Executive Summary

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

1. Introduction

Based on 24 CFR 91.200(c) and 91.220(b), the Executive Summary is provided to assist in the facilitation of the citizen review and comment. This concise executive summary includes the objectives and outcomes identified in the plan as well as an evaluation of past performance. The plan shall also include a concise summary of the citizen participation process, public comments, and efforts made to broaden public participation in the development of the consolidated plan.

The purpose of the City of Norwich's 2018 Annual Plan is to develop a viable community by 1) providing decent, affordable and safe housing; 2) creating a suitable living environment; and 3) expanding economic opportunities, principally for low and moderate-income persons. The plan sets forth how HUD Community Development Block Grant funding will be used with investment priorities to achieve specific HUD objectives and outcomes performance measures mentioned in the 2015-2019 Consolidated Plan. Norwich does not receive HOME Investment Partnership and Emergency Solution Grant funding.

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 City will focus on three main priorities that have multiple objectives and outcomes:

1.) Providing Decent, Affordable and Safe Housing: includes conserving & improving existing housing; provide homeownership assistance; assisting in the development of affordable housing; removing

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barriers related to accessibility; improving housing specific to shelters, homelessness prevention and/or rapid rehousing and/or permanent supportive housing.

2.) Create a Suitable Living Environment: includes programs that focus on self-sufficiency, health and safety. These objectives and outcomes include providing funding for financial education, outreach, access to benefits, removing barriers around transportation related to medical/health, reducing domestic violence; increasing public safety and creating safe neighborhoods, providing funding for projects that create neighborhood or infrastructure improvements, including community facilities/infrastructure in income qualified census tract/block groups.

3.) Expanding Opportunities for Low-to-Moderate Income Persons: includes services associated with job creation, job training and increasing employment opportunities for Norwich residents.

3. Evaluation of past performance

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

The City of Norwich went through a transition period over the past year. The City ended it's PY 16 year not meeting it's timeliness threshold. Over the year the City has worked diligently to ensure that it would meet the threshold for PY 17. The City was able to meet the threshold spending by recapturing and reallocating funds and doing a substantial amendment to its Annual Action Plan.

4. Summary of Citizen Participation Process and consultation process

Summary from citizen participation section of plan.

The City of Norwich's citizen participation process followed the City of Norwich's Citizen Participation Plan and included community forums and public outreach hearings for the public, surveys designed to encourage input from PHA residents, neighborhood associations, minorities, non-English speaking, predominantly low and moderate income neighborhoods, the disabled, and the continuum of care, and mailings to gain input from entities with specific expertise in the areas of housing, non-housing, community development, homelessness and the near homeless. This effort met and exceeded the requirements of the Citizen Participation Plan and provided meaningful input in establishing goals and strategies for the 2015-2019 Consolidated Plan and activities for the 2015 Annual Action Plan.

The citizen participation process included an original public hearing as part of the 5-year ConPlan held on June 1, 2015 to obtain citizen comments on issues related to the housing, non-housing and community development needs in the City of Norwich. The public hearing allowed the public to

comment on the development of the 2015-2019 Consolidated Plan and expectations for Annual Action Plans. A public notice for the hearing was published in the Norwich Bulletin.

In addition to the lengthy citizen participation process created last year as part of the 2015-2019 Consolidated Plan, the PY 2017 Annual Action Plan included a Request for Proposals (RFP), and two meetings open to the public regarding proposals. The public meetings were held on February 28 and June 13, 2018. A public hearing with the Council was held on April 16, 2018. **Lastly, an additional opportunity for citizen's comments occured prior to the Council vote on July 5, 2017. A public notice for the hearing was published in the Norwich Bulletin.**

The City of Norwich's 2018 Annual Action Plan was made available for public review and comment from June 5, 2017 to July 6, 2016. Notice of the 30 day comment period was published in the Norwich Bulletin. Copies of the 2017 Annual Action Plan were available for review.

See the Citizen Participation Section PR-15 for more information.

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.

The City of Norwich's citizen participation process followed the City of Norwich's Citizen Participation Plan and included outreach hearings available to the public, attendance at neighborhood associations, presentations to organizations that focus on predominantly low and moderate income neighborhoods, the disabled, and the continuum of care. These organizations have specific expertise in the areas of housing, non-housing, community development, homelessness and the near homeless. The summary of comments from meetings are attached in the appendices. A summary of comments from the public hearing and Council meeting are genarlized here with a further summary in the appendices:

Support of the Property Rehabilitation Program, Playground, Safety Cameras, Job Training, Safe Futures (domestic violence programs) were discussed, with residents being strongly in favor.

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

Comments were generally positive in supporting the budget document. One resident spoke against the allocation of CDBG administration. This comment was received but no action taken.

7. Summary

Throughout the process the members of the CDAC, City Council and public were supportive of the grant allocations.

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		Office of Community Development

Table 1 – Responsible Agencies

Narrative (optional)

The lead agency responsible for overseeing the development of the Consolidated Plan and administering programs covered by the Plan is the City of Norwich, a State of Connecticut municipality. The City of Norwich's Community Development Department is responsible for administering the Consolidated Plan.

The primary public and private agencies that may be utilized in implementing Consolidated Plan programs include, but are not limited to, the City of Norwich, Continuum of Care agencies, the Norwich Housing Authority, neighborhood associations, faith-based organizations, governmental entities, and non-profit service and housing providers.

Consolidated Plan Public Contact Information

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

1. Introduction

The City of Norwich realizes the importance of collaboration and coordination between public and private housing as well as health and social service agencies. The city has adopted a Citizen Participation Plan for its Consolidated Plan and Annual Action Plan that identifies when public hearings and other consultations are to take place. This Plan was used in preparing this 2015-2019 Consolidated Plan and 2018 Annual Action Plan. The City of Norwich's Consolidated Plan and Action Plan were also prepared to comply with the consultation requirements of the CDBG, including consultation with the local Continuum of Care agencies.

Consultation on the development of the plan began in January 2018 and was accomplished through a variety of strategies, including public notices, public and community meetings, and direct correspondence. All efforts were made to contact appropriate parties and obtain their input for the content of this plan. These consultations, coupled with citizen participation, provided the direction for the plan development.

HOME, HOPWA and ESG programs consultations are not a component since the city does not receive said funding.

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(l))

Coordination will continue to be strengthened through regular interaction and meetings. Local networks address several priorities outlined in the CDBG plan. The CD staff and key municipal leaders participate on boards and commissions that represent these agencies. Connectivity to the subject matter provides for access to data and organizational trends. Example: the chair of the Community Development Advisory Committee (CDAC) makes recommendations to the Council regarding applications for funding. The chairman of the CDAC is also the chairman for the Economic Development Committee for the regional Chamber of Commerce and is a board member of the Southeastern Connecticut Housing Association; the Director of Norwich Human Services, another city department, is chairperson of the CT Coalition to End Homelessness (CCEH). CCEH is a statewide advocacy group that focuses on the most at-risk population and provides the Point-in-Time count for homelessness. Several employees and team members are associated with Continuum of Care (CoC) organizations. The CoC is a group of public and private agencies who meet monthly to coordinate and discuss services to address and prevent homelessness in New London County. - includes representatives from mental health/social service agencies. The City participates in a Coordinated Access Network (CAN) plan to increase

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preventative measures around homelessness, mental health and human service needs. This provides for a streamlined process to ensure fewer people "slip through the cracks" – higher level of attention ensures greater outcome. The City met with service providers, the Norwich Housing Authority and other assisted housing providers several times during the creation of this document. The City identified needs, conditions, programs, and activities. The discussion and data provided during the meeting is detailed in the Market Analysis section, MA-25, under Public and Assisted Housing in our 5-Year Consolidated Plan. The City continues to partner and support Norwich Public Housing in updating PHA facilities by providing CDBG funds for renovations and improvements. Other assisted housing providers include Thames Valley Council for Community Action (TVCCA). Among other things, these agencies received CDBG funds in order to provide rapid rehousing, shelter diversion and temporary housing subsidies.

Coordination between the City and private and governmental health, mental health and service agencies is primarily accomplished through the Norwich Human Services (NHS) department.

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

The coordination between the City and homeless service providers, agencies and shelters is primarily accomplished through the Norwich Human Services (NHS) department. The city does not receive or allocate ESG funds, but the City of Norwich 2015-2019 Consolidated Plan and the PY 2018 Action Plan is available to all Continuum of Care (CoC) providers within the city's jurisdiction. The CoC does meet regularly and provides an annual update to the city and the CDBG administrator. The NHS Director participates in the CoC meetings and is a lead partner in the Coordinated Access Network (CAN) which focuses on high level process to provide holistic services to CoC related participants. The CDBG office reviews meeting minutes and attends partner agency meetings as schedules allow in order to better determine if any additional collaborations need to be encouraged. This process is on-going and will continue. Lastly, in 2015, the City of Norwich Office of Community Development began providing Environmental Review Records for the Continuum of Care.

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

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**	NORWICH HOUSING AUTHORITY
	Agency/Group/Organization Type	Housing PHA Services - Housing
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Public Housing Needs Market Analysis
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The 2018 Annual Plan utilizes the information obtained through public meetings held in 2018 and through public forums and consultation as part of the 2015-2019 Consolidated Plan. The City hosted public forums/consultations in February. The City received considerable input on the public housing needs, plans, goals and programs of the PHA at these meetings. Each year since staff has revisited conversations to ensure the needs have not shifted and that outcomes were appropriate. The FY 2018 Annual Action Plan reflects consultation and on-going coordination between the City of Norwich and the PHA. Consultation included one-on-one meetings with the Executive Director and discussion with program/project management.
2	**Agency/Group/Organization**	ALLIANCE FOR LIVING, INC.
	Agency/Group/Organization Type	Housing Services - Housing Services-Persons with HIV/AIDS Services-homeless Service-Fair Housing Regional organization

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	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 Non-Homeless Special Needs HOPWA Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The 2018 Annual Plan utilizes the information obtained through public meetings held in 2018 and through public forums and consultation as part of the 2015-2019 Consolidated Plan. Site visits with and in-person interviews with staff took place in 2015 and a conference call took place in 2017 to confirm any concerns in plan changes. The City received considerable input on the housing and community development needs, plans, goals and programs associated with this organization in the original meeting. Improved coordination and need focused on the need for counselor training in order to better impact behavior and circumstances of those affected/effected by HIV/AIDS and the general population as a whole. Additional outreach and education opportunities would also work to decrease risk as treatments are available that will increase prevention. Additional dollars are required in order to improve outcomes. This information will be considered to improve programming and outcomes of the 2015-2019 Consolidated Plan and 2018 Annual Action Plan and coordination between the City of Norwich and the needs of Norwich residents.

3	**Agency/Group/Organization**	Southeastern Mental Health Authority
	Agency/Group/Organization Type	Housing Services - Housing Services-Children Services-Elderly Persons Services-Persons with Disabilities Services-Persons with HIV/AIDS Services-Victims of Domestic Violence Services-homeless Services-Health Service-Fair Housing Services - Victims Regional organization
	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 Non-Homeless Special Needs HOPWA Strategy Anti-poverty Strategy

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The 2018 Annual Plan utilizes the information obtained through public meetings held in 2018 and through public forums and consultation as part of the 2015-2019 Consolidated Plan. As part of the creation of the 5-Year Consolidate Plan, in-person interviews with staff took place in order to review potential gaps in service and overall community needs. The City continues to receive considerable input on the public housing and community development needs, plans, goals and programs. SMHA staff participated in a conference call to discuss successes and short-falls related to the Housing First Model and use of CAN (single point of entry) in order to improve coordination and outcomes. Case management and the lack of staffing continues to be a stress point. Trained case managers are necessary in order to change behavior and circumstances - and funding is needed for case management. This information will be considered to improve programming and outcomes of the 2015-2019 Consolidated Plan and 2018 Annual Action Plan and coordination between the City of Norwich, neighborhoods, residents and at-risk populations.
4	**Agency/Group/Organization**	Norwich Community Development Corporation
	Agency/Group/Organization Type	Regional organization Planning organization Business and Civic Leaders
	What section of the Plan was addressed by Consultation?	Market Analysis Economic Development

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	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The 2018 Annual Plan utilizes the information obtained through public meetings held in 2018 and through public forums and consultation as part of the 2015-2019 Consolidated Plan. The City received considerable input on the non-homeless needs of community. This information will be considered to improve programming and outcomes of the 2015-2019 Consolidated Plan and 2018 Annual Action Plan and coordination between the City of Norwich, the business community, residents and neighborhoods.
5	**Agency/Group/Organization**	United Community Family Services
	Agency/Group/Organization Type	Services-Children Services-Elderly Persons Services-Persons with Disabilities Services-Persons with HIV/AIDS Services-Victims of Domestic Violence Services-Health Services - Victims Health Agency Regional organization Medical service provider
	What section of the Plan was addressed by Consultation?	Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Non-Homeless Special Needs Anti-poverty Strategy

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	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The 2018 Annual Plan utilizes the information obtained through public meetings held in 2018 and through public forums and consultation as part of the 2015-2019 Consolidated Plan. An in-person interview with staff took place on April 13, 2015. As a result, the City received considerable input on basic as well as medical needs of Norwich residents. Improved coordination includes connectivity to regional council of governments to address transportation issues related to health/medical professions. This information will be considered to improve programming and outcomes of the 2015-2019 Consolidated Plan and 2018 Annual Action Plan and coordination between the City of Norwich and its residents.
6	**Agency/Group/Organization**	NORWICH HUMAN SERVICES
	Agency/Group/Organization Type	Housing Services - Housing Services-Children Services-Elderly Persons Services-Persons with Disabilities Services-Persons with HIV/AIDS Services-Victims of Domestic Violence Services-homeless Services-Health Services-Education Services-Employment Service-Fair Housing Services - Victims Other government - Local

	What section of the Plan was addressed by Consultation?	Housing Need Assessment Public Housing Needs Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy Non-Homeless Special Needs HOPWA Strategy Market Analysis Economic Development Anti-poverty Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The 2018 Annual Plan utilizes the information obtained through public meetings held in 2018 and through public forums and consultation as part of the 2015-2019 Consolidated Plan. An in-person interview with staff took place on April 10, 2015. As a result, the City received considerable input on market needs and general zoning/planning regulations that impact development decisions as well as an anti-blight strategy. This information will be considered to improve programming and outcomes of the 2015-2019 Consolidated Plan and 2018 Annual Action Plan and coordination between the City of Norwich, future developments and Norwich residents
7	**Agency/Group/Organization**	Norwich Planning and Neighborhood Services
	Agency/Group/Organization Type	Housing Services - Housing Other government - Local Planning organization

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	What section of the Plan was addressed by Consultation?	Housing Need Assessment Non-Homeless Special Needs Market Analysis Economic Development
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The 2018 Annual Plan utilizes the information obtained through public meetings held in 2018 and through public forums and consultation as part of the 2015-2019 Consolidated Plan. An in-person interview with staff took place on April 10, 2015. As a result, the City received considerable input on market needs and general zoning/planning regulations that impact development decisions as well as an anti-blight strategy. This information will be considered to improve programming and outcomes of the 2015-2019 Consolidated Plan and 2018 Annual Action Plan and coordination between the City of Norwich, future developments and Norwich residents
8	**Agency/Group/Organization**	NORWICH RECREATION DEPARTMENT
	Agency/Group/Organization Type	Services-Children Services-Elderly Persons Services-Health Other government - Local
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs Market Analysis

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	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The 2018 Annual Plan utilizes the information obtained through public meetings held in 2018 and through public forums and consultation as part of the 2015-2019 Consolidated Plan. An in-person interview with staff took place on April 14, 2015. As a result, the City received considerable input on quality of life issues related to suitable living environments and impacting youth, adults and seniors living in Norwich. This information will be considered to improve programming and outcomes of the 2015-2019 Consolidated Plan and 2018 Annual Action Plan and coordination between the City of Norwich and future quality of life program for Norwich residents.
9	**Agency/Group/Organization**	THAMES VALLEY COUNCIL FOR COMMUNITY ACTION, INC.
	Agency/Group/Organization Type	Housing Services - Housing Services-Children Services-Elderly Persons Services-Persons with Disabilities Services-Persons with HIV/AIDS Services-Victims of Domestic Violence Services-homeless Services-Health Services-Education Services-Employment Services - Victims Health Agency Child Welfare Agency Regional organization

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	What section of the Plan was addressed by Consultation?	Housing Need Assessment Public Housing Needs Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy Non-Homeless Special Needs Market Analysis Economic Development Anti-poverty Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The 2018 Annual Plan utilizes the information obtained through public meetings held in 2018 and through public forums and consultation as part of the 2015-2019 Consolidated Plan. An in-person interview with staff took place on April 9, 2015. As a result, the City received considerable input on quality of life issues related to suitable living environments and impacting housing, homeless needs, workforce development programming, needs of seniors, adults and children living in Norwich. This information will be considered to improve programming and outcomes of the 2015-2019 Consolidated Plan and 2018 Annual Action Plan and coordination between the City of Norwich and future quality of life program for Norwich residents.

