community, and other financial resources are not available (see Optional CDBG Certification).

2. Overall Benefit. The aggregate use of CDBG funds, including Section 108 guaranteed loans, during program year(s) 2017 [a period specified by the grantee of one, two, or three specific consecutive program years], shall principally benefit persons of low and moderate income in a manner that ensures that at least 70 percent of the amount is expended for activities that benefit such persons during the designated period.

3. Special Assessments. It will not attempt to recover any capital costs of public improvements assisted with CDBG funds, including Section 108 loan guaranteed funds, by assessing any amount against properties owned and occupied by persons of low and moderate income, including any fee charged or assessment made as a condition of obtaining access to such public improvements.

However, if CDBG funds are used to pay the proportion of a fee or assessment that relates to the capital costs of public improvements (assisted in part with CDBG funds) financed from other revenue sources, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than CDBG funds.

In addition, in the case of properties owned and occupied by moderate-income (not low-income) families, an assessment or charge may be made against the property for public improvements financed by a source other than CDBG funds if the jurisdiction certifies that it lacks CDBG funds to cover the assessment.


Excessive Force -- It has adopted and is enforcing:

1. A policy prohibiting the use of excessive force by law enforcement agencies within its jurisdiction against any individuals engaged in non-violent civil rights demonstrations; and
2. A policy of enforcing applicable State and local laws against physically barring entrance to or exit from a facility or location which is the subject of such non-violent civil rights demonstrations within its jurisdiction.

Compliance with Anti-discrimination laws -- The grant will be conducted and administered in conformity with title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d) and the Fair Housing Act (42 U.S.C. 3601-3619) and implementing regulations.

Lead-Based Paint -- Its activities concerning lead-based paint will comply with the requirements of 24 CFR Part 35, Subparts A, B, J, K and R.

Compliance with Laws -- It will comply with applicable laws.



Signature of Authorized Official

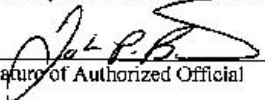
7-17-17
Date

John P. Bohenko, City Manager
Title

OPTIONAL Community Development Block Grant Certification

Submit the following certification only when one or more of the activities in the action plan are designed to meet other community development needs having particular urgency as specified in 24 CFR 570.208(c):

The grantee hereby certifies that the Annual Plan includes one or more specifically identified CDBG-assisted activities which are designed to meet other community development needs having particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community and other financial resources are not available to meet such needs.



Signature of Authorized Official

7-7-17
Date

John P. Bohenko, City Manager
Title

APPENDIX TO CERTIFICATIONS

INSTRUCTIONS CONCERNING LOBBYING CERTIFICATION:

Lobbying Certification

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.