

CITY OF PITTSFIELD



ANNUAL ACTION PLAN

Fiscal Year 2022

(HUD Program Year 2021)

Prepared by:

City of Pittsfield

Department of Community Development

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Annual Action Plan

HUD Program Year 2022

City of Pittsfield - Fiscal Year 2021

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Executive Summary

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

1. Introduction

The City of Pittsfield, a Community Development Block Grant (CDBG) entitlement community, receives an annual formula allocation of CDBG funds from the U.S. Department of Housing and Urban Development (HUD). Pursuant to HUD regulations, the City of Pittsfield has prepared this Annual Action Plan which covers the 2021 HUD program year. This Annual Action Plan outlines the activities which will be undertaken during the program year beginning July 1, 2021 and ending June 30, 2022 (fiscal year 2022). The Mayor of the City of Pittsfield has designated the Pittsfield Department of Community Development as the lead agency for the development and implementation of this Annual Action Plan and the City's CDBG funds. This will mark the 47th year the City of Pittsfield will receive CDBG funds from HUD.

The amount of the City's CDBG allocation for FY2022 HUD Year 2021 is \$ 1,339,636. This represents a slight decrease last year's allocation of \$1,341,750. In addition to the City's annual CDBG allocation of \$1,339,636, the amount of \$648,000 from prior year unused funds is being reprogrammed and budgeted to fund projects in the FY 2022 budget. As well as the annual CDBG entitlement funds, the City received two allocations of CDBG CV 1 and 3 funds from the CARES Act funds. These funds were received in FY2020 and FY2021 and are specific to activities that are preparing for, responding to or preventing the spread of the Coronavirus/COVID19 pandemic. The City received \$789,328 in CDBG CV1 funds which has been allocated to small business recovery programs, public service programs and rental/homeownership assistance programs. An additional \$475,103 in CDBG CV3 funds has been allocated for those same activities. Program income expected to be received by the City during fiscal year 2022 from activities previously funded with CDBG dollars is estimated to be \$140,000. \$72,592 has been reprogrammed from program income received in FY2021. The above stated amounts of CDBG grant funds, reprogrammed funds, program income, and carryover funds will total an estimated \$2,200,228.

Based on the allocation of funds for projects, 81% of CDBG funds are estimated to meet HUD's national objective of benefiting low and moderate-income persons and households, and 19% of the CDBG funds will meet HUD's national objective of eliminating slum and blight. For those activities serving low-to-moderate income persons or households, some qualify based on the area served while others qualify based on the clientele served or the actual income of the person or household. The FY2022 CDBG budget does not exceed HUD's regulatory 20% planning and administration cap or the 15% cap on public service spending.

HUD provides jurisdictions with updated Low/Mod Income Summary Data (LMISD) to assist them in making official determinations of activity compliance with the low-and moderate income area (LMA)

benefit national objective. The specific CDBG eligible census tracts and block groups in Pittsfield are listed in detail later in this report at section AP-50 “Geographic Distribution”. For the purpose of the CDBG program, low-to-moderate income means an annual household income that is less than 80% of the area median family income (Low-Income on the chart below), as established by HUD. The most current HUD income limits for the City of Pittsfield are as follows:

Size of Household	1 Person	2 Person	3 Person	4 Person	5 Person	6 Person	7 Person	8 Person
Extremely Low Income XT LOW IN	\$18,150	\$20,750	\$23,350	\$26,500	\$31,040	\$35,580	\$40,120	\$44,660
Very Low Income	\$30,250	\$34,600	\$38,900	\$43,200	\$46,700	\$50,150	\$53,600	\$57,050
Low Income	\$48,400	\$55,300	\$62,200	\$69,100	\$74,650	\$80,200	\$85,700	\$91,250

Table 1 - CDBG Income Eligibility Guidelines (Effective 4-2-2021)

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.

