

## **Program Year 40 Annual Action Plan**

### **Year Two of Five-Year Consolidated Plan (2013-2018)**

Prepared by the Department of Housing and Community Development

Annual Action Plan  
2014

1

## Executive Summary

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

#### 1. Introduction

Poverty is a significant concern in Bridgeport, as 20.8 percent of the City's population has an income below the federally established poverty level of \$22,314 for a family of four. This compares to 15.3 percent for the nation. Among the elderly, 15.6 percent of persons aged 65 and over were living in poverty in 2010, while 28.2 percent of children (aged less than 18) were in poverty.

The Department of Housing and Urban Development (HUD) uses its own methodology to establish an Area Median Income (AMI) for its analyses. The Unrounded FY 2014 Median Family Income estimate for Bridgeport is \$83,721.

Moderate and upper-income households represent 28.2 percent of the total households in the City. **Almost three-quarters (71.7%) of Bridgeport households are in the three lowest income categories,** and almost one-half of that number are in the extremely low-income category. This amounts to close to 18,000 households at or very close to the poverty level.

Neighborhoods targeted for HUD entitlement funding in Program Year 40 consist of the low/moderate-income neighborhoods in the City, especially those with the highest rates of poverty and crime, the poorest school performance ratings, and poorest housing characteristics as identified by the University of Connecticut's Connecticut Center for Economic Analysis (CCEA) study. These neighborhoods with the highest concentrations of economically distressed families and minority populations are: Boston Avenue/Mill Hill; Downtown; East End, East Side; Enterprise Zone; the Hollow, South End and West Side/West End.

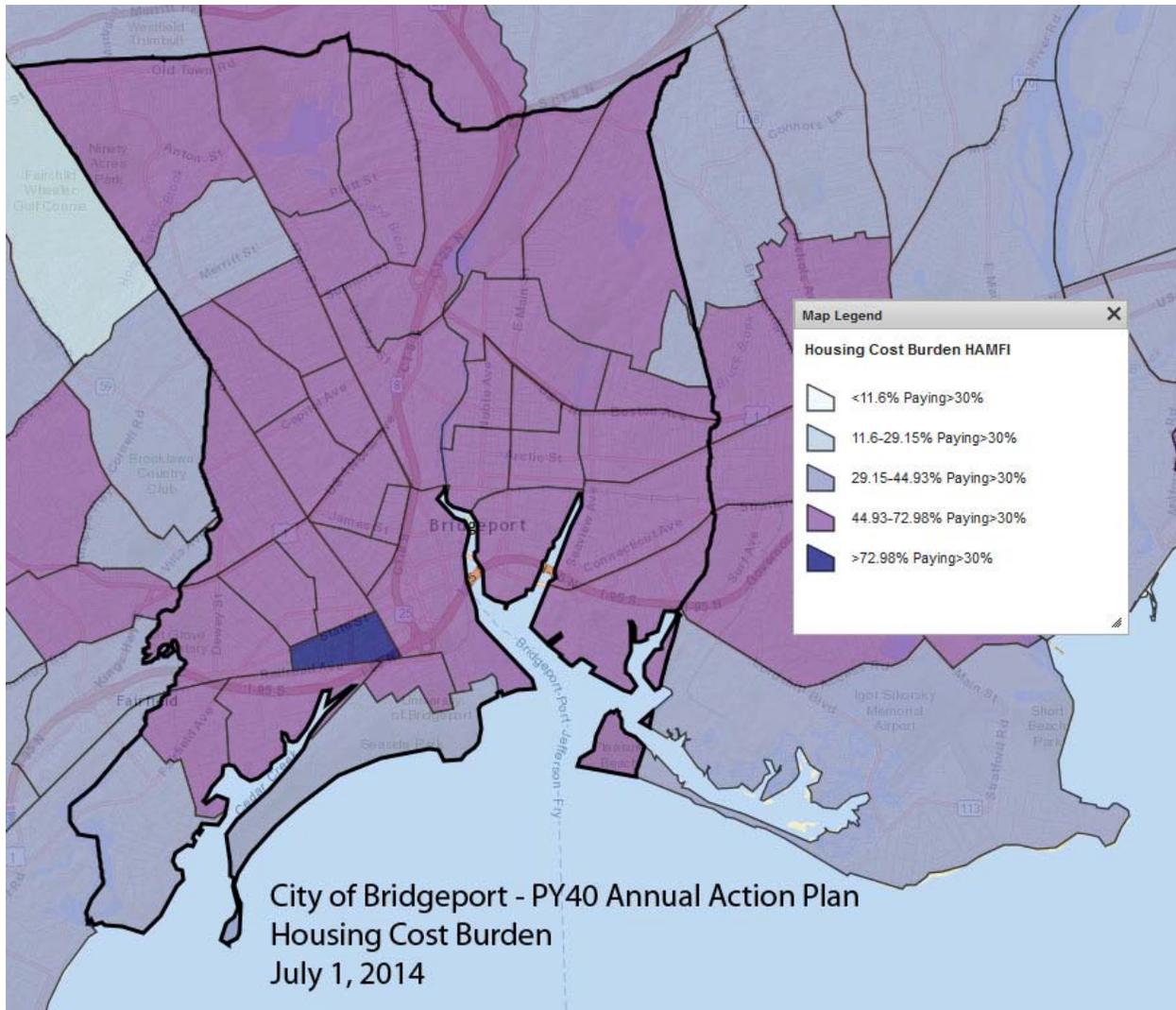
The highest priority needs for these target areas and the City's low/mod population are: Increased affordable housing opportunities, increased employment opportunities, additional services for low and moderate income persons, the improvement of public facilities, emergency shelter programs, assistance for persons with HIV/AIDS and housing assistance for the elderly.

#### 2. Summarize the objectives and outcomes identified in the Plan

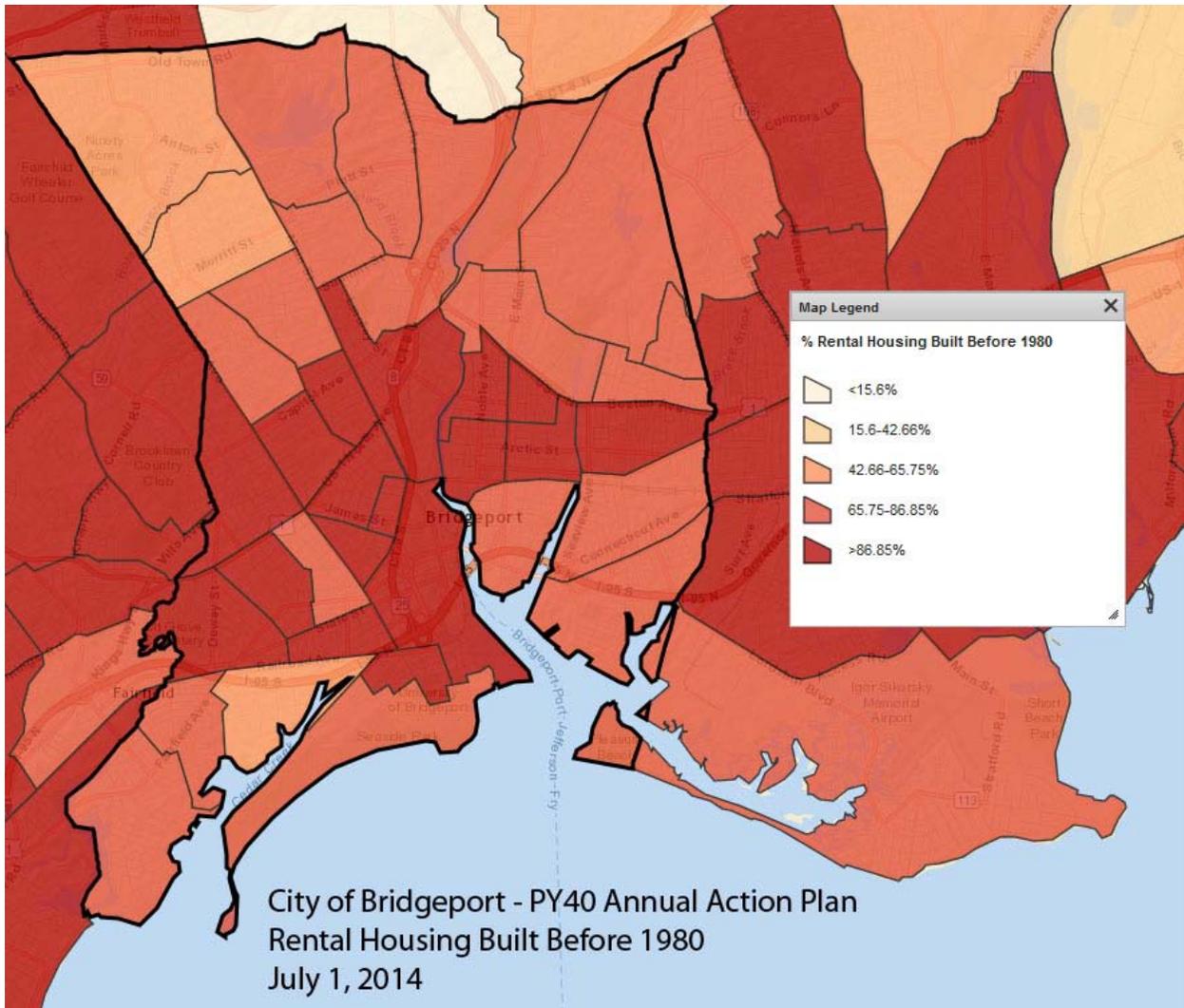
This could be a restatement of items or a table listed elsewhere in the plan or a reference to another location. It may also contain any essential items from the housing and homeless needs assessment, the housing market analysis or the strategic plan.

Objectives and outcomes for Program Year 40 may be found at AP-20 and AP-35 in this Plan.

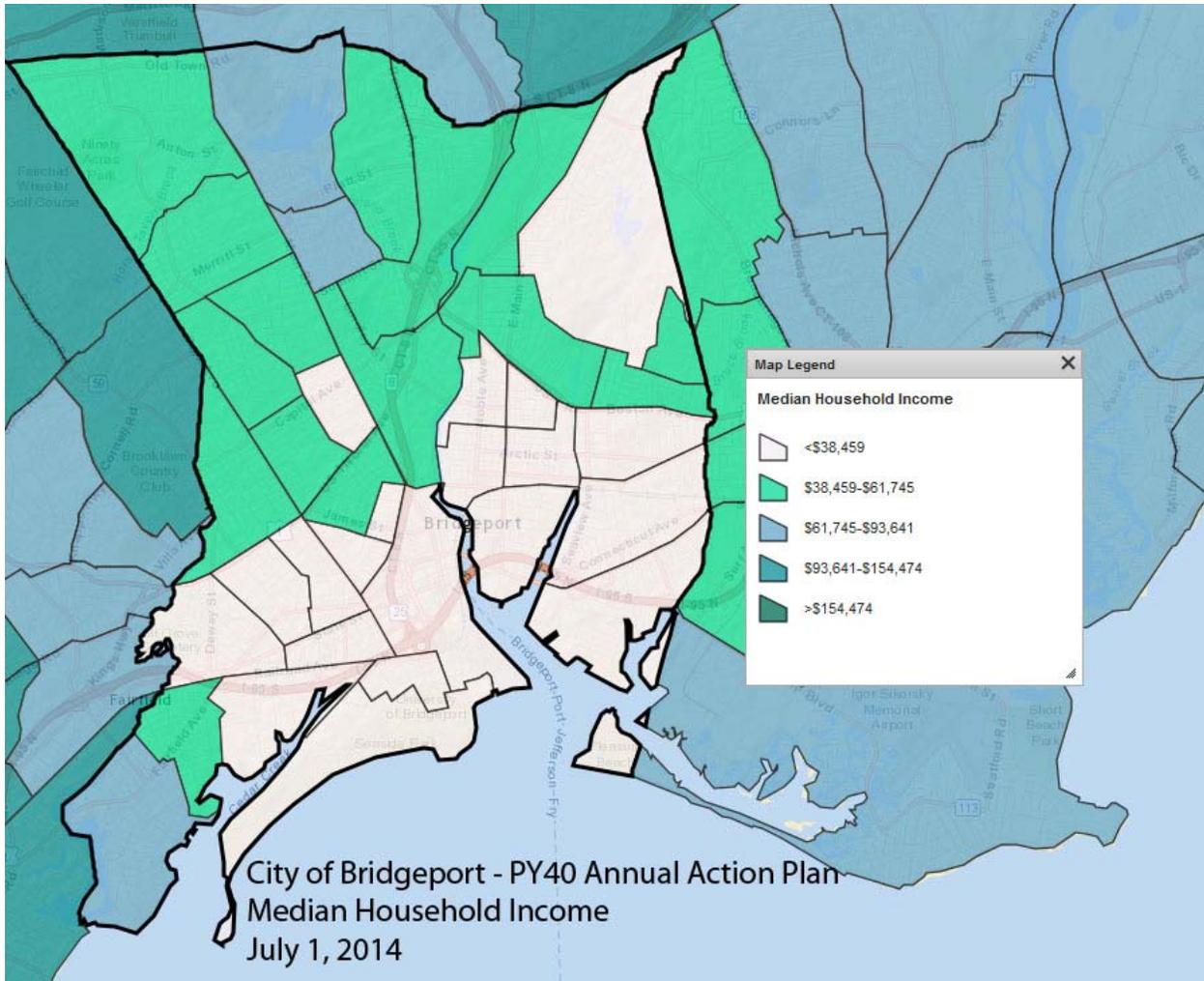
Additionally, the attached maps help to illustrate the extent of Bridgeport's poverty and housing issues.



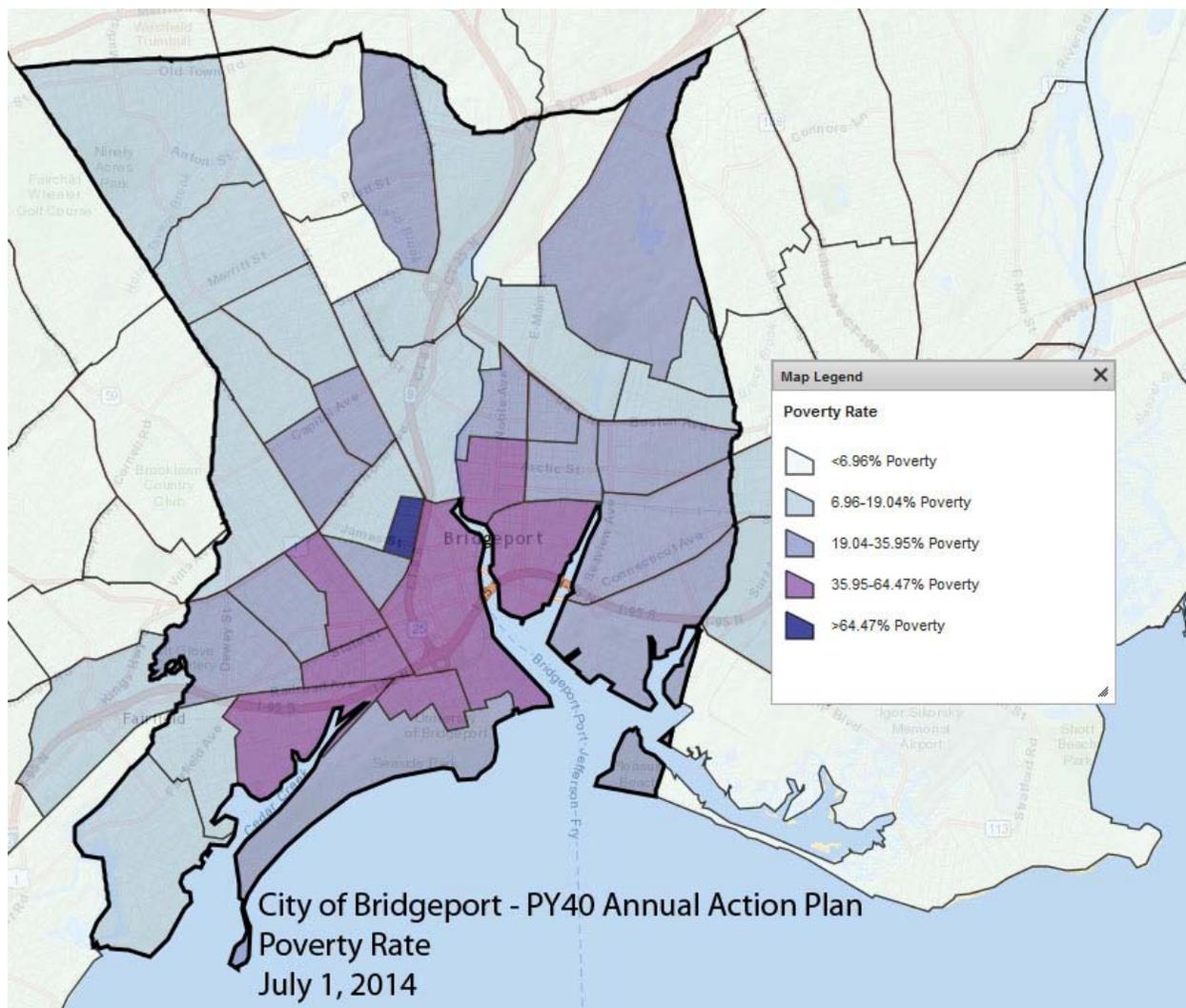
**Housing Cost Burden**



**Housing Built Before 1980**



**Median Household Income**



## Poverty Rate

### 3. Evaluation of past performance

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

CDBG programs have a positive effect in solving neighborhood and community problems in that they provide services that would otherwise be inadequate or nonexistent in these communities. The variety of public service programs funded in Bridgeport promotes safety and wellness for youth, senior citizens, veterans, persons with disabilities, and homeless population. Programs focus specifically on low- and moderately-low income population and help to maintain the safety of neighborhoods as the City seeks to provide suitable living environments.

