

CDBG-CV3 SUBSTANTIAL AMENDMENT TO ANNUAL ACTION PLAN YR 45

A Substantial Amendment was approved by the Bristol Economic & Community Development Board on October 1, 2020 to accept a second round of CARES Act funds -- CDBG-CV3 -- to the CDBG Annual Action Plan for PY 2019.

Executive Summary

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

1. Introduction

Connecticut is one of six states to participate in a study of financial hardship produced by United Way agencies in California, Connecticut, Florida, Indiana, Michigan, and New Jersey. The study is called ALICETM, an acronym used to describe families that have been determined to be “Asset Limited, Income Constrained, and Employed.” Many important factors are taken into consideration to develop a framework that is more descriptive than a simple poverty-level income-based calculation, or assessment based upon eligibility for free lunch in school. The data illustrate that 35% of households in Bristol, CT are struggling to afford the basic necessities of living. An update of the ALICE study in 2018 demonstrated that the economic situation for the working poor in Connecticut is not improving. To quote from the report, “the total number of Connecticut households that cannot afford basic needs increased 11 percent from 2010 to 2016.”

Another means of evaluating conditions in Connecticut and particularly in Bristol is Opportunity Mapping – a means to assess and map “opportunity.” Opportunity mapping uses census tract data to illustrate educational, economic, neighborhood, and housing quality indicators (see http://www.ctoca.org/introduction_to_opportunity_mapping).

For the 2015-2020 Consolidated Plan, Bristol, CT priorities were adjusted to reflect a decrease of about 25% in CDBG funds. Housing rehabilitation continues to be one of the most successful uses of the CDBG grant. For decades, it has helped low- to moderate-income property owners in Bristol to maintain safe and decent housing. This program also prevents or postpones institutionalization, allowing elders to age in place. It has preserved neighborhoods and protected property values.

As we plan for 2020 – 2024, it is important to acknowledge that community service agencies are experiencing dire financial outlooks, with fewer resources in most public service programs. Two agencies have suspended food service operations in Bristol in recent years. Because of overall budget cuts and reductions in tax benefits for philanthropic giving, less money is available to support them. In the past decade, there has been a thinning of the social service safety net, thus making it more important than ever to assist service providers to the greatest extent allowed.

The State of Connecticut has been decreasing financial support to its own state agencies and to non-profits that traditionally provide services. The City of Bristol allocates the HUD annual maximum of 15% to Public Service, and facilitates a monthly “Bristol Cares” meeting of all social service providers to foster collaboration and reduce overlap where possible.

Through Public Facilities activities, Bristol also intends to seek ways to support neighborhood organizations and target CDBG support whenever possible. Organizations that benefit low- to moderate-income persons are very much in need of CDBG support. Our focus in the future will be on programs that assist families to achieve self-sufficiency, to reduce homelessness, and to support community networking.

The Governor of the State of Connecticut recommended and the U.S. Secretary of the Treasury approved Census Tract 4061 as an Opportunity Zone, a designation that will encourage investors to increase the scale of investments going to underserved areas. Investments could include seeding new businesses, expanding businesses or real estate development. Census Tract 4061 is also a major low- to moderate income area for HUD purposes. The City is expanding the Target Area to this entire Census Tract, and renaming the Target Area the Bristol Opportunity Zone. CDBG dollars may be used for projects to improve the area in the future.

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 Bristol Consolidated Plan goals will address needs that are ranked in order of importance. Housing (BDA Housing Rehabilitation Program) and Public Services are priorities 1 and 2 respectively. Within Public Services, homeless needs will be addressed first. Funds are available to address other needs, such as sidewalk replacement and infrastructure improvement in the low-to moderate-income Target Areas (Opportunity Zone).

Housing Needs

Objective: To continue providing the Housing Rehabilitation program to the Bristol community.

Outcome: 80 to 100 housing units will benefit from housing rehabilitation from 2019 to 2020 for low- to moderate-income households. Measure, Housing Units.

Public Housing Needs

Objective: To evaluate urgent needs of the facilities that are not supported by Federal Capital Improvement funds.

Outcome: Project(s) may be funded if top Bristol priorities have been addressed. Measure, persons assisted or housing units. There are enough funds to address infrastructure improvements for Komanetsky Estates during FY 2019, if the BHA completes an open project from FY 2017.

Homeless Needs

Objective: To assist St. Vincent DePaul Mission (SVDP) with funding under Public Services and the 15% cap.

Outcome: Continuity of shelter and services for homeless individuals and families. Measure, persons assisted. The SVDP shelter is adopting the Rapid Rehousing model with CDBG support for Emergency Shelter.

Non-Homeless Special Needs for Supportive Housing

Objective: To advocate for additional Permanent Supportive Housing beds through the Balance of State Continuum of Care.

Outcome: Placement of persons with disabilities in safe, decent, affordable housing with supportive services. Measure, housing units. Competitive funding opportunities are available through the State of Connecticut, with advocacy from the Central Connecticut Coordinated Access Network (CCCAN) and the Bristol network of service providers (Bristol Cares).

Non-housing Community Development Needs

Project(s) will be funded once top-ranked Bristol priorities have been addressed.

- Public Facilities

Objective: To address organizational needs for brick and mortar assistance to agencies providing services to low- to moderate-income persons; to recognize that many non-profit organizations in Bristol need facility improvements; and that these organizations are important to the quality of life in Bristol. To support infrastructure needs with CDBG funds after the priority areas of Housing Rehab, Public Services, and projects in the Target Areas are funded.

Outcome: Improvements made to assist agencies serving low- to moderate-income persons. Measure, increased agency access, lower overhead costs, better safety for clients and workers.

- Public Improvements

Objective: To improve neighborhoods and non-federally supported public housing stock through allocations that meet one or more of the Consolidated Plan goals, after priority areas of Housing

Rehabilitation and Public Services are funded. The "Summer Street area" Target Area is now encompassed within the Opportunity Zone (Census Tract 4061).

Outcome: Projects funded and improvements made for two Target Areas and a public housing facility for frail elderly. Measure, buildings, businesses, jobs.

- Public Services

Objective: To provide the maximum 15% allocation for Public Service programs for FY 2019.

Outcome: Life-saving services provided to as many residents in need as staff, space, and other resources are available. Measure, beds, persons or households assisted.

3. Evaluation of past performance

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

The long-standing Bristol Development Authority Residential Rehabilitation Program is critical for low- to moderate-income residents to maintain their homes. The 2005-2010 goals of 80 to 100 housing units per year were met and during some years exceeded. From 2010 to 2015, the lower goal number was met. Many low-mod income households are unable to meet the 50% match required of the total project cost.

The 15% maximum allocation was made to Public Service activities in four years of the current Consolidated Plan for 2015-2020. Public Facilities projects were funded after Housing Rehabilitation, Public Services, Target Area, and Public Housing Modernization priorities were satisfied. Nine projects were funded during the 2015-2020 period.

The City of Bristol plans to be a resource for economic development activities undertaken throughout the prospective downtown development along with West End Neighborhood development. This includes Commercial Rehabilitation and job creation tailored to the specific development. The hoped-for downtown development is proceeding slowly. Commercial Rehabilitation projects in the Target Area were incentivized with a higher City match, but no additional funding has been allocated toward this activity.

4. Summary of Citizen Participation Process and consultation process

Summary from citizen participation section of plan.

In November and December, timelines and schedules were formalized and outreach begun. An extensive mailing list was used to disseminate CDBG applications in December, and notices were posted on the City website and in local newspapers.

A Public Hearing was held on 2/21/2019 after two notices appeared in two local newspapers. The BDA Policy Committee met on 4/10 and 4/15/2019 to establish a proposed use of funds. A 30-day Public Comment period was open from 4/22 through 5/22/2019. A presentation was made to the City Planning Commission on 5/29/2019. A second Public Hearing was held on 5/9/2019 after running three ads in two publications.

On May 20, 2019 the BDA Board approved the 2019-2020 Annual Action Plan. The City Council approved the Plan at its meeting of 6/11/2019.

CDBG-CV implementation: As part of a Substantial Amendment to the PY 2019 AAP, the Citizen Participation Plan has been amended to allow for shorter notification time of Public Hearings and Meetings and to allow such meetings to be conducted virtually rather than in person, during times of social distancing and quarantine caused by public health emergency, epidemic, or pandemic, as ordered by Public Officials.

The City of Bristol [Citizen Participation Plan](#) was reviewed and updated in April 2020, and several changes made to accommodate the restrictions placed on public gatherings because of the COVID-19 pandemic.

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.

Because of Public Notices and articles in the newspaper, the BDA received phone calls and emails from residents interested in learning more about the project or wanting to express an opinion. In addition, every year there is correspondence between the BDA and local organizations applying for CDBG funds. Much of the correspondence reiterates the need for support and their appreciation for past support by BDA commissioners and staff. Most comments during Public Hearings relate to the need for Public Services. The individuals commenting are aware that a maximum of 15% of the HUD allocation and Program Income effectively limit Public Services within the second proposed priority.