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

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	Continuum of Care	The goals of the Strategic Plan have been coordinated with those of the Continuum of Care to make sure that areas of need such as homelessness, housing, case management and programming are addressed.
Plan of Conservation and Development	City of Norwich Department of Planning and Neighborhood Services	The goals of the Strategic Plan have been coordinated with those of the POCD. The POCD and the Comprehensive plan are the housing/business development regulations for the City as they relate to land use as well as the protection/advancement of neighborhoods. Overlapping these plans allows for positive, fair and measured growth for our community in a way that benefits the population as a whole.
City of Norwich Housing Needs Assessment	City of Norwich Community Development Department	The goals of the Strategic Plan have been developed in concert with those contained in the Needs Assessment.
City of Norwich Economic Development Plan	Mayor of Norwich	The goals of the Strategic Plan have been developed in concert with those contained in the Mayor's Economic Development Strategic Plan in order to ensure priorities of both plans are addressed. Both plans have been created based on review of Economic Development Market Analysis and an understanding of growth capacity.
Comprehensive Economic Development Strategy	Southeastern CT Enterprise Region	The goals of the Strategic Plan have been developed in concert with the regional CEDS in order to ensure priorities of job creation and economic stabilization are addressed.

Table 3 – Other local / regional / federal planning efforts

Narrative (optional)

The City works closely with a number of state and regional organizations in the implementation of the Consolidated Plan. These entities include the State Departments of Housing, Economic & Community Development, Mental Health and Addiction Services, and Veterans Affairs. These

organizations coordinate with us on anti-poverty strategies, homelessness prevention, protection of youth and adults and programs that benefit special needs populations. Regionally we participate with multiple municipalities through our Southeastern Connecticut Regional Council of Government (SCCOG) and Southeastern Connecticut Enterprise Region (seCTer). These organizations allow us to coordinate regional planning and economic development initiatives that help benefit the region. This includes increasing employment opportunities for low-to-moderate income people, development of affordable housing projects, and regional transportation initiatives.

AP-12 Participation – 91.105, 91.200(c)

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

The citizen participation process follows HUD's guidelines and regulations to afford all citizens, particularly those living in low income neighborhoods and other special needs populations, with the opportunity to participate in CDBG planning.

In keeping with the aforementioned participation plan from pages 4 and 5, the City of Norwich held two public meetings for the presentation by applicants; citizen comments and CDAC deliberation:

- February 28, 1:00 p.m. at 23 Union Street
- June 13, 6:00 P.M. at 23 Union Street

The City of Norwich provided two opportunities for the public to comment at a Council meeting prior to the Council's final vote on the recommended allocation

- April 16th, 7:30 Council Chambers, City Hall - followed by a vote of the Council.
- July 2nd, 7:30 Council Chambers, City Hall – followed by a vote of the Council.

Public notice of the AAP is advertised for comment for 30 days July 9th - August 10th, 2018. Notice was published in the Norwich Bulletin.

Public notices of the hearings and the vote was published in advance in the Norwich Bulletin (regional newspaper), the Norwich Town and City Clerk's Office and online at www.norwichct.org. Comments received from public hearings are in the attachments. A notice regarding the final Council decision will be posted online at www.norwichct.org. Information was sent to the Norwich Bulletin and the New London Day through a press release.

From application creation, to monitoring, to close-out of programs, the CD office continues to engage community-members at all levels of the CDBG process. Public service groups remain heavily engaged in discussions. The development of the application and the focus on outcomes is a result of these conversations.

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	Minorities Non-English Speaking - Specify other language: Haitian Creole, Spanish, Chinese Persons with disabilities Non-targeted/broad community Residents of Public and Assisted Housing	Meeting was held on February 28th. A cross section of residents, non-profits, businesses and elected officials were invited to participate. The Community Development Advisory Commission members and CD department staff were in attendance.	Comments focused on advocacy of programs and benefit to LMI residents. Most focused on the needs for services related funding programs that helped create financial self-sufficiency.	See Minutes	

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
2	Public Meeting	Minorities Non-English Speaking - Specify other language: Haitian-Creole, Spanish, Chinese Persons with disabilities Non-targeted/broad community Residents of Public and Assisted Housing	The second meeting was held on June 13th. The meeting was posted at the City clerks office as well as at 23 Union Street and the City's website.	None		

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
3	Public Hearing	Minorities Non-English Speaking - Specify other language: Haitian-Creole, Spanish, Chinese Persons with disabilities Non-targeted/broad community Residents of Public and Assisted Housing	See appendices for minutes of public hearing and Council meeting	Residents commented as follows: Spoke out in favor of supporting CDAC recommendations for NCDC and Safe Futures.	See minutes	

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)
4	Newspaper Ad	Minorities Non-English Speaking - Specify other language: Haitian-Creole, Spanish, Chinese Persons with disabilities Non-targeted/broad community Residents of Public and Assisted Housing		One comment received from the Norwich Housing Authority stating the project funded was Phase II not Phase III.	The Annual Plan was amended to show Norwich Housing Authority as Phase II.	

Table 4 – Citizen Participation Outreach

Expected Resources

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

Introduction

The City of Norwich is a CDBG (only) entitlement jurisdiction and anticipates receiving approximately $836,068 in CDBG funds and no HOME funds for FY 2018. Norwich does not receive funding under the Emergency Solutions Grant (ESG) or Housing Opportunities for Persons with AIDS (HOPWA) programs.

In recent years, the levels of CDBG funds for Norwich have fluctuated but have been primarily trending downward. In estimating the amounts of funding available over this Consolidated Plan period, the City took a conservative approach and anticipated level funding.

The City does not run programs that generate program income, however, the Property Rehabilitation Program does generate return of loan funds. During the past five years, the level of return of loan received was approximately $75,000 annually. Return of loan and any program income that might be received from the repayment of any future (CDBG) grants/loans will automatically be re-programmed for grant activities in those same or similar programs from which the funds were originally provided to the extent possible. If additional program income funds are

received that are not automatically reprogrammed, specific projects will be identified during the Action Plan process.

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	836,068	70,000	0	906,068	1,425,000	

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

The city encourages matching or leveraged funds with any CDBG award it makes to any non-profit requesting funding. The city typically leverages $3 for every $1 of CDBG. Match comes from a mix of non-government resources, such as foundation grants and donations.

The City is a partner in the Southeastern Connecticut Continuum of Care, which does receive funding as part of the "Balance of State". The residents of Norwich will receive direct benefits from these funds, but with only a percentage of the total dollars being allocated within our community. In addition to the City's CDBG funding for property rehabilitation, the CD Office continues to manage a 3-year federal Lead Based Paint Hazard Control program (LBPHC) grant for approximately $2.4 million. We anticipate spending $**900,000** in PY 2018.

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

The City may acquire property through tax foreclosure during the 5-year period. If financially feasible, the City will make efforts to address needs identified in the plan, including creating open space, reducing blight, preserving affordable housing, and taking steps to improve income of residents. Any actions will work to meet national objectives and/or eligible activities associated with CDBG requirements.

Discussion

We also anticipate minimal resources being received through Owner Share.

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	Decent, Affordable and Safe Housing	2015	2019	Affordable Housing Public Housing	City-wide	Affordable Housing Promotion of Self-Sufficiency, Health & Safety	CDBG: $309,195	Rental units rehabilitated: 32 Household Housing Unit Homeowner Housing Rehabilitated: 9 Household Housing Unit
2	Decent, Affordable and Safe Housing 3	2015	2019	Affordable Housing Public Housing Homeless Non-Homeless Special Needs	City-wide	Affordable Housing Promotion of Self-Sufficiency, Health & Safety	CDBG: $20,000	Tenant-based rental assistance / Rapid Rehousing: 45 Households Assisted Homelessness Prevention: 95 Persons Assisted
3	Creating a Suitable Living Environment	2015	2019	Affordable Housing Public Housing Homeless Non-Homeless Special Needs	City-wide	Promotion of Self-Sufficiency, Health & Safety Non-Housing Community Development	CDBG: $81,000	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 6024 Persons Assisted Public service activities other than Low/Moderate Income Housing Benefit: 100 Persons Assisted

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Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
4	Creating a Suitable Living Environment 2	2015	2019	Non-Homeless Special Needs Non-Housing Community Development	City-wide	Promotion of Self-Sufficiency, Health & Safety Non-Housing Community Development	CDBG: $240,000	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 10800 Persons Assisted
5	Economic Opportunity	2015	2019	Public Housing Homeless Non-Housing Community Development	City-wide	Affordable Housing Promotion of Self-Sufficiency, Health & Safety Non-Housing Community Development	CDBG: $38,000	Public service activities other than Low/Moderate Income Housing Benefit: 165 Persons Assisted
6	Administration	2015	2019	Administration	City-wide	Affordable Housing Promotion of Self-Sufficiency, Health & Safety Non-Housing Community Development	CDBG: $150,798	Other: 2 Other

Table 6 – Goals Summary

Goal Descriptions

1	**Goal Name**	Decent, Affordable and Safe Housing
	Goal Description	Homeowner and Rental Units Rehabilitated
2	**Goal Name**	Decent, Affordable and Safe Housing 3
	Goal Description	These programs provide rapid rehousing and shelter diversion
3	**Goal Name**	Creating a Suitable Living Environment
	Goal Description	These programs help prevent and/or eradicate domestic violence, as well as remove barriers realted to handicap accessibility and ADA compliance.
4	**Goal Name**	Creating a Suitable Living Environment 2
	Goal Description	These programs help improve LMI neighborhoods and increase transportation of LMI residents through parks and sidewalk improvements
5	**Goal Name**	Economic Opportunity
	Goal Description	These programs increase economic opportunity through job training, self-sufficiency counseling, and removing barriers related to employment
6	**Goal Name**	Administration
	Goal Description	Administration

Projects

AP-35 Projects – 91.220(d)

Introduction

The Annual Action Plan process produced a number of projects to address priorities stated in the Consolidated Plan. Those priorities included provided: 1) decent housing; 2) a suitable living environment; and 3) economic opportunities, principally for low and moderate-income persons. The following 9 CDAC approved programs/projects cover at least one of the three priorities.

For the 2018 program year, the City of Norwich has awarded $80,000.00 in public service funding. This amounts to only 10% in compliance with Title 24 §570.201(e) (1).

Administration has been funded at the permitted 20% in the amount of $167,213.60in compliance with Title 24 §570.200(g).

Projects

#	Project Name
1	CD Administration
2	Norwich Works - NHS
3	Rapid Rehousing/Shelter Diversion - Community Care Team
4	Safe Futures
5	ARC of New London County
6	ADA Recreation Building
7	Norwich Ave Sidewalks
8	Housing Authority - Rosewood Manor
9	NCDC Signage & Awnings
10	Property Rehabilitation/Code Correction

Table 7 - Project Information

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

Priorities and Obstacles are defined within the Market and Need Analyses as well as Strategic Plan components of 5-Year Consolidated Plan. All projects work to achieve priorities while addressing obstacles outlined in the plan.

Job Training – Access to employment is a barrier to self-sufficiency. Training for individuals in fields that have shortages, such as medical technology, manufacturing and CNAs, where they will make a living

wage.

Single/Multi-family Rehab/Energy Efficiency/Handicap Accessibility- Rehabilitation program provides energy efficiency upgrades for 15 eligible properties receiving lead/rehabilitation work. Improves property values, lowering housing cost burden, aids residents in preserving scarce resources. This helps to protect and maintain our affordable housing stock.

The Housing Authority will install 16 mini-split ductless systems to housing that was builtin 1981. The systems are original and are failing. This new system will provide energy efficiency savings and address health issues, such as asthma.

Homeless Services- Norwich Community Care Team, (made up of 19 agencies) providing services across an array of disciplines,will provide temporary rapid re-housing vouchers to allow individuals to remain housed instead of being accepted into a shelter. Individuals receive counseling and self-sufficiency information that will increase personal stability. Assistance will not exceed more than 3-months per CDBG regulations. Sheltering is a temporary solution proven to be less cost effective than permanent housing. This program will work to reduce the single/individual population needing shelter and increase permanent housing opportunities.

Domestic Violence Prevention - The City assists victims of domestic violence by addressing this issue at the time of the incident, providing support services during the criminal court cases and providing crisis intervention as well as on-going support.

Recreation Facilities and Sidewalks –The Recreation Facility will be made ADA compliant (approx. 12.3% of the population is handicapped). Sidewalks will be located in the Greeneville section of Norwich along Norwich Ave, a heavily travelled roadway, with significant pedestrian useage.

ADA Compliance will also be provided at the ARC of NL County building where disabled residents are provided services. Funds will provide for an ADA compliant entryway.

AP-38 Project Summary

Project Summary Information

OMB Control No: 2506-0117 (exp. 06/30/2018)

1	**Project Name**	CD Administration
	Target Area	City-wide
	Goals Supported	Administration
	Needs Addressed	
	Funding	CDBG: $167,213
	Description	Administration
	Target Date	8/31/2019
	Estimate the number and type of families that will benefit from the proposed activities	
	Location Description	
	Planned Activities	
2	**Project Name**	Norwich Works - NHS
	Target Area	City-wide
	Goals Supported	Creating a Suitable Living Environment
	Needs Addressed	Promotion of Self-Sufficiency, Health & Safety
	Funding	:
	Description	Job Training for very low and low income residents.
	Target Date	8/31/2019
	Estimate the number and type of families that will benefit from the proposed activities	All individuals/families will be very low and low income. There will be a focus on the 18-25 year old population for enrollment into training. 20 are anticipated to be enrolled in training (8 of which are in the 18-25 year age group).
	Location Description	
	Planned Activities	Job screening/training: Pre-Manufacturing Certificate Program; Welding Program; Certified Nursing Assistant; Pharmacy Tech; Patient Care Tech; Other trainings as requested/available.
3	**Project Name**	Rapid Rehousing/Shelter Diversion - Community Care Team
	Target Area	City-wide

OMB Control No: 2506-0117 (exp. 06/30/2018)

	Goals Supported	Decent, Affordable and Safe Housing
	Needs Addressed	Affordable Housing Promotion of Self-Sufficiency, Health & Safety
	Funding	CDBG: $15,000
	Description	Strive to house homeless residents as it is humane for the person and provides for a better quality of life. furthermore, it is less costly to house people, rather than to shelter them or perpetuate their homelessness. keeping people housed, or re-housing the homeless enables them to saddress higher level needs, such as employments, treatment and pursuing self-sufficiency.
	Target Date	8/31/2019
	Estimate the number and type of families that will benefit from the proposed activities	55 will be diverted from shelter and 45 will be referred to shelter.
	Location Description	City-Wide
	Planned Activities	Screen people for heomeless services Divert people from shelter services Refer those who require shelter to existing shelter beds and exit them quickly\ Rapidly re-house people in shelter Ensure that clients using the fund follow their housing maintenance plan
4	**Project Name**	Safe Futures
	Target Area	City-wide
	Goals Supported	Creating a Suitable Living Environment
	Needs Addressed	Promotion of Self-Sufficiency, Health & Safety
	Funding	CDBG: $15,000
	Description	Victim Advocate Law Enforcement Program. Located in the Norwich Police Department to work alongside the designated domestic violence police officer when responding to domestic violence calls. Provides immediate crisis intervention and advocacy to victims and acts as a liaison.
	Target Date	8/31/2019

OMB Control No: 2506-0117 (exp. 06/30/2018)