One of the primary goals of the City's CDBG Program is to fund projects and activities that will have a lasting effect in the community(ies)/neighborhood(s) in which they are targeted. Ideally, projects and

activities funded through the CDBG Program will enable organizations to continue operating with an increased capacity to serve their target population(s) long after their CDBG grant is over. Among the criteria used to select projects/activities is that the services offered have a lasting, positive effect on the individuals/communities/neighborhoods that they serve.

For example, CDBG funds were used by the City's Office of Housing Code Enforcement in low- and moderate-income areas to ensure that low/mod families are living in housing that is suitable and decent. In areas where landlords are often absent from the properties they own, it is especially important to ensure that they maintain housing for the sake of the health and overall well being of their tenants. Housing Code Enforcement ensures that this is done through physical inspections of properties. The City also funded a number of projects during PY38 and PY39 that provided safe, suitable housing that are expected to last well into the future.

The City is committed to identifying the projects and services that it and its program partners do well, and making every effort to direct resources toward projects with the greatest opportunity for success.

#### **4. Summary of Citizen Participation Process and consultation process**

Summary from citizen participation section of plan.

Pursuant to its Citizen Participation Plan, the City Bridgeport Citizen's Union convened five publicly noticed meetings in connection with the Program Year 40 funding allocation process for the CDBG, ESG, HOPWA and HOME Programs. The first three meetings offer PY40 applicants an opportunity to present their application to the Citizen's Union and members of the public, while the final two meetings are for deliberating on funding levels.

After the Citizen's Union has voted on its recommendations to the Economic and Community Development ("ECDE") Committee of the Bridgeport City Council, the Department of Housing and Community Development coordinates another public notice with the names of agencies/projects recommended to receive funding, as well as the funding level broken down by program. Members of the public are given a 30-day period to comment on the proposed plan to the Department of Housing and Community Development.

The ECDE Committee then held additional public meetings using the same format as the Citizen's Union. Their recommendations for funding are also noticed in the paper, and the public is given another 30-day comment period to submit feedback to the Department of Housing and Community Development.

**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 received programmatic strategy ideas from members of the Bridgeport Citizen's Union and Bridgeport City Council during the Program Year 40 Citizen's Union public hearing portion of the allocation process, however no comments from the public were received, either in writing or otherwise, during any of the public review/comment periods.

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

Not applicable. Newspaper notice of the City's PY40 Annual Action Plan is attached hereto via the citizen participation attachment section of AD-26.

**7. Summary**

While the City of Bridgeport received requests for Program Year 40 entitlements far exceeding its actual allocation, it is confident that through its citizen participation process funding has been allocated to a diverse range of projects and activities that will address the most pressing concerns and vulnerable populations as established in the Consolidated Plan.

**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
Lead Agency	BRIDGEPORT	
CDBG Administrator		
HOPWA Administrator		
HOME Administrator		
ESG Administrator		
HOPWA-C Administrator		

**Table 1 – Responsible Agencies**

**Narrative (optional)**

The Department of Housing and Community Development is the lead agency for the completion of the City of Bridgeport’s Consolidated Plan and the implementation of the subsequent Annual Action Plans, as well as the responsible party for the processing and distribution of federal funds under the CDBG, HOME, ESG and HOPWA programs, once allocated by the federal government and approved by the Bridgeport City Council.

Other major public and private agencies responsible for administering programs covered by the Consolidated Plan include: the Department of Planning and Economic Development which oversees the Office of Neighborhood Revitalization, which administers the anti-blight programs and Neighborhood Revitalization Zones as well as façade and streetscape improvements; Health and Social Services which oversees the Health Department responsible for the lead abatement programs; Housing Code Enforcement, which oversees all residential and commercial code inspections and enforcement; Social Services which has responsibility for all the public services including services to the elderly; youth; veterans; and disabled and the Department of Central Grants which has the responsibility for securing other grants and funds for which Community Development serves as a matching source in certain instances. In addition, the City has many other partners and collaborators to successfully

administer these funds including: the Bridgeport Housing Authority; Bridgeport Neighborhood Trust; NeighborWorks New Horizons and the National Development Council, as well as a number of non-profit community organizations whose missions are to fight poverty and provide housing and social services to residents.

### **Consolidated Plan Public Contact Information**

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

### **1. Introduction**

The City employs diverse methods to encourage on-going participation from residents, community service providers, and existing and potential community development partners. In developing its Consolidated Plan, the City sought input for its overall and annual priorities/goals through a series of community meetings; public notices; a non-profit organization forum; a 30-day public comment period; public hearings; a community survey made available on the City's website; and consultation with non-profits, City staff, elected officials, and housing providers. In the end, the consolidated planning process yielded the active involvement and input of more than 50 governmental departments, non-profit organizations, and citizens. Goals and strategies established during the consolidated planning process serve as a blueprint for future annual allocations of entitlement funds.

Consultation for the development of subsequent Annual Action Plans involves discussions/meetings with a range of community stakeholders, as well as a series of public hearings/meetings with the City's Citizen's Union and City Council pursuant to its Citizen Participation Plan.

### **Provide a concise summary of the jurisdiction's activities to enhance coordination between public and assisted housing providers and private and governmental health, mental health and service agencies (91.215(I))**

The City's consolidated planning process included consultations with not-for profit organizations, service providers, housing advocacy organizations, developers and housing finance entities, and faith-based organizations to gather information, identify and prioritize community needs, identify community resources and initiatives, and promote the coordination of resources and collaboration among agencies within the community. Focus groups meetings were held during development of the Consolidated Plan, at which over twenty representatives from county and regional public and private agencies involved in assisted housing, health services, services for the homeless, historic preservation, employment, and social services participated. Attendees provided valuable information related to the mission and needs of their organizations. Agencies that were not able to attend the focus group sessions were consulted individually, in person and via phone interview. Additional reports, plans, and data from state, federal and local agencies were also used in the development of the Consolidated Plan.

The Community Development staff also consulted with multiple City Departments during the development of the Consolidated Plan to discuss specifics of the City's housing and community development needs and to identify and prioritize potential projects that align with the City's BGreen and Sustainable Communities plans. The City also reviewed and incorporated a number of existing strategic plans, including those of the Bridgeport Housing Authority and the City's Neighborhood Revitalization Zones.

As an annual follow up to the initial Consolidated Plan consultation, the City is in close contact with its Community Housing Development Organization (CHDO), Bridgeport Neighborhood Trust, and other local non-profit housing providers to gauge community need, projects in the pipeline, possible funding needs, etc. Because of the dire need for all of the entitlement funding received by the City of Bridgeport, requests from non-profit community organizations far outnumber actual allocations. This disparity allows the City, the Citizen's Union and the City Council to raise the bar for services provided when evaluating applications for funds in a given program year through the public hearing process.

**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 Bridgeport Continuum of Care - recently renamed Greater Bridgeport Opening Doors ("GBOD" and "CoC") - is a community planning body that organizes and delivers housing and services to meet the needs of homeless people. Strategies include steps to end homelessness and prevent a return to homelessness. Current activities are:

**Point in Time Count** Monthly committee meetings lead up to the Point in Time Count Event in January 2013. The count gives an overview of homelessness providing the information necessary to redirect services, funding and resources.

**Project Homeless Connect Committee:** Strategizes to organize Project Homeless Connect - a one-day, one-stop event for homeless people or those at risk of homelessness. The day is an opportunity to integrate homeless neighbors into the community. The Project Homeless Connect planning committee meets monthly, and its annual event was held on August 5, 2014.

**Vulnerability Index:** The Vulnerability Index was developed to identify homeless individuals and families who are most at risk for mortality and/or those who have been homeless the longest. The VI process joined shelters, supportive housing providers, the homeless outreach team, the housing authority, and community volunteers, state agencies and others. Individuals and families identified as chronically homeless and medically vulnerable are priority status for rapid housing securitization.

**Greater Bridgeport Area Legislative Advocacy:** The CoC advocates for visibility with legislators so that policy makers better understand homelessness. During the past year efforts have focused in the following areas: Protecting the homeless crisis; response system; Expanding the number-of state funded rental assistance certificates; Investing in new supportive housing and state dollars; Preservation and revitalization of the state public housing portfolio as proposed by DECD; Increasing economic security among the area's poorest residents

**Coordinated Access to Housing:** By centralizing intake and program admissions decisions, a coordinated entry process to access housing makes it more likely that individuals and families will be served more

quickly. Each entry point uses the same assessment tool and makes decisions on which programs the homeless are referred to based on a comprehensive understanding of each program's specific requirements, target population, and available beds and services.

**Rapid-Rehousing:** In coordination with HUD and DSS, Greater Bridgeport Opening Doors provides short term stabilization supports to help families and individuals move out of homelessness and into permanent housing. Rapid Re-Housing provides case management support that help the clients build skill sets around maintaining housing, employment, and access to primary health care and connections to other social capital.

**The Greater Bridgeport Opening Doors Continuum identified the following strategies in ending homelessness:**

1) Strengthen the housing delivery system; create supportive and affordable housing; 2) Recalibrate the response to housing loss; 3) Foster housing retention through income growth and employment; 4) Reduce medical vulnerability and frequent use of health care systems; 5) Support the housing stability of vulnerable families, children and youth; 6) Break the cycle of homelessness and re-incarceration

**The above strategies are carried out through the efforts of committees and workgroups which meet regularly.** The current committees are as follows: Leadership Committee; Steering Committee; Consumer Advocacy Committee; Standards and Evaluation Committee; Economic Security Workgroup; Health and Housing Workgroup; Housing Workgroup; Crisis Response Workgroup.

**Describe consultation with the Continuum(s) of Care that serves the jurisdiction's area in determining how to allocate ESG funds, develop performance standards for and evaluate outcomes of projects and activities assisted by ESG funds, and develop funding, policies and procedures for the operation and administration of HMIS**

The United Way of Eastern Fairfield County is working in partnership with regional housing authorities, non-profits and landlords to review and assure that available resources are maximized for the purpose of ending homelessness.

The allocation of Emergency Solutions Grant funds follows the policies and procedures described in the Citizen Participation Plan and the City's grant awards procedures and involve consultation with the CoC and recognition of the CoC goals and objectives, including the operation and administration of the HMIS.

Actions taken to address emergency shelter and transitional housing needs are:

- Through the Standards and Evaluation committee, assess the capacity of area shelter and transitional housing programs to conform to rapid re-housing and Housing First strategies specified in the plan.

- Provide evaluation of transitional housing programs in the region.
- Continue to add rigor to HUD program evaluation process. Provide training to programs in preparation for evaluations.
- Join with coalition of Ten Year Plan Municipalities to advocate for improved Discharge Planning protocols.
- Work with City of Bridgeport to complete listing of available buildings for development as permanent supportive housing.
- Focus the work of the Housing Committee on educating potential development partners regarding opportunities to create affordable and supportive housing, "match-making" between potential development and service teams, information sharing regarding traditional and non-traditional funding opportunities and advocacy on a local and state level for inclusionary zoning and fast track development.
- Create and implement a wrap-around service model to be provided to supportive housing tenants of units which are to be made available by the Bridgeport Housing Authority.
- Combine Safety Net, Employment and Income and Consumer Forum into one committee with both ad-hoc and on-going subcommittee's work on specific projects and areas of concern.
- Formalize communication with Behavioral Health Subcommittee.
- Organize Project Homeless Connect service fair in coordination with U.S. Interagency Council on Homelessness.

Emergency Shelter Grant funds have been used to alleviate homelessness by the following:

1. Providing transitional housing for pregnant teen and women and children of domestic violence; social services to homeless or at risk of becoming homeless;
2. Utility payments to individuals and families who received shut off notices;
3. Rent and mortgage assistance for individuals and families that have received an eviction notice or those persons leaving the area shelter and prison and transitioning into permanent housing;
4. Food provisions and nutrition guidance to individuals and families; and
5. Furniture purchased for the emergency shelter.

The City of Bridgeport, the United Way of Eastern Fairfield County and the Continuum of Care continue to work cohesively to meet, coordinate and identify the needs of special needs population. The group has also provided transitional housing for men and women battling with substance abuse and mental health issues. City employees and area service agencies serve on the "Ten Year Plan to End Homelessness by 2015."

**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	<b>Agency/Group/Organization</b>	Mission of Peace
	<b>Agency/Group/Organization Type</b>	Housing Services - Housing Service-Fair Housing
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Discussions to discuss housing needs as related to foreclosure, fair housing and other housing issues.
2	<b>Agency/Group/Organization</b>	City of Bridgeport Department of Parks and Recreation
	<b>Agency/Group/Organization Type</b>	Services-Children Services-Elderly Persons Services-Persons with Disabilities Other government - Local
	<b>What section of the Plan was addressed by Consultation?</b>	Parks
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Discussions to address community needs as related to physical neighborhood improvements through parks, recreation, tree planting and other targeted improvements.
3	<b>Agency/Group/Organization</b>	Alpha Community Services
	<b>Agency/Group/Organization Type</b>	Housing Services - Housing Services-Children Services-Elderly Persons Services-Persons with Disabilities

	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Homelessness Strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Discussions regarding market need for housing; consultation vis-a-vis the Continuum of Care to address needs of homeless and at-risk of homelessness families in Bridgeport and surrounding region.
4	<b>Agency/Group/Organization</b>	City of Bridgeport Office of Planning and Economic Development
	<b>Agency/Group/Organization Type</b>	Housing Services - Housing Services-Children Services-Elderly Persons Services-Persons with Disabilities Services-Health Services-Employment Other government - Local
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Non-Homeless Special Needs Economic Development
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	On going coordination through meetings, plans, etc. to address a variety of economic development, physical development and housing issues in the City of Bridgeport. OPED oversees a number of CDBG recipient departments in the City.
5	<b>Agency/Group/Organization</b>	Bridgeport Housing Authority
	<b>Agency/Group/Organization Type</b>	Housing PHA
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Public Housing Needs

	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Consulted Bridgeport Housing Authority's 2014 Annual Plan. The City will work with the BHA to coordinate and integrate housing efforts, and will meet as needed on a project-by-project basis throughout Program Year 40.
6	<b>Agency/Group/Organization</b>	Bridgeport Neighborhood Trust
	<b>Agency/Group/Organization Type</b>	Housing Services - Housing Services-Children Services-Employment CHDO
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Non-Homeless Special Needs
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Discussions with Bridgeport Neighborhood Trust, Inc. (the City's Community Housing Development Organization for HOME projects) to determine market need and plan for upcoming housing/commercial projects in targeted neighborhoods that will leverage millions in other funding and address the needs of underserved populations.
7	<b>Agency/Group/Organization</b>	Bridgeport Citizen's Union
	<b>Agency/Group/Organization Type</b>	Civic Leaders
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Non-Homeless Special Needs Economic Development Anti-poverty Strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Five meetings with the Citizen's Union in preparation of the PY40 Annual Action Plan to discuss priority projects, strategic investment areas, etc. Part of the City's Citizen Participation process.

8	<b>Agency/Group/Organization</b>	City of Bridgeport Mayor's Office
	<b>Agency/Group/Organization Type</b>	Other government - Local
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Homelessness Strategy Market Analysis Economic Development
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Meetings with the Mayor's Office/staff to establish Mayoral priorities related to serving the community and targeted investment areas.

**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	Greater Bridgeport Opening Doors	The CoC Plan is an integral part of the City's efforts to address homelessness and the prevention of homelessness. Through coordinated meetings, roundtables, etc., the City shapes its homeless strategies to be part of the CoC's broader anti-homelessness initiatives and objectives.
New York-Connecticut Sustainable Comm. Consortium	New York-Connecticut Sustainable Communities	The goals of the Strategic Plan/Annual Action Plan were developed to work in concert with the Sust. Comm. Consortium. Activities and goals include transit-oriented development and sustainability projects along key nodes on the local railroad, as well as steps to address housing equity issues in Bridgeport and the region.
BGreen 2020	City of Bridgeport, CT	BGreen 2020 is a sustainability program for the City of Bridgeport that aims to create new employment opportunities, protect the environment, protect health and promote environmental justice. Much like the City's Five-Year Consolidated Plan, BGreen 2020 is a collaboration between the community and the public/private sectors.

**Table 3 – Other local / regional / federal planning efforts**

**Narrative (optional)**

## **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**

Pursuant to its Citizen Participation Plan, the City Bridgeport Citizen’s Union convened five publicly noticed meetings in connection with the Program Year 40 funding allocation process for the CDBG, ESG, HOPWA and HOME Programs. The first three meetings offer PY40 applicants an opportunity to present their application to the Citizen’s Union and members of the public, while the final two meetings are for deliberating on funding levels.