Following the Public Comment Period, there were phone calls and emails from one resident to the Mayor, a City Councilman, and the BDA Grants Administrator complaining about the Sidewalk Replacement program supported with CDBG funds. The sidewalks in question are in the West End Target area and have been the subject of complaints from the Disability Commission to the Public Works Board.

Public Comments

CDBG Year 45 Applications: [Public Comment Log](#)

5/15/19: Call from a resident of Talmadge Street complaining about the fact that she had to pay for half of the cost of replacing the bad sidewalk in front of her home, while she sees the new sidewalks being done on Divinity Street at no cost to the owners of the multi-family homes. This resident stated that there are elderly residents on her street and Norton Street who have bad sidewalks and are unable to get around without walkers/wheelchairs, and who cannot afford to fix the sidewalks, so especially in the winter they are trapped in their homes. Why aren't those sidewalks being fixed? She reported that she spoke with someone in Public Works who "was not interested in her comments," and asked me to make sure someone heard about these things.

Email to City Council Member David Preleski, forwarded to Justin Malley & Dawn Leger on 5/17: Hello Councilman Preleski, I read in the press that the homes on Divinity St were given a grant to replace their sidewalks. I live on Talmadge which is part of the West End of Bristol. I want to discuss with you that I and many other TAX PAYERS in the city had to go through the Residential Sidewalk Program and pay half of the bill to replace our sidewalks and Divinity St residents many of the homes are multi-family with landlords get their sidewalks free. How is this fair to the rest of the tax payers in the city who had to pay their cost in full for our sidewalks? I am tired of hearing it was a grant. Use the grant wisely where it is needed to benefit all of us not just some homeowners. If you are doing Divinity with this grant what about Norton Street which is part of the West End where the sidewalks are only on one side of the street and are in need of replacement. So bad that you have to walk in the road because of the walks. Hoping to hear that those of us who paid for our sidewalks are entitled to a rebate seeing that Divinity St walks were given to those homeowners. Hoping to hear from you concerning this situation.

Thank you,

Robin Ferraro; rdf68@comcast.net; 860 583-4783

CDBG-CV Funding: [Public Comment Log](#)

One program director spoke gratefully about the long-standing support by Bristol through the CDBG funding. Two individuals spoke in favor of the new CDBG goals, especially related to job training, GED/ESL, and workforce development, as well as the importance of the CDBG funding to their programs.

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

There were no comments or views that were not accepted at the Public Hearings.

7. Summary

None.

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	BRISTOL	Economic & Community Development (ECD)

Table 1 – Responsible Agencies

Narrative (optional)

The Bristol Development Authority (BDA) administers the Consolidated Plan and the Community Development Block Grant (CDBG) program with approvals from the BDA Board and Bristol City Council. The BDA Board is a nine-member panel of appointed individuals from the community including one City Council member as a liaison. The Community Development Coordinator (who is also the City's Grants Administrator) facilitates the Citizen Participation process, the Environmental Review process, and acts as liaison with City Departments, Boards and Commissions, and the City Council. This person compiles the Consolidated Plans, Annual Action Plans, and CAPERs for comment, review, approval, and submission to HUD.

Consolidated Plan Public Contact Information

The Executive Director of the Economic & Community Development Dept. is Justin Malley, justinmalley@bristolct.gov.

The Community Development Coordinator is the City's Grants Administrator, Dawn Leger, Ph.D., dawnleger@bristolct.gov.

David Sgro is the Residential Rehabilitation Specialist, davidsgro@bristolct.gov.

They can be reached at 860-584-6185.

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

1. Introduction

None

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))

BDA staff participates in various coordination efforts with the Bristol Sub-Continuum of Care, the Bristol Housing Authority, an interdepartmental Code Enforcement work group, a Homelessness Task Force, and a large group of community and City partners called Bristol Cares that meets monthly. The Director of the Bristol-Burlington Health District, the United Way of West Central Connecticut, and a number of mental health and hospital behavioral health professionals are included in these meetings.

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.

Connecticut Balance of State (CT BOS) is the umbrella the local Bristol Sub-Continuum of Care (BSubCoC) and the new Central Connecticut Coordinated Access Network (CCCAN) for the purpose of improving coordination with larger state-wide efforts to prevent and end homelessness in Connecticut, and to better its chances of obtaining possible HUD COC Bonus Funds for new Permanent Supportive Housing units. The CT BOS manages the HUD NOFA for numerous municipalities, and directs the allocation of actual funding for programs.

The BsubCoC, since merging with the CT BOS, the group decided to maintain the local structure that continues to provide advocacy, outreach, engagement, case management, recovery and clinical services to homeless people. The BsubCoC organizes and coordinates the annual Point-In-Time counts and informs the local service network of federal and state-wide efforts to address the needs of homeless persons.

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 BsubCoC provides information and data to the CT BOS for developing appropriate annual goals, outcomes, and performance standards. Both CT BOS and BsubCoC coordinate efforts with the State of Connecticut Department of Social Services and the Connecticut Coalition to End Homelessness regarding

HMIS, Rapid Rehousing, Emergency Shelter, transitional and permanent housing services and programs. Bristol does not receive ESG funds.

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	BRISTOL HOUSING AUTHORITY
	Agency/Group/Organization Type	PHA Services-homeless Service-Fair Housing
	What section of the Plan was addressed by Consultation?	Public Housing Needs Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy Anti-poverty Strategy Lead-based Paint Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Meetings on a regular basis.
2	Agency/Group/Organization	Bristol Burlington Health District
	Agency/Group/Organization Type	Services-Persons with HIV/AIDS Services-Health Other government - Local Regional organization
	What section of the Plan was addressed by Consultation?	Lead-based Paint Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Coordination when lead hazards are found

3	Agency/Group/Organization	HUMAN RESOURCES AGENCY OF NEW BRITAIN, INC.
	Agency/Group/Organization Type	Services - Housing Services-Children Services-Elderly Persons Services-Persons with Disabilities Services-homeless Regional organization
	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 Non-Homeless Special Needs Anti-poverty Strategy Transportation for elderly and disabled
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Meetings with various groups
4	Agency/Group/Organization	BRISTOL ARC
	Agency/Group/Organization Type	Services-Persons with Disabilities
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Inspections and environmental reviews at two facilities
5	Agency/Group/Organization	BRISTOL BOYS AND GIRLS CLUB
	Agency/Group/Organization Type	Services-Children

	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Attendance at awards ceremonies and annual visits with BDA Board Commissioners
6	Agency/Group/Organization	PRUDENCE CRANDALL CENTER, INC.
	Agency/Group/Organization Type	Services-Victims of Domestic Violence
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Annual report, meetings with management during the year as needed
7	Agency/Group/Organization	ST. VINCENT DE PAUL MISSION
	Agency/Group/Organization Type	Services - Housing 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?	Meetings with various groups
8	Agency/Group/Organization	Bristol Development Authority
	Agency/Group/Organization Type	Other government - Local Business and Civic Leaders Grantee Department

	What section of the Plan was addressed by Consultation?	Economic Development
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Staff meetings, setting policy for CDBG grants in accordance with community need
9	Agency/Group/Organization	Bristol Adult Education Center
	Agency/Group/Organization Type	Services-Education Services-Employment Other government - Local Business and Civic Leaders
	What section of the Plan was addressed by Consultation?	Economic Development
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Collaboration on manufacturing training project
10	Agency/Group/Organization	Doubletree Hotel
	Agency/Group/Organization Type	Business and Civic Leaders Major Employer
	What section of the Plan was addressed by Consultation?	Economic Development
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Meetings and events; employment for low/mod income residents
11	Agency/Group/Organization	Veterans Strong Community Center
	Agency/Group/Organization Type	Other government - Federal Services for veterans and families
	What section of the Plan was addressed by Consultation?	Homelessness Needs - Veterans

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Meetings of Bristol Cares, Bristol Veterans Council
12	Agency/Group/Organization	Bristol Youth and Community Services
	Agency/Group/Organization Type	Housing Services - Housing Services-Children Services-Persons with Disabilities Services-homeless Services-Education Service-Fair Housing Health Agency Child Welfare Agency
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy Anti-poverty Strategy Lead-based Paint Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Meetings of various groups and Fair Housing events; task forces on homelessness and drug/alcohol abuse

13	Agency/Group/Organization	Main Street Community Foundation
	Agency/Group/Organization Type	Regional organization Business and Civic Leaders Facilitator for data collection/dissemination Foundation
	What section of the Plan was addressed by Consultation?	Supports pilot programs, needs and planning assessments
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Participates in meetings of various groups to offer ideas and support, including funding to pilot programs
14	Agency/Group/Organization	Planning Commission
	Agency/Group/Organization Type	Other government - Local Planning organization Grantee Department
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Meetings on City projects and proposed use of funds.