	Estimate the number and type of families that will benefit from the proposed activities	190 Norwich residents will be assistaed throught the VALE program.
	Location Description	City-Wide
	Planned Activities	Immediate response to domestic incidents to ensure the saftey fo the victim and their children Safety planning for victims Information and education about protectie orders and assistce Information on victims rights and law enforcement processes Transportation of the victim to court proceedings Assistance and one-on-one support to help the victim at court Unannounced phone calls and follow up visits along with law enforcement to ensure the victim and children are safte.
5	**Project Name**	ARC of New London County
	Target Area	City-wide
	Goals Supported	Creating a Suitable Living Environment
	Needs Addressed	Non-Housing Community Development
	Funding	CDBG: $8,722
	Description	ADA and safety repair to facility service people with intellectual and developmental disabilities.
	Target Date	8/31/2019
	Estimate the number and type of families that will benefit from the proposed activities	357 individuals with disabilities
	Location Description	125 Sachem dtreet, Norwich, CT
	Planned Activities	The handicapped accessible door is no longer functioning and beyond repair. Replacement of the door to allow continued access to the customers they serve to utilize the office fully.
6	**Project Name**	ADA Recreation Building
	Target Area	City-wide

	Goals Supported	Creating a Suitable Living Environment
	Needs Addressed	Promotion of Self-Sufficiency, Health & Safety Non-Housing Community Development
	Funding	CDBG: $60,000
	Description	ADA access ramp at Recreation Building (Youth and Family Services Entrance)
	Target Date	8/31/2019
	Estimate the number and type of families that will benefit from the proposed activities	ADA Compliance - will benefit any people unable currently to fully access and utilize services offered by the Recreation Department and Youth and Family Services Bureau.
	Location Description	75 Mohegan Road, Norwich, CT
	Planned Activities	Construction of an access ramp and sassociated railings, creation of one ADA space and ADA door.
7	**Project Name**	Norwich Ave Sidewalks
	Target Area	
	Goals Supported	Creating a Suitable Living Environment
	Needs Addressed	Promotion of Self-Sufficiency, Health & Safety Non-Housing Community Development
	Funding	CDBG: $182,990
	Description	Installation of sidewalks along a very heavily travelled road. Pedestrian safety in a low/mod area. Census tract 696 Greeneville.
	Target Date	8/31/2019
	Estimate the number and type of families that will benefit from the proposed activities	575 located in census tract 6964 BG1 72% low/mod
	Location Description	Norwich Ave area heading towards Hunters Road Starrwood Market area. Greeneville secion of Norwich.
	Planned Activities	Installation of sidewalks in this heavily pedestrian travelled road in the low/mod area of Norwich known as Greeneville.
8	**Project Name**	Housing Authority - Rosewood Manor
	Target Area	

	Goals Supported	Decent, Affordable and Safe Housing
	Needs Addressed	Affordable Housing
	Funding	CDBG: $75,000
	Description	Phase II installation of ductless split heat pumps to replace inefficient electric baseboard heat.
	Target Date	8/31/2019
	Estimate the number and type of families that will benefit from the proposed activities	16 elderly households
	Location Description	Rosewood Manor 335 Hamilton Avenue, Norwich, CT
	Planned Activities	Install 16 ductless split heat pumps at Rosewood Manor.
9	**Project Name**	NCDC Signage & Awnings
	Target Area	City-wide
	Goals Supported	Economic Opportunity
	Needs Addressed	Non-Housing Community Development
	Funding	CDBG: $30,000
	Description	Provide appropriate signage/awnings to businesses in low/mod areas.
	Target Date	8/31/2019
	Estimate the number and type of families that will benefit from the proposed activities	12-15 businesses will receive assistance.
	Location Description	Income eligible areas to businesses serving the area.
	Planned Activities	To replace orinstall awnings in the downtown area or upgrade signage to conform to zoning regulations. The current appearnace of these buildings creates a blighted appearance and is a deterrent for potential investors.
10	**Project Name**	Property Rehabilitation/Code Correction
	Target Area	City-wide
	Goals Supported	Decent, Affordable and Safe Housing
	Needs Addressed	Affordable Housing
	Funding	CDBG: $237,615

	Description	Provides loans for property rehabilitation to low/mod income owners and match funds in the form of grants for the Lead Hazard Control Grant.
	Target Date	8/31/2019
	Estimate the number and type of families that will benefit from the proposed activities	10-15 very low, low and moderate income families.
	Location Description	To be determined based on applications
	Planned Activities	Building code Compliance Lead Hazard control

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

Although most projects in the Action Plan are city-wide, some projects fall geographically within CDBG-eligible areas where very-low to moderate-income individuals are directly benefited. Therefore, those projects will meet the Low-Mod Area (LMA) national objective. It is important to note, however, that the majority of projects will be directed to meet the Low-Mod Clientele national objective (LMC).

Census Tract 6964 and 6967. Please note, information below is listed respectively. 6964 and 6967 have populations of approximately 5,000 and 6,000 residents. 36% and 30% of those residents are at or below 30% AMI; and 55% and 28% are at or below 50% AMI. 73% are below 80% AMI in Census Tract 6967. An estimated 30% of the total residents in these Tracts are considered "minority". This Census tract contains residential and commercial properties. 79% of the residential housing stock was built prior to 1978 (48% was built prior to 1940). The age and condition of the housing stock leads to a concern for overall community safety – which includes suppressing the high potential for fire. The City will also invest CDBG funds and install high resolution cameras to reduce crime in Census tract 6964.

Census Tracts 6968 and 6970. Please note, the information listed below is listed respectively. 32% and 35% of residents are at or below 30% AMI and 53% and 55% are at or below 50% AMI. These Census tracts (including 6964) also carry the highest crime rates in the City. The majority of housing units in these tracts were built prior to proper zoning laws, creating densely settled areas that may promote undesirable activities. A very high population of impressionable youth make up 30%, 38% and 49% (the third percent is for 6964) of the population residing in these tracts. The convergence of high crime rates and a significant concentration of low-to-moderate income residents living in thickly settled neighborhoods make these areas a high need in terms of community investment.

The City of Norwich may choose not to allocate investments based on geographic location as much as on the priority needs identified in the Consolidated Plan. In any circumstance where we may need to allocate geographically, we base the decision on 3 key factors:

a. Project supports the general protection and/or safety of residents as well as housing stock

b. Project allows for an opportunity to improve quality of life, including improved accessibility to transportation, employers and businesses

c. Project allows for stabilization of physical housing structures and works to reduce the overall housing cost burden

The rationale is based on an analysis of the Norwich community during the 2015-2019 Consolidated Plan

process.

Geographic Distribution

Target Area	Percentage of Funds
City-wide	100

Table 8 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

Programs are City-wide. There are areas with minority and/or low income concentrations:

Census Tract 6964:

55% of units are single family residences (SFR). 49.8% of units are rentals -25% of SFRs being used as rentals. The remaining are multi-family: 50% are 2-4 family and 50% are 5+ units. Fewer than 80% of units are built prior to 1979. The tract has the highest number of 2 or 3 bedroom units and may have the fewest occupants per room (crowding versus overcrowding). This tract has residents with the longest length of time in their existing housing unit. It has the 2nd highest values above the 2013 median home value, the 2nd to lowest median rent costs and the lowest number of residents that pay greater than 30% of their income on housing costs. (Housing Cost Burden).

Census Tract 6967:

54% of units are single family residences (SFR). 51.9% of all units are rentals - 22% of SFRs being used as rentals. The remaining are multi-family: one-third are 2-4 family and three-quarters are 5+ units. Approximately 80% of properties were built prior to 1979. This tract contains the 3rd highest number of 2 or 3 bedroom units and the 2nd fewest occupants per room (crowding versus overcrowding). The homeownership rental rate is 7.1% and rental vacancy rate is 4.1%. The tract has the 2nd most residents with the longest length of time in their existing housing unit. It contains the highest values above the 2013 median home value, the 2nd highest median rent costs and number of residents that pay greater than 30% of their income on housing costs (Housing Cost Burden).

Census Tract 6968

21% of units are single family residences (SFR). 78.3% of all units are rentals -18% of SFRs being used as rentals. The remaining are multi-family: 50% are 2-4 family and 50% are 5+ units. This tract contains the oldest housing stock with 92% being built prior to 1979 and 76% being built prior to 1940. The area contains the lowest number of 2 or 3 bedroom units but the highest number of 1 bedroom units and the 2nd highest occupants per room (overcrowding). The ownership vacancy rate is unknown, but

the rental vacancy rate is estimated at 17% - the highest in the city. It also contains the greatest number of units with incomplete plumbing and/or kitchen facilities. The tract has the fewest number of properties valued above the 2013 median average home value, the highest median rent costs, and the greatest number of residents paying more than 30% of their income on housing costs (Housing Cost Burden).

Census Tract 6970:

46% of units are single family residences (SFR). 60.25% of all units are rentals - 19.4% of SFRs being used as rentals. The remaining are multi-family: 50% are 2-4 family and 50% are 5+ units. Fewer than 70% of properties were built prior to 1979. This tract contains the highest number of 2 or 3 bedroom units and the lowest vacancy rate of rental units. It has the most occupants per room (overcrowding). This tract has the lowest median rent and has the second lowest housing cost burden for targeted census tracts

Discussion

Most projects are City-wide. The description of the geographic areas of entitlment listed above provides a detailed anaylsis of why many projects are focused City-wide, but mainly within 5 Census Tracts. During the 5-Year Consolidated Plan Needs Assessment and Market analysis, the city confirmed these areas as having the highest: unemployment rates, cases of overcrowding, cost burden, incomplete facilities; vacancy rates, poverty rates, and special needs populations.

Areas like Census tract 6962 experience similar housing cost burden issues, blight, poverty, unemployment, and crime rates and also lack adequate parks or recreational facilities. This tract has a number of mixed income developments in progress over the next few years. Currently, there is a development in walking distance of this park that will have 324 total units, with 116 units anticipated to be comleted by end of 2017. 60% of these units will be made available for those at 50% AMI. Not only will this park benefit the existing LMI neighborhood, it will provide for a gathering place for new families to participate in recreational activitities with neighbors.

Affordable Housing

AP-55 Affordable Housing – 91.220(g)

Introduction

The U.S. Department of Housing and Urban Development (HUD) defines "affordable" as housing that costs no more than 30 percent of a household's monthly income. That means rent and utilities in an apartment or the monthly mortgage payment and housing expenses for a homeowner should be less than 30 percent of a household's monthly income to be considered affordable.

One Year Goals for the Number of Households to be Supported	
Homeless	143
Non-Homeless	17
Special-Needs	15
Total	175

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

One Year Goals for the Number of Households Supported Through	
Rental Assistance	45
The Production of New Units	0
Rehab of Existing Units	31
Acquisition of Existing Units	0
Total	76

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

Discussion

Norwich will continue the funding of property rehabilitation projects that work to reduce the housing cost burden of low-to-moderate income individuals. Through the Rehabilitation/Lead Program, the City will aid homeowners in bringing properties “up-to-code” while making the home “lead safe” when lead funding is available. Units receive energy efficiency upgrades helping to reduce utility costs which increases available income. Reduced cost burden, increase in property values and reduction in crime are a few consequential outcomes. The program will benefit 15 units of housing.

The Norwich community works hard to reach out to homeless and those at risk of being homeless on a year-round, non-stop basis. During warmer months, residents find “homes” in unexpected and sometimes unpleasant places. During the winter months, however, housing for this at risk population becomes difficult. It has sadly become lethal over the last several years. During the next program year, the City will address the issue of homelessness by continuing to implement a non-shelter

strategy. Instead of providing temporary shelter for this most at-risk population, the Norwich Community Care Team will stabilize residents through permanent housing. CDBG funds will be used to provide temporary rental subsidies to prevent homelessness. These subsidies will not exceed 3 months. This program will benefit approximately 45 people with subsidies and 55 individuals will receive shelter assistance as well as counseling. The City will also work with programs to provide domestic violence intervention; youth education and mentoring; English language education; and job training.

All housing development partners are encouraged to work closely with the TVCCA family shelter, transitional living facilities and Norwich Human Services to identify eligible tenants to work to benefitting low-to-moderate income individuals. Please also see information in the next section under public housing.

AP-60 Public Housing – 91.220(h)

Introduction

The Norwich Housing Authority (NHA) owns/manages 686 units of public houisng of which 177 are federal and 509 are state. NHA also administers 514 Section 8 Vouchers that are tenant based. The mission of the NHA is to develop and operate each development solely for the purpose of providing decent, safe and sanitary housing for eligible individuals and families in a manner that promotes the serviceability, economy, efficiency and stability of the developments, and the economic and social well-being of the residents.

To effectuate the above, the Authority places a high priority on maintaining and rehabbing existing developments. The Authority strives to balance the needs of residents versus the economic realities facing all public housing authorities. The goal is to retain the existing affordable housing stock.

The Authority focuses on reducing the cost burden for extremely low income and very low income renter households and improving energy efficiency of its housing stock. Through the efforts of the property managers and resident services coordinators, the Authority tries to be more than just a landlord by meeting the overall requirements of its residents.

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

Over the last few years, CDBG has funded more than $500,000 in renovations to Norwich Housing Authority (NHA) state financed units. This benefitted approximately 140 units. In 2018, The City will help NHA improve living conditions within 16 units by updating heating systems. These properties have units dating back to the original construction of 1981. The new systems will be energy efficient, with environment control. This will lower utility bills and decrease health issues, such as asthma.

According to the NHA 5-year plan, completed December 2015, the authority will look to increase Section 8 lease-up rates by establishing payment standards that will enable families to rent throughout the jurisdiction. At the same time, the plan states that their active pariticipation with municipal entities and nonprofits has worked to improve affordable housing alternatives within the jurisdiction. There are approximately 2,912 assisted housing units, which includes 686 public housing units and 514 Section 8 Housing Choice Vouchers under the housing authority with an additional 268 from other agencies.

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

participate in homeownership

In order to encourage public housing residents to become more involved in homeownership opportunities, it is necessary to increase individuals earning potential. In order to purchase a home, residents must improve credit, decrease debt and save. This can only be accomplished through increasing income. This requires greater employability. To promote employment opportunities for very-low to moderate income residents, when appropriate, all subrecipients will be required to sign the Section 3 Certification which states the purpose of Section 3 and that work performed under this contract is subject to the requirements of Section 3. The documentation lists requirements for recruiting Section 3 residents, which includes: where job notices/advertisements should be listed to ensure Section 3 residents have an opportunity to apply; maintaining a list of Section 3 residents who have previously applied for job opportunities; and that the contractor must certify that vacant employment and training positions were not filled to circumvent the contractor's obligation under 24 CFR Part 135. Contractors must sign that they will make every effort to "…comply to the greatest extent feasible with the objectives and percentage goals established in the Section 3 Plan for Housing and Community Development Assistance of the City of Norwich."

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

The PHA is not designated as trouble.

Discussion

Maintaining decent housing for low-income and disabled individuals is much less expensive than having to maintain the same individuals in shelters, hospitals or at assisted living facilities at the government's expense. The maintenance of this housing at affordable levels keeps the cost of this service within reasonable limits for the government.

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

Introduction

The Director of Norwich Human Services is on the Executive Committee of the Southeastern Connecticut Regional Partnership to End Homelessness. This group is responsible for the drafting and implementing of the region's Ten Year Plan to End Homelessness. The group is also responsible for submitting the region's Continuum of Care Application to HUD for funds to address homeless prevention and supportive Housing.

The service providers funded by the Continuum of Care grant include a wide variety of service providers. The vast array of services offered through these programs include two-year transitional housing for homeless women and women with children, a family homeless shelter, supportive housing for single adults, security deposit , rental assistance, utility assistance and food assistance programs for populations at risk for homelessness, landlord-tenant mediation programs, mobile and stationary medical care for homeless individuals and individuals with HIV, case management services, mental health services, life skills counseling and transportation for residents of supportive housing. Currently, the combined services provide 36 beds of supportive housing in the City of Norwich and 123 beds for Transitional housing.

CDBG funds administered through Norwich Department of Human Services will do several things to support homeless individuals in their quest to become housed and to prevent homelessness for individuals on the edge. Support of a homelessness prevention and rapid rehousing program as well as case management services for homeless will be provided. The partners of the Continuum of Care also receive funding from the State of Connecticut Mental Health and Addiction Services, Federal PATH Funds, grants from private entities such as Pfizer, Dime Bank, People's Bank, local churches and private fundraisers.

The Norwich Public Schools uses the McKinney-Vento assistance to provide transportation to the school of origin of clients and to provide partial payment of a salary for the coordinator of homeless services at the Norwich Public Schools. The City of Norwich Housing Authority, Department of Human Services and Office of Community Development work closely together on retaining vouchers for residents living in subsidized complexes that have been privatizing. The local shelter, TVCCA, also administers additional vouchers to place families in permanent affordable housing. The Norwich Housing Authority managed 514 housing choice vouchers for Norwich residents in the past year.