After the Citizen’s Union has voted on its recommendations to the Economic and Community Development (“ECDE”) Committee of the Bridgeport City Council, the Department of Housing and Community Development coordinates another public notice with the names of agencies/projects recommended to receive funding, as well as the funding level broken down by program. Members of the public are given a 30-day period to comment on the proposed plan to the Department of Housing and Community Development.

The ECDE Committee then held additional public meetings using the same format as the Citizen’s Union. Their recommendations for funding are also noticed in the paper, and the public is given another 30-day comment period to submit feedback to the Department of Housing and Community Development.

**Citizen Participation Outreach**

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
1	Public Hearing	Minorities Non-targeted/broad community	10 members of Citizen's Union; 2 City staff; approximately 40 applicants for funding on 2/20/14.	N/A	N/A	
2	Public Hearing	Minorities Non-targeted/broad community	15 members of the Citizen's Union, 2 City staff; approximately 50 applicants on 2/26/14.	N/A	N/A	
3	Public Hearing	Minorities Non-targeted/broad community	15 members of the Citizen's Union, 2 City staff; approximately 50 applicants on 2/27/14.	N/A	N/A	
4	Public Meeting	Minorities Non-targeted/broad community	7 members of the Citizen's Union; 5 City staff on 3/6/14.	N/A	N/A	
5	Public Meeting	Minorities Non-targeted/broad community	6 members of the Citizen's Union; 4 City staff on 3/11/14.	N/A	N/A	

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
6	Public Hearing	Minorities Non-targeted/broad community	6 members of Bridgeport City Council; 2 City staff; approximately 50 applicants on 4/2/14.	N/A	N/A	
7	Public Hearing	Minorities Non-targeted/broad community	3 members of Bridgeport City Council; 2 City staff; approximately 50 applicants on 4/3/14.			
8	Public Hearing	Minorities Non-targeted/broad community	4 members of Bridgeport City Council; 2 City staff; approximately 20 applicants representing City agencies/departments on 4/9/14.	N/A	N/A	
9	Public Meeting	Minorities Non-targeted/broad community	6 members of Bridgeport City Council; 4 City staff on 5/27/14.	N/A	N/A	

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
10	Public Meeting	Minorities Non-targeted/broad community	6 members of Bridgeport City Council; 3 City staff on 7/2/14.	N/A	N/A	

**Table 4 – Citizen Participation Outreach**

## Expected Resources

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

#### Introduction

The City of Bridgeport, like many communities, is faced with the challenging task of meeting increasing needs with fluxuating and/or decreasing federal and state resources.

The figures shown in the table below reflect HUD's PY40/FY14 allocations. The figure for "Expected Amount Available Remainder of ConPlan" anticipates level funding using the PY40 allocation amounts and projecting those amounts over the three remaining years covered by the Consolidated Plan.

If there are further funding cuts to CDBG, HOME, ESG and/or HOPWA over the coming years, the City will adjust accordingly and craft Annual Action Plans reflective of funding realities.

#### Priority Table

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: \$		

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	2,826,079	0	0	2,826,079	9,050,273	"Expected Amount Available Remainder of Con Plan" is an estimate based on base level funding at beginning of Con Plan. Amount subject to actual allocations from HUD on an annual basis. "Prior Year Resources" is an estimate of anticipated reprogramming to occur during PY40.
HOME	public - federal	Acquisition Homebuyer assistance Homeowner rehab Multifamily rental new construction Multifamily rental rehab New construction for ownership TBRA	881,452	0	0	881,452	2,670,788	No other funds anticipated outside of annual allocation.

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Reminder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
HOPWA	public - federal	Permanent housing in facilities Permanent housing placement Short term or transitional housing facilities STRMU Supportive services TBRA	803,132	0	0	803,132	2,301,816	No other funds anticipated outside of annual allocation.

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Reminder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
ESG	public - federal	Conversion and rehab for transitional housing Financial Assistance Overnight shelter Rapid re-housing (rental assistance) Rental Assistance Services Transitional housing	241,205	0	0	241,205	567,835	No other funds anticipated outside of annual allocation.

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 continues to cultivate funding partners who can match the City's investment of CDBG and HOME funds. The City administration recognizes that the City's annual entitlement and formula allocations are not sufficient to meet all of its needs. Additional funds need to be raised to insure that more affordable housing is available for those in need.

As such, for specific projects, the City leveraged HOME funds as a first-in commitment to raise additional funds. While the City's HOME Program is exempt from match requirements due to fiscal distress, HOME investments have leveraged several million dollars in private and public funding

in past years.

Matching requirements have been satisfied with other eligible financial resources and/or in-kind services, and the City will continue to seek this type of matching as well as financial matches.

**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, acting through its Office of Planning and Economic Development, works to transfer City-owned parcels - where/when appropriate - to developers looking to provide economic development, neighborhood revitalization and affordable housing opportunities for Bridgeport residents. Decisions are made on a project-by-project basis, and will occasionally incorporate HOME/CDBG funds as a way to leverage additional investment. A number of current and pending HOME projects have used HUD funding as part of a larger redevelopment project on formerly City-owned parcels and buildings.

**Discussion**

Not applicable.

## Annual Goals and Objectives

### AP-20 Annual Goals and Objectives - 91.420, 91.220(c)(3)&(e)

#### Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Increase Affordable Housing Opportunities	2013	2018	Affordable Housing	LOW MODERATE INCOME AREAS	Rental Assistance Rental Acquisition and Rehabilitation; New Rental Home Owner Repair Homeowner Loan Program Fair Housing	CDBG: \$163,000 HOME: \$793,307	Rental units constructed: 7 Household Housing Unit Rental units rehabilitated: 7 Household Housing Unit Homeowner Housing Added: 2 Household Housing Unit Homeowner Housing Rehabilitated: 24 Household Housing Unit Direct Financial Assistance to Homebuyers: 10 Households Assisted
2	Increase Employment Opportunities	2013	2018	Non-Housing Community Development	LOW MODERATE INCOME AREAS	Economic Development	CDBG: \$25,000	Jobs created/retained: 5 Jobs Businesses assisted: 1 Businesses Assisted

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
3	Increase Services for Low/Moderate Income Persons	2013	2018	Non-Homeless Special Needs	LOW MODERATE INCOME AREAS	Public Service Programs	CDBG: \$423,911	Public service activities other than Low/Moderate Income Housing Benefit: 10000 Persons Assisted
4	Maintain or Improve Public Facilities	2013	2018	Non-Homeless Special Needs Non-Housing Community Development	LOW MODERATE INCOME AREAS	Public Facilities Public Improvements/Infrastructure	CDBG: \$804,327	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 5000 Persons Assisted
5	Emergency Shelter Programs	2013	2018	Homeless	LOW MODERATE INCOME AREAS	Homeless Activities	ESG: \$241,205	Homeless Person Overnight Shelter: 200 Persons Assisted Homelessness Prevention: 375 Persons Assisted
6	Assist Persons with HIV/AIDS	2013	2018	Non-Homeless Special Needs	LOW MODERATE INCOME AREAS	Public Service Programs	HOPWA: \$803,132	HIV/AIDS Housing Operations: 45 Household Housing Unit
7	Provide Housing for the Elderly	2013	2018	Affordable Housing Public Housing	LOW MODERATE INCOME AREAS	Rental Acquisition and Rehabilitation; New Rental Home Owner Repair Homeowner Loan Program	CDBG: \$50,000 HOME: \$100,000	Rental units constructed: 2 Household Housing Unit Homeowner Housing Rehabilitated: 5 Household Housing Unit

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
8	Reduce Homes with Lead-based Paint Hazard	2013	2018	Safe Housing	CITYWIDE LEAD PREVENTION LOW MODERATE INCOME AREAS	Home Owner Repair Homeowner Loan Program Fair Housing	CDBG: \$25,000	Rental units rehabilitated: 10 Household Housing Unit Homeowner Housing Added: 2 Household Housing Unit Homeowner Housing Rehabilitated: 15 Household Housing Unit

Table 6 – Goals Summary

### Goal Descriptions

1	Goal Name	Increase Affordable Housing Opportunities
	Goal Description	
2	Goal Name	Increase Employment Opportunities
	Goal Description	
3	Goal Name	Increase Services for Low/Moderate Income Persons
	Goal Description	
4	Goal Name	Maintain or Improve Public Facilities
	Goal Description	
5	Goal Name	Emergency Shelter Programs
	Goal Description	

6	<b>Goal Name</b>	Assist Persons with HIV/AIDS
	<b>Goal Description</b>	
7	<b>Goal Name</b>	Provide Housing for the Elderly
	<b>Goal Description</b>	
8	<b>Goal Name</b>	Reduce Homes with Lead-based Paint Hazard
	<b>Goal Description</b>	

**Table 7 – Goal Descriptions**

**Estimate the number of extremely low-income, low-income, and moderate-income families to whom the jurisdiction will provide affordable housing as defined by HOME 91.215(b):**

HOME rental units constructed/rehabilitated: 14 (minimum of 3 very-low income units)

HOME hombuyer units constructed: 4 (all low-income)

HOME down payment assistance provided: 30 first time homebuyers (all low-income)

## AP-35 Projects – 91.220(d)

### Introduction

The development of the Annual Action Plan involved consultation with those agencies involved in delivering housing and housing services within the City of Bridgeport. Meetings and discussions were held between the staff of the City's Housing and Community Development Office and other City Departments, as well as conducting meetings with appropriate housing and social service agencies regarding the housing needs of children, elderly persons, persons with disabilities, homeless persons. Public input was also solicited through public hearings and a web-based survey. All projects selected to receive funding in Program Year 40 meet objectives and goals set by the City of Bridgeport to address housing, economic development and social needs.

#	Project Name
1	Public Service
2	Public Facilities Projects
3	Housing
4	HOME Program Affordable Housing Development
5	HOME Program Administration
6	CDBG Planning and Administration
7	Section 108 Loan Repayment
8	HESG (2014/15)
9	AIDS Project Greater Danbury
10	Catholic Charities
11	Chemical Abuse Services Agency
12	Inspirica
13	Mid-Fairfield AIDS Project, Inc.
14	Recovery Network of Programs
15	Refocus Outreach Ministry
16	HOPWA Administration

**Table 8 – Project Information**

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

## Projects

### AP-38 Projects Summary

#### Project Summary Information

Table 9 – Project Summary

<b>1</b>	<b>Project Name</b>	Public Service
	<b>Target Area</b>	LOW MODERATE INCOME AREAS
	<b>Goals Supported</b>	Increase Employment Opportunities Increase Services for Low/Moderate Income Persons
	<b>Needs Addressed</b>	Economic Development Public Service Programs
	<b>Funding</b>	CDBG: \$423,911
	<b>Description</b>	Project for Public Service Activities PY 40
	<b>Target Date</b>	6/30/0015
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	The City estimates that at least 8,400 low/moderate-income people will be served by its Public Service activities in PY40.
	<b>Location Description</b>	Public service activities will take place City-wide in census tracts qualifying as majority low/moderate-income.
	<b>Planned Activities</b>	Individual activities planned under the "Public Service" project category may be found attached to this Action Plan through the administrative attachment function in the eCon Planning Template.

<b>2</b>	<b>Project Name</b>	Public Facilities Projects
	<b>Target Area</b>	LOW MODERATE INCOME AREAS
	<b>Goals Supported</b>	Maintain or Improve Public Facilities
	<b>Needs Addressed</b>	Public Improvements/Infrastructure Public Facilities
	<b>Funding</b>	CDBG: \$804,327
	<b>Description</b>	Public Facilities Activities for PY 40
	<b>Target Date</b>	6/30/0015
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	The City estimates that a minimum of 5,600 low/moderate-income people will benefit from the proposed PY40 Public Facilities activities.
	<b>Location Description</b>	Project are to occur City-wide in low/moderate-income census tracts.
	<b>Planned Activities</b>	Individual activities planned under the "Public Facilities" project category may be found attached to this Action Plan through the administrative attachment function in the eCon Planning Template.
<b>3</b>	<b>Project Name</b>	Housing
	<b>Target Area</b>	CITYWIDE LEAD PREVENTION LOW MODERATE INCOME AREAS
	<b>Goals Supported</b>	Increase Affordable Housing Opportunities Provide Housing for the Elderly Reduce Homes with Lead-based Paint Hazard
	<b>Needs Addressed</b>	Rental Acquisition and Rehabilitation; New Rental Home Owner Repair Fair Housing

	<b>Funding</b>	CDBG: \$362,000
	<b>Description</b>	Housing Activities for PY 40
	<b>Target Date</b>	6/30/0015
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	It is estimated that 60 units of housing will be rehabilitated for the benefit of low/moderate-income residents throughout PY40.
	<b>Location Description</b>	Specific housing activities are planned/proposed at two sites - Alpha Community Services and Townhouse Commons. Broader, City-wide housing activities will occur as needed through the Bridgeport Lead Free Families and Homeowner Rehabilitation Programs.
	<b>Planned Activities</b>	Individual activities planned under the "Housing" project category may be found attached to this Action Plan through the administrative attachment function in the eCon Planning Template.
<b>4</b>	<b>Project Name</b>	HOME Program Affordable Housing Development
	<b>Target Area</b>	LOW MODERATE INCOME AREAS
	<b>Goals Supported</b>	Increase Affordable Housing Opportunities Provide Housing for the Elderly Reduce Homes with Lead-based Paint Hazard
	<b>Needs Addressed</b>	Rental Acquisition and Rehabilitation; New Rental Homeowner Loan Program Fair Housing
	<b>Funding</b>	HOME: \$793,307
	<b>Description</b>	Affordable housing development through HOME funds. Money to be applied to rental housing construction/rehabilitation and the First Time Homebuyer Down Payment and Closing Cost Assistance Program. HOME funds will also support new homeowner unit construction pending project location, other funding sources and HOME availability at time of application.

	<b>Target Date</b>	6/30/0015
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	The City estimates using PY40 HOME funds to subsidize the construction of ten (10) units of affordable rental housing, and assist ten (10) low-income homebuyers via the First Time Homebuyer Down Payment and Closing Cost Assistance Program.
	<b>Location Description</b>	Funds will be matched up with projects and prospective homebuyers throughout the year and will be eligible for use City-wide in PY40.
	<b>Planned Activities</b>	<p>The City estimates using PY40 HOME funds to subsidize the construction of ten (10) units of affordable rental housing, and assist ten (10) low-income homebuyers via the First Time Homebuyer Down Payment and Closing Cost Assistance Program.</p> <p>The City will reserve fifteen percent (15%) of its Program Year 40 HOME funding allocation, or \$132,217.80, for housing to be developed, sponsored, or owned by a community housing development organization (CHDO).</p>
<b>5</b>	<b>Project Name</b>	HOME Program Administration
	<b>Target Area</b>	LOW MODERATE INCOME AREAS
	<b>Goals Supported</b>	Increase Affordable Housing Opportunities
	<b>Needs Addressed</b>	Rental Acquisition and Rehabilitation; New Rental Homeowner Loan Program
	<b>Funding</b>	HOME: \$88,145
	<b>Description</b>	Department of Housing and Community Development administration costs related to carrying out HOME Program activities in Program Year 40.
	<b>Target Date</b>	6/30/0015

	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	
	<b>Location Description</b>	
	<b>Planned Activities</b>	Ten percent (10%) of the total HOME Program award for PY40 will be used to support the salary and administrative costs for one employee to manage the HOME Program in PY40.
<b>6</b>	<b>Project Name</b>	CDBG Planning and Administration
	<b>Target Area</b>	LOW MODERATE INCOME AREAS
	<b>Goals Supported</b>	Increase Services for Low/Moderate Income Persons
	<b>Needs Addressed</b>	Public Service Programs
	<b>Funding</b>	CDBG: \$565,215
	<b>Description</b>	Planning and Administration Activities for PY 40
	<b>Target Date</b>	6/30/0015
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	
	<b>Location Description</b>	
	<b>Planned Activities</b>	The City intends to use twenty percent (20%) of its CDBG allocation in PY40 to support staff salaries and other costs associated with administering the CDBG Program.
<b>7</b>	<b>Project Name</b>	Section 108 Loan Repayment
	<b>Target Area</b>	LOW MODERATE INCOME AREAS
	<b>Goals Supported</b>	Increase Services for Low/Moderate Income Persons

	<b>Needs Addressed</b>	Public Service Programs
	<b>Funding</b>	CDBG: \$670,626
	<b>Description</b>	Section 108 Loan Repayment Activities for PY 40
	<b>Target Date</b>	6/30/0015
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	
	<b>Location Description</b>	
	<b>Planned Activities</b>	
<b>8</b>	<b>Project Name</b>	HESG (2014/15)
	<b>Target Area</b>	LOW MODERATE INCOME AREAS
	<b>Goals Supported</b>	Emergency Shelter Programs
	<b>Needs Addressed</b>	Homeless Activities Rental Assistance
	<b>Funding</b>	ESG: \$241,205
	<b>Description</b>	Administer HESG and sub-recipient awards during PY40.
	<b>Target Date</b>	6/30/0015
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	
	<b>Location Description</b>	