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	St. Vincent DePaul Mission	

Table 3 – Other local / regional / federal planning efforts

Narrative (optional)

Staff from the State of Connecticut Department of Housing (DOH) participate in the quarterly roundtable meetings facilitated by HUD in various locations throughout the state. BDA staff also encounters state DOH representatives at various events sponsored by statewide organizations such as the Partnership for Strong Communities, the Connecticut Housing Coalition, the Fair Housing Association of Connecticut, and members of the Connecticut Community Development Association (CCDA). The CCDA has merged with the Connecticut Housing Coalition, which has changed its name to Affordable Housing Alliance.

The CDBG program in Bristol is not regional, and doesn't generally interact directly with the business community or other municipalities. However, BDA economic development staff are involved with regional planning and state funding sources. The BDA Executive Director also coordinates Bristol activities with the local Chambers of Commerce, and the Connecticut Conference of Municipalities.

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

Additional CITIZEN PARTICIPATION OUTREACH was undertaken to facilitate CDBG-CV programming of funds available to entitlement communities. Waivers regarding a shortened Public Notification time and Public Comment Period were available and the Citizen Participation Plan for CDBG was Amended to include these shorter periods, and to add provisions for virtual meetings to take place utilizing computer/telephone services such as Webex, Zoom, Facetime, and others, during times when a public health or other emergency has been declared by an authorized public official.

A Public Hearing and a Public Meeting of the Policy Committee were held on June 4, 2020 to discuss the Substantial Amendment and the Amended Citizen Participation Plan. Mr. Howard Schmelder, Chairman of the Policy Committee and Vice Chair of the ECD Board, recused himself from all discussions about the St. Vincent De Paul proposal due to his position as Congregation President of Immanuel Lutheran Church (ILC). Councilman David Preleski similarly recused himself from these discussions because he represents the ILC in his professional capacity as an attorney. Neither man participated in any votes on this question at any level – the Policy Committee, the ECD Board, or, in the case of Atty. Preleski, the City Council. The Economic and Community Development (ECD – formerly the BDA) Board voted to approve both items and refer them to the City Council for action. The City Council meets on the second Tuesday of every month at 7:00 p.m. A vote on the question was passed at their June 9, 2020 meeting.

To create the AAP for Year 45, the BDA organized and facilitated the citizen participation process according to its Citizen Participation Plan. This includes advertising preliminary funding decisions, and holding several Public Hearings and meetings. The BDA used newspapers, the BDA website, and the City Clerk's office to post notices and make informational materials available. In November and December of 2018, timelines and schedules were formalized to encourage Board participation in the process. An extensive mailing list was used to disseminate applications in late December, and instructions on how to obtain the application were posted on the City website, with the City Clerk, and in local newspapers. The goals and priorities were set in the 5-Year Consolidated Plan. Applications were due on January 31, 2019. A total of 16 applications for Public Service and Public Facilities Projects were received.

A Public Hearing was held on February 21, 2019 that was well attended by representatives of the applicants. The BDA Policy Committee met on April 10 and 15, 2019 to establish recommendations for the proposed use of funds; coincidentally, the HUD allocation was announced on the date of the second meeting so the allocation recommendations could be finalized by the Committee at that time. A 30-day Public Comment period on the funding proposals was advertised from April 22 through May 22, 2019. A second Public Hearing was held on May 9, 2019 preceded by three legal notices in two local newspapers. On May 20, 2019, the BDA Board voted to approve the 2019-2020 Annual Action Plan, pending closure of the Public Comment Period. Commissioner Michael Rivers was not present at the meeting and therefore did not vote on the question (Mr. Rivers has a fiduciary relationship with three of the applicants and therefore a conflict of interest that has been reported to HUD).

A presentation of the proposed use of funds was made to the City Planning Commission on May 29, 2019, and a letter was sent from that panel to the BDA stating that the Commission believes the CDBG plan for FY 2019 follows the City's Plan of Conservation and Development, and meets with their approval.

The City Council unanimously approved the FY 2019 Annual Action Plan as recommended at its monthly meeting on June 11, 2019.

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 Meeting	Non-targeted/ broad community	BDA Board meeting with Commissioners and Staff; announcement of CDBG schedule for Yr 45, 12/20/2018.	None.	None.	

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (if applicable)
2	Mailing	All eligible Service Providers	Mailing to agencies that expressed interest in CDBG grants, had applied in the past, attended Bristol Cares meetings, were past or current recipients of CDBG grants, and City Departments/ elected officials for their information.	None	None	
3	Internet Outreach	Minorities Persons with disabilities Non-targeted/ broad community Residents of Public and Assisted Housing	None	None	None	

Sort Order	Mode of Out reach	Target of Out reach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (if applicable)
4	Newspaper Ad	Minorities Persons with disabilities Non-targeted/ broad community Residents of Public and Assisted Housing	Ads placed in Bristol Press (1/14, 2/4/2019) and Bristol Observer (1/18, 2/1, 2/8/2019) for Public Hearing	None	None	
5	Public Hearing	Non-targeted/ broad community	Fifteen representatives from applicant organizations attended the Public Hearing on 2/21/2019.	Oral comments were made by agencies in appreciation of past support.	None	

Sort Order	Mode of Out reach	Target of Out reach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (if applicable)
6	Public Meeting	Non-targeted/ broad community	The Board of Bristol Development Authority Policy Committee met twice to establish a Proposed Use of Funds, 4/12 and 4/15/2019.	Representatives from four applicant organizations spoke briefly in support of their proposals.	none	
7	Newspaper Ad	Minorities Persons with disabilities Non-targeted/ broad community Residents of Public and Assisted Housing	Ads placed in Bristol Press (4/18, 5/2/2019) and Bristol Observer (4/26/2019). The ads included the Proposed Use of Funds, notice of second Public Hearing, and 30-day comment period.	None	None	

Sort Order	Mode of Out reach	Target of Out reach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
8	Public Hearing	Minorities Persons with disabilities Non-targeted/ broad community Residents of Public and Assisted Housing	A representative from one applicant organization attended the Public Hearing on 5/9/2019.	Comments made in appreciation of support.	None	
9	Public Meeting	Non-targeted/ broad community	BDA Staff made a presentation to the Planning Commission on 5/29/2019 and answered various questions.	General support of the Annual Plan, especially funding for projects in the West End Neighborhood.	None	

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
10	Public Meeting	Non-targeted/ broad community	BDA Board and Staff, approval of the Annual Plan, 5/20/2019.	There were phone calls and emails from residents complaining about the Sidewalk Replacement program supported with CDBG funds. The sidewalks in question are in the West End and Summer Street Target areas and have been the subject of complaints from the Disability Commission to the Public Works Board as well. A summary of the email exchange is included in this report.	None	

Sort Order	Mode of Out reach	Target of Out reach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
11	Public Meeting	Non-targeted/ broad community	City Council meeting, voted approval of the Annual Plan, 6/11/2019.	None	None	
12	Newspaper Ad	Non-targeted/ broad community	CDBG-CV: Substantial Amendment and Amendment of Citizen Participation Plan to Yr 45 AAP - Legal notices placed in Bristol Press 5/26 and 6/1/2020 announcing Public Hearing and Policy Committee meeting on 6/4/2020.	None.	None.	
13	Public Meeting	Non-targeted/ broad community	Public Hearing and ECD Policy Committee meeting held on 6/4/2020 (via Webex).		None.	http://www.bristolct.gov/DocumentCenter/View/26190/Citizen-Participation-Plan-2020?bidId=

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)
14	ECD Policy Committee Meeting – Sept. 30, 2020	Non-targeted/ broad community	Committee voted to accept the CDBG-CV3 funds, approve a Substantial Amendment, and issue an RFP to the community for applications to spend CDBG-CV3 funds to prepare for, prevent, and respond to coronavirus in the low-mod communities of Bristol.	None.	None.	
15	ECD Board Meeting – Oct. 1, 2020	Non-targeted/ broad community	Board approved Policy Committee report; set schedule for RFP, Public Hearing.	None.	None.	
16	Newspaper Legal Notice announcing RFP – Oct. 7, 2020	Local non-profit organizations	Announcement of CDBG-CV3 funding, Substantial Amendment, RFP	None.	None.	
17	Public Hearing – Nov. 9, 2020	Non-targeted/ broad community	Policy Committee heard from applicants for CDBG-CV3 funds.	None.	None.	

Table 4 – Citizen Participation Outreach

Annual Action Plan Year 45
Substantial Amendment

Expected Resources

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

Introduction

As an entitlement grantee, Bristol receives the annual formula CDBG allocation. Some re-programmed funds are generally available each year. For the BDA Housing Rehabilitation program, each property owner agrees to repay the amount of assistance according to a decreasing percentage over a ten year period if they sell the home before the ten years expire. This is the only source of Program Income to

the City.

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	648,928	17,000	17,260	683,188	0	At the end of FY 2019-2020, we anticipate that all of the allocated funds will have been spent and the fund balance will be zero. The new Five-Year Consolidated Plan will begin in 2020 with a fresh set of goals and a new budget proposal.
CDBG	public - federal	Other CDBG-CV	393,989	0	0	393,989	0	CDBG-CV funds to be used to prevent, prepare for and respond to the coronavirus.