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

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

individual needs

Norwich Community Care Team, a group made up of 19 agencies that provide services across an array of disciplines, will provide temporary rapid re-housing vouchers to allow individuals to remain housed instead of being accepted into a shelter. These individuals will receive counseling and financial self-sufficiency information that will work to increase personal stability. This assistance will not exceed more than 3-months per CDBG regulations. Sheltering is a temporary solution and has proven to be less cost effective than permanent housing. This program will work to reduce the single/individual population needing shelter and increase permanent housing opportunities. Approximately **48 individuals will receive rapid rehousing vouchers, while 95 individuals may be referred to a shelter, housed with family or friends and/or receive a housing management plan to decrease homelessness** in the future.

A number of activities and services are funded to help the needs of the homeless and other special needs populations. Overall, these services address the high priority of reducing homelessness and the threat of becoming homeless. The allocations to alleviate homelessness include working with the Continuum of Care to ensure that Emergency Shelter Grant funds provide stability to those that are transitioning from a shelter to their own apartment; energy assistance; meals; food staples; and counseling.

Addressing the emergency shelter and transitional housing needs of homeless persons

Norwich participates in the Coordinated Access Network (CAN). A CAN provides people facing housing crises a single access point to community resources. All continuums of care (CoC) must establish a comprehensive and standardized coordinated access system for shelter, prevention, rapid rehousing, transitional housing, and permanent supportive housing. (A CoC is a geographical administrative unit through which HUD funds are distributed. Each CoC serves as an area's lead agency for community-wide initiatives related to homelessness.)

In a CAN, the 2-1-1 Infoline serves as the gateway to a streamlined process for helping clients facing homelessness. The 2-1-1 Infoline is a single telephone source for information about community services, referrals to human services programs, and crisis intervention. The 2-1-1 website (www.211ct.org) also provides information for individuals and families facing homelessness, including information about mortgage and rental payment assistance programs.

CAN PROCESS includes an initial screening over-the-phone to assess issues and other immediate resources available. If these options do not meet the client’s needs, the screener refers the client to meet with a CAN intake team.

CAN Intake: the team first attempts shelter diversion, which may include (1) mediation between the client/landlord or (2) financial assistance. If shelter diversion efforts are not successful, the team

completes a full assessment and refers the client (1) to a shelter or, (2) if a shelter is not available, to the homeless outreach team (HOT).

Housing Placement: focus is to move clients into a permanent living situation as quickly as possible through “rapid rehousing.” Rapid rehousing means moving clients “from shelter or emergency situations into housing quickly and creating stability once they are housed." If a client needs more intensive assistance, a referral to CAN Housing Team occurs. The team, in collaboration with a community care team, assigns the client to housing. The care team provides community-level accountability for all housing placements, including:

1. permanent supportive housing (i.e., affordable housing linked to community based services such as case management and employment support);

2. critical time intervention (i.e., assistance is provided to individuals with mental illness transitioning from hospitals, shelters, prisons, or other facilities);

3. treatment and recovery housing (i.e., housing associated with intensive substance abuse recovery programs); and

4. transitional housing (i.e., short term supportive housing, generally from two to 24 months).

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

There are multiple levels of homelessness and multiple activities used to reduce and potentially end homelessness. The City is adjusting its current strategy to end homelessness by increasing permanent housing solutions through temporary rental subsidies and other means. The City closed its winter overflow shelter in 2013 to expend resources on the strategies of rapid re-housing and shelter diversion. (Shelter services were provided by the regional, state funded shelter, the New London Homeless Hospitality Center under the HUD mandated process of coordinated access to shelter.) At the same time, individuals are paired with resources that include: job training and job creation (incentives for businesses to hire LMI residents); shelters; mental health and addiction related services, financial counseling; utility assistance; and resources to reduce food scarcity concerns.

As previously mentioned, the City participates in the Continuum of Care and shares services along a

broad array of providers. Homelessness Prevention Services are provided by several members including Norwich Human Services, the United Way, Catholic Charities, Bethsaida Community Inc., DCF, Child and Family Agency, Reliance House, Salvation Army, Sound Community Services, SMHA, Stonington Institute, TVCCA, Thames River Family Program, and Safe Futures. In addition, Norwich Human Services will provide emergency rental assistance to a greater number of individuals in order to increase permanent housing opportunities. Extremely low income individuals receive free or reduced legal assistance, counseling and advocacy assistance, job training opportunities, and emergency funds for food as well as shelter support.

The City works with the Southeastern Partnership to End Homelessness and the other providers to meet the need and connect the most vulnerable of populations with supportive services that allow individual to achieve as much independency and self-sufficiency as possible. The Partnership is now a sub-continuum of care as it has merged with the Balance of State Continuum for better efficiencies.

Case management teams will look to create a community profile to uncover city-wide needs that are not being addressed adequately or efficiently. Conversations with residents include a focus on barriers to stability as well as income, emotional, physical, and educational needs of the clients. Norwich was the first to implement the Community Care Team model which is a recognized state best practice and is incorporated into many towns Ten Year Plans for coordinating care within this population

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 State of Connecticut mandates that discharges from foster care, health care, mental health facilities and the Department of Corrections be done in such a way as to minimize risk of homelessness. The Continuum of Care partners ensure that the proper steps are taken with regard to discharge planning. The following narrative is from the Continuum of Care Application:

Foster Care

Connecticut has built in an Independent Living Program that offers young people a continuum of independent living services along with specialized case management to ensure a successful transition to productive community life. The Community Housing Assistance Program provides youth aging out of

Foster Care with a subsidy to cover living expenses.

Health Care

The two local hospitals, Lawrence and Memorial (New London) and Backus Hospital (Norwich) verbally confirmed that current discharge practice includes providing case management services. With the exception of extreme situations, local hospitals do not discharge into emergency shelters, the street or HUD McKinney–Vento funded beds. The New London Hospitality Center had 7 respite shelter beds funded by L&M Hospital for homeless people discharged from the hospital. These beds are monitored by Community Health Center medical staff.

Mental Health

The State of Connecticut Department of Mental Health and Addiction Services have policies in place that dictate that every attempt shall be made to verify discharge housing arrangements. Clients are not discharged into emergency shelters, the street or HUD McKinney–Vento funded beds.

Corrections

The State of Connecticut Department of Corrections continues to complete an Offender Accountability Plan for each inmate, program outline and expectations during the entire time of incarceration. A standardized discharge plan is completed with inmates at the end of sentence, addressing issues including housing, identification and community resource needs. The Department has significantly increased staffing and the number of halfway house beds for parole and community services and contracts for a wide range of residential services in the community.

Discussion

One of the key strategies for homeless prevention is employment development. The goal is to enhance a person's ability to obtain and keep a job, and to make an adequate income to be self-sufficient. These resources are described under job training initiatives in Section MA-45 Non- Housing Community Development Assets of this Consolidated Plan. The City also works diligently to expand and conserve its affordable housing inventory, especially affordable rental housing that benefits the extremely low and low income households who are most at risk of becoming homeless. The Continuum of Care agencies work closely with hospital in the region to address their discharge policies to avoid discharging patients into homelessness and the school system families that are not falling through the cracks.

The City will continue to address needs of the non-homeless special needs to ensure the most vulnerable of populations are protected. This includes working with the Continuum of Care, Southeastern Mental Health Affiliates and the partner agencies affiliated with these programs and the

activities mentioned previously.

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

Introduction:

The State of Connecticut still remains the location as one of the highest state-wide housing prices. In New London County, the high prices combined with fewer jobs and lower wages creates a situation where housing choice is impaired. The City of Norwich continues to try to increase the supply of affordable housing. There are approximately 233 units of mixed income housing being financedl from CT Department of Housing and HUD. Phase I is completed and rented up and construction continues on the remaining units. 60% of these units will be deed restricted to those at or below 50% AMI.

In 2018-19, the Norwich Property Rehab Program will make 15 housing units lead safe (as funding is available) and provide rehabilitation. As part of the rehabilitation program, the majority of units will receive energy efficiency upgrades that include heating. electrical, roofing, and well/septic. Units will also receive pre-construction energy audits as well as information regarding rebates on energy efficient appliances. As a result, the rehabilitation program not only improves housing stock while providing adequate housing for very-low to moderate income individuals, it also works to reduce housing cost burden.

Low wages in the region work to impair housing choice. Therefore, it requires more than just a housing rehabilitation strategy to make housing affordable. The City of Norwich has committed a significant portion of its grant to attacking the sources of poverty at the root. The job training assistance program will be augmented to train eligible applicants for higher paying jobs. Enabling people to earn living wages and retain more of their earnings by assisting them with basic needs such as education, childcare and food will improve their ability to have a choice of housing.

From a policy perspective, the City will focus on helping to support an increase in the housing and community development function in the Congressional budget resolution(s), specifically HUD related funding. Congress has already made significant funding cuts in low-income housing and related programs. Deep cuts decrease the availability of affordable housing. The lack of affordable housing impacts all facets of the American economy. It is a primary driver of homelessness, prevents stability in those slightly above poverty and works to create additional health and safety barriers for low-to-moderate income people. It, in turn, increases other line-items in the National budget.

As part of pursuing these opportunities to advocate, the City will work to advocate for Housing Choice Vouchers program and to restore cuts proposed to the HOME, 202 and 811 programs. Community Development will work to educate elected officials and residents on the real impact of supportive housing and affordable housing programs. We will work with organizations such as Corporation for Supportive Housing, Connecticut Housing Coalition, Connecticut Fair Housing, Connecticut Coalition to End Homelessness to help advocate for policies that not only remove barriers directly but also provide

adequate resources to meet the HUD housing objectives.

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

City of Norwich plans to work to remove barriers to affordable housing and the financial impact of efforts to protect public health and safety by taking actions to reduce costs or provide off-setting financial incentives to assist in the production of safe, high quality, affordable housing. To mitigate the impacts of these barriers, the City will:

- Apply for State and federal funding to gap finance affordable housing production and rehabilitation of existing affordable housing stock.
- Continue to streamline the environmental review process for housing developments, using available state categorical exemptions and federal categorical exclusions, when applicable.
- Continue to improve the permit processing and planning approval processes to minimize the delay in housing development in general and affordable housing development in particular.
- Continue to provide rehabilitation assistance and homeownership assistance, and to assist in the construction and preservation of affordable housing.

The City recently completed its housing needs assessment, Plan of Conservation and Development and Comprehensive Plan which identifies an inventory of sites with residential development, including sites that would be rezoned/upzoned to higher density development or redevelopment. This expanded inventory of mixed use and multi-family sites could facilitate the development of affordable housing.

A number of recommendations have also been discussed, including:

1. Work with CT Fair Housing to conduct testing of sale and rental properties to identify violations of the Fair Housing Act at an early stage.
2. Work with Eastern Connecticut Association of Realtors (ECAR) to provide training of real estate professionals to discourage steering based on race, ethnicity, familial status, or disability, the four primary bases of fair housing complaints.
3. Require “affirmative marketing” of all new residential developments and buildings in order to receive a building permit, zoning, or subdivision approval. The underlying concept is to make home seekers aware of the full array of housing choices available to them. For the developer, affirmative marketing means taking special steps to promote traffic from particular racial or ethnic groups that are otherwise unlikely to compete for their housing.

4. Train key staff (including everybody who might answer the phone at the police department) to refer callers about fair housing to the designated staff person in City Hall. The designated individual should be well–versed in fair housing law and practices. At least one backup individual should be assigned to field calls for when the designated individual is not available.

Information about fair housing violations and remedies should be easy to find on the city's website. The proper number to call for assistance with fair housing should be listed on the "Who Do I Call?" web page under a clear heading like "Fair Housing Complaints." However, the city should not rely heavily on the Internet because many of those who face housing discrimination may not have ready access to the Internet, be very skilled on the Internet, or read English well enough to use the city's website effectively.

Discussion:

AP-85 Other Actions – 91.220(k)

Introduction:

In order to address obstacles to meeting underserved needs, foster affordable housing and reduce the number of poverty-level families, the City will focus on 3 overarching priorities and objectives during the next year. We will work to (1) Provide Decent Affordable Housing by managing programs that increase homeownership opportunities as well as promote code improvement and energy efficient housing; (2) Create a Suitable Living Environment by focusing on activities working to address quality of life issues that encourage collaboration and foster a sense of community on a city-wide scale; and (3) Expand Economic Opportunities for Low-to-Moderate Income Residents by supporting programs that increase self-sufficiency and stability of residents.

Actions planned to address obstacles to meeting underserved needs

Obstacles to meeting the underserved needs comes in many forms. The City of Norwich will address a number of these obstacles through monitoring and performance evalutions of grantees. Specifically, we will focus on ensuring outcomes are being met within each program and that the recipients of funds adhere to CDBG related criteria. "Decent Affordable Housing" funded projects focus on decreasing housing cost burden as well as addressing code, health and safety. Therefore, increasing the amount of units participating in the rehabilitation and Lead program is important.

Actions planned to foster and maintain affordable housing

The City will continue to provide a Property Rehabilitation Program, which is available to both owner-occupants and investor-owners. The program anticipates performing property rehabilitation for 15 housing units and associated project delivery costs (partial salary and fringe benefits for Rehab/Lead Officer and Program Assistant.) The program requires rents to remain accessible to low and moderate-income renters after completion of rehabilitation.

In addition, disabled residents make up approximately 12.3% of the population is categorized as disabled, many being deemed elderly. The City will work to address issues associated with the disabled and elderly through CDBG funds. This year's allocation will provide ADA improvements to the Recreation Department building as wellas to the ARC of NL County building which provides services to this population.

The DIME savings bank continues to operate the CHAMP program. The CHAMP program offers below market rate loans to developers of affordable housing. There is a requirement that the rents remain

affordable. The DIME savings bank also has a down payment assistance program where low and moderate-income client funds are matched by the bank up to $5,000 for a required down payment.

The City of Norwich is working with at least one large scale developer to bring 324 new housing units online - 116 completed in PY 2017. 60% of these will be made available to individuals at or below 60% AMI. Two new developments are anticipated for downtown, including the re-use of a 19th Century building that has been vacant for 20 years. It is important to note that more than 18% of Norwich's housing stock is deed restricted as affordable according to documents and the State of Connecticut. Statistically, it is believed that the true number is approximately 22% of the total housing stock is affordably priced.

Norwich is unique in that it has its own utilities company. Norwich Public Utilities (NPU) provides electricity, gas, water and sewer to residents. We will partner using local dollars and the Connecticut Energy Efficiency Fund to help residents lower utility costs and their housing cost burden. NPU will provide energy audits and energy solutions, while working to incentivize residents to upgrade antiquated systems.

Lastly, the City of Norwich continues to support efforts in the State legislature that increase opportunities to make housing affordable in Connecticut, including tax credit programs through the CT Housing Trust Fund.

Actions planned to reduce lead-based paint hazards

The 2016 Lead Hazard Reduction Program will make units lead-safe. The City is working to complete 100 units over 3 years, or approximately 33 per year. Norwich is committed to addressing lead through outreach and education. Community Development staff run workshops and trainings directed to homeowners and landlords. Topics include lead safe renovation and cleaning practices. The City works with the local health district, building officials and real estate agents to identify lead issues within the community and address issues as funding allows.

Actions planned to reduce the number of poverty-level families

In PY 2018, programs that help increase job training skills, provide transportation to and from work, and provide permanent housing instead of sheltered housing will be funded.

The anti-poverty strategy utilizes existing job training and social service programs to increase employment marketability, household income, and housing options. The City's anti-poverty strategy also includes direct activities that focus on job creation. In Norwich, there are a number of barriers to employment, including transportation, affordable child care, health/medical care, and even language

skills.

As a means of reducing the number of persons with incomes below the poverty line and reducing employment barriers, the City will continue to coordinate its efforts with those of other public and private organizations providing economic development and job training programs. Over the last few years, the number of public, quasi-public, and nonprofit organizations providing economic development and job training services in Norwich has increased. This includes youth programming that teaches basic jobs skills and exposes youth to paid opportunities where they are counseled in the position by case managers as well as employee supervisors. This works to reduce future barriers to employment while building real life job experience.

As part of job training, participants have previously been eligible to receive safety-net assistance, such as temporary transportation and child-care assistance. However, these funds are limited based on application and allocation from CDBG or other resources. There is no on-going source of funding. To stimulate business growth, Norwich has been using CDBG funds to encourage Norwich businesses to hire Norwich residents that are LMI. The strategy not only focuses on individual businesses, but works to tie in the job training programs. This way, Norwich residents graduating from the training programs have a greater chance of becoming employed.

