



OFFICE OF THE MAYOR
FRAMINGHAM, MA.

2019 MAY 21 PM 6:50

150 Concord Street
Framingham, MA 01702

Ph: 508-532-5655

Fax: 508-532-5409

www.framinghamma.gov/CityCouncil

FRAMINGHAM CITY COUNCIL

ORDER NO. 2019-028-001
REQUEST OF THE FINANCE SUBCOMMITTEE

UPON THE REQUEST OF THE FINANCE SUBCOMMITTEE, THE CITY OF FRAMINGHAM, THROUGH THE FRAMINGHAM CITY COUNCIL, IT IS SO ORDERED:

That, after diligent review, the City Council votes to authorize accepting FY20 Community Development Block Grant funds (\$536,287 in entitlement funds and \$20,000 in projected program income) in accordance with Massachusetts General Law chapter 44, section 53A and the provisions of Title I of the Housing and Community Development Act of 1974, as amended, and regulations promulgated thereunder by the U. S. Department of Housing and Urban Development.

IT WAS FURTHER ORDERED:

That, after diligent review, the City Council votes to accept FY20 HOME funds, through the WestMetro HOME Consortium, and for the Community Development Department to conduct the associated necessary activities that implement projects

YEAS: Cannon, Giombetti, Grove, King, Rossi, Richardson, Sisitsky, Steiner, Tully Stoll

NAYS: None

ABSTAIN: None

ABSENT: Torres

PASSED IN COUNCIL: APRIL 30, 2019

A True Record, Attest:

5/14/19

Date Approved

Lisa A. Ferguson

Lisa A. Ferguson, City Clerk

5/31/19

Date Approved

Yvonne M. Spicer

Yvonne M. Spicer, Mayor
Lisa A. Ferguson, City Clerk

CITY OF FRAMINGHAM

MAYOR

FEDERAL AND STATE GRANT ORDER TO REQUEST FUNDS

Projected City Council Meeting Date:	<input type="text" value="04/26/2019"/>
Principal Contact Person:	<input type="text" value="Nathalie Jean"/>
Preferred Contact:	<input type="text" value="nsaj@framinghamma.gov"/>
Identified/Potential Stakeholders or Parties of Interest:	<input type="text" value="Low/Mod Residents"/>
Title or Subject Matter of the Proposed Request:	<input type="text" value="CDBG"/>
Grant Amount(s)	<input type="text" value="\$556,287.00"/>

Brief Summary of Need:

The Framingham Community Development Department requests the following from the city council:

- Vote to authorize accepting FY20 Community Development Block Grant funds (\$536,287 in entitlement funds and \$20,000 in projected program income) in accordance with Massachusetts General Law chapter 44, section 53A and the provisions of Title I of the Housing and Community Development Act of 1974, as amended, and regulations promulgated thereunder by the U. S. Department of Housing and Urban Development
- Vote to accept FY20 HOME funds, through the WestMetro HOME Consortium, and for the Community Development Department to conduct the associated necessary activities that implement projects



FRAMINGHAM COMMUNITY DEVELOPMENT DEPARTMENT

CITY HALL □ 150 CONCORD ST. □ SUITE B-3 □ FRAMINGHAM, MA 01702-8325 □ (508) 532-5457

USES OF FISCAL YEAR 2020 CDBG FUNDS

1.0 ADMINISTRATION/PLANNING	\$111,257.00*
2.0 HOUSING REHABILITATION	\$230,143.00
2.1 Housing Rehabilitation	\$95,143.00
2.2 Activity Delivery	\$70,000.00
2.3 Code Enforcement	\$65,000.00
3.0 PUBLIC FACILITIES IMPROVEMENTS	\$40,000.00
3.1 Parks and Recreation	\$40,000.00
4.0 PUBLIC SERVICES	\$84,429.00**
4.1 Literacy Unlimited	\$9,595.00
4.2 Framingham Adult ESL Plus	\$21,230.00
4.3 Community Connections Summer Work Program	\$21,000.00
4.4 Pearl Street Cupboard Café	\$5,671.00
4.5 Healthy Options for Progress through Education (H.O.P.E)	\$6,315.00
4.6 Hoops and Homework	\$5,188.00
4.7 Brazilian American Center (BRACE)	\$3,871.00
4.8 Circle of Hope – Support for Homeless Families in Framingham	\$4,961.00
4.9 Fresh Start Furniture Bank	\$2,581.00
4.10 Massachusetts Alliance of Portuguese Speakers (MAPS)	\$3,975.00
5.0 DOWNTOWN IMPROVEMENTS	\$90,458.00
5.1 Downtown Framingham, Inc.	\$55,450.00
5.2 Downtown Commercial Sign & Façade Program	\$35,008.00