	<b>Planned Activities</b>	The City will use seven and one half percent (7.5%), or \$18,090, of its Program Year 40 ESG funding allocation for the administration of the ESG Program.
<b>9</b>	<b>Project Name</b>	AIDS Project Greater Danbury
	<b>Target Area</b>	LOW MODERATE INCOME AREAS
	<b>Goals Supported</b>	Assist Persons with HIV/AIDS
	<b>Needs Addressed</b>	Rental Assistance
	<b>Funding</b>	HOPWA: \$73,003
	<b>Description</b>	Partial rent payment and scattered site housing for individuals with HIV/AIDS
	<b>Target Date</b>	6/30/0015
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	It is estimated that eight people will benefit from this project during PY40.
	<b>Location Description</b>	
	<b>Planned Activities</b>	
<b>10</b>	<b>Project Name</b>	Catholic Charities
	<b>Target Area</b>	LOW MODERATE INCOME AREAS
	<b>Goals Supported</b>	Assist Persons with HIV/AIDS
	<b>Needs Addressed</b>	Rental Assistance
	<b>Funding</b>	HOPWA: \$146,016
	<b>Description</b>	Housing assistance and related services
	<b>Target Date</b>	6/30/0015

	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	It is estimated that twelve people will benefit from this project during PY40.
	<b>Location Description</b>	
	<b>Planned Activities</b>	
<b>11</b>	<b>Project Name</b>	Chemical Abuse Services Agency
	<b>Target Area</b>	LOW MODERATE INCOME AREAS
	<b>Goals Supported</b>	Assist Persons with HIV/AIDS
	<b>Needs Addressed</b>	Rental Assistance
	<b>Funding</b>	HOPWA: \$111,218
	<b>Description</b>	Noble House support services.
	<b>Target Date</b>	6/30/0015
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	It is estimated that eight people will benefit from this project during PY40.
	<b>Location Description</b>	
	<b>Planned Activities</b>	
<b>12</b>	<b>Project Name</b>	Inspirica
	<b>Target Area</b>	LOW MODERATE INCOME AREAS
	<b>Goals Supported</b>	Assist Persons with HIV/AIDS
	<b>Needs Addressed</b>	Rental Assistance

	<b>Funding</b>	HOPWA: \$150,003
	<b>Description</b>	Rental assistance and scattered site housing.
	<b>Target Date</b>	6/30/0015
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	It is estimated that eight people will benefit from this project during PY40.
	<b>Location Description</b>	
	<b>Planned Activities</b>	
<b>13</b>	<b>Project Name</b>	Mid-Fairfield AIDS Project, Inc.
	<b>Target Area</b>	LOW MODERATE INCOME AREAS
	<b>Goals Supported</b>	Assist Persons with HIV/AIDS
	<b>Needs Addressed</b>	Rental Assistance
	<b>Funding</b>	HOPWA: \$130,788
	<b>Description</b>	Rent subsidies and case management.
	<b>Target Date</b>	6/30/0015
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	It is estimated that twelve people will benefit from this project during PY40.
	<b>Location Description</b>	
	<b>Planned Activities</b>	
<b>14</b>	<b>Project Name</b>	Recovery Network of Programs

	<b>Target Area</b>	LOW MODERATE INCOME AREAS
	<b>Goals Supported</b>	Assist Persons with HIV/AIDS
	<b>Needs Addressed</b>	Rental Assistance
	<b>Funding</b>	HOPWA: \$95,003
	<b>Description</b>	Housing, rental assistance and support services.
	<b>Target Date</b>	6/30/0015
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	It is estimated that six people will benefit from this project during PY40.
	<b>Location Description</b>	
	<b>Planned Activities</b>	
<b>15</b>	<b>Project Name</b>	Refocus Outreach Ministry
	<b>Target Area</b>	LOW MODERATE INCOME AREAS
	<b>Goals Supported</b>	Assist Persons with HIV/AIDS
	<b>Needs Addressed</b>	Rental Assistance
	<b>Funding</b>	HOPWA: \$73,003
	<b>Description</b>	Housing and support services.
	<b>Target Date</b>	6/30/0015
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	It is estimated that six people will benefit from this project during PY40.

	<b>Location Description</b>	
	<b>Planned Activities</b>	
<b>16</b>	<b>Project Name</b>	HOPWA Administration
	<b>Target Area</b>	LOW MODERATE INCOME AREAS
	<b>Goals Supported</b>	Assist Persons with HIV/AIDS
	<b>Needs Addressed</b>	Rental Assistance
	<b>Funding</b>	HOPWA: \$24,093
	<b>Description</b>	Department of Housing and Community Development administrative funds for managing HOPWA in Program Year 40.
	<b>Target Date</b>	6/30/0015
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	
	<b>Location Description</b>	
	<b>Planned Activities</b>	

## **AP-50 Geographic Distribution – 91.220(f)**

### **Description of the geographic areas of the entitlement (including areas of low-income and minority concentration) where assistance will be directed**

The target neighborhoods are in the low- and moderate-income Census Tracts throughout Bridgeport, especially those with the highest rates of poverty and crime, the poorest school performance ratings, and poorest housing characteristics as identified by the University of Connecticut’s Connecticut Center for Economic Analysis (CCEA) study. These neighborhoods with the highest concentrations of economically distressed families and minority populations are: Boston Avenue/Mill Hill; Downtown; East End; East Side; Enterprise Zone; the Hollow, South End and West Side/West End.

### **Geographic Distribution**

<b>Target Area</b>	<b>Percentage of Funds</b>

**Table 10 - Geographic Distribution**

### **Rationale for the priorities for allocating investments geographically**

The need in Bridgeport for all forms of assistance (public facilities, affordable housing, lead prevention/remediation, economic development, etc.) is great enough that no one area can be targeted for the investment of HUD grant funds. The City will work closely with the public through civic leaders and Neighborhood Revitalization Zone leadership to determine priority needs within the targeted neighborhoods.

### **Discussion**

# Affordable Housing

## AP-55 Affordable Housing – 91.220(g)

### Introduction

Due to its large population, lack of taxable commercial/industrial base, decades of disinvestment and relatively small developable land supply, the City of Bridgeport is faced with a high residential tax burden. Residential taxes are proportionately higher than those of other municipalities in the region, but current economic realities necessitate a higher tax rate in order to provide needed services to the citizens of Bridgeport.

Despite higher residential taxes, homeownership in Bridgeport is still very achievable for low-income residents due to an average sale price that is well below that of surrounding communities/suburbs. The City is also supportive of new affordable housing development, and has negotiated tax deals and Payments in Lieu of Taxes to make affordable housing development financially viable for interested developers. The Office of Planning and Economic Development is continually looking to improve and evaluate existing zoning and land use codes so that mixed-use and denser developments may be constructed where appropriate.

The Department of Housing and Community Development continues to seek, and provide technical assistance to, developers, property owners and service providers who are interested in providing/preserving affordable housing through CDBG, HOME, ESG and HOPWA funding.

One Year Goals for the Number of Households to be Supported	
Homeless	600
Non-Homeless	65
Special-Needs	45
Total	710

**Table 11 - One Year Goals for Affordable Housing by Support Requirement**

One Year Goals for the Number of Households Supported Through	
Rental Assistance	175
The Production of New Units	14
Rehab of Existing Units	24
Acquisition of Existing Units	0
Total	213

**Table 12 - One Year Goals for Affordable Housing by Support Type**

## Discussion

## **AP-60 Public Housing – 91.220(h)**

### **Introduction**

The Housing Authority of the City of Bridgeport (HACB) is an independent organization that works in cooperation with the City on programs for low-income households. HACB is committed to providing quality, affordable housing and services to the City's low-, very low- and extremely low-income households in a safe environment.

A complete statement of the HACB goals, objectives and strategies is presented in the organization's current Five-Year Plan and their 2014 Annual Plan.

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

HACB is addressing the restoration and revitalization needs of its properties in a comprehensive fashion. The HACB provided energy savings and related resident job opportunities through the creation of its Energy Performance Contract (EPC). At the same time the HACB Continues to monitor progress on the comprehensive Physical Needs Assessment completed in 2009.

HACB has implemented a plan to address the provisions of the Voluntary Compliance Agreement, while simultaneously addressing deferred maintenance concerns and reducing unit vacancies, and has developed a comprehensive strategy and set of objectives to improve the living environment of its residents. Goals for 2014 include:

- Expand and Sustain the Supply of Housing of Choice
- Improved the Quality and Safety of the Living Environment
- Improve the Energy Efficiency of the Living Environment
- Promote Household Self-Sufficiency and Asset Development
- Promote Equal Opportunity and Affirmatively Further Fair Housing
- Improve and Deliver Quality Customer Service
- Become a "High Performing" Agency by Improving Operations in All Areas
- Develop Business Opportunities to Increase Non-federal Funds
- Encourage Greater Resident Involvement in HACB Planning and Operations

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

The City supports the Bridgeport Housing Authority's efforts to involve residents in management and homeownership, but does not have the resources necessary to assist in these programs. Pursuant to its Annual Plan, HACB intends to encourage public housing resident participation through the following strategies:

Objective 1: Improve resident relations with the Resident Advisory Board (RAB). The Executive Director will meet monthly with the RAB members to discuss and share information regarding the state of the housing authority, Board agenda items and planning and development objectives.

Objective 2: Assist local councils to operate efficiently and effectively and provide technical assistance to become better board members or send council members to resident training activities conducted by other housing organizations.

Objective 3: Encourage residents to participate in at least three (3) local council meetings and one (1) RAB meeting. Council and RAB meetings are integrated into HACB's self-sufficiency program.

Objective 4: Ensure RAB and council members attend the Board of Commissioner meetings by providing transportation to and from Board meetings.

Objective 5: Continue the operation of after-school programs for the benefit of LIPH resident children and families at all family complexes.

Objective 6: Support resident programs occurring at development sites by providing free space and utilities when available.

Objective 7: Support other resident initiatives that provide programs and services to the youths of HACB, including existing City-sponsored programs and making applications to participate in additional programs, such as Family Unification as well as other State, City, and local agency initiatives.

Objective 8: Work with Housing Choice Voucher tenants to form a Tenant Association and have HCV Tenant Association represented on the HACB Board of Commissioners.

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

Not applicable.

## **Discussion**

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

### **Introduction**

The City's strategy for implementing its homelessness program is to take a multi-pronged approach, focusing first on the prevention of homelessness and second on the provision of emergency services and homeless persons and families. The City intends to work closely with the local Continuum of Care/Greater Bridgeport Opening Doors to administer programs and coordinate data/outreach.

### **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**

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 Emergency Shelter Grant funds which provide stability to those that are transitioning from a shelter to their own apartment; energy assistance; meals; food staples; and counseling. Other actions to help homeless persons transition to permanent housing and independent living through the Continuum of Care are:

- Supportive housing programs that provide housing units and congregate living units which include supportive services.
- Shelter Plus Care Program provides grants for rental assistance for homeless individuals and families with disabilities through four components: Tenant , sponsor, and Single Room Occupancy (SRO) rental assistance
- Single Room Occupancy provides rental assistance to homeless individuals in connection with moderate rehabilitation in SRO units.
- The Housing Opportunities for Persons with AIDS (HOPWA) provides individuals and families with permanent housing with supportive services that have been diagnosed with HIV/AIDS.

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

Current actions taken to address emergency shelter and transitional housing needs are:

- Through the Standards and Evaluation committee, assess the capacity of area shelter and transitional housing programs to conform to rapid Re-housing and Housing First strategies specified in the plan.
- Provide evaluation of transitional housing programs in the region.
- Continue to add rigor to HUD program evaluation process. Provide training to programs in preparation for evaluations.

- Join with coalition of Ten Year Plan Municipalities to advocate for improved Discharge Planning protocols.
- Work with City of Bridgeport to complete listing of available buildings for development as permanent supportive housing.
- Focus the work of the Housing Committee on educating potential development partners regarding opportunities to create affordable and supportive housing, “match-making” between potential development and service teams, information sharing regarding traditional and non-traditional funding opportunities and advocacy on a local and state level for inclusionary zoning and fast track development.
- Create and implement a wrap-around service model to be provided to supportive housing tenants of units which are to be made available by the Bridgeport Housing Authority.
- Combine Safety net, Employment and Income and Consumer Forum into one committee with both ad-hoc and on-going subcommittee’s work on specific projects and areas of concern.
- Formalize communication with Behavioral Health Subcommittee.
- Organize Project Homeless Connect service fair in coordination with U.S. Interagency Council on Homelessness.

**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**

Emergency Shelter Grant funds have been used to alleviate homelessness by the following:

1. Providing transitional housing for pregnant teen and women and children of domestic violence; social services to homeless or at risk of becoming homeless;
2. Providing utility payments to individuals and families who received shut off notices;
3. Rent and mortgage assistance for individuals and families that have received an eviction notice or those persons leaving the area shelter and prison and transitioning into permanent housing;
4. Food provisions and nutrition guidance to individuals and families; and
5. Furniture purchased for the emergency shelter.

The City of Bridgeport, the United Way of Coastal Fairfield County and the Continuum of Care continue to work cohesively to meet, coordinate and identify the needs of special needs population. The group has also provided transitional housing for men and women battling with substance abuse and mental health issues. City employees and area service agencies serve on the “Ten Year Plan to End Homelessness” by 2015.

**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.**

As described above, the City has undertaken significant efforts to help extremely low-income households, and other “at risk” persons from becoming homeless. The Emergency Shelter Grant is designed to be the first step in a continuum of assistance to prevent homelessness and to enable homeless individuals and families to move forward toward independent living. A number of the programs and projects were funded in the program year addressed the “high” priority assignment of reducing homelessness and the threat of homelessness. This included the allocation of ESG funds to emergency shelters within the city, the current allocation of HOPWA funds to providers throughout the Bridgeport EMSA and the allocation of CDBG funds to a variety of programs that support the Greater Bridgeport Continuum of Care.

Also, as described elsewhere, the City is working very hard to implement and improve the Discharge Coordination policy. Housing and support services will be coordinated and accessible for those being discharged from hospitals, prisons, and residential care facilities, eliminating the need for discharge into shelters and homelessness. The following are the specific measures and actions now in place:

**Measures:**

1. Implementation of zero tolerance policy by all local institutions for discharge into homeless shelter or homelessness.
2. Reduction in number of individuals and families entering homeless service system who self disclose hospital, residential healthcare facility, or prison as last address.

**Actions:**

1. Add standards of service for discharge planning to system-wide standards for caregivers who serve the homeless in institutions.
1. Establish additional supportive housing units for youth aging out of foster care system; units to be funded by the CT Department of Children and Families.
1. Create housing specialist position to work in hospitals, prisons and courts.

1. Establish pilot project to provide supportive services to inmates at risk of homelessness utilizing funding from the Department of Corrections.

## **Discussion**

**AP-70 HOPWA Goals – 91.220 (I)(3)**

<b>One year goals for the number of households to be provided housing through the use of HOPWA for:</b>	
Short-term rent, mortgage, and utility assistance to prevent homelessness of the individual or family	125
Tenant-based rental assistance	10
Units provided in permanent housing facilities developed, leased, or operated with HOPWA funds	6
Units provided in transitional short-term housing facilities developed, leased, or operated with HOPWA funds	0
Total	141

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

### **Introduction**

Due to its large population, lack of taxable commercial/industrial base, decades of disinvestment and relatively small developable land supply, the City of Bridgeport is faced with a high residential tax burden. Residential taxes are proportionately higher than those of other municipalities in the region, but current economic realities necessitate a higher tax rate in order to provide needed services to the citizens of Bridgeport.

Decent, safe, affordable rental housing is also difficult to come by, given the City's aging housing stock and generally high rental housing costs in the region. The National Low Income Housing Coalition's 2014 "Out of Reach" report found that in order to pay fair market rent for a two-bedroom apartment in Connecticut, a household must earn a housing wage of at least \$23.02.

A recent study by the Haas Institute found that Bridgeport is one the top ten cities in the United States hit hardest by the mortgage crisis and recession of 2008-2009. 42% of Bridgeport homeowners were in homes that were worth less than their outstanding mortgage as of December 2013. The ability to stay in one's home is a critical barrier to housing affordability in the City.

Despite higher residential taxes, homeownership in Bridgeport is still very achievable for low-income residents due to an average sale price that is well below that of surrounding communities/suburbs. The City is also supportive of new affordable housing development, and has negotiated tax deals and Payments in Lieu of Taxes to make affordable housing development financially viable for interested developers. The Office of Planning and Economic Development is continually looking to improve and evaluate existing zoning and land use codes so that mixed-use and denser developments may be constructed where appropriate.

The Department of Housing and Community Development continues to seek, and provide technical assistance to, developers, property owners and service providers who are interested in providing/preserving affordable housing through CDBG, HOME, ESG and HOPWA funding.

**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**

### **Discussion**

## **AP-85 Other Actions – 91.220(k)**

### **Introduction**

The City has a number of programs in place to address non-housing, CDBG-eligible community needs, including façade improvements, neighborhood beautifications, park improvements and services for youth, seniors, veterans and those battling addiction.