Our partners in this endeavor include, but are not limited to:

- Norwich Human Services
- Norwich Area Chamber of Commerce
- Norwich Adult Education
- Eastern Connecticut Workforce Investment Board
- Norwich Community Development Corporation
- Community Economic Development FundUnited Way

Actions planned to develop institutional structure

The City always looks to diversify funding in order to maintain adequate staffing. The City hired a Community Development Supervisor in 2017. Since then we have been working on modifying programmatic guidelines and will continue to work on program improvements over the next year. Existing staff has a combined experience of 20 years in similar programming. Staff has attended

trainings on CDBG, Environmental Review and completing the Annual Action Plan and CAPER.

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

The City of Norwich participates in a collaborative system called the Coordinated Access Network (CAN) allowing for an holistic approach to reducing homelessness of at-risk populations. Identified needs for this population are: Subsidies and vouchers to improve access to stable, permanent and affordable housing; Affordable and accessible child care; Improved public transportation; Job training and temporary opportunities for building employment experience.The City will continue to do the following to enhance coordination of housing and community development: Consult with housing and social service providers; Encourage collaboration of service providers as opposed to competing as separate entities; Participate in regional discussions to address housing; Participate with SCCOG; Re-establish neighborhood investment groups such as NRZs/blockwatches.

NHS will continue the collaborative efforts to bring together social service providers, non-profit housing providers, health and mental health professionals, youth development program providers and others. This will provide a more effective delivery of resources.

Discussion:

Program Specific Requirements

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

Introduction:

The City of Norwich does not have any projects generating program income. The City estimates the percentage of funding going to LMI residents to be at least 70%.

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

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

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

Other CDBG Requirements

1. The amount of urgent need activities	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.	70.00%

Overall benefit will be determine over a three year period including 2016, 2017, 2018.

Attachments

Citizen Participation Comments

ANNUAL ACTION PLAN

CITIZEN PARTICIPATION COMMENTS RECEIVED

1. July 13, 2018 John Mainville of the Norwich Housing Authority stated the DRAFT Annual Action Plan indicated the work to be done at NHA Rosewood Manor indicated it is Phase III – it is actually Phase II. (The DRAFT Plan was corrected to indicate Phase II).

April 16th Public Comments:

Mayor Nystrom called for a Public Hearing on a resolution regarding the Community Development Block Grant allocation recommendations.
Speaking in favor:

Katherine Verano, Safe Futures, stated that this program helps raise awareness, saves lives and that they work closely with the Norwich Police Department.

Lindsey Michaels, Safe Futures, works collaboratively with the Norwich Police Department for victim advocacy.

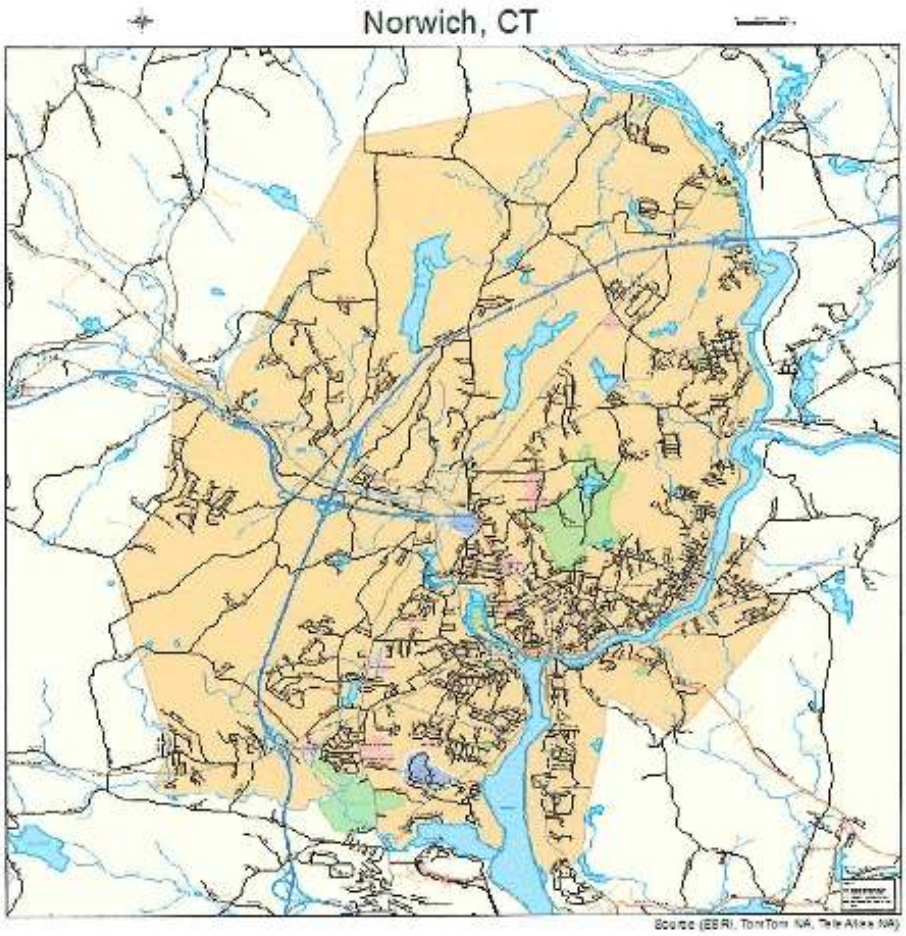
Patrick Daley, Norwich Police Chief, echoed the previous speakers regarding Safe Futures and asked for support to make this a successful program.

Deanna Rhodes, City Planner, spoke in support of the awnings for NCDC.

Speaking in opposition: There were no speakers.

There being no further speakers Mayor Nystrom declared the public hearing closed.

Grantee Unique Appendices



http://www.landsat.com/street-map/connecticut/norwich-ct-0956200.gif 8/10/2018

CITY OF NORWICH
Office of Community Development

TO: CDAC Members

FROM: Les King, Chairman

DATE: February 23, 2018

SUBJECT: Public Hearing/Meeting

COMMUNITY DEVELOPMENT ADVISORY COMMITTEE MEETING

1:00 P.M.
23 Union Street
Conference Room, Lower Level

Please be advised there is a Community Development Advisory Committee hearing/meeting scheduled for Wednesday, February 28, 2018 at 23 Union Street, basement conference room, Norwich, CT.

The purpose of the meeting is addressed as follows:

AGENDA

1. Call to Order
2. Public Comments
3. 2018 CDBG Application Presentations
4. Deliberatons
5. Adjournment

23 Union Street 2nd Floor Norwich, Connecticut 06360
Telephone (860) 823-3770 – Fax (860) 823-3715

DRAFT

Community Development Advisory Committee (CDAC)
February 28, 2018 – 1:00 PM
Basement Conference Room – 23 Union Street

Members Present: Les King, Robert Moore and Sophie Noblick

Members Absent: Gemma Fabris

Others Present: Kathy Crees and Tianne Curtis

The CDAC meeting was called to order at 1:00 PM.

The presentation schedule was as follows:

1:30 PM	Safe Futures
1:40 PM	ARC of New London County
1:50 PM	Norwich Fire Dept.
2:00 PM	DPW - ADA Recreation Building
2:10 PM	DPW - Norwich Ave Sidewalks
2:20 PM	NHA-Rosewood Manor Ductless Splits
2:30 PM	NCDC-Signs and Awnings
2:40 PM	Norwich Human Services-Norwich Works
2:50 PM	Norwich Humans Services - Rapid Rehousing
3:00 PM	CD Office - Property Rehab
3:10 PM	CD Office - Admin

Presentations commenced.

1. **Safe Futures**
   Presenting on behalf of Safe Futures were Director Margaret Soussloff, VALE Advocate Lindsey Michaels, Court Advocate Chelsea Randall & Norwich Police Officer Belisle. In addition to the Victim Advocate, they provide free & confidential counseling that increases the success rate of a victim leaving their abusive partner & achieving independence & employment.

2. **NHS Norwich Works**
   Director Lee-Ann Gomes presented on behalf of Norwich Human Services (NHS.) The program continues to serve only residents of Norwich & are helping these residents to increase their income. Due to a loss in Staff at the end of last program year, the total anticipated couldn't be achieved; however, with the requested funding in the coming program year, the part-time caseworker position could be reinstated. The Committee noted the application referenced a full-time salary & requested a revision be made and corrected amount be submitted to Community Development.

   In the future, the Committee would like the CDBG applications for funding to be revised to include the financial composition of programs receiving multiple funding for all applicants.

3. **NHS Rapid Rehousing / Shelter Diversion**
   Director Lee-Ann Gomes presented on behalf of NHS. She explained the goals and achievements and noted the cost to rapidly rehouse someone was much less than a

DRAFT

temporary shelter. She confirmed that the assistance is only provided to residents of Norwich & that there is a verification system in place.

4. **ARC of New London County**
   Development Director Penny Newbury presented on behalf of ARC & explained they were requesting grant funding for safety & ADA repairs to the entrance door of their office at 125 Sachem St. ARC provides community integration & training for life & advocacy skills that contribute to the high foot traffic at the office.

5. **Norwich Fire Dept.**
   Chief Ken Scandariato presented on behalf of the NFD. The application for the replacement of protective equipment was requested as part of the recaptured funds and therefore can be expended by June 2018. The grant funding amount requested is determined by the Shipman's Fire Equipment quote submitted as part of the application. Shipman's is currently the only permitted vendor.

6. **DPW Recreation Building ADA Improvements**
   Engineer John Paul Laguerre presented on behalf of DPW. He explained the inadequacies of the existing route through the offices. The Committee confirmed the cost will need to include Davis-Bacon wages.

7. **DPW Norwich Ave Sidewalk Improvements**
   Engineer Teresa Hanlon presented on behalf of DPW. She gave examples of alternative sites & explained what had been considered when determining which site was in most need.

8. **NHA Rosewood Manor**
   Executive Director Charles Whitty and Coordinator John Mainville were present. Mr. Whitty explained that the Housing Authority was applying for $75,000 of the recaptured funding that would allow them to complete Phase I of the Rosewood Manor ductless heating conversion. He reported that the handicap-designated units had been completed first. The application for PY 44 Grant funding was an additional $75,000.00 that would allow Phase II. Mr. Mainville explained in more detail the specifications of the proposed ductless heating systems.

9. **NCDC Signage & Awnings**
   NCDC President Bob Mills & Community Manager Jill Fritzsche were present. They stated the proposed program would address the elimination of slum & blight objective and submitted pictures of example signage and awnings in the downtown. The Committee asked how local ordinances would be enforced – Mr. Mills stated the business would be required to present NCDC with a development plan.

10. **CD Office Property Rehabilitation**
    Program Manager Wayne Sharkey presented to the Committee. CD Director Kathy Crees noted that we would like to have a representative from the CDAC on the Rehab Review Committee (RRC.) The Committee was in agreement.

As there were no further applications, the Committee moved to decisions. After careful consideration, the Committee agreed to recommend 100% funding to the following applications for PY 44:

CD Administration	$150,798.60
NHS Norwich Works	$50,000.00

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NHS Rapid Rehousing	$15,000.00
Safe Futures	$15,000.00
NHA Rosewood Manor	$75,000.00
ARC of NL County	$8,722.35
Recreation Building Ramp	$60,000.00

There was discussion on the remaining applications.

The application for Community Development Property Rehabilitation was funded at $200,000.00.

NCDC's application for awnings & signage was funded at $30,000.00.

The Committee agreed to fund the DPW application for Norwich Ave Sidewalks with the unallocated balance of the anticipated funding in the amount of $149,472.05.

Of the recaptured funds in the amount of $432,607.00, the Committee voted to award $427,134.00 to the NFD.

The remaining balance of the recaptured funding in the amount of $5,473.00 was awarded to DPW for the Norwich Ave Sidewalks. The combination of the recaptured funding and PY 44 funding resulted in DPW receiving a total recommendation of $155,045.05 for Norwich Ave Sidewalks.

Respectfully submitted,

Tianne Curtis

CITY OF NORWICH
Office of Community Development

TO: CDAC Members

FROM: Les King, Chairman

DATE: June 7, 2018

SUBJECT: Meeting Notice

Please be advised there is a Community Development Advisory Committee meeting scheduled for **Wednesday June 13th, 2018 6:00 PM** at 23 Union Street, basement conference room, Norwich, CT.

The purpose of the meeting is addressed as follows:

AGENDA

1. Call to Order
2. Approval of Minutes
3. Allocation of additional funding
4. Adjournment

23 Union Street 2nd Floor Norwich, Connecticut 06360
Telephone (860) 823-3770 – Fax (860) 823-3715

DRAFT

Community Development Advisory Committee (CDAC)
June 13, 2018 – 6:00 PM
Basement Conference Room – 23 Union Street

Members Present: Les King, Gemma Fabris and Sean Barnes

Members Absent: Robert Moore and Sophie Noblick

Others Present: Kathy Crees and Tianne Curtis

The CDAC meeting was called to order at 6.00 PM.

Community Development Director Kathy Crees stated the City's 2018 CDBG Allocation was $838,068.00; $82,075.00 more than anticipated.

After careful consideration, the Committee voted to allocate the additional funding as follows

$16,415.00 to Community Development Administration; $28,045.00 to DPW Norwich Ave Sidewalk Improvements; $37,615.00 to Community Development Property Rehab for a total of $82,075.00.

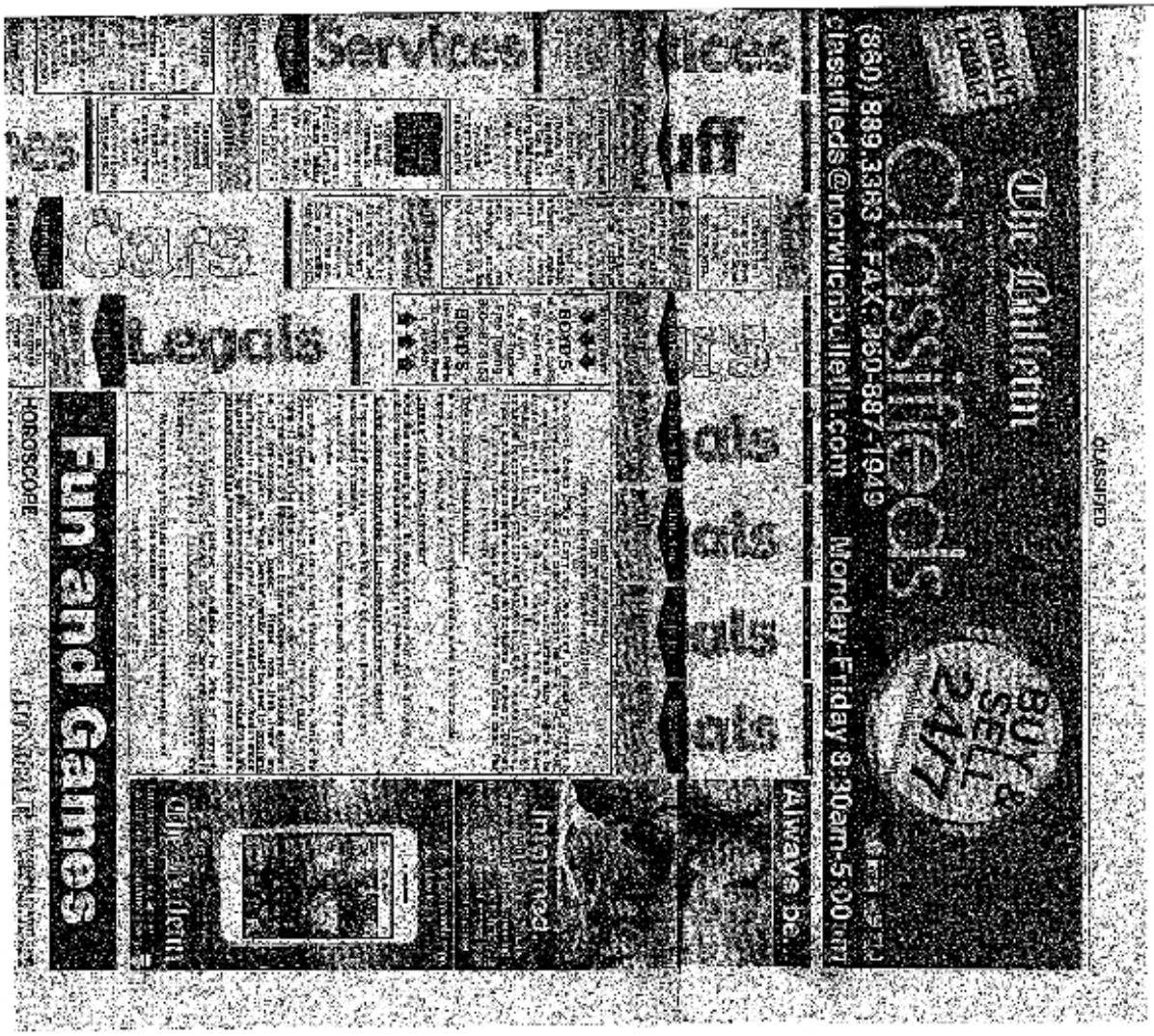
A motion was made and seconded to forward the recommendation to City Council. Motion passed unanimously.