TOTALS

\$536,287 +\$20,000 Program Income = \$556,287

* Administration: The maximum amount of funds that may be budgeted to Administration is \$112,572*, 20% of the sum of the entitlement grant plus estimated Program Income realized in the program year.

** Public Services: The maximum that can be budgeted to public services is 15% of the sum of the entitlement grant plus program income realized in the prior program year.

FRAMINGHAM COMMUNITY DEVELOPMENT DEPARTMENT

CITY HALL □ 150 CONCORD ST. □ SUITE B-3 □ FRAMINGHAM, MA 01702-8325 □ (508) 532-5457

FISCAL 2020 CDBG PROJECT BACKGROUND

1.0 ADMINISTRATION & PLANNING

- **Goal:** *To administer the CDBG program effectively and equitably and to ensure that all members of the community can participate in or benefit from program activities.*

1.1 CDBG PROGRAM ADMINISTRATION **\$111,257**

Sources of funds: CDBG Entitlement Grant: **\$111,257**

These funds are for the administration and planning costs of the CDBG program. No more than 20% of the grant allocation and program income earned can be allocated for administration.

2.0 HOUSING REHABILITATION

- **Goal:** *To arrest deterioration in the existing housing stock and to stabilize neighborhoods through ongoing financial and technical housing rehabilitation assistance to property owners.*

2.1 HOUSING REHABILITATION ASSISTANCE PROGRAM (HRAP) **\$95,143**

SPONSOR: Framingham Community Development Department

Sources of funds: CDBG Entitlement Grant: **\$75,143**

Program Income: **\$20,000**

In fiscal year 2020, HRAP will provide deferred, no-interest loans to repair code violations, improve energy efficiency and enhance ADA-accessibility in 3-6 owner-occupied homes with lower-income owners, and, if possible, 1 to 2 rental units occupied by lower-income tenants. Both CDBG and HOME funds will be used for loan capital. CDBG & HOME funds will be loaned to eligible owners, in any area of the city, to address emergency repair needs, such as heating system and roofing. Rehabilitation funds will be loaned to eligible homeowners and multi-family residences to fix housing code violations and to improve exterior appearances. CDBG monies will also pay for the program delivery costs for the CDBG & HOME funded HRAP Program. **PERFORMANCE TARGET: 3-6 dwelling units; very low, low & moderate-income clientele**

2.2 NEIGHBORHOOD STABILIZATION/CODE ENFORCEMENT **\$65,000**

SPONSOR: Framingham Inspectional Services Division

Sources of funds: CDBG Entitlement Grant: **\$65,000**

FRAMINGHAM COMMUNITY DEVELOPMENT DEPARTMENT

CITY HALL □ 150 CONCORD ST. □ SUITE B-3 □ FRAMINGHAM, MA 01702-8325 □ (508) 532-5457

The city will use CDBG funds to pay for housing inspections in targeted low/moderate-income (LMI) neighborhoods. Funds will be used to pay for housing code inspections in these locations on a reimbursable, performance basis upon appropriate documentation of location and the carrying out of such services. In particular properties identified within the U.S. Census Tracts and Block Groups: Tract numbers 383102.02, 383101.01, 383400.03, 383400.02, 383101.02, 383300.01, 383102.01, 383200.01, 383501.2, 383600.2, and 383200.4. Housing code violations will be required to be corrected by the property owners, in partnership with the Housing Rehabilitation Assistance Program (HRAP) where possible. This program works in coordination with the Code Enforcement Task Force, an inter-departmental team that conducts monthly site visits of the neighborhoods to develop solutions and improvements from a holistic, inter-disciplinary approach. PERFORMANCE TARGET: 400 - 500 inspections in LM areas WHERE 51% or more of all residents are of low or moderate income