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	CDBG – CV3	382,741	0	0	776,730	0	CDBG-CV3 funds will be allocated to local non-profit organizations through an RFP process. The organizations must demonstrate that they will use these funds to prevent, prepare for, and respond to the coronavirus as it impacts the low-mod population of Bristol.

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

In **March 2020**, \$393,989 in CDBG-CV funds were awarded to Bristol by HUD to prevent, prepare for, and respond to the coronavirus. The City of Bristol sought waivers and amended its Public Participation Plan to accommodate the emergency response needed, and through the expedited process of Public Notification, Public Hearing, and voting by the Policy Committee of the Board of Economic and Community Development, has approved the allocation of funds to St. Vincent De Paul Mission (SVDP). The Mission operates the only homeless shelter in the City and needs significant remediation work in order to meet building code requirements so that the second and third floors can be occupied. If social

distancing requirements are to be in place, it is necessary to open the two floors for occupancy. Additional space has been negotiated via a Memorandum of Understanding with a nearby parish, Immanuel Lutheran Church that has a school gymnasium which can be used as an overflow shelter in the event another pandemic wave closes schools and businesses in the fall/winter. The CT Department of Housing is supportive of this plan and can provide matching funds if necessary.

The St. Vincent DePaul Mission leverages Federal CDBG and City of Bristol funds for its programs through the Balance of State Continuum of Care. It also relies upon funding from the CT Department of Housing to support its programs.

On **September 11, 2020**, the City of Bristol received notification from HUD of a third round of CDBG-CV funds allocated for the purpose of assisting not-for-profit organizations to prepare for, prevent, and respond to coronavirus, especially among the low-mod income population. The total of \$382,741 will be available through an RFP process that was announced in the local newspaper, at a virtual meeting of the networking group “Bristol Cares,” and via email to all CDBG recipients past and current.

Completed applications are due on Oct. 16, and a Public Hearing to allow applicants to describe their proposals and answer questions is scheduled for November 9, 2020.

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

None

Discussion

None

Annual Goals and Objectives

AP-20 Annual Goals and Objectives

Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Housing	2015	2019	Affordable Housing	West End Neighborhood Summer Street area	Housing	CDBG: \$427,849	Public Facility or Infrastructure Activities for Low/Moderate Income Housing Benefit: 5 Households Assisted Rental units rehabilitated: 15 Household Housing Unit Homeowner Housing Rehabilitated: 80 Household Housing Unit
2	Public Services	2015	2019	Homeless Non-Homeless Special Needs	West End Neighborhood Summer Street area	Public Services	CDBG: \$97,339	Public service activities other than Low/Moderate Income Housing Benefit: 715 Persons Assisted Tenant-based rental assistance / Rapid Rehousing: 150 Households Assisted Homeless Person Overnight Shelter: 130 Persons Assisted

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
3	Public Facilities	2015	2019	Non-Housing Community Development	West End Neighborhood Summer Street area	Public Facilities	CDBG: \$158,000	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 5500 Persons Assisted Public Facility or Infrastructure Activities for Low/Moderate Income Housing Benefit: 15 Households Assisted Other: 50 Other

Table 6 – Goals Summary

Goal Descriptions

1	Goal Name	Housing
	Goal Description	There are three activities: (1) Housing Rehabilitation-Single, (2) Housing Rehabilitation-Multi, and (3) Support Staff for Rehabilitation programs. Target Area includes but is not limited to the West End Neighborhood, Summer Street area, and the Opportunity Zone.
2	Goal Name	Public Services
	Goal Description	The goal of Public Services activities is to assist low- to moderate-income persons with essential services. Basic needs such as emergency shelter and transitional housing, food, along with supportive services to at-risk youth in public housing are addressed. Target Area includes but is not limited to the Summer Street area, the West End Neighborhood, and the Opportunity Zone.

3	Goal Name	Public Facilities
	Goal Description	The first two Bristol priorities were addressed, and additional CDBG funds remained to consider public facilities projects. The major project is the ongoing replacement of sidewalks in the Target areas of the West End and Summer Street. A total of \$90,000 has been allocated for that purpose. The second project is to assist a non-profit organization that is building three single-family homes and one two-family home for low/mod income families by arranging for the water and sewer connections to these houses from the street to the structures.

Projects

AP-35 Projects – 91.220(d)

Introduction

The projects planned for 2019-2020 address the highest priorities of Housing Rehabilitation and Public Services. Fair Housing and General Administration are included in the plan as well. Two projects, Sidewalk Replacement and the installation of a lift at the Bristol Historical Society, are located within the Target Area(s). There is no applicability for Target Area involvement in any of the other projects.

Projects

#	Project Name
1	BDA Housing Rehabilitation - Single
2	BDA Housing Rehabilitation - Multifamily
3	BDA Support Staff
4	St. Vincent De Paul Emergency Shelter
5	Bristol Boys & Girls Club Cambridge Park Outreach
6	HRA - Bristol Case Manager
7	Prudence Crandall Domestic Violence Shelter
8	United Way of West Central CT - Walsh Summer Work Experience
9	YWCA - Sexual Assault Crisis Service
10	Shepard Meadows Therapeutic Riding Center Scholarships
11	Bristol Historical Society
12	Turning Point Christian Center
13	Sidewalk Replacement Program for Target Area
14	Neighborhood Housing Services of New Britain
15	For Goodness Sake
16	Fair Housing Activities
17	Planning and Administration
18	CV - St. Vincent DePaul Mission
19	CV3 – RFP for Projects t.b.d.

Table 7 - Project Information

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

The allocation priorities were part of the Citizen Participation process. After posting in the two local newspapers and holding two public hearings as well as numerous public meetings, no one spoke against the proposed projects. After the Public Comment Period was closed, one person shared comments

about the sidewalk replacement program in phone calls and emails to the BDA office, the Mayor, and a member of the City Council.

The only obstacle to meeting the potential underserved needs of the community is the 15% maximum funding limit within which the municipality is expected to address all community development concerns.

AP-38 Project Summary
Project Summary Information

1	Project Name	BDA Housing Rehabilitation - Single
	Target Area	West End Neighborhood Summer Street area
	Goals Supported	Housing
	Needs Addressed	Housing
	Funding	CDBG: \$150,000
	Description	Housing rehabilitation for owner-occupied single-family dwellings. Housing may be located in target areas, but program is not limited to those areas. Applicants must meet income guidelines to qualify.
	Target Date	
	Estimate the number and type of families that will benefit from the proposed activities	
	Location Description	
	Planned Activities	Funds may be used to maintain the basic functioning of the homes, with essential items such as roofs, windows, furnace/boilers, and lead abatement where necessary.
2	Project Name	BDA Housing Rehabilitation - Multifamily
	Target Area	West End Neighborhood Summer Street area
	Goals Supported	Housing
	Needs Addressed	Housing
	Funding	CDBG: \$74,874
	Description	Housing rehabilitation for owner-occupied multi-family dwellings of no more than 4 units. Housing may be located in target areas, but program is not limited to those areas. Applicants must meet income guidelines to qualify.
	Target Date	
	Estimate the number and type of families that will benefit from the proposed activities	
	Location Description	

	Planned Activities	The rehabilitation program may provide funding to replace roofs, windows, boiler/furnaces, or perform lead abatement as needed.
3	Project Name	BDA Support Staff
	Target Area	West End Neighborhood Summer Street area
	Goals Supported	Housing Public Facilities
	Needs Addressed	Housing Target Areas Public Facilities
	Funding	CDBG: \$97,895
	Description	Staff to administer the Housing Rehabilitation program and other projects funded by CDBG.
	Target Date	
	Estimate the number and type of families that will benefit from the proposed activities	
	Location Description	
	Planned Activities	Staff to oversee Public Facilities projects, and to work with homeowners to ensure that Housing Rehab projects are completed properly and in a timely fashion, especially in the case of heating emergencies.
4	Project Name	St. Vincent De Paul Emergency Shelter
	Target Area	West End Neighborhood
	Goals Supported	Public Services
	Needs Addressed	Public Services
	Funding	CDBG: \$24,000
	Description	Emergency shelter and rapid-rehousing services to homeless individuals and families.
	Target Date	

	Estimate the number and type of families that will benefit from the proposed activities	
	Location Description	
	Planned Activities	The staff engages in intense social work with individuals in the shelter. There is a time limit for individuals to remain in the shelter, and the objective is to improve the lives of the clients while they are in residence so that they may leave in a better position than the one in which they arrived.
5	Project Name	Bristol Boys & Girls Club Cambridge Park Outreach
	Target Area	West End Neighborhood
	Goals Supported	Public Services
	Needs Addressed	Public Services
	Funding	CDBG: \$25,000
	Description	Services and programs for at-risk youth residing in public housing.
	Target Date	
	Estimate the number and type of families that will benefit from the proposed activities	
	Location Description	
	Planned Activities	The BBGC oversees the activities at Cambridge Park that include academics, sports, mentoring, tutoring, counseling, arts, and gardening.
6	Project Name	HRA - Bristol Case Manager
	Target Area	West End Neighborhood Summer Street area
	Goals Supported	Public Services
	Needs Addressed	Public Services
	Funding	CDBG: \$20,000
	Description	Assistance to individuals receiving case management services for access to a full range of resources.
	Target Date	