	PY 2018 Request	CDAC Recommendation	Council Recommendation	CDAC Recommendation
CD Office - Administration + 20% of Grant Funds and ROI	$ 150,798.60	$ 150,798.60	$ 150,798.60	$ 167,213.60
Public Services				
NHS Norwich Works	$ 50,000.00	$ 50,000.00	$ 50,000.00	
NHS Rapid Rehousing	$ 15,000.00	$ 15,000.00	$ 15,000.00	
Safe Futures	$ 15,000.00	$ 15,000.00	$ 15,000.00	
Total Public Services	$ 80,000.00	$ 80,000.00	$ 80,000.00	
Non-Public Services				
ARC of NL	$ 8,722.35	$ 8,722.35	$ 8,722.35	
DPW ADA Recreation Bldg	$ 60,000.00	$ 60,000.00	$ 60,000.00	
DPW Norwich Ave Sidewalks	$ 183,000.00	$ 154,945.05	$ 154,945.05	$ 182,990.05
NHA Rosewood Manor	$ 75,000.00	$ 75,000.00	$ 75,000.00	
CD - Property Rehab	$ 250,000.00	$ 200,000.00	$ 200,000.00	$ 237,615.00
NCDC Signage & Awnings	$ 100,000.00	$ 30,000.00	$ 30,000.00	
Total Non-Public Services	$ 676,722.35	$ 528,667.40	$ 528,667.40	
RECAPTURE				
NFD - Protective Equipment	$ 427,134.00	$ 427,134.00	$ 352,134.00	
NHA - Rosewood Manor	$ 75,000.00	$ -	$ 75,000.00	
Total Recaptured Funding Req	$ 502,134.00	$ 427,134.00	$ 427,134.00	
Public Service	$ 80,000.00	$ 80,000.00	$ 80,000.00	$ 80,000.00
Non-Public Service	$ 676,722.35	$ 528,667.40	$ 528,667.40	$ 594,327.40
CD Administration	$ 150,798.60	$ 150,798.60	$ 150,798.60	$ 167,213.60
Recaptured Funding	$ 502,134.00	$ 427,134.00	$ 427,134.00	$ 427,134.00
Total All Requests	$ 1,409,654.95	$ 1,186,600.00	$ 1,186,600.00	$ 1,268,675.00

Meeting adjourned at 6:40PM.

Respectfully submitted,

Tianne Curtis
CD Program Assistant



OMB Control No: 2506-0117 (exp. 06/30/2018)

April 4, 2018

CITY OF NORWICH
NOTICE OF PUBLIC HEARING

The City Council of the City of Norwich will meet in the Council Chambers, City Hall, 100 Broadway, Norwich, Connecticut, on April 16, 2018 at 7:30 o'clock P.M. for the purpose of holding a public hearing on:

The proposed Community Development Advisory Committee allocation recommendations for Community Development Block Grant Program Year 2018.

Copy of said applications and recommendations are on file open to public inspection in the Mayor's, City Manager and Community Development Offices.

Dated at Norwich, on this 3rd day of April, 2018.

Betsy M. Barrett
City and Town Clerk

OMB Control No: 2506-0117 (exp. 06/30/2018)

CITY OF NORWICH
Notice of Availability for Public Comment
Proposed Action Plan for Program Year 2018
(2018-2019)

The Community Development Advisory Committee, a citizen advisory group, has prepared recommendations to the City of Norwich Community Development Office and the City Council regarding the following projects for the upcoming program year. These recommendations address the priorities of the City's Community Development Block Grant (CDBG) Program, as reported in the 5-Year Consolidated Plan, which is in fact for the Department of Housing and Urban Development (HUD).

The Council of the City of Norwich invites public comment on the recommendations. Please call by April 10, 2018 at 7:30 PM, during a public meeting on July 9, 2018.

The following allocations have been based on estimated funds available of $[illegible]. The proposed projects are listed below.

Public Services:
1. Norwich Office of Youth Services – $15,000
2. Norwich Human Services Office of Youth Services – $[illegible]
3. Sarah Chelsea – $15,000

Public Facility Needs Improvements/Non-Public Service
1. Improve Wi-Fi Capabilities – $18,000.00
2. CPV/Dial Community Food Pantry – $[illegible]
3. Salvation Army – $[illegible]
4. Dodge Storage and Awnings – $40,000
5. Norwich Housing Authority Preservation Manor Heating – $75,000

Rehabilitation and Preservation
1. CD Housing Property Rehabilitation – $[illegible]
   [illegible] delivery for the rehabilitation of suitable housing, including [illegible] and code compliance

Planning and Administration
1. Consolidated Plan Assessment and Implementation – $[illegible]

Proposed Action Plan available for public comment.

The Community Development Advisory Committee held two meetings leading up to the public review period. The Action Plan was available for review and public comment for at least 30 days, beginning July 9, 2018 through August 10, 2018. Copies of the plan are available at the following locations:

- Online at www.cityofnorwich.org
- City Hall, 23 Broadway, Norwich, CT, Office of the City Manager, Office of the City Clerk, Finance, and Human Services
- Community Development Office, 23 Union Street, Norwich, CT
- City Library, 261 Main Street, Norwich, CT
- Norwich Housing Authority, 10 Westwood Drive, Norwich, CT

All comments should be submitted by 4:00 PM August 10, 2018 to the Community Development Office, 23 Union Street, Norwich, CT 06360, or e-mailed to: Kathryn.Owen@cityofnorwichct.org

All comments received after this date will be included in the [illegible]

HOROSCOPE

By EUGENIA LAST

ARIES (March 21-April 19) [illegible]

TAURUS (April 20-May 20) [illegible]

GEMINI (May 21-June 20) [illegible]

CANCER (June 21-July 22) [illegible]

LEO (July 23-Aug. 22) [illegible]

VIRGO (Aug. 23-Sept. 22) [illegible]

LIBRA (Sept. 23-Oct. 22) [illegible]

SCORPIO (Oct. 23-Nov. 21) [illegible]

SAGITTARIUS (Nov. 22-Dec. 21) [illegible]

CAPRICORN (Dec. 22-Jan. 19) [illegible]

AQUARIUS (Jan. 20-Feb. 18) [illegible]

PISCES (Feb. 19-March 20) [illegible]

JUMBLE

THAT SCRAMBLED WORD GAME by Dan Pinchas and Mike Argirion

MOUGE
AGGUE
BLDLAA
JABING

Print your answer here:

THE CARPENTER WAS VERY WORRIED AND BUSY. HIS TARGET IS ...

Now rearrange the circled letters to form a word that describes what the carpenter was.

CRYPTOQUOTE

Z M L D F W M X W M S Z W A D S L W B A W H Z Y L T J L W J U Z I D S D R M Z Y W L Q T R B T J L W J A Z I D S H. L N L Y C B L Q T R B S Z W A D S L H Z B W T W R Z B R W.

Saturday's Cryptoquote: A WEDDING ANNIVERSARY IS THE CELEBRATION OF LOVE, TRUST, COMMUNICATION, TOLERANCE AND TENACITY THE ORDER VARIES FOR ANY GIVEN YEAR. PAUL WHITE

OMB Control No: 2506-0117 (exp. 06/30/2018)

CDBG Requests - PY 44 (2018-2019)						
Anticipated PY 2017 Allocation	$	753,993.00				
Recaptured funding	$	432,607.00				
	$	1,186,600.00				
	PY 2018 Request		CDAC Recommendation		Council Recommendation	
CD Office - Administration 20% of Grant Funds and ROL	$	150,798.60	$	150,798.60	$	150,798.60
Public Services						
NHS Norwich Works	$	50,000.00	$	50,000.00	$	50,000.00
NHS Rapid Rehousing	$	15,000.00	$	15,000.00	$	15,000.00
Safe Futures	$	15,000.00	$	15,000.00	$	15,000.00
Total Public Services	$	80,000.00	$	80,000.00	$	80,000.00
Non-Public Services						
ARC of NL	$	8,722.35	$	8,722.35	$	8,722.35
DPW ADA Recreation Bldg	$	60,000.00	$	60,000.00	$	60,000.00
DPW Norwich Ave Sidewalks	$	183,000.00	$	154,945.05	$	154,945.05
NHA Rosewood Manor	$	75,000.00	$	75,000.00	$	75,000.00
CD - Property Rehab	$	250,000.00	$	200,000.00	$	200,000.00
NCDC Signage & Awnings	$	100,000.00	$	30,000.00	$	30,000.00
Total Non-Public Services	$	676,722.35	$	528,667.40	$	528,667.40
RECAPTURE						
NFD - Protective Equipment	$	427,134.00	$	427,134.00	$	352,134.00
NHA - Rosewood Manor	$	75,000.00	$	-	$	75,000.00
Total Recaptured Funding Req	$	502,134.00	$	427,134.00	$	427,134.00
Public Service	$	80,000.00	$	80,000.00	$	80,000.00
Non-Public Service	$	676,722.35	$	528,667.40	$	528,667.40
CD Administration	$	150,798.60	$	150,798.60	$	150,798.60
Recaptured Funding	$	502,134.00	$	427,134.00	$	427,134.00
Total All Requests	$	1,409,654.95	$	1,186,600.00	$	1,186,600.00

Dated at Norwich, Connecticut this 18th day of April 2018.

ATTEST: Betsy M. Barrett

Betsy M. Barrett
City Clerk

OMB Control No: 2506-0117 (exp. 06/30/2018)

CITY OF NORWICH
CONNECTICUT

AGENDA – MEETING OF THE COUNCIL OF THE CITY OF NORWICH
April 2, 2018
7:30 PM

PRAYER

PLEDGE OF ALLEGIANCE

ADOPTION OF MINUTES: March 5 and 19, 2018

PETITION AND COMMUNICATION

1. Communication from the School Building Committee (Kelly Middle School) Chairman requesting the committee to be dissolved.

CITY MANAGER'S REPORT

1. City Managers Proposed Budget, Fiscal Year 2018-19 (to be distributed).

CITIZENS COMMENT ON RESOLUTIONS

NEW BUSINESS-RESOLUTIONS

1. Relative to setting the first and second public hearings on the budget for Fiscal Year 2018-19.
2. Relative to a resolution to schedule a public hearing for proposed recaptured funds' reallocation by the Community Development Block Grant.
3. Relative to a resolution scheduling a public hearing April 16, 2018 on the Community Development Block Grant allocation recommendations.
4. Relative to dissolving the School Building Committee (Kelly Middle School).
5. Relative to City Manager Salomone being and is authorize to sign an amendment to the agreement regarding the Women's Institute.
6. Relative to a reappointment to the Zoning Board of Appeals.
7. Relative to a reappointment to the Personnel & Pension Board.
8. Relative to the restoration of a memorial artillery piece.

9. Relative to amending the 2018 School Facilities Review Committee resolution by naming the Chair and Vice Chair adopted March 19, 2018.

10. Relative to the sale of 130 Prospect Street.

NEW BUSINESS-ORDINANCES

1. AN ORDINANCE RELATIVE TO THE APPROPRIATIONS FOR THE CITY OF NORWICH AND THE CITY AND TOWN CONSOLIDATED DISTRICTS OF SAID CITY FOR THE FISCAL YEAR 2018-19

2. AN ORDINANCE CONCERNING THE TAX LEVIES ON THE LIST OF OCTOBER 1, 2017.

3. AN ORDINANCE APPROPRIATING $675,000 FOR INTEGRATING AND IMPROVING NORWICH PUBLIC SCHOOLS AND CITY OF NORWICH ADMINISTRATIVE FUNCTIONS AND AUTHORIZING THE ISSUE OF $675,000 BONDS OF THE CITY TO MEET SAID APPROPRIATION AND PENDING THE ISSUANCE THEREOF THE MAKING OF TEMPORARY BORROWINGS FOR SUCH PURPOSE

4. AN ORDINANCE APPROPRIATING $800,000 FOR 2018-2019 CAPITAL IMPROVEMENTS FOR THE DODD STADIUM PROJECT AND AUTHORIZING THE ISSUE OF $800,000 BONDS OF THE CITY TO MEET SAID APPROPRIATION AND PENDING THE ISSUANCE THEREOF THE MAKING OF TEMPORARY BORROWINGS FOR SUCH PURPOSE

City Clerk

OMB Control No: 2506-0117 (exp. 06/30/2018)

Derrell Wilson, 30 2nd Ave, felt the committee should choose the Chair and Vice Chair on resolution #9.

Nina Barclay, 3 Lathrop Ln, stated resolution #5 will allow 20 units of Veterans housing in the downtown.

Shiela Hayes, 382 Laurel Hill Ave, stated she was neither for nor against resolution #5, #8 and #9 asking questions on all.

Mark Bettencourt, 129 Merchants Ave, commented on resolution #9 and on resolution #5 stating it's better to spend a little then leave a hole.

David Crabb, 47 Prospect St, spoke in opposition to resolution #5 and asked to amend it.

Tom Kenney, 12 Ledyard Court, supports resolution #5 and welcomes the 20 Veterans it will bring.

Mayor Nystrom declared citizen comment closed.

Upon a motion of Ald. Burnham, seconded by Ald. Gould, it was unanimously voted to adopt the following resolution introduced by City Manager Salomone.

Relative to setting the first and second public hearings on the budget for Fiscal Year 2018-19.

RESOLVED, that the first public hearing on the proposed budget for Fiscal Year 2018-2019 will be held on Thursday, April 12, 2018, 7:30 PM in the Council Chambers of City Hall.

BE IT FURTHER RESOLVED, that the second public hearing on the proposed budget for Fiscal Year 2018-2019 will be held on Monday, May 14, 2018 at 7:30 PM in the Council Chambers of City Hall.

Upon a motion of Ald. Gould, seconded by Ald. Burnham, it was unanimously voted to adopt the following resolution introduced by Mayor Nystrom and President Pro Tem Nash.

WHEREAS, THE City of Norwich is an entitlement community receiving U.S. Department of Housing and Urban Development (HUD) Community Development Block Grant (CDBG) dollars under Title I of the Housing and community Development Act of 1974 (Public Act 93-383), as amended in 1977; and

WHEREAS, HUD requires CDBG funding be used to meet the primary objective of benefitting low-to-moderate income residents which must be allocated within timeframes to meet annual spending threshold guidelines; and

WHEREAS, when funding cannot meet the spending guidelines it shall be recaptured and reallocated in order to meet said guidelines.

NOW THEREFORE BE IT RESOLVED BY THE NORWICH CITY COUNCIL that the allocated sum of $ $432,607.69 in CDBG entitlement grant funds from PY 14-16 shall be recaptured, and that the City Manager is hereby directed to include the recaptured amount as available funds in the 2018

allocation process as established through the city of Norwich's Citizen Participation Plan and in following HUD guidelines.

Upon a motion of President Pro Tem Nash., seconded by Ald. Gould, it was unanimously voted to adopt the following resolution introduced by City Manager Salomone.

WHEREAS, the City of Norwich is an entitlement community receiving U.S. Department of Housing and Urban Development (HUD) Community Development Block Grant (CDBG) dollars estimated at $759,993 for program year (PY) 2018 and Recaptured funds of $432,607 from previous program years; and

WHEREAS, the Community Development Advisory Committee (CDAC) has held public meetings and voted on their recommendations for CDBG allocations in the month of February; and

WHEREAS, the allocation process is subject to a 30-day comment period prior to being placed into effect and the Council of the City of Norwich must hold a public hearing regarding the recommendations prior to the final vote on the allocation.

NOW THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF NORWICH that the Council shall and hereby does schedule a public hearing to be held at 7:30 p.m. during the April 16, 2018 Council meeting on the subject of Community Development Block Grant allocation recommendations for PY 2018.