2.3 ACTIVITY DELIVERY **\$70,000**

SPONSOR: Framingham Community Development Department \$70,000

Allowable costs incurred for implementing and carrying out eligible CDBG activities. Activity delivery covers the costs of staff directly carrying out HUD work. This is for time spent carrying out specific CDBG-eligible activities, such as environmental reviews, administering Davis-Bacon requirements or overseeing relocation benefits; performing all project-related implementation activities per written agreement between the city, sub-recipients or homeowners; reviewing construction progress; processing contractor invoices; approving change orders; preparing contracts, loan documentation; processing contractor payments and loan repayments; recording liens and notices of completion; performing specific CDBG-eligible activity implementation work: construction progress inspections; contractor payments and change order initiation, etc.

3.0 PUBLIC IMPROVEMENTS

- *Goals: To improve infrastructure that will prolong the useful life of public facilities; and to remove architectural barriers and increase access to public and private facilities.*

3.1 Framingham Parks and Recreation Department

Waushakum Beach Bathhouse Design **\$40,000**

Sources of funds: CDBG Entitlement Grant: \$40,000

Requests \$50,000 through the CDBG program to help fund a public facilities improvement project at Waushakum Beach Bathhouse. The current building is not ADA compliant and lacks proper access for all residents. This funding request will review the current conditions, building code deficiencies and provide redesigned site plans, construction budget estimate, and bid documents

FRAMINGHAM COMMUNITY DEVELOPMENT DEPARTMENT

CITY HALL □ 150 CONCORD ST. □ SUITE B-3 □ FRAMINGHAM, MA 01702-8325 □ (508) 532-5457

to undertake these improvements. Currently, residents with accessibility challenges are unable to gain access to the Waushakum Bathhouse. This includes access to both women and men's restrooms/changing areas, as well as employee areas. The redesign will include site/civil, architectural, plumbing, and electrical design. In addition, these services will include construction administration during the second phase of this project. PERFORMANCE TARGET: 122 residents with disabilities and 1,742 residents living in the census tract (Block Group 2, Census Tract 3832), which includes 480 with LMI

4.0 PUBLIC SERVICES

- Goal: *To improve the quality of life for low and very low income residents of the city through the provision of public services.*

4.1 FRAMINGHAM PUBLIC LIBRARY

LITERACY UNLIMITED PROGRAM **\$9,595**

Sources of funds: CDBG Entitlement Grant: \$9,595

Requests partial funding to continue the work of an adult literacy training program, which features trained volunteer tutors who teach basic reading, writing, and computational skills to illiterate and learning disabled adults on a one-to-one basis and in groups. The range of activities include classroom training of tutors, one-to-one tutoring, tutoring in conversational English to limited English speakers, counseling, job development, General Equivalency Diploma (GED) preparation and materials, and maintenance of student and tutor support networks. CDBG funds will continue to support the administrative staff to provide excellent services for students, recruit and train volunteer tutors and management of the tutor-student matches. The program will evaluate students initially and on an on-going basis, develop a learning plan for each low level literacy student, and provide guidance to tutors as they work with these students. The program is also planning a series of workshops for students such as higher education, financial literacy, etc. and another Tutor U. for tutors. PERFORMANCE TARGET: Approximately 250 very low, low & moderate-income clients annually

4.2 FRAMINGHAM ADULT ESL PLUS PROJECT **\$21,230**

Sources of funds: CDBG Entitlement Grant: \$21,230

Requests partial funding to provide free English-as-a-Second Language classes, training, and development to adult (ages 18 - 85) limited-English speakers to facilitate their integration into the community, prepare them for their GED, Citizenship Preparation classes, the job market, customs, culture and the law, along with robust advising services. This range of services, paired with 33 years of experience with adult learners, helps to ensure measurable gains and successful educational experience for the participants. The program also collaborates closely with other community organizations to facilitate connections between Framingham's immigrant residents and the greater