	Estimate the number and type of families that will benefit from the proposed activities	
	Location Description	
	Planned Activities	HRA helps individuals and families access benefits through the State of Connecticut Dept. of Social Services for financial benefits, to find employment or access medical treatment, housing, or other community services.
7	Project Name	Prudence Crandall Domestic Violence Shelter
	Target Area	West End Neighborhood Summer Street area
	Goals Supported	Public Services
	Needs Addressed	Public Services
	Funding	CDBG: \$8,000
	Description	Operating expenses for the domestic violence emergency shelter.
	Target Date	
	Estimate the number and type of families that will benefit from the proposed activities	
	Location Description	
	Planned Activities	Support for Prudence Crandall enables women to obtain shelter from their abusers, and to get referrals to organizations providing support, counseling, housing, and employment.
8	Project Name	United Way of West Central CT - Walsh Summer Work Experience
	Target Area	West End Neighborhood Summer Street area
	Goals Supported	Public Services
	Needs Addressed	Public Services
	Funding	CDBG: \$5,000
	Description	Job experience and career planning for youth ages 16 to 21.
	Target Date	

	Estimate the number and type of families that will benefit from the proposed activities	
	Location Description	
	Planned Activities	Work experiences will include job shadowing, training, and classroom discussion about resume creation, job searches, and work culture.
9	Project Name	YWCA - Sexual Assault Crisis Service
	Target Area	West End Neighborhood Summer Street area
	Goals Supported	Public Services
	Needs Addressed	Public Services
	Funding	CDBG: \$8,000
	Description	Services to assist victims of sexual assault at hospital emergency rooms, courts, or police stations.
	Target Date	
	Estimate the number and type of families that will benefit from the proposed activities	
	Location Description	
	Planned Activities	Services include crisis intervention, short-term counseling, medical referrals; police and court advocacy and accompaniment, and support groups.
10	Project Name	Shepard Meadows Therapeutic Riding Center Scholarships
	Target Area	West End Neighborhood Summer Street area
	Goals Supported	Public Services
	Needs Addressed	Public Services
	Funding	CDBG: \$4,000
	Description	Scholarships will be available for individuals without the means to participate in programs at Shepard Meadows.
	Target Date	

	Estimate the number and type of families that will benefit from the proposed activities	
	Location Description	
	Planned Activities	Therapeutic Riding services will be available to scholarship recipients.
11	Project Name	Bristol Historical Society
	Target Area	Summer Street area
	Goals Supported	Public Facilities
	Needs Addressed	Public Facilities
	Funding	CDBG: \$10,000
	Description	Individuals will be assisted by the ability to access the second floor, including volunteers and visitors
	Target Date	
	Estimate the number and type of families that will benefit from the proposed activities	
	Location Description	
	Planned Activities	The BHS will be able to utilize the second floor for more displays and activities, and with the installation of a lift, it will be accessible to volunteers and visitors
12	Project Name	Turning Point Christian Center
	Target Area	West End Neighborhood Summer Street area
	Goals Supported	Public Facilities
	Needs Addressed	Public Facilities
	Funding	CDBG: \$30,000
	Description	Install new steam boiler to heat large historic house that houses a residential program for individuals with substance abuse problems.
	Target Date	

	Estimate the number and type of families that will benefit from the proposed activities	
	Location Description	
	Planned Activities	The old building is in need of extensive renovation. For the current project, the heating system will be replaced with a steam boiler.
13	Project Name	Sidewalk Replacement Program for Target Area
	Target Area	West End Neighborhood
	Goals Supported	Public Facilities
	Needs Addressed	Target Areas Public Facilities
	Funding	CDBG: \$90,000
	Description	Replace sidewalk and curbing to improve pedestrian safety in West End and Bristol Opportunity Zone target areas
	Target Date	
	Estimate the number and type of families that will benefit from the proposed activities	
	Location Description	
	Planned Activities	Activities include the replacement of sidewalks and curbing to improve pedestrian safety in the West End Neighborhood and Bristol Opportunity Zone area.
14	Project Name	Neighborhood Housing Services of New Britain
	Target Area	West End Neighborhood
	Goals Supported	Housing Public Facilities
	Needs Addressed	Housing Public Facilities
	Funding	CDBG: \$28,000
	Description	Connect water and sewer lines to housing units being built for low/moderate income first-time homeowners.
	Target Date	

	Estimate the number and type of families that will benefit from the proposed activities	
	Location Description	
	Planned Activities	The City will assist the grant recipient by facilitating the water and sewer connections from the street to the houses. The cost is estimated to be about \$28,000 but the final amount will be determined by the calculation of the distance between the connection in the street and the houses.
15	Project Name	For Goodness Sake
	Target Area	West End Neighborhood Summer Street area
	Goals Supported	Public Services
	Needs Addressed	Public Services
	Funding	CDBG: \$3,339
	Description	Distribution of welcome baskets to Bristol residents moving into rental housing after being homeless.
	Target Date	
	Estimate the number and type of families that will benefit from the proposed activities	
	Location Description	
	Planned Activities	The program assists families recovering from eviction or homelessness to reestablish a home in Bristol.
16	Project Name	Fair Housing Activities
	Target Area	West End Neighborhood Summer Street area
	Goals Supported	Housing
	Needs Addressed	Housing
	Funding	CDBG: \$3,000

	Description	Provide Fair Housing assistance to Bristol residents, provide information to the general public and property owners of rental housing.
	Target Date	
	Estimate the number and type of families that will benefit from the proposed activities	
	Location Description	
	Planned Activities	Posting information at the two City Libraries, Senior Center, and other public notice boards to spread knowledge about renters' rights to Fair Housing under the law. Meeting with the Code Enforcement Committee and other concerned groups as requested.
17	Project Name	Planning and Administration
	Target Area	West End Neighborhood Summer Street area
	Goals Supported	Housing Public Services Public Facilities
	Needs Addressed	Housing Public Services Target Areas Public Facilities
	Funding	CDBG: \$102,080
	Description	General Planning and Administration of CDBG programs in Bristol.
	Target Date	
	Estimate the number and type of families that will benefit from the proposed activities	
	Location Description	
	Planned Activities	The role of the staff is to plan and carry out the goals of the CDBG program for the City of Bristol.
18	Project Name	CV - St. Vincent DePaul Mission
	Target Area	West End Neighborhood

Goals Supported	Public Services
Needs Addressed	Public Services
Funding	CDBG-CV: \$393,989
Description	CDBG-CV funds to be used by St. Vincent DePaul Mission to prevent, prepare for and respond to the coronavirus in the homeless community.
Target Date	6/30/2021
Estimate the number and type of families that will benefit from the proposed activities	CDBG-CV funds targeted toward assisting homeless individuals currently living in tents or other makeshift arrangements, as well as those living at the shelter, approximately 140 per year.
Location Description	The shelter is located on Jacob Street, just off West Street and close to the West End. In order to accommodate more residents and maintain safe social distancing, the top two floors of the building need to be remediated to bring it up the building code. The City Building Inspector and Fire Marshal have made recommendations for improvements, and the Director of Public Health has also inspected the facility. With proper staffing levels, the new configuration should be safe for full occupancy in a few months. Should there be a resurgence of Covid-19, a Memorandum of Understanding has been signed between SVDP and the Immanuel Lutheran Church (ILC) that allows for the creation of an overflow shelter in the gymnasium of the parochial school <i>when the school is closed</i> .
Planned Activities	The CDBG-CV funds will be used to bring the top 2 floors of the shelter into compliance with building code so that they can be fully used. During this period of social distancing, all rooms will not be occupied; but currently, with those floors unavailable because of code violations, the shelter has limited space and has been turning people away. The MOU with ILC can be activated if there is a resurgence of Covid-19. The gym can be divided into two secure halves, and the locker rooms have been fitted with hot water and clean restrooms that can be accessed with a monitor so that proper hygiene can be exercised by non-residents of the shelter as well. Those testing positive with the Covid-19 virus can be isolated in one segment of the gym while others can be secure on the other. Cots, linens, and food will be provided, as well as medical services from the Bristol-Burlington Health District.

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

TARGET AREAS:

Boundaries of the Bristol Opportunity Zone area are Census Tract 4061. Previously identified as the "Summer Street area," it now encompasses a much larger slice of downtown Bristol that includes a larger population with an extremely low income demographic. In this report, the Target Area is still identified as Summer Street area. A map is attached.

Boundaries of the West End Neighborhood are Rockwell Park and Jacobs street on the north, Divinity Street on the Southwest, Gridley Street on the southeast, and West Street on the east. This is a low-income and very low opportunity area. The West End Study has identified many possible projects that would improve conditions.