CDBG Requests - PY 44 (2018-2019)					
Anticipated PY 2017 Allocation	$	759,993.00			
Recaptured funding	$	432,607.00			
	$	1,192,600.00			
	PY 2018 Request		CDAC Recommendation		Council Recommendation
CD Office - Administration 20% of Grant Funds and NOI	$	150,798.60	$	150,798.60	
Public Services					
NHS Norwich Works	$	50,000.00	$	50,000.00	
NHS Rapid Rehousing	$	15,000.00	$	15,000.00	
Safe Futures	$	15,000.00	$	15,000.00	
Total Public Services	$	80,000.00	$	80,000.00	
Non-Public Services					
ARC of NL	$	8,722.36	$	8,722.36	
DPW AOA Restoration Bldg	$	60,000.00	$	60,000.00	
DPW Norwich Ave Sidewalks	$	154,346.05	$	154,346.05	
NHA Rockwood Manor	$	75,000.00	$	75,000.00	
CD - Property Rehab	$	200,000.00	$	200,000.00	
NCDC Signage & Awnings	$	100,000.00	$	30,000.00	
Total Non-Public Services	$	678,722.36	$	528,067.40	
RECAPTURE					
NFC - Protective Equipment	$	427,134.00	$	427,134.00	
NHA - Rockwood Manor	$	75,000.00	$	-	
Total Recaptured Funding Req	$	502,134.00	$	427,134.00	
Public Service	$	80,000.00	$	80,000.00	
Non-Public Service	$	678,722.36	$	528,067.40	
CD Administration	$	150,798.60	$	150,798.60	
Recaptured Funding	$	502,134.00	$	427,134.00	
Total All Requests	$	1,409,654.96	$	1,186,600.00	

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CITY OF NORWICH
CONNECTICUT

AGENDA – MEETING OF THE COUNCIL OF THE CITY OF NORWICH
April 16, 2018
7:30 PM

PRAYER

PLEDGE OF ALLEGIANCE

CITIZEN COMMENT GENERAL (30 Minutes)

PROCLAMATION: Regan Miner

PUBLIC HEARINGS

1. Relative to a resolution regarding the Community Development Block Grant allocation recommendations.

2. AN ORDINANCE APPROPRIATING $675,000 FOR INTEGRATING AND IMPROVING NORWICH PUBLIC SCHOOLS AND CITY OF NORWICH ADMINISTRATIVE FUNCTIONS AND AUTHORIZING THE ISSUE OF $675,000 BONDS OF THE CITY TO MEET SAID APPROPRIATION AND PENDING THE ISSUANCE THEREOF THE MAKING OF TEMPORARY BORROWINGS FOR SUCH PURPOSE

3. AN ORDINANCE APPROPRIATING $800,000 FOR 2018-2019 CAPITAL IMPROVEMENTS FOR THE DODD STADIUM PROJECT AND AUTHORIZING THE ISSUE OF $800,000 BONDS OF THE CITY TO MEET SAID APPROPRIATION AND PENDING THE ISSUANCE THEREOF THE MAKING OF TEMPORARY BORROWINGS FOR SUCH PURPOSE

SECOND READING AND ACTION ON THE PROPOSED ORDINANCES LISTED ABOVE

CITY MANAGER'S REPORT

CITIZENS COMMENT ON RESOLUTIONS

NEW BUSINESS-RESOLUTIONS

1. Relative to the Community Development Block Grant allocations and approved funding recommendations.

2. Relative to a reappointment to the Zoning Board of Appeals.

3. Relative to scheduling a public hearing for June 19, 2018 regarding the R. E. Van Norstrand Neighborhood Assistance Act.

4. Relative to adding members to the Plan of Conservation and Development Plan Implementation Committee.

5. Relative to an appointment of a regular member to the Ethics Commission.

6. Relative to requesting City Manager, John Salomone to review and assist the Council in identifying and prioritizing reductions to the expense budget by a target figure of 5%.

7. Relative to listing 347 Central Ave.

NEW BUSINESS-ORDINANCE

1. AN ORDINANCE AMENDING ARTICLE VI FINANCIAL MANAGEMENT POLICIES.

EXECUTIVE SESSION: Discussion of Lease

City Clerk

OMB Control No: 2506-0117 (exp. 06/30/2018)

THE CITIZENS OF THE CITY OF NORWICH, do hereby congratulate and thank Regan Miner for her hard work and dedication on behalf of the City of Norwich.

Dated this Fifth Day of April, 2018

Peter Albert Nystrom
Mayor

William Nash
President Pro Tem

Mayor Nystrom called for a Public Hearing on a resolution regarding the Community Development Block Grant allocation recommendations.

Speaking in favor:

Katherine Verano, Safe Futures, stated that this program helps raise awareness, saves lives and that they work closely with the Norwich Police Department.

Lindsey Michaels, Safe Futures, works collaboratively with the Norwich Police Department for victim advocacy.

Patrick Daley, Norwich Police Chief, echoed the previous speakers regarding Safe Futures and asked for support to make this a successful program.

Deanna Rhodes, City Planner, spoke in support of the awnings for NCDC.

Speaking in opposition: There were no speakers.

There being no further speakers Mayor Nystrom declared the public hearing closed.

Mayor Nystrom called for a Public Hearing on AN ORDINANCE APPROPRIATING $675,000 FOR INTEGRATING AND IMPROVING NORWICH PUBLIC SCHOOLS AND CITY OF NORWICH ADMINISTRATIVE FUNCTIONS AND AUTHORIZING THE ISSUE OF $675,000 BONDS OF THE CITY TO MEET SAID APPROPRIATION AND PENDING THE ISSUANCE THEREOF THE MAKING OF TEMPORARY BORROWINGS FOR SUCH PURPOSE

President Pro Tem Nash stated the following ordinance introduced by Mayor Nystrom and President Pro Tem Nash is being withdrawn at this time by the sponsors.

Council Ordinance

AN ORDINANCE APPROPRIATING $675,000 FOR INTEGRATING AND IMPROVING NORWICH PUBLIC SCHOOLS AND CITY OF NORWICH ADMINISTRATIVE FUNCTIONS AND AUTHORIZING THE ISSUE OF $675,000 BONDS OF THE CITY TO MEET SAID APPROPRIATION AND PENDING THE ISSUANCE THEREOF THE MAKING OF TEMPORARY BORROWINGS FOR SUCH PURPOSE

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF NORWICH:

The City Manager's Office has received three Neighborhood Assistance Applications and will continue to accept them until June 1st, 2018.

I have the Treasurers Report from Michael Gualtieri, for quarter ended December 31, 2017 for your review.

http://norwichct.org/ArchiveCenter/ViewFile/Item/745

Mayor Nystrom called for citizen comment on resolutions.

Rob Dempsky, 36 River Ave, asked the Council to support resolution #6.

Mayor Nystrom declared citizen comment on resolutions closed.

Upon a motion of Ald. Gould, seconded by Ald. Burnham, it was voted to put the following resolution introduced by City Manager Salomone on the floor.

Motion of Ald. Gould, seconded by President Pro Tem Nash, to amend the below resolution to reduce NFD –Protective Equipment to $352,134.00 and increase NHA- Rosewood Manor to $75,000.00.

WHEREAS, the City of Norwich is an entitlement community receiving U.S. Department of Housing and Urban Development (HUD) Community Development Block Grant (CDBG) dollars estimated at $759,993 for program year (PY) 2018 and Recaptured funds of $432,607 from previous program years; and

WHEREAS, the Community Development Advisory Committee (CDAC) has held public meetings and voted on their recommendations for CDBG allocations in the month of February; and

WHEREAS, the allocation process is subject to a 30-day comment period prior to being placed into effect and the Council of the City of Norwich must hold a public hearing regarding the recommendations prior to the final vote on the allocation.

NOW THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF NORWICH that the Council shall and hereby does schedule a public hearing to be held at 7:30 p.m. during the April 16, 2018 Council meeting on the subject of Community Development Block Grant allocation recommendations for PY 2018.

CDBG Requests - PY 44 (2018-2019)

Anticipated PY 2017 Allocation	$	753,993.00
Recaptured funding	$	432,607.00
	$	1,186,600.00

		PY 2018 Request		CDAC Recommendation		Council Recommendation
CD Office - Administration 20% of Grant Funds and RCL	$	150,798.60	$	150,798.60	$	150,798.60
Public Services						
NHS Norwich Works	$	50,000.00	$	50,000.00	$	50,000.00
NHS Rapid Rehousing	$	15,000.00	$	15,000.00	$	15,000.00
Safe Futures	$	15,000.00	$	15,000.00	$	15,000.00
Total Public Services	$	80,000.00	$	80,000.00	$	80,000.00
Non-Public Services						
ARC of NL	$	8,722.35	$	8,722.35	$	8,722.35
DPW ADA Recreation Bldg	$	60,000.00	$	60,000.00	$	60,000.00
DPW Norwich Ave Sidewalks	$	183,000.00	$	154,945.05	$	154,945.05
NHA Rosewood Manor	$	75,000.00	$	75,000.00	$	75,000.00
CD - Property Rehab	$	250,000.00	$	200,000.00	$	200,000.00
NCDC Signage & Awnings	$	100,000.00	$	30,000.00	$	30,000.00
Total Non-Public Services	$	676,722.35	$	528,667.40	$	528,667.40
RECAPTURE						
NFD - Protective Equipment	$	427,134.00	$	427,134.00	$	352,134.00
NHA - Rosewood Manor	$	75,000.00	$	-	$	75,000.00
Total Recaptured Funding Req	$	502,134.00	$	427,134.00	$	427,134.00
Public Service	$	80,000.00	$	80,000.00	$	80,000.00
Non-Public Service	$	676,722.35	$	528,667.40	$	528,667.40
CD Administration	$	150,798.60	$	150,798.60	$	150,798.60
Recaptured Funding	$	502,134.00	$	427,134.00	$	427,134.00
Total All Requests	**$**	**1,409,654.95**	**$**	**1,186,600.00**	**$**	**1,186,600.00**

The above resolution as amended passes on a 6-0 vote.

Upon a motion of Ald. Gould, seconded by Ald. Burnham it was unanimously voted to adopt the following resolution introduced by Mayor Nystrom

WHEREAS, the City Manager John L. Salomone has re-appointed with Councils approval as a **regular member** to the Zoning Board of Appeals for a term to expire on 2/28/20 or until a successor is appointed;

Henry Olender Jr. (U)

NOW, THEREFORE, BE IT RESOLVED that the Council of the City of Norwich hereby acknowledges the appointment of the above named to the Zoning Board of Appeals.

CITY OF NORWICH
CONNECTICUT

AGENDA – MEETING OF THE COUNCIL OF THE CITY OF NORWICH
July 2, 2018
7:30 PM

PRAYER

PLEDGE OF ALLEGIANCE

ADOPTION OF MINUTES: June 4 and 18, 2018

OLD BUSINESS ORDINANCE (from June 18, 2018)
SECOND READING AND ACTION ON THE PROPOSED ORDINANCES LISTED BELOW

1. AN ORDINANCE AMENDING THE ZONING REGULATIONS OF THE CITY OF NORWICH, CONTAINED IN THE COMPREHENSIVE PLAN BY ADDING REGULATIONS FOR A VILLAGE DISTRICT OVERLAY AS SECTION 3.10 OF THE ZONING REGULATIONS

2. AN ORDINANCE AMENDING THE ZONING MAP OF THE CITY OF NORWICH ACCOMPANYING THE ZONING ORDINANCE OF THE CITY OF NORWICH BY DEFINING THE LIMITS OF THE NORWICHTOWN VILLAGE DISTRICT

PETITION AND COMMUNICATION

1. Letter of resignation of Jane O'Friel from the Commission for Persons with Disabilities.

CITY MANAGER'S REPORT

OLD BUSINESS-RESOLUTION

1. Relative to establishing Village District guidelines (June 18, 2018).

CITIZENS COMMENT ON RESOLUTIONS

NEW BUSINESS-RESOLUTIONS

1. Relative to additional Community Development Block Grant allocation recommendations for PY 2018 and reallocation to PY 2017.

2. Relative to the Council accepting recommendations of the Public Works and Capital Improvements Committee to the disposition of listed properties for the best interest of the City of Norwich.

OLD BUSINESS-ORDINANCE-(from April 16, 2018)

1. AN ORDINANCE APPROPRIATING $675,000 FOR INTEGRATING AND IMPROVING NORWICH PUBLIC SCHOOLS AND CITY OF NORWICH ADMINISTRATIVE FUNCTIONS AND AUTHORIZING THE ISSUE OF $675,000 BONDS OF THE CITY TO MEET SAID APPROPRIATION AND PENDING THE ISSUANCE THEREOF THE MAKING OF TEMPORARY BORROWINGS FOR SUCH PURPOSE

NEW BUSINESS-ORDINANCE

1. AN ORDINANCE PROVIDING REGULATION TO ELIMINATE ILLICIT DISCHARGES AND ILLEGAL CONNECTIONS TO STORM WATER DRAINAGE SYSTEMS FOR CONTROLLING THE INTRODUCTION OF POLLUTANTS INTO THE MUNICIPAL SEPARATE STORM SEWER SYSTEM (MS4)

EXECUTIVE SESSION- Property Acquisition

Roseann Muscarella

Roseanne Muscarella
Assistant City Clerk

OMB Control No: 2506-0117 (exp. 06/30/2018)

Mayor Nystrom called for citizen comment.

Linda Theodoro, 37 Taftville Occum Rd. spoke in favor of the Ordinance for the $675,000 for Norwich Public Schools.

David Crabb, 47 Prospect St., spoke in opposition of the increase in reference to Resolution #4 Block Grant allocation.

Rodney Bowie, 63 Roosevelt Ave. spoke in opposition of the Ordinance for the $675,000 for Norwich Public School's

Mayor Nystrom asked for any further speakers on the resolutions.

Mayor Nystrom declared citizen comment closed.

Upon a motion of President Pro Tem Nash, seconded by, Ald. Gould it was voted to put the following resolution introduced by City Manager John L Salomone on the floor.

The following resolution was adopted unanimously.

WHEREAS, the City of Norwich passed a resolution on April 16, 2018 after holding a public hearing and

WHEREAS, the City of Norwich will be awarded an additional $82,075 in funding and clarifies that the Recaptured funds in the April 16, 2018 allocation were to be expended in the current Community Development Block Grant Program year;

WHEREAS, the City of Norwich is an entitlement community receiving U.S. Department of Housing and Urban Development (HUD) Community Development Block Grant (CDBG) dollars and estimated the amount of $759,993 for program year (PY) 2018 and has received an additional $82,075 total of $836,068 and Recaptured funds of $432,607 from previous program years; and

WHEREAS, the Community Development Advisory Committee (CDAC) has held public meetings and voted on their recommendations for CDBG allocations in the month of February and June (only current year applicants were eligible for consideration); and

WHEREAS, the allocation process is subject to a 30-day comment period prior to being placed into effect and the Council of the City of Norwich has held a public hearing regarding the recommendations prior to the final vote on the allocation.

NOW THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF NORWICH the additional are Community Development Block Grant allocation recommendations for PY 2018 and reallocation to PY 2017.