### **Actions planned to address obstacles to meeting underserved needs**

The greatest challenge to meeting underserved needs in the coming year will be meeting the increased need for program activities with a decreased amount of funding. To overcome this significant challenge the City will work more efficiently, seek a greater level of collaboration with other agencies and organizations, and aggressively seek opportunities to leverage funds. The City will rely on input it received throughout the planning process, including requests for youth services/programming and better coordination between different CDBG programs/activities to produce bigger "impact" projects that highlight CDBG/HOME/ESG/HOPWA funding partnered with private/community investment. Additional actions planned to address underserved needs are located in the "Projects" section of this plan (AP-35).

### **Actions planned to foster and maintain affordable housing**

Because so many of the City's residents are renters, because so much of the building stock is older, and because rents are so high relative to incomes, the City places great emphasis upon seeing that decent, safe affordable rental housing is available for low-income residents to the extent possible. The City also believes that rehabilitation of both rental and owner housing units is a high priority, as these efforts keep people in affordable housing and, especially for extremely low-income and elderly homeowners may serve to prevent homelessness. Similarly, Homeless activities, ranging from providing emergency shelter to preventing homelessness receive a High priority. Thus, the City will focus on multiple efforts including rental assistance, rental acquisition and rehabilitation, new rental construction, as well as homeowner repair to provide affordable housing and in many instances prevent homelessness.

Similarly, homeless activities, ranging from providing emergency shelter to preventing homelessness receive a High priority. Thus, the City will focus on multiple efforts including rental assistance, rental acquisition and rehabilitation, new rental construction, as well as homeowner repair to provide affordable housing and in many instances prevent homelessness.

### **Actions planned to reduce lead-based paint hazards**

The partnership with Bridgeport Lead Free Families (BLFF) is an excellent example of developing a local coalition that works to mobilize support and leverage resources for the purpose of preventing lead poisoning. This program is an intervention and preventive program aimed to reduce lead hazards for

low and very low-income children age 6 and under in targeted neighborhoods throughout the City. Community outreach, widespread lead screenings, education to families and their landlords, risk assessment, and low-cost interim controls and abatement plans are used in eligible households in accordance with the HUD Lead-Safe Housing Rule. The program has targeted five (6) neighborhoods with high poverty rates, increased incidence of lead poisoning, and a majority of housing stock built prior to 1980.

This work will continue in the coming year and the City has recently been awarded an additional three-year grant to further the lead prevention/abatement program.

### **Actions planned to reduce the number of poverty-level families**

The City's anti-poverty strategy is part of a coordinated effort to create jobs and improve the local economy. The creation of economic opportunities is not an isolated solution to alleviating poverty, and the City also works with community partners to identify educational, life skills and training needs and provide opportunities for self-empowerment that will enable low- and moderate-income residents to become and continue to be self-sufficient and economically independent. These programs have an immediate impact on primary needs of the low-income population and the causes of poverty. CDBG provides the core funding for critical basic needs including health, childcare, housing, and transportation.

### **Actions planned to develop institutional structure**

A recent reorganization of the Department of Housing and Community Development has aligned management more closely with the City's Office of Planning and Economic Development. This will allow for better integration of planned housing and economic development projects, and will allow the impact of HUD entitlement funds covered in this plan to be more noticeable and effective in the community.

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

The City maintains a close relationship with State and regional organizations that provide assistance to low and moderate income persons as well as the homeless.

Various county agencies, not-for-profit organizations, and service providers engaged in a consultative process to develop this Action Plan. The Department of Housing and Community Development has established procedures to ensure coordination with the relevant municipal Departments.

The City has worked closely with local non-profit organizations to actively encourage housing programs for low- and moderate-income persons. Also, the Department of Housing and Community Development maintains a positive relationship with the builders, developers, and financial institutions in the County and the region. This collaborative approach has assisted in the creation of affordable housing projects.

Inadequacies in the institutional structure are primarily related to the lack of adequate funding to address local needs.

## **Discussion**

## Program Specific Requirements

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

#### Introduction

The following sections address the City's actions, programs and policies to meet program specific requirements for the CDBG, HOME, ESG, and HOPWA programs.

#### Community Development Block Grant Program (CDBG)

##### Reference 24 CFR 91.220(I)(1)

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

1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed	17,001
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
<b>Total Program Income:</b>	<b>17,001</b>

#### 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.	100.00%

**HOME Investment Partnership Program (HOME)**  
**Reference 24 CFR 91.220(l)(2)**

1. A description of other forms of investment being used beyond those identified in Section 92.205 is as follows:

Not applicable.

2. A description of the guidelines that will be used for resale or recapture of HOME funds when used for homebuyer activities as required in 92.254, is as follows:

*The City of Bridgeport's HOME Program Resale/Recapture Policies and Procedures may be found in their entirety appended to this document as "ATTACHMENT 4" in the "Grantee Unique Appendices" section.*

3. A description of the guidelines for resale or recapture that ensures the affordability of units acquired with HOME funds? See 24 CFR 92.254(a)(4) are as follows:

*The City of Bridgeport's HOME Program Resale/Recapture Policies and Procedures may be found in their entirety appended to this document as "ATTACHMENT 4" in the "Grantee Unique Appendices" section.*

4. Plans for using HOME funds to refinance existing debt secured by multifamily housing that is rehabilitated with HOME funds along with a description of the refinancing guidelines required that will be used under 24 CFR 92.206(b), are as follows:

Not applicable.

**Emergency Solutions Grant (ESG)**  
**Reference 91.220(l)(4)**

1. Include written standards for providing ESG assistance (may include as attachment)

Please see "Discussion" below in this section.

2. If the Continuum of Care has established centralized or coordinated assessment system that meets HUD requirements, describe that centralized or coordinated assessment system.

This Continuum of Care, in collaboration with the City, is in the process of creating a centralized coordinated assessment system. Ongoing work is occurring in an effort to promote collaboration among providers; honor client choice with respect to geography and services need; improve

efficiency, communication, and knowledge of resources; and incorporate provider choice in enrollment decisions. This will allow the City to establish standard, consistent eligibility criteria and priorities within eligibility requirements limited to those required by funding sources (and no additional requirements that are not required by funders) in order to accommodate as many people as possible.

3. Identify the process for making sub-awards and describe how the ESG allocation available to private nonprofit organizations (including community and faith-based organizations).

The ESG allocation process begins with the application for funding that the Department of Housing and Community Development makes publically available between the months of December and January after determining the level of funding to be expected in the coming Program Year. Applications are due thirty days from the date that their availability is public noticed. After submission to the City, applications are reviewed internally by a panel of Housing and Community Development staff. After review, the Department of Housing and Community Development makes determinations as to which applications are eligible for funding under the ESG regulations. ESG applications are also reviewed by a panel selected by the Continuum of Care to determine both eligibility and strength of proposal. Public hearing sessions for all applicants follow, at which applicants present their proposals to the Citizen’s Union Committee and Economic and Community Development and Environment (ECDE) Committee of the Bridgeport City Council. Both of these bodies make funding recommendations to the City Council. The City Council makes final funding decisions approximately 45 days prior to the beginning of the Program Year.

4. If the jurisdiction is unable to meet the homeless participation requirement in 24 CFR 576.405(a), the jurisdiction must specify its plan for reaching out to and consulting with homeless or formerly homeless individuals in considering policies and funding decisions regarding facilities and services funded under ESG.

The City will collaborate with the Continuum of Care in order to meet the homeless participation requirement in 24 CFR 576.405(a), as many of the agencies have staff or volunteers that will meet this requirement.

5. Describe performance standards for evaluating ESG.

Copies of the ESG applications are provided to the co-chairs of the Greater Bridgeport Opening Doors Continuum of Care. A review committee is formed by the Continuum in order to review the applications under the ESG standards, and applications are scored using the following criteria on a 90 point scale:

- Quality of Program Design (20 points)
- Linkages (15 points)
- Organizational Cap./Experience (25 points)

- Accuracy of Budgets (10 Points)
- Readiness (10 points)
- Outcome Measures (10 points)

**Discussion**

**ESG Policies and Procedures**

**POLICIES AND PROCEDURES FOR THE EMERGENCY SOLUTIONS GRANT (ESG)**

The City has a complete policy and procedures statement on this topic. However, since it is too large to insert in this template, we include the first elements here. The full document is available upon request.

**Notice of Funding Availability and Process Schedule**

The Department of Housing and Community Development (the “Department”) of the City of Bridgeport receives funding from the U.S. Department of Housing and Urban Development (“HUD”) to manage the Emergency Solutions Grant (“ESG”).

Upon notice of grant award funding availability for ESG, public notice of funding and application availability is made through advertisement(s) published in the *Connecticut Post* or another newspaper distributed in the City of Bridgeport. The funds under this program are intended to target two populations of persons facing homelessness: 1). Families and individuals who are currently in housing but at risk of homelessness and need temporary assistance to prevent them from becoming homeless, and 2). Families and individuals who are experiencing homelessness (residing in shelters or on the streets and need temporary assistance to obtain and retain their housing (rapid re-housing).

The Department offers a minimum of four (4) technical assistance sessions prior to the application due date, at which potential applicants may work with Department staff to ensure that their application complies with City and HUD requirements. Applications must be returned to the Department no later than thirty (30) days after availability is noticed in the newspaper. Applications will be accepted, reviewed and evaluated based on the criteria below.

## Attachments

Citizen Participation Comments

# CONNECTICUT POST

410 State Street • Bridgeport, CT 06604

CITY BEH. COMMUNITY DEV.  
999 BROAD STREET  
BRIDGEPORT CT 06604

CONNECTICUT POST  
CERTIFICATE OF PUBLICATION

This is to certify that the attached advertisement was published in the Connecticut Post newspaper as stated below.

*[Handwritten Signature]*  
-----  
(Advertising Representative)

Subscribed and sworn to before me, on this 21st day of March, A.D. 2014

*[Handwritten Signature]*  
-----

Notary Public  
State Commission Expires 1/31/2018

PO Number

Amount  
\$1,318.84

Publication  
Connecticut Post

Ad Number  
0001987366-01

Publication Schedule  
3/20/2014

Ad Caption  
Ad Content Is FPS Creator Ma

RECEIVED  
COMMUNITY DEVL. AGENCY  
2014 MAR 27 AM 9:16

City of Bridgeport Proposed Annual Action Plan for Program Year 40 CDBG, HESG, HOME and HOPWA Programs			
The City of Bridgeport is required to prepare and submit to the U.S. Department of Housing and Urban Development (HUD) its Annual Action Plan for the CDBG, HESG, HOME and HOPWA Programs. The primary objectives of the CDBG Program are to provide decent housing, a suitable living environment and to expand economic opportunities principally for persons of low to moderate income. The City must give maximum feasible priority to those activities that will meet these objectives and no less than 70% of the City's activities must benefit low- and moderate-income persons. The City has estimated that 90% of its programs will benefit low- and moderate-income persons.	CDBG Social Services - Anti-Smoking Support	\$17,000	Ralph-a-Taylor Facility Upgrades
	CDBG Social Services - C-ONE Program Swaps	\$6,000	Recovery Network of Programs - Sewer Jct
	CDBG Social Services - Utility Shut-Off Prevention	\$6,000	St. Mark's Daycare - Interior Renovations
	Downtown Cabaret Theater	\$6,850	Public Facilities Total
	FSW, Inc. Work Skills Training	\$6,475	
	Greater Bridgeport Area Pregnancy Prevention, MI Case	\$8,000	<b>Housing</b>
	Groundwork Bridgeport - Mayor's Conservation Corps	\$48,800	Alpha Community Services - Families In Transition
	Hal Neighborhood House - Senior Program	\$42,000	CBD OPED/HCD Housing Delivery Costs
	Libertarian - Drug Treatment Advocates	\$6,000	Cbd OPENING Homeowner Rehab
	MCG Agency Center - Youth Programming	\$6,100	Cbd Lead-Free Family Match
	Mission of Peace - Foreclosure Prevention	\$6,375	The Kennedy Center - Buscan Court
	Neighborhood Studios - Conservatory Program	\$6,000	Wynfield Avenue Curio Comp. as Rehab
	Neighborhood Studios - Saturday Studios	\$6,000	Housing Total
	North End Community Council (NECC) Youth and Senior	\$17,000	
	Ralph-a-Taylor Community Center	\$6,500	<b>Economic Development</b>
	RYASAP - MYO AmeriCorps	\$6,500	Community Capital - Small Business Loan Fund
	Sindo Cell Outreach Program	\$6,000	Economic Development Total
	UCONN Cooperative CES 4-H Curiale	\$6,100	
	The Villages Initiative	\$6,500	<b>Planning and Administration</b>
	Public Service Total	\$447,363	Cbd OPED/ONR Upper East Side Planning for NEP
			Cbd OPED/HCD CDBG Administration
			Total Planning & Administration
			<b>Section 108 Loan Repayment</b>
			Section 108 Loan Repayment
			Total CDBG
			<b>Homeless Emergency Solutions Grant</b>
			ABCD Inc. Emergency Energy Assistance
			ABCD Inc. Emergency Rental Assistance
			Alpha Community Services - Families In Transition
			Bridgeport Tenants' Aid
			Cbd SE Emergency Rental Assistance
			Connecticut Coalition to End Homelessness (CCEH)
			Healing Tree Economic Development Kick Party
			Helping Hands Street Outreach
			Provision Families - Breakfast Cafe
			St. John's Family Center Outreach
			United Way of Coastal Fairfield County - 3PT Rapid Rehousing
			WHSR Administration
			Total - HESG
			<b>HOPWA</b>
			ABDS Project Greater Renters
			Catholic Charities - Rental Assistance
			Chemical Abuse Services Agency (CASA)
			Aspirica - Housing
			Mid Fairfield AIDS Project, Inc.
			Recovery Network of Programs
			Refocus Outreach Ministry
			HOPWA Administration
			Total HOPWA
			<b>HOME Program</b>
			Affordable Housing Development
			HOME Administration (10% of allocation)
			Total HOME

## **ATTACHMENT 1**

### **AFFIRMATIVE MARKETING OF HOME UNITS**

## **AFFIRMATIVE MARKETING OF HOME PROGRAM HOUSING UNITS**

### **I. PURPOSE**

To ensure that all households have fair and equal access to housing in the City of Bridgeport that has been assisted with City HOME Program funding, and that all tenants are treated fairly and equitably.

### **II. POLICY**

1. The City shall inform owners, property managers, members of the public and potential applicants of its affirmative marketing policies.
2. All owners of HOME-assisted rental housing in the City of Bridgeport, either personally and/or through their property manager(s), must provide the Department of Housing and Community Development with a written marketing plan inclusive of the following:
  - i. Radio, newspaper, internet and/or direct mail advertising to inform the public and potential tenants about the availability of HOME-assisted housing.
  - ii. Records to be retained by the owner documenting steps taken to affirmatively market HOME-assisted units.
3. The City, through its Department of Housing and Community Development, is to assess the results of individual affirmative marketing efforts. If affirmative marketing is not having the desired impact, procedures are to be revised so that access to HOME-assisted housing is improved.
4. The City is to maintain records evidencing affirmative marketing outreach efforts undertaken by the owner/property manager of the HOME-assisted development. The City will preserve these records through the end of the affordability period. All documentation of affirmative marketing outreach is to be provided by the owner to the City in a timely manner.

### III. PROCEDURE

1. The City will provide to all property owners and managers under contract to construct/rehabilitate HOME-assisted rental housing a copy of its affirmative marketing policies and procedures.
  
2. Affirmative marketing outreach shall include, at a minimum, the following strategies:
  - i. Owner/property manager shall prepare fliers in both English and Spanish to be distributed to the following Bridgeport agencies that serve minority and low-income individuals and families City-wide:
    - a. **ABCD** at 1070 Park Avenue, Bridgeport, CT;
    - b. **Mission of Peace** at 2310 Main Street, 3<sup>rd</sup> Floor, Bridgeport, CT;
    - c. **Bridgeport Neighborhood Trust, Inc.** at 240 Fairfield Avenue, Bridgeport, CT; and
    - d. **Hall Neighborhood House, Inc.** at 52 George E. Pipkins Way, Bridgeport, CT.
  
  - ii. Written advertisements in both English and Spanish to be noticed in one or more of the following newspapers:
    - a. *African-American Point of View*;
    - b. *Inner City News*;
    - c. *Tribuna*; and
    - d. *La Voz*.
  
  - iii. Advertisements prepare for radio broadcast on the following radio stations:
    - a. **WICC** Radio 600AM; and
    - b. **WCUM** 1450AM.
  
  - iv. Web-based marketing that is targeted at/accessible to individuals and households least likely to know about, and apply for, affordable housing funded through the HOME Program.
  
  - v. The Fair Housing logo is to be included in all affirmative marketing outreach
  
3. The above outreach shall be conducted in connection with any additional affirmative marketing the owner/property manager chooses to undertake. Owners/managers are also

encouraged to distribute flyers and other printed advertising at sites frequented by the general public (City Hall, City Hall Annex, libraries, etc.).