Geographic Distribution

Target Area	Percentage of Funds
West End Neighborhood	80
Summer Street area	20

Table 8 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

It is recognized that strategic investments are effective for community development, and also stimulate economic investment and growth in the targeted areas.

Discussion

The amount dedicated to the Target Areas was significantly increased due to the increase in the CDBG allocation in recent years.

Affordable Housing

AP-55 Affordable Housing – 91.220(g)

Introduction

none

One Year Goals for the Number of Households to be Supported	
Homeless	125
Non-Homeless	2,315
Special-Needs	1,023
Total	3,463

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

One Year Goals for the Number of Households Supported Through	
Rental Assistance	836
The Production of New Units	38
Rehab of Existing Units	100
Acquisition of Existing Units	0
Total	974

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

Discussion

The Bristol Housing Authority has 836 federal and state public housing units; in addition there are 38 Permanent Supportive Housing units.

AP-60 Public Housing – 91.220(h)

Introduction

The Housing Authority of the City of Bristol (BHA) continues to focus on energy efficiency measures, lean business practices, and developing strategies to maintain fiscal balance. BHA's goal is to increase availability and access to affordable housing.

BHA performed a Capital Needs Assessment and Market Study reports for all properties participating in State Housing Programs. BHA plans, accordingly, to seek state funding to address immediate need items.

For Bristol Housing Authority's Federal properties, BHA had a feasibility study completed for improvements to Cambridge Park, a seventy-six year old low-income multifamily project. The BHA Green Physical Needs Assessment reports from AEI Consultants, Inc., is being used in conjunction with inspection reports to plan capital needs over the next 20 years.

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

Bristol Housing Authority offers two service programs that are grant-funded through HUD and provide an abundance of resources to help residents overcome barriers to self-sufficiency.

Family Self-Sufficiency (FSS) Program

One coordinator manages the FSS program, which has a 40-60 program participant population depending on enrollments and graduations. The FSS program caters to low-to-moderate income Section 8 recipients. The FSS program is voluntary, but if a Section 8 recipient is interested, he/she may sign a contract to enroll in the program. It is a five-year program that can be extended one time for a two-year period if the FSS program participant has experienced extenuating circumstances (e.g., loss of job, health issues) that have been an impediment to graduation. When the Section 8 recipient signs up, he/she sets realistic goals with the intention of meeting those goals, so the program participant can graduate from the program. Most goals include training and education, a job or better job, promotion, career position, credit repair, and homeownership. During the five-year period both participant and FSS program coordinator work hard to meet the goals.

The FSS Coordinator developed the BHA's Career Connect program for which she won a NAHRO award in 2016. This includes workshops on resume and cover letter writing, reference page building; interview techniques, first impressions, and body language; and mock interview practice. The follow-up is crucial to the success of the program participants. The coordinator reaches out to contacts in the community who may be hiring and connects them with candidates.

Since the Career Connect has been a big success, the new focus has become first-time homeownership in Bristol. The coordinator helps FSS program participants position themselves by connecting them to financial workshops and professional financial coaches, mortgage brokers, banks, and local real estate

agents.

Resident Opportunities and Self-Sufficiency (ROSS) Program

We were again awarded a three-year grant to support the salary of one ROSS Coordinator. The ROSS Coordinator manages services and provides access to benefits, entitlements, and community-based resources for 540 Public Housing residents, most of whom have very low income. Residents may sign up for the ROSS program, but the Coordinator may serve any resident who may need assistance. There are many services that the ROSS Coordinator provides similar to the FSS program; however, the ROSS Coordinator is also involved in all aspects of Public Housing, including the Summer Lunch program, Reading is Fun program, Winter Elementary School Busing Access, Children's Christmas Gift Giving program, the annual Reach for the Stars awards ceremony (for high school graduates), BHA annual college scholarship awards, and Family Day.

BHA expects to receive \$5,840,610 in Section 8 funding and anticipates a formula amount of approximately \$1,148,832 for the FY 2019 Capital Fund Grant Program due to BHA's continued High Performer Capital Fund Program administration and a recent increase in HUD budget appropriations. BHA has applied for additional HUD Capital Improvement grants for Lead-based Paint abatements at Cambridge Park, Safety and Security enhancements at Bonnie Acres, and funding assistance for state portfolio projects.

Goals for FY 2019 are listed in the Discussion section below.

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

BHA promotes self-sufficiency by improving access to services that support economic opportunities and quality of life and improve economic opportunities for families and individuals that reside in public housing as well as participants in the Section 8 program. BHA applied for and received funding for the Family Self Sufficiency (FSS) grant program for fiscal year 2017. There are 43 participants in the FSS program and an additional five participants in the Homeownership program. BHA was informed that CDBG funds would be approved to assist two participants with down-payment costs. To date we have had one participant become a first-time homebuyer using the CDBG funds for closing costs.

BHA residents and Section 8 participants elect a Tenant Commissioner to its Board of Directors for a five-year term. Beginning in September each year, BHA meets monthly with the Resident Advisory Board (RAB). RAB consists of tenant-elected tenant council members from each of the properties as well as representatives from the Section 8 program. The purpose of these meetings is to inform the residents of BHA policies as outlined in the Admissions and Continued Occupancy Plan (ACOP), the Section 8 Administrative Plan, the FSS Plan, and the Homeownership Plan. The Capital Fund 5-year Plan is also reviewed with council members. Proposed policy changes and changes in HUD regulations are also reviewed and are included in the meeting minutes. Capital Fund changes are proposed according to the

needs of the properties. When proposing changes, feedback from the members is taken into consideration. BHA then presents changes to the Board of Commissioners for review and approval.

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

Rather than being "troubled," the BHA has been consistently designated a "High Performer" for its Public Housing Program. BHA's programs are evaluated annually based on a rigorous set of performance standards. On HUD's 100-point scale, in recent years, BHA has scored above 90 for its programs.

Discussion

BHA goals for 2019-2020 include the following projects to reduce energy costs and consumption; modernize, increase resident safety, and enhance the availability and livability of the housing stock.

- Cambridge Park: Targeted bathroom and kitchen rehabs, selective roof replacements, high efficiency boiler replacements, site repairs, and community building renovations including ADA upgrades of restrooms, restoration of community rooms where needed, and energy efficient HVAC replacements. BHA continues to pursue mixed financing opportunities to accomplish major rehabilitation of the entire 76-year-old development.
- JFK Apartments: Community room renovations and safety improvements to resident common areas including sidewalks, and site improvements including a community pavilion.
- Gaylord Towers: Acquisition of adjacent property to provide expanded parking for residents, energy efficient window replacements, and site improvements including sidewalks, lighting, and security.
- Bonnie Acres: Site improvements including sidewalk and ramp replacements, energy efficient lighting, community room improvements, and unit kitchen/bath venting.
- Zbikowski Park M8: Security camera system installation planned.
- Mountain Laurel Manor: Community pavilion, energy efficient apartment HVAC controls, and LED lighting.
- Komanetsky Estates: Planning and development of a substantial rehab project at Komanetsky is on hold pending receipt of state housing funds. Energy efficiency projects including lighting and insulation are planned. This year, we are completing sidewalk repairs with financial assistance from the BDA's FY 2018 Community Development Block Grant.

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

Introduction

The St. Vincent DePaul Mission (SVDP) expects to shelter 150 homeless individuals in 2019-2020. The HUD Continuum of Care is funding the Rapid Re-Housing program and is expected to house 50 households during the 2019-2020 year. CDBG is funding general operating expenses for the homeless shelter.

Describe the jurisdiction's 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 Bristol Homelessness Task Force (Subcontinuum of Care of the Balance of State Continuum of Care) will continue to develop funding and resources for a full-time Outreach Worker, a year-round warming, cooling and donation center, and a winter overflow shelter. These three activities act as the perfect conduit for outreach to the unsheltered homeless, and for their addition to the Central Connecticut Coordinated Access Network (CCCAN) By-Name list (list of all known homeless individuals and families). Additionally, SVDP plans to continue employment of a .25 FTE Outreach Worker to engage the unsheltered population with the CCCAN.

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

St. Vincent DePaul Mission (SVDP), the Human Resources Agency (HRA), the Bristol Housing Authority (BHA), the Community Mental Health Affiliates, the Salvation Army, and the United Way of West Central Connecticut continue to be the lead agencies working with the City in assessing and developing the community-based response to homelessness in Bristol. The SVDP works very closely with area public agencies and private organizations to develop, coordinate, and deliver needed services to the Bristol homeless population. Additionally, local Soup Kitchens/Food Pantries exist to provide food for the homeless and to prevent homelessness by providing one basic resource (food) for the very low-income and pre-homeless families and individuals in Bristol.

SVDP closed its two Transitional Living Programs on January 31, 2016 and reallocated the HUD funds to a Rapid Re-Housing (RRH) program. SVDP provides a 25-bed homeless shelter for families and individuals, a 50-household RRH placement program, a part-time Outreach Case Manager, a 20-room winter overflow shelter, and space for a year-round warming/cooling center for the homeless population. SVDP is an integral service provider within the CCCAN.