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CDBG Requests - PY 44 (2018-2019)		2018 ALLOCATION		ADD. ALLOCATION	
Anticipated PY 2018 Allocation	$ 753,865.00	$ 838,086.60		$ 82,375.00	
Recaptured funding	$ 432,807.00				
	$ 1,186,672.00			5/15/2018	
	PY 2018 Request	CDAC Recommendation	Council Recommendation	CDAC Recommendation	Council Recommendation
133 Office - Administration	$ 150,708.60	$ 150,708.60	$ 150,708.60	$ 167,313.00	
20% of Grant Funds and HOL					
Public Services					
NHS Neighborhood Worker	$ 50,000.00	$ 50,000.00	$ 50,000.00		
NHS Rapid Rehousing	$ 15,000.00	$ 15,000.00	$ 15,000.00		
Safe Futures	$ 15,000.00	$ 15,000.00	$ 15,000.00		
Total Public Services	$ 80,000.00	$ 80,000.00	$ 80,000.00		
Non-Public Services					
AfCo at NL	$ 8,722.35	$ 8,722.35	$ 8,722.35		
DPW ADA Recreation Bldg	$ 50,000.00	$ 50,000.00	$ 50,000.00		
DPW Norwich Ave Sidewalks	$ 188,000.00	$ 101,845.05	$ 101,845.05	$ 182,909.35	
NHA Accessible Manor	$ 75,000.00	$ 75,000.00	$ 75,000.00		
CT - Property Rehab	$ 250,000.00	$ 250,000.00	$ 250,000.00	$ 237,615.70	
NCDC Nipmuc & Average	$ 100,000.00	$ 30,000.00	$ 30,000.00		
Total Non-Public Services	$ 676,722.35	$ 528,567.40	$ 528,567.40		
RECAPTURE					
NHA - Potential Equipment	$ 427,134.00	$ 427,134.00	$ 427,134.00		
NHA - Recaptured Manor	$ 75,000.00	$ -	$ 75,000.00		
Total Recaptured Funding Rec	$ 502,134.00	$ 427,134.00	$ 427,134.00		
Public Service	$ 80,000.00	$ 80,000.00	$ 80,000.00	$ 80,000.00	
Non-Public Service	$ 676,722.35	$ 528,567.40	$ 528,567.40	$ 594,707.40	
CD Administration	$ 150,708.60	$ 150,708.60	$ 150,708.60	$ 167,313.00	
Recaptured Funding	$ 502,134.00	$ 427,134.00	$ 427,134.00	$ 427,134.00	
Total All Requests	$ 1,409,564.95	$ 1,186,610.00	$ 1,186,610.00	$ 1,269,675.80	

Upon a motion of President Pro Tem Nash, seconded by, Ald. Gould it was voted to put the following resolution introduced by Mayor Nystrom, President Pro Tem Nash and Ald. Gould.

The following resolution was adopted unanimously.

WHEREAS, the City of Norwich has acquired title to certain parcels of real estate through foreclosure of tax liens or through conveyances to the city by deeds in lieu of foreclosure; and

WHEREAS, the Council may, by resolution, retain ownership of such properties on behalf of the city or may direct that they be sold individually or with other real estate so foreclosed or conveyed; and

WHEREAS, the Public Works and Capital Improvements Committee of the Council of the City of Norwich has reviewed a list of city-owned properties so acquired by the City of Norwich and recommends that the Council consider retaining the ownership of the following properties on behalf of the City of Norwich:

131 Lawler Lane;
37-39 Washington Street
23 Washington Street;
43 Washington Street
45 Washington Street
88-90 Boswell Avenue;

Grantee SF-424's and Certification(s)

OMB Number: 4040-0004
Expiration Date: 8/31/2016

Application for Federal Assistance SF-424

* 1. Type of Submission: ☐ Preapplication ☒ Application ☐ Changed/Corrected Application	* 2. Type of Application: ☒ New ☐ Continuation ☐ Revision	* If Revision, select appropriate letter(s): * Other (Specify):
* 3. Date Received:	4. Applicant Identifier:	
5a. Federal Entity Identifier:	5b. Federal Award Identifier:	
State Use Only:		
6. Date Received by State:	7. State Application Identifier:	

8. APPLICANT INFORMATION:

* a. Legal Name:	City of Norwich, Connecticut
* b. Employer/Taxpayer Identification Number (EIN/TIN): 066002999	* c. Organizational DUNS: 0606777470000

d. Address:

* Street1:	City Hall
Street2:	100 Broadway
* City:	Norwich
County/Parish:	New London
* State:	CT: Connecticut
Province:	
* Country:	USA: UNITED STATES
* Zip / Postal Code:	06360

e. Organizational Unit:

Department Name: Community Development	Division Name:

f. Name and contact information of person to be contacted on matters involving this application:

Prefix:	Mrs.	* First Name:	Kathryn
Middle Name:	H.		
* Last Name:	Gross		
Suffix:			

Title: Community Development Administrator

Organizational Affiliation:

* Telephone Number:	860-823-3770	Fax Number:	860-823-3751

* Email: kgross@cityofnorwich.org

OMB Control No: 2506-0117 (exp. 06/30/2018)

Application for Federal Assistance SF-424

*** 9. Type of Applicant 1: Select Applicant Type:**

C: City or Township Government

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

*** Other (specify):**

*** 10. Name of Federal Agency:**

Housing and Urban Development (HUD)

11. Catalog of Federal Domestic Assistance Number:

CFDA Title:

*** 12. Funding Opportunity Number:**

14.218

*** Title:**

Community Development Block Grant, Entitlement Grant

13. Competition Identification Number:

Title:

14. Areas Affected by Project (Cities, Counties, States, etc.):

Map City of Norwich.pdf

*** 15. Descriptive Title of Applicant's Project:**

CDBG Annual Allocation

Attach supporting documents as specified in agency instructions.

OMB Control No: 2506-0117 (exp. 06/30/2018)

Application for Federal Assistance SF-424

16. Congressional Districts Of:

* a. Applicant: 2nd
* b. Program/Project: CDBG

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

Add Attachment | Delete Attachment | View Attachment

17. Proposed Project:

* a. Start Date: 09/01/2018
* b. End Date: 08/31/2019

18. Estimated Funding ($):

* a. Federal	836,000.00
* b. Applicant	0.00
* c. State	0.00
* d. Local	0.00
* e. Other	0.00
* f. Program Income	75,000.00
* g. TOTAL	911,000.00

*** 19. Is Application Subject to Review By State Under Executive Order 12372 Process?**

☐ a. This application was made available to the State under the Executive Order 12372 Process for review on

☒ b. Program is subject to E.O. 12372 but has not been selected by the State for review

☐ c. Program is not covered by E.O. 12372.

*** 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)**

☐ Yes ☒ No

If "Yes", provide explanation and attach

Add Attachment | Delete Attachment | View Attachment

21. *By signing this application, I certify (1) to the statements contained in the list of certifications and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances** and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)**

☒ ** I AGREE

** The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

Authorized Representative:

Prefix:	Mr.
* First Name:	John
Middle Name:	D.
* Last Name:	Salmone
Suffix:	
* Title:	City Manager
* Telephone Number:	850-323-3751
Fax Number:	
* Email:	cmo-fiscal@cityofmexico.org
* Signature of Authorized Representative:	
* Date Signed:	08/10/2018

OMB Control No: 2506-0117 (exp. 06/30/2018)

OMB Number: 4040-0004
Expiration Date: 8/31/2016

Application for Federal Assistance SF-424

* 1. Type of Submission:	* 2. Type of Application: / * If Revision, select appropriate letter(s):
☐ Preapplication	☒ New
☒ Application	☐ Continuation / * Other (Specify):
☐ Changed/Corrected Application	☐ Revision
* 3. Date Received:	4. Applicant Identifier:
5a. Federal Entity Identifier:	5b. Federal Award Identifier:
State Use Only:	
6. Date Received by State:	7. State Application Identifier:

8. APPLICANT INFORMATION:

* a. Legal Name: City of Norwich, Connecticut
* b. Employer/Taxpayer Identification Number (EIN/TIN): 066001888
* c. Organizational DUNS: 0685777470000

d. Address:

* Street: City Hall
Street2: 100 Broadway
* City: Norwich
County/Parish: New London
* State: CT: Connecticut
Province:
* Country: USA: UNITED STATES
* Zip / Postal Code: 06360

e. Organizational Unit:

Department Name: Community Development
Division Name:

f. Name and contact information of person to be contacted on matters involving this application:

Prefix: Mrs.
* First Name: Kathryn
Middle Name: M.
* Last Name: Grace
Suffix:
Title: Community Development Supervisor
Organizational Affiliation:
* Telephone Number: 860-823-3770
Fax Number: 860-823-3751
* Email: kgrace@cityofnorwich.org

OMB Control No: 2506-0117 (exp. 06/30/2018)

DISCLOSURE OF LOBBYING ACTIVITIES

Approved by OMB 0348-0046

Complete this form to disclose lobbying activities pursuant to 31 U.S.C. 1352
(See reverse for public burden disclosure.)

1. Type of Federal Action:
[b] a. contract
b. grant
c. cooperative agreement
d. loan
e. loan guarantee
f. loan insurance

2. Status of Federal Action:
[b] a. bid/offer/application
b. initial award
c. post-award

3. Report Type:
[a] a. initial filing
b. material change
For Material Change Only:
year _____ quarter _____
date of last report _____

4. Name and Address of Reporting Entity:
[x] Prime [ ] Subawardee
Tier _____, *if known*:

Congressional District, *if known*: 2nd

5. If Reporting Entity in No. 4 is a Subawardee, Enter Name and Address of Prime:
City of Norwich
100 Broadway
Norwich, CT 06360

Congressional District, *if known*:

6. Federal Department/Agency:
U.S. Department of Housing and Urban Developmer

7. Federal Program Name/Description:
Community Development Block Grant
CFDA Number, *if applicable*: 14.218

8. Federal Action Number, *if known*:

9. Award Amount, *if known*:
$ 836,068

10. a. Name and Address of Lobbying Registrant
(*if individual, last name, first name, MI*):
N/A

b. Individuals Performing Services (*including address if different from No. 10a*)
(*last name, first name, MI*):

11. Information requested through this form is authorized by title 31 U.S.C. section 1352. This disclosure of lobbying activities is a material representation of fact upon which reliance was placed by the tier above when this transaction was made or entered into. This disclosure is required pursuant to 31 U.S.C. 1352. This information will be available for public inspection. Any person who fails to file the required disclosure shall be subject to a civil penalty of not less than $10,000 and not more than $100,000 for each such failure.

Signature: _____
Print Name: John L. Salomone
Title: City Manager
Telephone No.: 860-823-3750 Date: 8/10/2018

Federal Use Only:

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Standard Form LLL (Rev. 7-97)

OMB Control No: 2506-0117 (exp. 06/30/2018)

Specific CDBG Certifications

The Entitlement Community certifies that:

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

Community Development Plan -- Its consolidated housing and community development plan identifies community development and housing needs and specifies both short term and long-term community development objectives that provide decent housing, expand economic opportunities primarily for persons of low and moderate income. (See CFR 24 570.2 and CFR 24 part 570)

Following a Plan -- It is following a current consolidated plan (or Comprehensive Housing Affordability Strategy) that has been approved by HUD.

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

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

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

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

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

   The jurisdiction will not attempt to recover any capital costs of public improvements assisted with CDBG funds, including Section 108, unless CDBG funds are used to pay the proportion of fee or assessment attributable to the capital costs of public improvements financed from other revenue sources. In this case, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than CDBG funds. Also, in the case of properties owned and occupied by moderate-income (not low-income) families, an assessment or charge may be made against the property for public improvements financed by a source other than CDBG funds if the jurisdiction certifies that it lacks CDBG funds to cover the assessment.

Excessive Force -- It has adopted and is enforcing:

1. A policy prohibiting the use of excessive force by law enforcement agencies within its

OMB Control No: 2506-0117 (exp. 06/30/2018)

jurisdiction against any individuals engaged in non-violent civil rights demonstrations; and

2. A policy of enforcing applicable State and local laws against physically barring entrance to or exit from a facility or location which is the subject of such non-violent civil rights demonstrations within its jurisdiction;

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

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

Compliance with Laws – It will comply with applicable laws.

8/9/18

Signature/Authorized Official Date

City MANAGER

Title

OMB Control No: 2506-0117 (exp. 06/30/2018)

Certification for a Drug-Free Workplace

U.S. Department of Housing and Urban Development

Applicant Name
City of Norwich

Program/Activity Receiving Federal Grant Funding

Community Development

Acting on behalf of the above named Applicant as its Authorized Official, I make the following certifications and agreements to the Department of Housing and Urban Development (HUD) regarding the sites listed below:

I certify that the above named Applicant will or will continue to provide a drug-free workplace by:

a. Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the Applicant's workplace and specifying the actions that will be taken against employees for violation of such prohibition.

b. Establishing an on-going drug-free awareness program to inform employees —

(1) The dangers of drug abuse in the workplace;

(2) The Applicant's policy of maintaining a drug-free workplace;

(3) Any available drug counseling, rehabilitation, and employee assistance programs; and

(4) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace.

c. Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph a.;

d. Notifying the employee in the statement required by paragraph a. that, as a condition of employment under the grant, the employee will —

(1) Abide by the terms of the statement; and

(2) Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;

e. Notifying the agency in writing, within ten calendar days after receiving notice under subparagraph d.(2) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to every grant officer or other designee on whose grant activity the convicted employee was working, unless the Federalagency has designated a central point for the receipt of such notices. Notice shall include the identification number(s) of each affected grant;

f. Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph d.(2), with respect to any employee who is so convicted —

(1) Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or

(2) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;

g. Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs a. thru f.

2. **Sites for Work Performance.** The Applicant shall list (on separate pages) the site(s) for the performance of work done in connection with the HUD funding of the program/activity shown above: Place of Performance shall include the street address, city, county, State, and zip code. Identify each sheet with the Applicant name and address and the program/activity receiving grant funding.)

23 Union Street, Norwich, CT 06360
50 Clinton Ave. Norwich, CT 06360
100 Broadway, Norwich, CT 06360
10 Westwood Park, Norwich, CT 06360
70 Thames St, Nowich, CT 06360
125 Sachem St, Norwich, CT 06360

Check here: ☐ If there are workplaces on file that are not identified on the attached sheets.

I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate.
Warning: HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties.
(18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)

Name of Authorized Official	Title
John L. Salomone	City Manager
Signature: X	Date: August 10, 2018

form HUD-50070 (3/98)
ref. Handbooks 7417.1, 7475.13, 7485.1 & .3

OMB Control No: 2506-0117 (exp. 06/30/2018)

CERTIFICATIONS

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

Affirmatively Further Fair Housing -- The jurisdiction will affirmatively further fair housing, which means it will conduct an analysis of impediments to fair housing choice within the jurisdiction, take appropriate actions to overcome the effects of any impediments identified through that analysis, and maintain records reflecting that analysis and actions in this regard.

Anti-displacement and Relocation Plan -- It will comply with the acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, and implementing regulations at 49 CFR 24; and it has in effect and is following a residential antidisplacement and relocation assistance plan required under section 104(d) of the Housing and Community Development Act of 1974, as amended, in connection with any activity assisted with funding under the CDBG or HOME programs.

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

1. No Federal appropriated funds have been paid or will be paid, by or on behalf of it, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement;

2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, it will complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions; and

3. It will require that the language of paragraph 1 and 2 of this anti-lobbying certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

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

Consistency with plan -- The housing activities to be undertaken with CDBG, HOME, ESG, and HOPWA funds are consistent with the strategic plan.

Section 3 -- It will comply with section 3 of the Housing and Urban Development Act of 1968, and implementing regulations at 24 CFR Part 135.

Signature/Authorized Official Date

OMB Control No: 2506-0117 (exp. 06/30/2018)

OMB Approval No. 0348-0042

ASSURANCES - CONSTRUCTION PROGRAMS

Public reporting burden for this collection of information is estimated to average 15 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0042), Washington, DC 20503.

PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET. SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.

NOTE: Certain of these assurances may not be applicable to your project or program. If you have questions, please contact the Awarding Agency. Further, certain Federal assistance awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

As the duly authorized representative of the applicant, I certify that the applicant:

1. Has the legal authority to apply for Federal assistance, and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project costs) to ensure proper planning, management and completion of the project described in this application.

2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the assistance; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.

3. Will not dispose of, modify the use of, or change the terms of the real property title, or other interest in the site and facilities without permission and instructions from the awarding agency. Will record the Federal interest in the title of real property in accordance with awarding agency directives and will include a covenant in the title of real property acquired in whole or in part with Federal assistance funds to assure non-discrimination during the useful life of the project.

4. Will comply with the requirements of the assistance awarding agency with regard to the drafting, review and approval of construction plans and specifications.

5. Will provide and maintain competent and adequate engineering supervision at the construction site to ensure that the complete work conforms with the approved plans and specifications and will furnish progress reports and such other information as may be required by the assistance awarding agency or State.

6. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.

7. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.

8. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards for merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).

9. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.

10. Will comply with all Federal statutes relating to non-discrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681 1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended, relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 dd-3 and 290 ee 3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and, (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.

Standard Form 424D (Rev. 7-97)
Prescribed by OMB Circular A-102

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11. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal and federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.

12. Will comply with the provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.

13. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327-333) regarding labor standards for federally-assisted construction subagreements.

14. Will comply with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is $10,000 or more.

15. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) Implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).

16. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.

17. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. §470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§469a-1 et seq.).

18. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."

19. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.

SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL	TITLE
	City Manager
APPLICANT ORGANIZATION	DATE SUBMITTED
City of Norwich, CT	August 10, 2018

SF-424D (Rev. 7-97) Back