4. The owner/property manager is to keep records documenting all affirmative marketing outreach. Copies of flyers, newspaper advertisements and contracts for radio advertising and all other outreach efforts should be provided to the Department of Housing and Community Development, as well as a report detailing the number of advertisements, frequency and date of publication in each media source, number of flyers/direct mailings distributed, etc.

Records must also be kept to provide statistics on the race/ethnicity of applicants for HOME-assisted rental housing. **Information provided on race/ethnicity is strictly voluntary, and applicants cannot be required to submit such information.** Applicant eligibility will in no way be affected by willingness to volunteer race/ethnicity/nationality.

5. Owners of HOME-assisted housing with accessible units must, at a minimum, take the following steps to ensure that available, accessible units are offered first to persons with disabilities who require accessible housing:
  - a. First, offer the unit to a current project occupant who requires accessible features;
  - b. Next, offer the unit to an eligible applicant on the waiting list who requires accessible features; and
  - c. Finally, offer the unit to a non-disabled person on the waiting list for HOME-assisted housing at the project.

The owner/property manager is to provide the City with its procedure for ensuring that disabled individuals have been made aware of the availability of accessible HOME-assisted housing.

6. All affirmative marketing outreach procedures undertaken by owners of HOME-assisted housing are subject to review by the Department of Housing and Community Development. Outreach efforts are subject to the size of the development,

## **ATTACHMENT 2**

# **HOME PROGRAM MONITORING POLICIES AND PROCEDURES**

## HOME PROGRAM MONITORING POLICIES AND PROCEDURES

**Purpose:** The goal of monitoring HOME rental and homeowner projects is to ensure that each project provides decent, safe, and sanitary housing for low-income families for the life of the HOME affordability period. Each HOME rental project must meet the standards of the HOME regulations at 24 CFR 92.252, “Qualification as Affordable Housing: Rental Housing,” and at 24 CFR 92.253, “Tenant and Participant Protections.”

### **Determining Family Income Eligibility in HOME Rental Projects**

Beginning in March 2013, the City elected to use for its HOME rental projects when determining whether a family is income eligible, “annual income”: as defined at 24 CFR 5.609. This is commonly referred to as “Part 5 annual income.” Previously, the City had used adjusted gross income as defined for purposes of reporting under IRS Form 1040 series for individual Federal income tax purposes. The City will require project owner/managers to complete a Part 5 Computation Worksheet (see Attachment 1) as part of the initial tenant income qualification process as well as in any subsequent income recertification.

**Leases:** In accordance with the HOME regulations at 24 CFR 92.253, “Tenant and Participant Protections,” the lease form to be used in a project will be reviewed and approved prior to commitment as part of the commitment process. The HOME Specialist will be responsible for ensuring that all required terms are included and prohibited terms excluded. The leases executed by tenants will be reviewed when monitoring projects for compliance in accordance with the monitoring program outlined below.

The HOME regulation specifies the minimum compliance monitoring activities that the City must undertake:

- **Reporting.** The City requires owners to submit an annual report on rents and occupancy [24 CFR 92.252(f)(2)]. This report provides data to the City on the affordability requirements that limit occupancy to low- and very low-income households and restrict rents to affordable levels.
- **Property Inspections.** The City conducts on-site inspections of assisted properties and units to verify that properties are maintained in standard condition and meet applicable housing quality standards, including lead-based paint notification and ongoing maintenance requirements, if applicable. Property and unit inspections must be done every one to three years, depending on the size of the property [24 CFR 92.504(d)(1)]. Exhibit 1, below, specifies the frequency of required on-site visits. Exhibit 2, below, specifies the minimum number of units that will be inspected per on-site visit.
- **Record-Keeping.** The City maintains sufficient records to enable HUD to determine whether it has met all HOME requirements [24 CFR 92.508(a)] and imposes appropriate record-keeping requirements on for-profit and non-profit developers and their agents to assist the City in its

obligation to demonstrate HOME compliance [24 CFR 92.504((c)(3)(iv)]. The City will maintain a file for each project documenting the initial income determination, including source documentation, for each tenant. Annual family income certifications will also be contained in the file.

- **Review of Records.** The City reviews records maintained by the owner and/or property manager to verify the accuracy of the owner reports and to ascertain compliance. These on-site visits also occur every one to three years [24 CFR 92.504(d)(1)]. Exhibit 1, below, specifies the frequency of required on-site visits. Exhibit 2, below, specifies the minimum number of units that will be inspected per on-site visit.

<b>Exhibit 1: Minimum On-Site Property Inspection Schedule</b>	
<b>Total Number of Units in the Property</b>	<b>Minimum Frequency of On-site Visits</b>
1-4 units	Every three years
5-25 units	Every two years
26 or more units	Every year

<b>Exhibit 2: Minimum Number of HOME-assisted Units to Be Inspected By Project Size</b>	
1 to 3 units	all units
4 to 14 units	3 units
15 to 20 units	4 units
More than 20 units	Inspect 15 percent of the HOME-assisted units, but at least 4 units
Multi-building property	Inspect at least one unit in each building

### **The Annual Monitoring Plan and Procedures**

The City monitors every rental project in its portfolio during the period of affordability in order to determine if HOME-assisted properties comply with HOME rent and occupancy requirements.

The key components of the monitoring plan are: monitoring objectives, identification of properties that will be monitored that year, the staffing plan, and the monitoring procedures for staff to follow.

### **Monitoring Objectives**

#### **1. The property complies with all of the HOME requirements, including:**

- HOME rent limits;
- Tenant selection, leases, and protections;
- HOME income limits;
- Tenant income verification and recertification;

- Affirmative marketing; and
- Unit mix.

2. **The property is maintained in standard condition**, in accordance with the City of Bridgeport Housing Code and any other applicable property standards.

3. **The property is financially stable.** The HOME Specialist through examination of Annual rent and Occupancy Report, on-site reviews and other indicators may encounter a project that is failing financially. The HOME Specialist’s responsibility in such a case is to bring the situation to the attention of senior management for appropriate corrective action. Once a property fails, it is no longer able to provide affordable units to low- and very low-income families, and is therefore noncompliant with the HOME Program requirements. In the event of project failure, the City is subject to repayment of HOME funds to the HOME account, and the affordable housing inventory is lost to the City.

### **Properties to Be Monitored**

All rental properties are subject to an annual in-house review of the required rent and occupancy report. The City has not imposed any additional annual reporting submissions.

The annual monitoring plan specifies which properties will be monitored on-site for a records review and a property/unit inspection. The frequency of *required* on-site visits for file reviews and unit inspections are based on the size of the property, as specified in Exhibit 1, above. The minimum number of units to be inspected is set forth in Exhibit 2. The annual plan is in the form of a spreadsheet that indicates which properties and units are scheduled for on-site reviews and unit inspections. The plan is updated annually and as new properties enter the City’s HOME rental project portfolio and as former HOME properties age out of their HOME affordability periods.

Homebuyer properties will also be monitored to ensure primary residence compliance, and rental compliance if the HOME-assisted homebuyer unit has a rental component.

### **Staffing**

The annual monitoring plan will be carried out by the following staff:

- HOME Specialist – The HOME Specialist or designated alternate will conduct the desk reviews of the required annual rent and occupancy report. She/he will also review records maintained by the owner and/or property manager to verify the accuracy of the owner reports and to ascertain compliance. These on-site visits must also occur at minimum according to the schedule in Exhibit 1 above
- Housing Code Inspector (Health Department) - The on-site unit and property inspections will be conducted by trained Housing Code Inspectors in accordance with inter-departmental agreement.
- Lead Program Director – Where appropriate, units will be inspected for lead hazards by a certified lead hazard control inspector under the direction of the Lead Program Director.

### **Monitoring Procedures**

The monitoring plan outlines the monitoring procedures staff follows when it conducts in-house reviews and on-site visits. Procedures help staff to be complete, fair, and consistent in their monitoring activities.

The procedures identify what activities are conducted on-site, including:

- Scheduling and advance contact with the owner and manager;

- Entrance protocols;
- File sampling and review;
- Selection of units for inspection and inspection procedures;
- Exit interviews.

The City will notify owners and/or managers by letter in advance of scheduled monitoring visits and activities. The results of monitoring will be sent by letter to owners/managers. Monitoring letters will be prepared by the HOME specialist within fifteen days of the exit interview. She/he will forward it to the HOME program director for review and approval. The letter will be issued within thirty days of the exit interview. Owners/managers will be given fifteen days from the date of the letter to respond to any issues that need to be addressed.

### **Monitoring Activities**

Generally, HOME monitoring involves three monitoring methods:

- “In-house reviews” of reports and other information that owners/managers submit to the City;
- Reviews of records retained by the owner/manager on-site; and
- On-site property and unit inspections.

This section describes how these three monitoring methods are used to monitor for HOME compliance.

### **In-house Monitoring: Reviewing and Analyzing Annual Rent and Occupancy Reports**

A desk review is a review of reports and/or records that the owner submits to the City. Desk reviews, as their name suggests, are conducted in the City’s office. This provides the City a relatively easy means of monitoring activities at its rental properties without the added expense and time involved in scheduling on-site visits. By carefully reviewing submitted reports and monitoring changes and trends, the City can identify potential problems or concerns.

### **Required Reporting**

The HOME regulations at 24 CFR 92.252(f)(2) require owners to submit a rent and occupancy report to the City on an annual basis. The City reviews this report to determine if occupancy and rents meet the requirements of the HOME Program and the terms of the written agreement between the owner and the City. The City specifies the format of the rent and occupancy report and the submission deadline. The elements of the rent and occupancy report are specified in Exhibit 3.

### **Exhibit 3: Elements of a Rent and Occupancy Report**

The rent and occupancy report identifies:

- Each HOME-assisted unit;
- Whether the unit is a High HOME Rent unit or a Low HOME Rent unit;
- Whether the unit is a fixed unit or a floating unit;
- Tenant's name;
- Tenant household's annual gross income;
- Number of people in the unit;
- Whether any occupant of the unit qualifies as disabled;
- Number of bedrooms in the unit;
- Date of the initial income verification;
- Date of the last income recertification;
- Rent charged;
- Whether the tenant pays for utilities, and the utility allowance; and
- Whether the unit is in compliance with property standards, including lead-based paint abatement and accessibility standards.

Upon receipt of the rent and occupancy report, the City will evaluate:

- Whether there are sufficient HOME-assisted units to meet the required unit mix specified in the written agreement;
- Whether all HOME-assisted units are occupied by income-eligible households, in accordance with HOME income limits in effect at time of certification;
- Whether the owner is charging tenants rents that are in accordance with High HOME Rent and Low HOME Rent limits for the type of unit in effect at the time of lease execution or renewal, including allowances for tenant-paid utilities;
- Whether the owner is calculating rent limits correctly when the tenant pays utilities, or for special projects such as single-room occupancy housing, group homes, projects with project-based assistance, and projects with Low-Income Housing Tax Credits;
- Whether the owner accurately adjusted the rent for any tenant that is now over-income; and
- Whether the owner has followed requirements for filling the next available unit when the property has an over-income tenant. Temporary noncompliance when a tenant becomes over-income is permissible, provided that the owner takes steps to bring the property back into compliance when a unit becomes available.

#### **On-Site Monitoring: Records Review**

The City will conduct on-site visits of HOME-assisted properties throughout the property's affordability period. The on-site visit has two components:

1. A review of records and files retained on-site that document the owner's compliance with all HOME requirements, including verification of the data the owner submits on the rent and occupancy report.
2. Physical inspection of the property and inspection of a sample of units in the property.

The City may conduct the on-site review of records at the same time as the property and unit inspections, or these on-site visits may be scheduled separately. On-site visits will be done in accordance with the schedule outlined in Exhibit 1, Exhibit 3 and the Annual Plan.

#### **Required On-Site Records Review**

The main purpose of the records review is to determine if the property is in compliance with key HOME requirements

- Tenant income-eligibility;
  - Info on HH size and other criteria for eligibility
  - Income calculations and documentation
  - Tenant leases
  - Documentation of eviction, if applicable
- Rent restrictions (HOME rent limits and utility allowances);
  - Info on HOME rents charged for each unit
  - Utility allowances
  - Number, unit mix, and location of HOME units
- Tenant selection and Affirmative marketing;
  - Tenant selection policies
  - Waiting lists
  - Correspondence related to applications for applicants who have been rejected
  - Rent roll
  - Affirmative marketing procedures
  - Marketing materials
- Property standards.
  - Follow-up to physical property inspections, if applicable

The City will remind owners that they must keep individual tenant income, rent, and inspection records for the most recent five years throughout the period of affordability, until five years after the affordability period ends. If there is any litigation, claim, negotiation, audit, monitoring, inspection, or other action started before the expiration of the required retention period, the owner must retain the records until these issues have been resolved.

#### **On-Site Monitoring: Required Property Inspections**

The City inspects the property's exterior and common spaces and a reasonable sample of HOME-assisted units to verify that HOME-assisted properties are maintained in accordance with applicable codes and property standards. In addition, the City verifies that the owner has conducted visual assessments to detect any deteriorating paint and failed lead-based paint hazard controls. Inspections are conducted by property inspectors that have been trained in the applicable codes.

*QUERY PJs are never permitted to charge a fee to owners for initial property inspections. However, if a PJ inspects a property and finds any deficiencies, it can charge the owner a **fee for any re-inspections** necessary to verify that the deficiencies have been corrected. The PJ should specify its right to charge for re-inspections in its written agreement with the owner. QUERY*

#### **Number of Units per Project to be Inspected**

On-site property inspections must occur on the minimum schedule outlined in Exhibit 1, above. The City's goal is to inspect all (100%) of the HOME-assisted units annually, subject to staffing and workload demands. If the City is unable to do 100%, it will inspect a "reasonable sample" of units in a site visit, as outlined in Exhibit 2, above:

#### **Addressing HOME Compliance Problems**

When HOME compliance problems at a property are found during the City's monitoring activities, the City will require the owner through a written notice to take steps to rectify the noncompliance.

# **ATTACHMENT 3**

## **MINORITY OUTREACH PROGRAM**

## MINORITY OUTREACH PROGRAM

The City continues to take active steps towards addressing the disparity in minority contracting in accordance with the City's Minority Business Enterprise Ordinance. Over the past program year for which data is available, the City of Bridgeport's Office of Small and Minority Business Resource Center has completed numerous professional capacity building workshops and seminars as well as one-on-one technical assistance efforts to support the ongoing development of local business enterprises.

In 2012, the Small and Minority Business Resource Office registered 45 new business (28-Black, 9-Hispanic, 6-White, 2-Other). In 2011, the Office of Small and Minority Businesses registered 92 new businesses (65-Black, 16-Hispanic, 10-White, 1-Other)

The Small and Minority Business Resource Office is being proactive in providing technical assistance and training opportunities to local businesses. A combined total of thirty (30) workshops/pre-bid conferences/expos were conducted and can be found listed below. Also, as the City learns of upcoming opportunities for small, minority and women owned businesses, the Office will provide outreach and coordinate training programs.

The Small and Minority Business Resource Office is working very closely with Health Department and The Green Team to provide free training to the local contractors (i.e. Asbestos & Lead Supervisor Training and RRP: Renovation, Repair & Painting) to ensure lead safe practices and to ensure that the contractors are up-to-date with respective licenses and trends in the green industry.

The Small and Minority Business Resource Office works very closely with the local Hispanic Chamber of Commerce to identify enroll and engage local Hispanic businesses in the City's procurement opportunities. This year the City successfully offered a comprehensive business development workshop series specifically for Hispanic businesses that was translated in Spanish.

In total, the Small and Minority Business Resource Office reached nearly 2,000 attendees at 30 workshops between September 2011 and June 2012.

## **ATTACHMENT 4**

# **HOME PROGRAM RESALE/RECAPTURE POLICIES AND PROCEDURES**

**I. I. PURPOSE**

To properly apply the U.S. Department of Housing and Urban Development’s HOME Program resale and recapture requirements to all City of Bridgeport homebuyer activities assisted by HOME funding. All resale and recapture requirements are pursuant to §92.254(a)(5)(i) and (ii) of the HOME Investment Partnerships Program Final Rule.

**II. POLICIES**

**1. CITY-OWNED ASSET CONTROL AREA (“ACAP”) PROPERTIES:** Sale of the City’s HOME-assisted ACAP Properties, (39-41 McKinley Avenue, 51-55 Evers Court, 59-61 Evers Court, 143-145 Hope Street, 120-124 Orchard Street, 82-84 James Street) will include HOME **resale** requirements, as these properties will offer no direct subsidy to the buyers.

- a. Per HOME rule §92.254(a)(3), the ACAP properties must be purchased by a low-income homebuyer, and remain the principal residence of the buyer throughout the duration of the affordability period (to be determined using HOME subsidy limits outlined in Policy 4 below). If a house is transferred, whether voluntarily or involuntarily, during the period of affordability, it must be made available for subsequent purchase only to another qualified low-income buyer who will occupy the house as their primary residence for the duration of the applicable affordability period. Income eligibility is to be determined by the City of Bridgeport.
- b. If the HOME-assisted ACAP housing is sold during the affordability period, the price at resale should provide the original homebuyer with a fair return on investment, including initial down payment and capital improvements. The City definition of “fair return” is described below in Procedures 3 and 4. If the home sells for less than the original purchase price, the original homebuyer will not receive a return on their investment.
- c. If an ACAP property is sold during the affordability period, it must be made available to a reasonable range of low-income homebuyers at an affordable price. Marketing requirements, eligible low-income buyers and housing sale price are defined further in Procedures 5, 6 and 7, respectively.