RRH services include assistance with applications for subsidies, identification of appropriate housing, move-in help, and connection to treatment services, but also many services that are not typically

available in supportive housing programs such as rehabilitation to teach people how to live independently (e.g., household management, food, and budgeting); development of social support systems that encourage recovery; and use of evidence-based wellness programs.

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

As a service provider in the CCCAN, SVDP covers the towns of Bristol, New Britain, Southington, Plainville, and Berlin. The CCCAN By-Name list is ranked by a vulnerability index, targeting services such as diversion, shelter, rapid-rehousing, and permanent supportive housing. Various staff help clients to attain housing and retain their housing.

- **Assist persons to obtain employment prior to program exit.**

Both Shelter and RRH staff begin with a referral to the American Job Center for job training and placement. Case managers also assist with resume writing, information on job openings, and transportation to interviews, job fairs, and vocational and educational opportunities. The CT Fastrak bus system is a relatively new resource for obtaining and retaining employment.

- **Assist homeless persons to move from transitional housing to permanent housing**

Various staff meet with private landlords to forge relationships and find new private market opportunities for persons exiting emergency shelter. They compile a resource list of landlords willing to work with previously homeless individuals and families. Staff work to provide life skills and budgeting training to residents to ensure they are able to secure and maintain permanent housing. Staff also work with tenants on job training and placement to foster self-sufficiency and independence.

- **Assist homeless persons to stay in permanent housing.**

Shelter case managers, Community Mental Health Affiliates, Human Resources Agency, Bristol Housing Authority, and Salvation Army staff coordinate services through the CCCAN to ensure that tenants are able to meet their lease requirements to maintain their apartments and that they receive all needed support services. Support services include mental health, substance abuse, financial management, and life skills training. BSubCoC agency staff attend events to learn current best practices to assist tenants

with basic needs such as obtaining entitlements or employment.

- **Decrease the number of homeless households with children.**

Agency staff will advocate with the Housing Authority to secure public housing units for homeless families, Section 8, Permanent Supportive Housing Program units, state funded rental assistance, private landlords, and recently RRH rental assistance waitlists. There is a universal assessment tool to streamline the provision of services to the most needy homeless and at-risk of homeless families. CCCAN agencies will refer families to RRH providers to ensure that prevention services and financial assistance is available to families.

- **Seek new permanent housing beds for chronically homeless individuals**

The BSubCoC has an ongoing dialogue with CT BOS about the housing needs for chronically homeless individuals/families.

- **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 Connecticut Balance of State Continuum of Care (CT BOS) works to ensure that exits from systems of care are not discharges to homelessness. The CT BOS has reviewed discharge policies and ensures that all providers are trained on them. The CT BOS has a policy that providers will only accept people from other systems of care that have exhausted all other options and have no alternative besides the streets. Members of the CT BOS-Steering Committee (CT BOS-SC) are also active members of the State Interagency Council on Housing.

CT BOS-SC members are on the Reaching Home Runaway and Homeless Youth Workgroup and the State Interagency Council on Housing where strategies for CT Department of Children and Families (DCF) discharges are planned. A DCF staff member has joined the CT BOS-SC. Youth are discharged to group homes, Independent Living Programs, supervised transitional and community housing, the Community Housing Assistance Program (with rent subsidy), and independent housing with community supports. DCF receives \$1.3 million from the Chafee Foster Care Program to provide housing to former foster youth. Also, the state has funded 50 units of PSH for youth who are aging out of care and are at risk of homelessness.

CT BOS-SC members continue coordinating discharge planning with the CT Department of Public Health. The Opening Doors Healthcare work group is working with hospitals and providers to expand discharge

options and ensure persons are not discharged to homelessness. Columbus House (New Haven shelter) and the New London Shelter recently opened medical respite programs as discharge options for homeless people leaving hospitals. Persons leaving hospitals are discharged to medical respite, independent living, or group homes.

CT BOS-SC members continue coordinating discharge planning efforts with the State Department of Mental Health and Addiction Services (DMHAS). The Director of Housing and Homeless Services of DMHAS is co-chair of the CT BOS-SC working to ensure that discharge policies are followed by the programs, providing guidance to ensure that there are sound discharge options where people are not discharged to homelessness. DMHAS has been developing Permanent Supportive Housing (PSH) for persons coming from inpatient settings and has 25 new units in CT BOS for people leaving hospitals. Persons discharged from DMHAS go to independent living, PSH funded by the state, subsidized housing, group homes, and stay connected to DMHAS and other community supports.

CT BOS-SC members coordinate discharge planning efforts with the State Department of Corrections (DOC). DOC has under contract: 27 NFP agencies with 47 residential programs, 1,180 beds, and 25 non-residential programs. Inmates are released to halfway houses and DOC-contracted programs including scattered-site, temporary supportive housing, and independent living with services. The DMHAS/DOC Forensic Supportive Housing program has 60 housing subsidies statewide for persons discharged from incarceration with mental illness to prevent homelessness. The State has a FUSE PSH program for frequent users of shelter and corrections.

Discussion

None.

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

Introduction:

There continues to be increased cooperation in Bristol between Code Enforcement, the Bristol Sub Continuum of Care (BSubCoC), the Central Connecticut Coordinated Access Network (CCCAN), and the Youth Engagement Team Initiative (YETI). When condemnation orders are issued due to code enforcement violations, the City's Relocation Plan is put into play working with both landlords and tenants. The Fair Housing Officer participates in this cooperative effort and explains the fair housing components as they arise.

The Fair Housing Officer has been hearing citizen's complaints and filtering the information and findings to appropriate local, state, and federal resources. In the process, the Fair Housing Agent is communicating with local key decision makers and advocating for accessible services and affordable housing in all areas of the City. Through education and advocacy, practice changes have been realized in the local emergency shelter (St. Vincent De Paul) to have reasonable accommodations available for persons in protected classes as well as increased assistance with navigation for housing and the diversion of homelessness.

During this past year, the City's Community Service Coordinator has informed landlords of their responsibilities to equitably attend to their tenants and has referred tenants to the Fair Housing Agent for concerns about discrimination. In the region, a Housing Support Specialist and a Youth & Young Adult Housing Navigator have been hired and provided office space in Bristol to meet with persons who have barriers to housing. The Youth Navigator and the part-time Adult Navigator are based at the local shelter and also reach out to the community to meet individuals and network with non-profit agencies and landlords. Both the City and the Board of Education have Spanish-speaking translators who make referrals and advocate for resources. Listings of available properties for rent are updated by the Bristol Housing Authority and Community Services on a monthly basis and distributed to provider agencies as well as individuals and families seeking housing. Monthly planning and networking meetings that are open to the public are held locally. Representatives attend regional CCCAN and YETI meetings to continue to reduce barriers to access affordable housing; the YETI has recently committed to take on a 100-Day Challenge with this objective in mind.

The Bristol Housing Authority (BHA) works directly with residents to build awareness of the Fair Housing laws. For those who have housing and those who are looking for housing, BHA is in a good position to build this knowledge in much of their regular programming such as:

- Counseling voucher holders about the location and availability of units, accessible units, and the location and availability of HCV-eligible and accessible units outside of concentrated low- and moderate-income or poverty areas.
- Expanding opportunities for resident employment through outreach and training programs such

as coordinating job fairs, resume workshops, and seminars on interviewing techniques.

- Providing collaborative workshops and groups through the Resident Opportunity and Self-Sufficiency (ROSS) grant, and the Section 8 Family Self-Sufficiency Grant.

A consultant working with BDA recently reviewed the City's Plan of Conservation and Development (POCD) and Zoning regulations to evaluate the City's efforts to Affirmatively Further Fair Housing. Recommendations have been shared with all relevant parties, including land-use boards and department heads.

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

For FY 2019, the City plans to ameliorate the negative effects of housing barriers in the following ways:

Lead Paint Hazards

- The city currently allocates a large portion of its annual HUD entitlement grant to a city-wide housing rehabilitation program that addresses a number of issues relative to the provision of a decent, safe, and affordable living environment.
- Lead paint remediation is available city-wide. The City will target informational outreach for the remediation and/or removal of lead-based paint hazards in older housing in the West End Neighborhood. This outreach includes working with the West End Association, the City Planning Commission, and the Bristol/Burlington Health District.

Discrimination based on income and disabilities:

- The Bristol Housing Authority has taken the major responsibility for expanding housing choice for individuals and families. BHA provides individuals with information on Fair Housing and resources available to them if they have been discriminated against. The Bristol Housing Authority also developed a non-profit organization, the Greater Bristol Realty Corporation (GBRC), for the purpose of increasing affordable housing stock by purchasing and reselling homes to first-time buyers at extremely reduced prices.
- The CT Fair Housing Center guide "Housing Mobility: What Do Housing Voucher Recipients Want?" will be used as workshop material in community outreach and education.
- Bristol Youth & Community Services provides advocacy for low-income individuals and families who may have barriers based on their legal source of income, and for the need to fund State programs such as the Security Deposit Guarantee Program. The department responds to inquiries from persons with physical and mental health disabilities regarding access to housing, and provides education on reasonable accommodations including service animals. Staff

facilitate referrals to available resources including funding sources for structural adaptations. The BDA Housing Rehabilitation program is one such resource for assistance.