FRAMINGHAM COMMUNITY DEVELOPMENT DEPARTMENT

CITY HALL □ 150 CONCORD ST. □ SUITE B-3 □ FRAMINGHAM, MA 01702-8325 □ (508) 532-5457

community. CDBG funding is sought to support the cost of instructors and counseling support for two “English as a Second Language” (ESL) classes that will serve an additional 64 students each year (32 students each semester operated during the evening hours). PERFORMANCE TARGET: Up to 36 very low, low and moderate-income clients

4.3 COMMUNITY CONNECTIONS/FRAMINGHAM COALITION’S YOUTH JOB PROGRAM \$21,000

Sources of funds: CDBG Entitlement Grant: \$21,000

Requests funding to continue providing a youth summer work program to employ a total of 30 teens (ages 14 to 17) who are from low to moderate income Framingham families. The program operates during the summer months for about five weeks when teens learn responsibility and investment in their community by implementing appropriate landscaping, general clean up, painting, maintenance skills, and teamwork. Because this is a first job for most, teens also learn the interview process and how to complete an application. The youth also participate in “College for a Day” experience through the College Planning Center at Massachusetts Bay Community College and Framingham State College focusing on tangible, “real-life” pathways for participating youth once they graduate high school. The program involves orientation and participation in enrichment sessions on safety and health issues. Lastly, the program implements a financial literacy component, which covers setting up a bank account as well as effective budgeting and financial management. These sessions are supervised (on-site) by adults who have numerous years of experience working with youth in both school and community settings. PERFORMANCE TARGET: Up to 40 very low, low & moderate-income clients

4.4 UNITED WAY OF TRI-COUNTY

PEARL STREET CUPBOARD AND CAFÉ AT PARK \$5,671

Sources of funds: CDBG Entitlement Grant: \$5,671

Requests funds to provide hunger relief, improve quality of life and connect families and individuals in need to essential services and resources in Framingham. In 2017, the Cupboard distributed 2.66 million pounds of food by serving 15,636 clients in Framingham. In an average month, it provided groceries to 600 families consisting of over 1,750 individuals and approximately 33% of new clients each year. The Café expanded in 2018 to provide hot meals five nights each week and serves an average of 2,200 meals each month. PERFORMANCE TARGET: 15,000 very low, low and moderate-income clients

4.5 PELHAM II CORPORATION

H.O.P.E. (HEALTHY OPTIONS FOR PROGRESS THROUGH EDUCATION) \$6,315

Sources of funds: CDBG Entitlement Grant: \$6,315

Requests funding for on-site community-based program geared toward 14-21 year-old youths residing at the Pelham Apartments and surrounding neighborhoods. The proposed program

FRAMINGHAM COMMUNITY DEVELOPMENT DEPARTMENT

CITY HALL □ 150 CONCORD ST. □ SUITE B-3 □ FRAMINGHAM, MA 01702-8325 □ (508) 532-5457

provides youth with a safe place where they receive academic, health and social support, positive activities to fill idle time and mentorship from an adult they trust. The program is purposeful and deliberate in that staff is trained and youth are involved in the yearly planning of all program components. H.O.P.E. provides access to computer technology that supports academic success and obtaining better jobs. H.O.P.E. provides one-on-one mentoring, community engagement, healthcare information, and other social services. Monthly field trips to educational, cultural, and scientific institutions will also be organized. The proposed program will be conducted during the evening hours of 3:30p.m.—7:30 p.m., Monday through Thursday, and every other Saturday. Funds directly pay the part-time bilingual program coordinator, program supplies, and associated costs.

PERFORMANCE TARGET: Up to 40 very low, low & moderate-income clients

4.6 HOOPS & HOMEWORK \$5,188

Sources of funds: CDBG Entitlement Grant: \$5,188

Requests funding for two safe, supervised environments for after school educational and recreational programs for school-aged children, who live at Cochituate Homes (Interfaith) Complex, and the Carlson/Pusan Public Housing. Homework assistance, snack, on-site tutoring and recreational activities is included. Services are free and open from 3pm to 6pm at two sites. Additionally, Hoops and Homework opens from 1pm to 6pm on vacation days, early release days, summer days and any other days when school is not in session. CDBG funds will provide scholarships to three children because the MA vouchers does not pay for any child over 13 years old and program has at least six kids attending, who are over 13. PERFORMANCE TARGET: Up to 90 very low, low & moderate-income clients