**2. FIRST TIME HOMEBUYER DOWN PAYMENT and CLOSING COST ASSISTANCE PROGRAM:** Homeowner housing units purchased with a direct subsidy via the City’s HOME-funded First Time Homebuyer Down Payment and Closing Cost Assistance

Program (the “DPA Program”) will be subject to HOME **recapture** requirements per HOME rule §92.254(a)(5)(ii).

- a. Housing purchased with a direct HOME subsidy must remain the principal residence of the income-eligible buyer throughout the duration of the affordability period (to be determined using HOME subsidy limits outlined in Policy 4 below). If the housing is transferred, whether voluntarily or involuntarily, during the affordability period, the owner may sell it to a buyer of any income level, however the sale or disposition of the property during the affordability period triggers repayment of the direct HOME subsidy the buyer received when first purchasing the property.
- b. If the original homeowner sells their HOME-assisted housing during the affordability period, the City will reduce the amount of HOME assistance to be recaptured on a pro rata basis, calculated by the length of time the housing was occupied versus the length of the affordability period.

Forgiveness of the DPA Program loan will be subject to the amount of time the homebuyer occupied the home as their primary residence in relation to the length of the affordability period established prior to closing. The City will calculate the compliance period to the nearest month, rounded down. The amount subject to recapture is limited to net proceeds from the sale.

*Example: On January 1, 2014, Mr. Harvey received an \$8,000 direct City HOME subsidy through the DPA Program to purchase a home, thereby triggering a five-year HOME Program affordability period. He is in compliance with HOME regulations through August 8, 2016, at which point he sells the home. Because he complied for 31 months in a 60-month affordability period (51.67%), he must repay 48.33% (\$3,866.40) of his DPA Program loan from the net proceeds of the sale.*

- c. “Net proceeds” are defined as the sales price of the home minus superior non-HOME loan repayments and any closing costs.
- d. Recapture provisions related to the DPA Program will be incorporated into the subrecipient agreement(s) in the event that the City partners with an outside agency or agencies to administer the program.
- e. Recapture provisions will be included in the DPA Program description, as well as the relevant closing documents executed by the homebuyer. Homebuyers participating in the DPA Program will be made aware of the recapture policy prior to purchase of a HOME-assisted property.

**3. NEW CONSTRUCTION:** HOME funds used to create new homebuyer housing units will be subject to the City’s **resale** policies and procedures. Resale language will be included in the Loan Agreement and Declaration of Restrictive Covenants when the HOME loan is closed.

- a. HOME-assisted homebuyer units resulting from new construction must be purchased by a low-income household, and remain the principal residence of the household throughout the duration of the affordability period (to be determined using HOME subsidy limits). If a house is transferred, whether voluntarily or involuntarily, during the period of affordability, it must be made available for subsequent purchase only to another qualified low-income buyer who will occupy the house as their primary residence for the duration of the applicable affordability period. Income eligibility is to be determined by the City of Bridgeport.
- b. If the HOME-assisted housing is sold during the affordability period, the price at resale should provide the original homebuyer with a fair return on investment, including initial down payment and capital improvements. The City definition of “fair return” is described below in Procedures 3 and 4. If the home sells for less than the original purchase price, the original homebuyer will not receive a return on their investment.
- c. If a new construction homebuyer property is sold during the affordability period, it must be made available to a reasonable range of low-income homebuyers at an affordable price. Marketing requirements, eligible low-income buyers and housing sale price are defined further in Procedures 5, 6 and 7, respectively.

**4. Affordability Period:** The following table will be used to determine the length of minimum affordability periods:

Total HOME Investment (Resale) or Direct Subsidy (Recapture)	Affordability Period
Less than \$15,000	5 years
Between \$15,000 to \$40,000	10 years
Greater than \$40,000	15 years

**5. Subrecipient/CHDO Provision:** In the event that the Department of Housing and Community Development partners with a subrecipient and/or Community Housing Development Organization (“CHDO”) to administer any or all of its HOME Program homebuyer programs, the subrecipient or CHDO will be required, through a written agreement, to incorporate all of the City’s resale/recapture requirements contained herein. The City will provide this policy and procedure document to the subrecipient/CHDO and

review all documents associated with providing City HOME funds to potential buyers prior to said documents being executed.

### III. PROCEDURES

**1. Written Agreements:** All written agreements with developers, owners and/or buyers of HOME-assisted homebuyer housing are to include an explanation of the City's resale/recapture requirements. Principal residence requirements, duration of affordability period, repayment of HOME subsidy, fair return to owner, affordable resale price and subsequent buyer income eligibility provisions are to be included in a deed restriction or declaration of land use restrictive covenants for all HOME-assisted housing subject to **resale** requirements.

The principal residence requirement will be included in the deed restriction or declaration of land use restrictive covenants for all HOME-assisted properties subject to **recapture** requirements.

- 2. Compliance Monitoring:** The Department of Housing and Community Development will collect and maintain records of all tenants and homebuyers of HOME-assisted housing to ensure compliance with affordability restrictions and primary residency requirements.
- a. Acceptable forms of household income verification will include IRS 1040 forms and primary source income documentation (paystubs, e.g.). Primary source documents are used to project income for HOME beneficiaries.
  - b. The City will conduct on-site monitoring to verify primary residency requirements, or will conduct monitoring in addition to, or in lieu of, reviewing utility bills, tax bills and/or sending return receipt "Do Not Forward" mail to the HOME-assisted household.
- 3. Fair Return on Investment:** For resale homebuyer activities, the City will define "fair return on investment" as the percentage change in median sales price in the City of Bridgeport throughout the period of ownership of the HOME-assisted property. This information is publicly available on [www.zillow.com](http://www.zillow.com), and is easily measured at both the date of initial purchase and the date of resale. The City will cap resale repayments at \$25,000.00.
- 4. Capital Improvements:** To calculate the value of capital improvements due back to the original homebuyer at the time of sale in a resale homebuyer project, the City will use the

same percentage used to measure “fair return on investment” – the percentage change in median home sale price throughout the period of ownership. The value of the homebuyer’s initial down payment will be added to all eligible capital improvements, and then multiplied by the fair return percentage to determine the fair return on initial and capital developments.

- a. The initial homebuyer is to keep documentation indicating the value of capital improvements (receipts, contracts, etc.) to be presented to the City at time of sale.
- b. Capital improvements eligible for “fair return” will include all improvements, with the exception of sprinkler systems and swimming pools, listed on page 9 of IRS Publication 523, freely accessible online at the following address:  
<http://www.irs.gov/pub/irs-pdf/p523.pdf>

Generally speaking, the City will consider capital improvements to be work done to a home that increases its value, prolongs its life or adapts it to new uses. Repair work done to return something to its original condition will not be counted. Capital improvements must last more than one year, and ideally will be present at time of sale.

- c. In the event that home values have declined throughout the duration of the original homebuyer’s occupancy, a return on capital improvements will not be issued.

**5. Marketing of Resale Housing:** The City will market all resale homebuyer opportunities to a reasonable range of low-income buyers by following its own HOME Program Affirmative Marketing Policies and Procedures. Said policies and procedures are designed to notify Bridgeport residents, especially those considered least likely to apply, of the availability of affordable, equal opportunity housing. Marketing and outreach are to include some, or all, of the following:

- a. Flyers, printed in English and Spanish, do be distributed at four non-profit Bridgeport agencies, serving primarily minority and low-income individuals;
- b. Written advertisements in local newspapers targeted at a minority audience;
- c. Advertisements on local radio stations WICC and WCUM; and
- d. Online presence, with the potential to incorporate City-run social media platforms.

Upon application intake and evaluation of offers for housing to be sold subject to resale requirements, the City will identify individuals and families making between **70 and 80% of the Area Median Income**, as defined by HUD. While the City will allow for flexibility in unique situations, this population represents the portion of the population that will be able to afford the housing while also meeting HUD's low-income requirements. In the event of a unique circumstance in which a buyer is selected who makes below 70% of the AMI, a memo with supporting documentation will be included in the file.

**6. Affordability:** For resale projects, the City defines "affordable to a reasonable range of low-income homebuyers" as housing in which the payment of loan principal, interest, property taxes and insurance is **no more than 30% of the total household monthly income** for an individual or family earning between 70-80% of the Area Median Income.

**7. Maximum Resale Price:** The maximum resale price for a HOME-assisted resale property will be the fair market value for a comparable house in the City of Bridgeport. In the event that the fair market value of the home is greater than an individual or family earning 70-80% AMI can afford, the City will provide assistance to the subsequent buyer so that the seller may obtain a fair return on their initial purchase and any capital improvements.

In the event that fair market price at time of resale puts the HOME-assisted property out of the affordability range of a household earning between 70 and 80% of the AMI, the City will provide assistance through its Down Payment and Closing Cost Assistance Program in order to provide a fair return to the original owner.

**8. Enforcement of Resale/Recapture:** Per HOME rule §92.504(c)(5), all HOME projects subject to resale or recapture requirements will be enforced through deed restrictions or restrictive covenants to be recorded on the City of Bridgeport Land Records. Written agreements with resale/recapture provisions will be separate legal documents from any of the recorded loan instruments, and will survive in the event of loan payoff.

**9. HOME Loan Subordination:** The City will agree to subordinate its interest in homebuyer units and/or properties that have been assisted with HOME funding only if the senior debt is to be refinanced so that homebuyer may benefit in one, or both, of the following situations:

- a. To secure better loan financing terms and reduce monthly housing costs; and/or
- b. To access cash for immediate and necessary property repairs, or for catastrophic expenses.

**10. Use of Recaptured HOME Funds:** Recaptured HOME funds will be used only to carry out HOME-eligible activities in accordance with 24 CFR Part 92.

Grantee SF-424's and Certification(s)

OMB Number: 4640-0024  
Expiration Date: 03/31/2015

Application for Federal Assistance SF-424		
* 1. Type of Submission: <input type="checkbox"/> Preapplication <input checked="" type="checkbox"/> Application <input type="checkbox"/> Changed/Corrected Application	* 2. Type of Application: <input checked="" type="checkbox"/> New <input type="checkbox"/> Continuation <input type="checkbox"/> 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:	
<b>B. APPLICANT INFORMATION:</b>		
* a. Legal Name: City of Bridgeport Connecticut		
* b. Employer/Taxpayer Identification Number (EIN/TIN): 06-000-865	* c. Organizational DUNS: 0754061370000	
<b>d. Address:</b>		
* Street1: Margaret W. Morton Government Center	Street2: 999 Broad Street	
* City: Bridgeport	County/Parish: Fairfield	
* State: CT: Connecticut	Province: _____	
* Country: USA: UNITED STATES	* Zip / Postal Code: 06601	
<b>e. Organizational Unit:</b>		
Department Name: Housing and Community Development	Division Name: _____	
<b>f. Name and contact information of person to be contacted on matters involving this application:</b>		
Prefix: Mr.	* First Name: Tyler	
Middle Name: _____	* Last Name: Fairbairn	
Suffix: _____	Title: Acting Deputy Director	
Organizational Affiliation: _____		
* Telephone Number: 203-578-8144	Fax Number: _____	
* Email: tyler.fairbairn@bridgeport.ct.gov		

Application for Federal Assistance SF-424			
<b>* 9. Type of Applicant 1: Select Applicant Type:</b> <input type="text" value="0: City or Township Government"/> Type of Applicant 2: Select Applicant Type: <input type="text"/> Type of Applicant 3: Select Applicant Type: <input type="text"/> * Other (specify): <input type="text"/>			
<b>* 10. Name of Federal Agency:</b> <input type="text" value="D.P., Department of Housing and Urban Development"/>			
<b>11. Catalog of Federal Domestic Assistance Number:</b> <input type="text" value="14-218"/> CFDA Title: <input type="text" value="Community Development Block Grant Program"/>			
<b>* 12. Funding Opportunity Number:</b> <input type="text"/> Title: <input type="text"/>			
<b>13. Competition Identification Number:</b> <input type="text"/> Title: <input type="text"/>			
<b>14. Areas Affected by Project (Cities, Counties, States, etc.):</b> <input type="text" value="City of Bridgeport, CT"/> <input type="button" value="Add Attachment"/> <input type="button" value="Delete Attachment"/> <input type="button" value="Reset Attachment"/>			
<b>* 15. Descriptive Title of Applicant's Project:</b> <input type="text" value="Program Year 40 Community Development Block Grant Program"/>			
Attach supporting documents as specified in agency instructions. <input type="button" value="Add Attachments"/> <input type="button" value="Delete Attachments"/> <input type="button" value="View Attachments"/>			

**Application for Federal Assistance SF-424**

16. Congressional Districts Of:

\* a. Applicant:  \* b. Program/Project:

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

17. Proposed Project:

\* a. Start Date:  \* b. End Date:

18. Estimated Funding (\$):

* a. Federal	2,506,079.00
* b. Applicant	
* c. State	
* d. Local	
* e. Other	
* f. Program Income	
* g. TOTAL	2,506,079.00

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

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

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

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

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

Yes  No

If "Yes", provide explanation and attach

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

\*\* I AGREE

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

Authorized Representative:

Prefix:  \* First Name:

Middle Name:

Last Name:

Suffix:

Title:

Telephone Number:  Fax Number:

Email:

\* Signature of Authorized Representative:  \* Date Signed:

Application for Federal Assistance SF-424		
* 1. Type of Submission: <input type="checkbox"/> Preapplication <input checked="" type="checkbox"/> Application <input type="checkbox"/> Changed/Corrected Application	* 2. Type of Application: <input checked="" type="checkbox"/> New <input type="checkbox"/> Continuation <input type="checkbox"/> Revision	* If Revision, select appropriate letter(s): <input type="checkbox"/> _____ <input type="checkbox"/> _____ <input type="checkbox"/> _____ * Other (Specify): <input type="checkbox"/> _____
* 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:	
<b>8. APPLICANT INFORMATION:</b>		
* a. Legal Name: City of Bridgeport Connecticut		
* b. Employer/Taxpayer Identification Number (EIN/TIN): 06-6001865	* c. Organizational DUNS 0734041370000	
d. Address:		
* Street1: Margaret B. Moxton Government Center	Street2: 385 Broad Street	
* City: Bridgeport	County/Parish: Fairfield	
* State: CT: Connecticut	Province: _____	
* Country: USA: UNITED STATES	* Zip / Postal Code: 06604	
e. Organizational Unit:		
Department Name: Housing and Community Development	Division Name: _____	
f. Name and contact information of person to be contacted on matters involving this application:		
Prefix: MR.	First Name: Tyler	
Middle Name: _____	Last Name: Paiboliza	
Suffix: _____	Title: Acting Deputy Director	
Organizational Affiliation: _____		
* Telephone Number: 203-576-0144	Fax Number: _____	
* Email: tyler.paiboliza@bridgeportct.gov		

Application for Federal Assistance SF-424	
<b>* 9. Type of Applicant 1: Select Applicant Type:</b> <input type="text" value="City or Township Government"/>	
<b>Type of Applicant 2: Select Applicant Type:</b> <input type="text"/>	
<b>Type of Applicant 3: Select Applicant Type:</b> <input type="text"/>	
<b>* Other (specify):</b> <input type="text"/>	
<b>* 10. Name of Federal Agency:</b> <input type="text" value="U.S. Department of Housing and Urban Development"/>	
<b>11. Catalog of Federal Domestic Assistance Number:</b> <input type="text" value="14-231"/>	
<b>CFDA Title:</b> <input type="text" value="Emergency Solutions Program"/>	
<b>* 12. Funding Opportunity Number:</b> <input type="text"/>	
<b>* Title:</b> <input type="text"/>	
<b>13. Competition Identification Number:</b> <input type="text"/>	
<b>Title:</b> <input type="text"/>	
<b>14. Areas Affected by Project (Cities, Counties, States, etc.):</b> <input type="text" value="City of Bridgeport, CT"/> <input type="button" value="Add Attachment"/> <input type="button" value="Delete Attachment"/> <input type="button" value="View Attachments"/>	
<b>* 15. Descriptive Title of Applicant's Project:</b> <input type="text" value="Fiscal Year 2014 Emergency Solutions Grant Program"/>	
Attach supporting documents as specified in agency instructions. <input type="button" value="Add Attachments"/> <input type="button" value="Delete Attachments"/> <input type="button" value="View Attachments"/>	

**Application for Federal Assistance SF-424**

**16. Congressional Districts Of:**

\* a. Applicant:  \* b. Program/Project:

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

**17. Proposed Project:**

\* a. Start Date:  \* b. End Date:

**18. Estimated Funding (\$):**

* a. Federal	241,205.00
* b. Applicant	
* c. State	
* d. Local	
* e. Other	
* f. Program Income	
* g. TOTAL	241,205.00

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

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

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

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

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

Yes  No

If "Yes", provide explanation and attach

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

\*\* I AGREE

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

**Authorized Representative:**

Prefix:  \* First Name:

Middle Name:

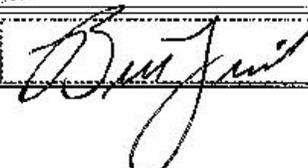
\* Last Name:

Suffix:

\* Title:

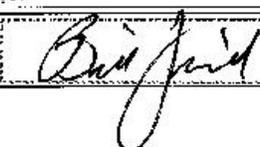
\* Telephone Number:  Fax Number:

\* Email:

\* Signature of Authorized Representative:  \* Date Signed:

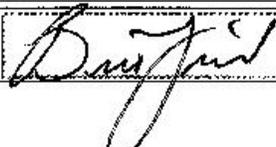
Application for Federal Assistance SF-424		
* 1. Type of Submission: <input type="checkbox"/> Pre-application <input checked="" type="checkbox"/> Application <input type="checkbox"/> Changed/Corrected Application	* 2. Type of Application: <input checked="" type="checkbox"/> New <input type="checkbox"/> Continuation <input type="checkbox"/> Revision	* If Revision, select appropriate letter(s): _____ * Other (Specify): _____
* 3. Date Received: _____	4. Applicant Identifier: _____	
5a. Federal Entity Identifier: _____	5b. Federal Award Identifier: _____	
<b>State Use Only:</b>		
6. Date Received by State: _____	7. State Application Identifier: _____	
<b>8. APPLICANT INFORMATION:</b>		
* a. Legal Name: <u>City of Bridgeport, Connecticut</u>		
* b. Employer/Taxpayer identification Number (EIN/TIN): <u>06-009,965</u>	* c. Organizational DUNS: <u>USA001570366</u>	
<b>d. Address:</b>		
* Street: <u>Margaret A. Horton Government Center</u>	Street 2: _____	
Street 3: <u>999 Broad Street</u>	_____	
* City: <u>Bridgeport</u>	_____	
County/Parish: <u>Fairfield</u>	_____	
* State: _____	02: Connecticut	
Province: _____	_____	
* Country: _____	USA: UNITED STATES	
* Zip / Postal Code: <u>06604</u>	_____	
<b>e. Organizational Unit:</b>		
Department Name: <u>Housing and Community Development</u>	Division Name: _____	
<b>f. Name and contact information of person to be contacted on matters involving this application:</b>		
Prefix: <u>Mr.</u>	* First Name: <u>Tyler</u>	
Middle Name: _____	_____	
* Last Name: <u>Fairbairn</u>	_____	
Suffix: _____	_____	
Title: <u>Acting Deputy Director</u>	_____	
Organizational Affiliation: _____		
* Telephone Number: <u>203-576-8144</u>	Fax Number: _____	
* Email: <u>tyler.fairbairn@cityofbridgeportct.gov</u>		

Application for Federal Assistance SF-424		
* 9. Type of Applicant 1: Select Applicant Type:		
<input type="checkbox"/> 1: City or Township Government		
Type of Applicant 2: Select Applicant Type:		
<input type="checkbox"/> 2: State Government		
Type of Applicant 3: Select Applicant Type:		
<input type="checkbox"/> 3: Other (specify):		
<input type="text"/>		
* 10. Name of Federal Agency:		
<input type="text" value="U.S. Department of Housing and Urban Development"/>		
* 11. Catalog of Federal Domestic Assistance Number:		
<input type="text" value="14-239"/>		
CFDA Title:		
<input type="text" value="HOME Investment Partnerships Program"/>		
* 12. Funding Opportunity Number:		
<input type="text"/>		
Title:		
<input type="text"/>		
13. Competition Identification Number:		
<input type="text"/>		
Title:		
<input type="text"/>		
14. Areas Affected by Project (Cities, Counties, States, etc.):		
<input type="text" value="City of Bridgeport, CT"/>	<input type="button" value="Add Attachment"/>	<input type="button" value="Delete Attachment"/>
<input type="button" value="View Attachment"/>		
* 15. Descriptive Title of Applicant's Project:		
<input type="text" value="Program Year 40 HOME Investment Partnerships Program"/>		
<input type="text"/>		
Attach supporting documents as specified in agency instructions		
<input type="button" value="Add Attachment"/>	<input type="button" value="Delete Attachment"/>	<input type="button" value="View Attachment"/>

Application for Federal Assistance SF-424	
16. Congressional Districts Of:	
* a. Applicant: <input type="text" value="CT-4"/>	* b. Program/Project: <input type="text" value="CT-4"/>
Attach an additional list of Program/Project Congressional Districts if needed.	
<input type="button" value="Add Attachment"/> <input type="button" value="Delete Attachment"/> <input type="button" value="View Attachment"/>	
17. Proposed Project:	
* a. Start Date: <input type="text" value="07/01/2014"/>	* b. End Date: <input type="text" value="06/30/2015"/>
18. Estimated Funding (\$):	
* a. Federal	081,452.00
* b. Applicant	
* c. State	
* d. Local	
* e. Other	
* f. Program Income	
* g. TOTAL	81,452.00
* 19. Is Application Subject to Review By State Under Executive Order 12372 Process?	
<input type="checkbox"/> a. This application was made available to the State under the Executive Order 12372 Process for review on <input type="text"/>	
<input type="checkbox"/> b. Program is subject to E.O. 12372 but has not been selected by the State for review.	
<input checked="" type="checkbox"/> c. Program is not covered by E.O. 12372.	
* 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)	
<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
If "Yes", provide explanation and attach	
<input type="button" value="Add Attachment"/> <input type="button" value="Delete Attachment"/> <input type="button" value="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 28, Section 1001)	
<input checked="" type="checkbox"/> ** 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: <input type="text"/>	* First Name: Bill
Middle Name: <input type="text"/>	
* Last Name: Finch	
Suffix: <input type="text"/>	
* Title: Mayor	
* Telephone Number: 203-576-3261	Fax Number: <input type="text"/>
* Email: bill.finch@bridgeportct.gov	
* Signature of Authorized Representative: 	* Date Signed: 8/26/14

Application for Federal Assistance SF-424		
* 1. Type of Submission <input type="checkbox"/> Preapplication <input checked="" type="checkbox"/> Application <input type="checkbox"/> Changed/Corrected Application	* 2. Type of Application <input checked="" type="checkbox"/> New <input type="checkbox"/> Continuation <input type="checkbox"/> Revision	* If Revision, select appropriate letter(s): <input type="text"/> * Other (Specify): <input type="text"/>
* 3. Date Received: <input type="text"/>	4. Applicant Identifier: <input type="text"/>	
5a. Federal Entity Identifier: <input type="text"/>	5b. Federal Award Identifier: <input type="text"/>	
State Use Only:		
6. Date Received by State: <input type="text"/>	7. State Application Identifier: <input type="text"/>	
<b>8. APPLICANT INFORMATION:</b>		
* a. Legal Name: <input type="text" value="City of Bridgeport Connecticut"/>		
* b. Employer/Taxpayer Identification Number (EIN/TIN): <input type="text" value="06-6001865"/>	* c. Organizational DUNS: <input type="text" value="073904137000"/>	
d. Address:		
* Street1: <input type="text" value="Margaret E. Marston Government Center"/>	Street2: <input type="text" value="999 Broad Street"/>	
* City: <input type="text" value="Bridgeport"/>	County/Parish: <input type="text" value="Fairfield"/>	
* State: <input type="text" value="CT; Connecticut"/>	Province: <input type="text"/>	
* Country: <input type="text" value="USA; UNITED STATES"/>	* Zip / Postal Code: <input type="text" value="06604"/>	
e. Organizational Unit:		
Department Name: <input type="text" value="Housing and Community Development"/>	Division Name: <input type="text"/>	
f. Name and contact information of person to be contacted on matters involving this application:		
Prefix: <input type="text" value="Mr."/>	First Name: <input type="text" value="Taylor"/>	Middle Name: <input type="text"/>
* Last Name: <input type="text" value="Fairbairn"/>	Suffix: <input type="text"/>	
Title: <input type="text" value="Acting Deputy Director"/>		
Organizational Affiliation: <input type="text"/>		
* Telephone Number: <input type="text" value="203-576-8144"/>	Fax Number: <input type="text"/>	
* Email: <input type="text" value="taylor.fairbairn@cityofbridgeport.ct.gov"/>		

Application for Federal Assistance SF-424	
* 8. Type of Applicant 1: Select Applicant Type: <input type="text" value="City or Township Government"/> Type of Applicant 2: Select Applicant Type: <input type="text"/> Type of Applicant 3: Select Applicant Type: <input type="text"/> * O.I.U. (specify): <input type="text"/>	
* 10. Name of Federal Agency: <input type="text" value="U.S. Department of Housing and Urban Development"/>	
* 11. Catalog of Federal Domestic Assistance Number: <input type="text" value="14-241"/> CFDA Title: <input type="text" value="Housing Opportunities for Persons With AIDS Program"/>	
* 12. Funding Opportunity Number: <input type="text"/> * Title: <input type="text"/>	
13. Competition Identification Number: <input type="text"/> Title: <input type="text"/>	
14. Areas Affected by Project (Cities, Counties, States, etc.): <input type="text" value="Bridgeport, Ct"/> <input type="button" value="Add Attachment"/> <input type="button" value="Remove Attachment"/> <input type="button" value="View Attachment"/>	
* 15. Descriptive Title of Applicant's Project: <input type="text" value="Program Year 40 Housing Opportunities for Persons with AIDS Program"/>	
Attach supporting documents as specified in agency instructions <input type="button" value="Add Attachments"/> <input type="button" value="Delete Attachments"/> <input type="button" value="View Attachments"/>	

Application for Federal Assistance SF-424	
16. Congressional Districts Of:	
* a. Applicant: <input type="text" value="C1-4"/>	* b. Program/Project: <input type="text" value="C1-4"/>
Attach an additional list of Program/Project Congressional Districts if needed.	
<input type="button" value="Add Attachment"/> <input type="button" value="Delete Attachment"/> <input type="button" value="View Attachment"/>	
17. Proposed Project:	
* a. Start Date: <input type="text" value="07/01/2014"/>	* b. End Date: <input type="text" value="06/30/2015"/>
18. Estimated Funding (\$)	
* a. Federal	823,132.00
* b. Applicant	
* c. State	
* d. Local	
* e. Other	
* f. Program Income	
* g. TOTAL	823,132.00
* 19. Is Application Subject to Review By State Under Executive Order 12372 Process?	
<input type="checkbox"/> a. This application was made available to the State under the Executive Order 12372 Process for review on: <input type="text"/>	
<input type="checkbox"/> b. Program is subject to E.O. 12372 but has not been selected by the State for review.	
<input checked="" type="checkbox"/> c. Program is not covered by E.O. 12372.	
* 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)	
<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
If "Yes", provide explanation and attach	
<input type="button" value="Add Attachment"/> <input type="button" value="Delete Attachment"/> <input type="button" value="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 28, Section 1001)	
<input checked="" type="checkbox"/> ** 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: <input type="text"/>	* First Name: <input type="text" value="Will"/>
Middle Name: <input type="text"/>	
* Last Name: <input type="text" value="Finch"/>	
Suffix: <input type="text"/>	
* Title: <input type="text" value="Mayor"/>	
* Telephone Number: <input type="text" value="203-876-9211"/>	Fax Number: <input type="text"/>
* Email: <input type="text" value="will.finch@bridgeportct.gov"/>	
* Signature of Authorized Representative: 	* Date Signed: <input type="text" value="7/25/14"/>

## 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 anti-displacement 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.

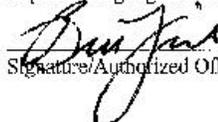
**Anti-Lobbying** -- To the best of the jurisdiction's knowledge and belief:

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 EOPWA 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 1.35.

  
Signature/Authorized Official

Date

7/28/14

### 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) 4Q, \_\_\_\_\_ (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

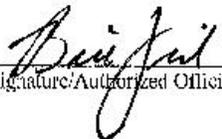
jurisdiction against any individuals engaged in non-violent civil rights demonstrations; and

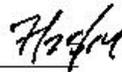
2. A policy of enforcing applicable State and local laws against physically barring entrance to or exit from a facility or location which is the subject of such non-violent civil rights demonstrations within its jurisdiction;

**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 20600d), 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.

  
Signature/Authorized Official

  
Date

Mayor  
Title

OPTIONAL CERTIFICATION  
CDBG

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

The grantee hereby certifies that the Annual Plan includes one or more specifically identified CDBG-assisted activities which are designed to meet other community development needs having 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 to meet such needs.

  
Signature/Authorized Official

  
Date

Mayor  
Title

**Specific HOME Certifications**

The HOME participating jurisdiction certifies that:

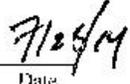
**Tenant Based Rental Assistance** -- If the participating jurisdiction intends to provide tenant-based rental assistance:

The use of HOME funds for tenant-based rental assistance is an essential element of the participating jurisdiction's consolidated plan for expanding the supply, affordability, and availability of decent, safe, sanitary, and affordable housing.

**Eligible Activities and Costs** -- it is using and will use HOME funds for eligible activities and costs, as described in 24 CFR § 92.205 through 92.209 and that it is not using and will not use HOME funds for prohibited activities, as described in § 92.214.

**Appropriate Financial Assistance** -- before committing any funds to a project, it will evaluate the project in accordance with the guidelines that it adopts for this purpose and will not invest any more HOME funds in combination with other Federal assistance than is necessary to provide affordable housing;

  
Signature/Authorized Official

  
Date

Mayor  
Title

## ESG Certifications

The Emergency Solutions Grants Program Recipient certifies that:

**Major rehabilitation/conversion** – If an emergency shelter's rehabilitation costs exceed 75 percent of the value of the building before rehabilitation, the jurisdiction will maintain the building as a shelter for homeless individuals and families for a minimum of 10 years after the date the building is first occupied by a homeless individual or family after the completed rehabilitation. If the cost to convert a building into an emergency shelter exceeds 75 percent of the value of the building after conversion, the jurisdiction will maintain the building as a shelter for homeless individuals and families for a minimum of 10 years after the date the building is first occupied by a homeless individual or family after the completed conversion. In all other cases where ESG funds are used for renovation, the jurisdiction will maintain the building as a shelter for homeless individuals and families for a minimum of 3 years after the date the building is first occupied by a homeless individual or family after the completed renovation.

**Essential Services and Operating Costs** – In the case of assistance involving shelter operations or essential services related to street outreach or emergency shelter, the jurisdiction will provide services or shelter to homeless individuals and families for the period during which the ESG assistance is provided, without regard to a particular site or structure, so long the jurisdiction serves the same type of persons (e.g., families with children, unaccompanied youth, disabled individuals, or victims of domestic violence) or persons in the same geographic area.

**Renovation** – Any renovation carried out with ESG assistance shall be sufficient to ensure that the building involved is safe and sanitary.

**Supportive Services** – The jurisdiction will assist homeless individuals in obtaining permanent housing, appropriate supportive services (including medical and mental health treatment, victim services, counseling, supervision, and other services essential for achieving independent living), and other Federal, State, local, and private assistance available for such individuals.

**Matching Funds** – The jurisdiction will obtain matching amounts required under 24 CFR 576.201.

**Confidentiality** – The jurisdiction has established and is implementing procedures to ensure the confidentiality of records pertaining to any individual provided family violence prevention or treatment services under any project assisted under the ESG program, including protection against the release of the address or location of any family violence shelter project, except with the written authorization of the person responsible for the operation of that shelter.

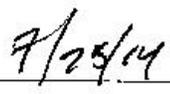
**Homeless Persons Involvement** – To the maximum extent practicable, the jurisdiction will involve, through employment, volunteer services, or otherwise, homeless individuals and families in constructing, renovating, maintaining, and operating facilities assisted under the ESG program, in providing services assisted under the ESG program, and in providing services for occupants of facilities assisted under the program.

**Consolidated Plan** – All activities the jurisdiction undertakes with assistance under ESG are consistent with the jurisdiction's consolidated plan.

**Discharge Policy** – The jurisdiction will establish and implement, to the maximum extent practicable and where appropriate policies and protocols for the discharge of persons from

publicly funded institutions or systems of care (such as health care facilities, mental health facilities, foster care or other youth facilities, or correction programs and institutions) in order to prevent this discharge from immediately resulting in homelessness for these persons.

  
\_\_\_\_\_  
Signature/Authorized Official  
Mayor  
\_\_\_\_\_  
Title

  
\_\_\_\_\_  
Date

**HOPWA Certifications**

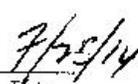
The HOPWA grantee certifies that:

**Activities --** Activities funded under the program will meet urgent needs that are not being met by available public and private sources.

**Building --** Any building or structure assisted under that program shall be operated for the purpose specified in the plan:

1. For at least 10 years in the case of assistance involving new construction, substantial rehabilitation, or acquisition of a facility,
2. For at least 3 years in the case of assistance involving non-substantial rehabilitation or repair of a building or structure.

  
Signature/Authorized Official

  
Date

**Mayor**  
Title

## APPENDIX TO CERTIFICATIONS

### INSTRUCTIONS CONCERNING LOBBYING:

#### A. Lobbying Certification

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