- Representatives from city departments, landlords, housing navigators and the BDA's Housing Rehab Specialist participate in annual Fair Housing trainings and discuss local conditions and their implications from their various perspectives to better understand serve our community.
- Representatives from Bristol have taken part in education and training on the mental health disorder of hoarding. Community Services staff and the Health Department have been working with the City's code enforcement team to provide intervention services to the unique needs of this population.
- The Bristol City Council is supported by a Commission on Persons with Disabilities that meets monthly. The City Commission on Persons with Disabilities reports about one complaint a month, mostly from individuals, and resolves issues locally on a case-by-case basis.

Discussion:

Lack of, or inaccessibility of, public transportation

- The City of Bristol recognizes that the availability and accessibility of public transportation are important factors that impact the income and earnings capacity of its residents, especially in the low- and moderate-income areas. The West End Neighborhood Study reaffirmed this amenity as an important factor in making housing opportunities available to residents of that neighborhood. Developing bus routes in this low/mod-income area may be an historic barrier that can be overcome by working with the Naugatuck Valley Council of Governments (NVCOG) that now includes Bristol.
- The Dept. of Youth & Community Services (DYCS) offers a program on how to use bus transportation for middle school and high school students. DYCS organizes a scavenger hunt that teaches students how to read the schedule and find the stops. The Department also makes bus passes available for indigent persons to access housing, employment, and health appointments.
- CT Fastrak is a bus route linking Bristol, New Britain, and Hartford. The United Way can provide bus passes to local agencies to distribute to individuals for any employment-related need. Effective communication to ensure citizen participation
_The City of Bristol will continue to ensure that elected and appointed public officials and staff, residents, and residential property owners continue to be educated about fair housing laws, policies, and practices in the community. The City will continue to strengthen partnerships among its departments, the BHA, local lenders, real estate professionals, and property owners, and arrange for seminars on Fair Housing matters. Increasing the knowledge base also increases open dialogue and dissemination of various housing development resources. The City will explore informational media and other opportunities to reach residents of all income groups. This includes updating pertinent information about fair housing laws in a prominent place on the City's web site with links to other resources at the State and Federal levels. The City's Fair

Housing Officer forges working relationships with property owners. The City will increase landlord participation in fair housing workshops, seminars, forums, and other similar venues where information on fair housing laws and practices can be disseminated. Continued referrals and connections will be made with organizations such as the CT Fair Housing Center (CTFHC) and the Commission on Human Rights and Opportunities as well as lenders, residential real estate professionals, and local real estate attorneys. The Dept. of Youth & Community Services collaborates in multi-disciplinary team meetings to address access barriers to housing or services and coordinates the complicated needs including education, and physical and mental health issues. This includes addressing limited English proficiency by updating Fair Housing information such as posters and ads, and sponsoring group discussions in Spanish. A core group of property owners are active in fair housing dialogue, with particular interests in accommodations, good rental ads, tenant screening tools, criminal history, and local codes.

AP-85 Other Actions – 91.220(k)

Introduction:

The following activities will be funded for 2019-2020

1. Housing rehabilitation-single family
2. Housing rehabilitation-multifamily
3. BDA Support Staff
4. St. Vincent DePaul – Emergency Shelter Operating Expenses
5. Boys and Girls Club – Cambridge Park Outreach
6. Human Resources Agency – Bristol Case Management
7. Prudence Crandall Shelter - Operating Expenses
8. United Way of West Central CT - Walsh Summer Youth Work Experience
9. For Goodness Sake - Welcome Baskets
10. Shepard Meadows Therapeutic Riding Center - Scholarships
11. YWCA – Sexual Assault Crisis Services
12. Sidewalk Replacements/improvements – Bristol Opportunity Zone/West End target areas
13. Bristol Historical Society - Lift Installation
14. Neighborhood Housing Services of New Britain – Water and Sewer Connections for low/moderate income housing construction
15. Turning Point Christian Center - Boiler replacement
16. Fair Housing activities
17. Planning and Administration
18. CDBG-CV – St. Vincent De Paul remodeling interior to create safe distancing space to prevent the spread of coronavirus and allow quarantine of individuals if necessary.
19. CDBG-CV3 – Funding to help remediate costs of coronavirus for organizations assisting low-mod income individuals during pandemic.

Actions planned to address obstacles to meeting underserved needs

Actions planned are to continue a high level of coordination, and report on emergency situations and problems.

Individuals needing supportive housing and related services are often known to staff of the collaborative organizations: Actions planned are to continue a high level of coordination, and report on emergency situations and problems.

Actions planned to foster and maintain affordable housing

Bristol Development Authority staff reviewed the zoning ordinances and building codes with prior assistance from the CT Fair Housing Center. The BDA Residential Housing program continues to be very

effective in preserving the affordable housing stock in the City. BDA staff has had extensive training in this area, and attends monthly Code Enforcement meetings to keep abreast of activities in the City.

Actions planned to reduce lead-based paint hazards

The BDA Housing Rehabilitation program will abate lead-based paint hazards as needed.

Actions planned to reduce the number of poverty-level families

The local Community Action Program, the Human Resources Agency of New Britain (HRA), will operate the Summer Breakfast and Lunch programs for City youth. HRA provides nutritious Head-Start meals while opening the facility for food preparation skills training for Bristol households. The Zion Lutheran Church and the Salvation Army will provide food programs to alleviate hunger. There are three Family Resource Centers in Bristol schools that provide support to families with children in school.

Residential Rehabilitation will help low- to moderate-income households decrease the cost of necessary repairs. The cost savings can be used towards other household expenses. The Community Development Block Grant goals for the next two years continue to include support of Public Service programs that mitigate poverty.

Rapid Re-housing funds will help families either avoid homelessness or shorten shelter stays. The Family Self-Sufficiency program at the Bristol Housing Authority is another aspect of the strategy.

Recently, a CT Jobs Center opened at Tunxis Community College's Bristol campus. This center is available to assist individuals with any aspect of their job search, including creating a resume, doing job searches, and practicing interview skills. The Jobs Center is on the Bristol bus line and is a critical element of referrals for clients of most social service agencies in the City.

Actions planned to develop institutional structure

The Bristol Development Authority (BDA) is the public community development agency responsible for administering CDBG funds; including monitoring subrecipients (non-profits) providing public service programs and for distributing funds for all other CDBG projects. The BDA has a bipartisan nine-member Board that serves a rotating five-year term and is appointed by the Mayor. The Board is responsible for recommending CDBG funding allocations, based on priorities set in the Consolidated Plan.

The Bristol Housing Authority (BHA) is a quasi-governmental agency with no fiduciary overlap between the municipality and the Housing Authority. The Commissioners who serve a rotating five-year term are appointed by the Mayor. A representative of the Bristol City Council services as a liaison to the BHA Board of Commissioners. The Executive Director is responsible for hiring staff and is the contracting officer for the BHA. Appropriate review by the jurisdiction will be sought for any proposed development sites, demolition or disposition of any development sites. The proposed Consolidated Plan has been

previewed by the Board of Commissioners, the Public, and the Mayor prior to submission to HUD. The BHA is the agency responsible for the modernization of existing units and rental subsidies. The BHA follows federal guidelines for income limits for low-income households and has its own eligibility requirements as follows: “In selecting applicants for admission, the Housing Authority must give preference to applicants who are otherwise eligible for assistance and who at the time are seeking housing assistance, or involuntarily displaced, living in substandard housing paying more than 50% of family income for rent.” The housing units provided by the BHA will supply low-income households with affordable units. The quality of units will be upgraded through rehabilitation, which is one of the City’s major priorities.

All Housing Choice Vouchers and CIAP funds are distributed through the BHA, in accordance with federal guidelines. St. Vincent DePaul Mission of Bristol (SVDP) is a private non-profit organization working with the City to provide housing needs for the homeless. This organization has been the lead agency in Bristol for assessing and developing the community-based response to homelessness in Bristol.

Through both the BHA and SVDP, the City is able to provide services to a wide-range of persons, with the remainder of needs being met by other non-profit organizations in the City. Bristol is fortunate to have a full range of assistance programs and services available to people in need including:

- Human Resources Agency, the CAP agency that administers energy assistance, Head Start programs, and other services for low-income households
- The Zion Lutheran Church and the Salvation Army provide food through soup kitchens and food pantry programs.

The Bristol ARC and CW Resources assist people with developmental disabilities find purposeful work and a meaningful life in the community.

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

Coordination will be maintained throughout the year by utilizing the many committees and common alliances that have been developed to address common issues and goals.

Discussion:

None

Program Specific Requirements

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

Introduction:

None

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	17,000
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:	17,000

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.	95.00%

Overall Benefit: The period of three years for determination of minimum overall benefit is 2017, 2018, and 2019.