4.7 Brazilian American Center Adult ESL Program \$3,871

Sources of funds: CDBG Entitlement Grant: \$3,871

Requests CDBG grant support to continue providing a low-cost but high quality ESL program according to the needs of beneficiaries. The main goals of the program is to promote technical and professional development for BRACE English teachers, provide access to adult learners and offer childcare when parents/students attend ESL lessons. The Brazilian American Center has the mission of integrating the large immigrant population of the Framingham area into mainstream American culture. Its ESL program has a goal of promoting the English language, as well as customs, traditions and history of the United States. Programs ease the adaptation and integration of the immigrant population into American society, preparing the students for employment interviews, job-related conversations, immigration and naturalization specialized programs and understanding of greater American culture and customs. To date for 2018, 35% of the total beneficiaries were children and youth, while 49% were women. PERFORMANCE TARGET: 40-50 families of Latin American origin with low- & moderate-income

4.8 Circle of Hope – Support for Homeless Families in Framingham \$4,961

Sources of funds: CDBG Entitlement Grant: \$4,961

FRAMINGHAM COMMUNITY DEVELOPMENT DEPARTMENT

CITY HALL ◻ 150 CONCORD ST. ◻ SUITE B-3 ◻ FRAMINGHAM, MA 01702-8325 ◻ (508) 532-5457

Requests \$20,000 through the CDBG program to continue its partnership with the Clinton House Family Shelter and Pearl Street Family Shelter in FY2020. Circle of Hope was established in 2008 to provide homeless children, women, and men in Boston and Metro West with clothing and necessities in order to preserve and enhance overall health and personal dignity. Between July 2017 and October 2018, Circle of Hope gave homeless families at Clinton House Family Shelter 4,427 clothing items, 173 winter coats, 207 linens, and 85 dignity bags full of toiletries and new socks. Program also provided welcome baby bags, filled with newborn essentials, and new porta-cribs to homeless mothers and their newborns. At Pearl Street Family Shelter, from September 2017 to October 2018, Circle of Hope gave homeless families 4,603 items of clothing, 209 winter coats, 132 linens and 69 Dignity Bags, along with Welcome Baby Bags and porta-cribs for newborns. PERFORMANCE TARGET: Approximately 100 (homeless individuals) low, low & moderate-income clients

4.9	Fresh Start Furniture Bank	\$2,581
	Sources of funds: CDBG Entitlement Grant:	\$2,581

Requests funding to support the agency’s mission of providing furniture and home goods to the needy. Fresh Start was founded in 2013 in Marlborough under the name of Touchstone Furniture Depot in donated space. Fresh Start Furniture provides free furniture and home goods to people in need such as women/children escaping abusive domestic situations, people coming out of shelters or halfway houses, war veterans, individuals & families recovering from physical or mental illness, or addiction, refugees and recent immigrants to the U.S., victims of fires and natural disasters, and the working poor. Clients are referred to Fresh Start by social service agencies, which are responsible for vetting them. In 2017, the organization received 770 referrals state-wide of which 114 were from Framingham. Fresh Start provides these households with 2,321 pieces of furniture and home-goods. Since 2013, Fresh start furnished 254 households in Framingham. PERFORMANCE TARGET: 100-110 households/290-319 people with low- and moderate-income

4.10	MASSACHUSETTS ALLIANCE OF PORTUGUESE SPEAKERS	\$3,975
	Sources of funds: CDBG Entitlement Grant:	\$3,975

Requests CDBG Framingham funds to support an Immigrant Integration Services (IIS) Case Worker to serve 120 more Framingham residents, mostly low-income, at the MAPS Framingham Office at 24 Union Ave. The MAPS Framingham office operates all year—currently with a limited schedule. The IIS program helps move Portuguese speakers forward so they become more self-sufficient and share their knowledge and skills with the rest of the city, benefitting Framingham in ways that range from business and tax-base development to cultural enrichment. No other local organization offers a comprehensive and full range of services tailored to MAPS’ target population. MAPS served more than 18,000 people in FY 2018 – including 790 through all of its Framingham office programs. PERFORMANCE TARGET: Primarily 120 low- and moderate-income clients

FRAMINGHAM COMMUNITY DEVELOPMENT DEPARTMENT

CITY HALL 150 CONCORD ST. SUITE B-3 FRAMINGHAM, MA 01702-8325 (508) 532-5457

5.0 DOWNTOWN IMPROVEMENTS

- **Goal:** *To improve the quality of life for low- and moderate-income people by improving economic conditions for small businesses in the Downtown Commercial Target area that serve local residents*

5.1 DOWNTOWN FRAMINGHAM MAIN STREETS TECHNICAL ASSISTANCE AND PLACEMAKING PROGRAM **\$55,450**

SPONSOR: Framingham Downtown Renaissance dba Downtown Framingham Inc. (DFI)

Sources of funds: CDBG Entitlement Grant: \$55,450

Seeks funding for the city's downtown commercial target business district and surrounding residential neighborhoods, where 66% of residents have low or moderate-incomes. The Downtown Framingham Main Streets Model Program executes projects and implements policies under the four tenets of economic development, area promotion, urban design (to include placemaking), and organization (to include partnerships). The institutional knowledge and analysis of measurable outcomes from each of the four tenets provides add-on value to meet shared goals most effectively with public and private partners. This holistic, connective area approach to drive high-level progress is not accomplished by any other organizations. Aside from the annual report, DFI's Annual Downtown Celebration spotlights accomplishments with key business and organizational stakeholders. CDBG funds pays the salary costs for the executive director that is employed by Framingham Downtown Inc., who promotes the area's economic development by providing marketing or other technical assistance to firms that serve neighborhood residents as well as small businesses owned by low or moderate-income people. DFI holds community events, assists new businesses, and serves as liaison and support during the Downtown redesign and reconstruction project. PERFORMANCE TARGET: Community population: 14,624; 150+ small, local businesses that serve clientele from LM areas.

5.2 DOWNTOWN COMMERCIAL SIGN AND FAÇADE PROGRAM **\$35,008**

SPONSOR: Framingham Community Development Department

Sources of funds: CDBG Entitlement Grant: \$35,008

Requests funding to provide capital for partial rebates to help small businesses located in the Framingham Downtown Commercial District to install new signage and improve building facades. PERFORMANCE TARGET: Grants to improve storefronts in the Downtown Commercial Target District.

CDBG GRAND TOTAL FISCAL YEAR 2020: \$556,287

FRAMINGHAM COMMUNITY DEVELOPMENT DEPARTMENT

CITY HALL □ 150 CONCORD ST. □ SUITE B-3 □ FRAMINGHAM, MA 01702-8325 □ (508) 532-5457

USES OF FISCAL 2020 HOME FUNDS

1.0	Funds Available for Housing Programs and Projects (Tenant Based Rental Assistance as well as Housing Rehabilitation and Housing Development Projects)	\$222,000
2.0	Home Program Administration	\$22,200

TOTALS:	\$244,200
----------------	------------------

Massachusetts General Law chapter 44, section 53A requires the acceptance by the mayor and city council of grant funds allocated by the federal government. Specifically in this memo, the Community Development Department requests that the city council accepts allocated Federal Block Grant Funds by the US Department of Housing and Urban Development and allow it to expend them according to the plan outlined in the above budget. A secondary request is for HOME funds, received through the WestMetro HOME Consortium led by the City of Newton:

Projected Fiscal Year 2020 Community Development Block Grant (CDBG) Funds

CDBG Allocation:	\$536,287
CDBG Program Income:	<u>\$20,000</u> (projected)
Total Available:	\$556,287

Projected Fiscal 2020 HOME Investment Partnership Funds

HOME Allocation:	\$222,000
Program Administration:	<u>\$22,200</u>
Est. Total Available:	\$244,200

The vote accepts CDBG funds to be expended according to the Statement of Community Development Objectives and Use of Funds. It also accepts HOME funds through the WestMetro Consortium, allowing the Community Development Department to implement HOME projects in the areas of housing development, tenant-based rental assistance, and housing rehabilitation.