There are three specific objectives: Suitable Living Environments; Decent Housing; and Economic Opportunities. The three specific outcome categories are: Accessibility/Availability; Affordability; and Sustainability. The following summarizes the outcome performance measurements regarding CDBG funding for the 2022 fiscal year:

SIDEWALK IMPROVEMENTS: 731 linear feet of sidewalk and handicapped curb cuts will be constructed to create accessibility for the purpose of creating a suitable living environment.

REMOVAL OF ARCHITECTURAL BARRIERS: 3 businesses will provide new accessibility for the purpose of creating economic opportunities.

HUMAN (PUBLIC) SERVICE GRANTS: 791 people will benefit from the availability of various human (public) services programs for the purpose of creating a suitable living environment.

WESTSIDE NEIGHBORHOOD CLEAN-UP: 3,242 people will benefit from this clean-up to help create neighborhood sustainability for the purpose of creating a suitable living environment.

MORNINGSIDE NEIGHBORHOOD CLEAN-UP: 5,853 people will benefit from this clean-up to help create neighborhood sustainability for the purpose of creating a suitable living environment.

OWNER-OCCUPIED HOUSING REHAB: 20 housing units will receive affordable assistance from the City’s CDBG funded Home Improvement Program for the purpose of providing decent housing.

RENTAL OCCUPIED HOUSING REHAB: 4 housing units will receive affordable assistance from the City's Home Improvement Program for the purpose of providing decent housing.

RESIDENTIAL HOUSING HANDICAPPED ACCESSIBILITY RAMPS: 4 households will have new accessibility for the purpose of providing decent housing.

OWNER OCCUPIED HOUSING: 1 first time homebuyer will benefit from the rehab of a tax title vacant building that is being rehabbed with CDBG funds and will be sold to an income eligible household.

ECONOMIC DEVELOPMENT TECHNICAL ASSISTANCE GRANTS AND LOANS: 7 jobs will be created and be made available to low-moderate income people for the purpose of creating economic opportunities, 4 businesses will be assisted with these funds.

E FOR ALL: 20 microenterprises will benefit from the E for All program, a business incubator project that provides mentorship, coaching and technical assistance to grow local small businesses.

CLEARANCE: 3 structures will be demolished in order to help create neighborhood sustainability for the purpose of creating a suitable living environment.

3. Evaluation of past performance

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

The 2022 fiscal year is the second year of the current 5-year Consolidated Plan cycle that covers the time period beginning July 1, 2021 and ending June 30, 2022. It may be assumed that the City will meet a high number of its proposed goals. As in previous years, the City's Department of Community Development will be utilizing other federal and state grants for several projects throughout the City during the upcoming 2022 fiscal year. Many of these other federal and state grants will leverage CDBG funds to help achieve the City's goals as stated in its 5-year Consolidated Plan.

The 2022 Fiscal year (HUD YEAR 2021) presented several challenges for the City. The advent of the COVID19 pandemic resulted in several projects being stalled, notably housing rehab projects, sidewalk reconstruction and commercial handicapped accessibility work. The City was unable to enter residences and displace homeowners for large rehab jobs and made a choice to focus on exterior rehab where practical, such as residential handicapped ramp construction and emergency work. However construction costs in all areas were affected by the pandemic. This resulted in the sidewalk work being put out to bid several times with bids that far exceeded the estimated cost for the work. The same was true for the proposed work at 21 Eleanor and for work within the housing rehab program. Due to the high costs and scarcity of materials, bids consistently exceeded expectations. On the other hand the City was able to allocate quickly the CDBG CV 1 funds. By the end of the 2021 fiscal year, all of the first allocation will have been expended, \$399,000 in small business relief, \$191,000 to human service programs that include the addition of a warming shelter to assist the City's homeless population who had limited access to indoor space due to the pandemic and \$129,000 in funds to assist homeowners

and renters with rental assistance and preserve housing. The focus on the immediate crisis and the necessity to pause planned projects due to the pandemic means the City has reprogrammed funds from FY2021, it is expected that projects will move forward in FY2022, allowing the City to meet its planned goals.

4. Summary of Citizen Participation Process and consultation process

Summary from citizen participation section of plan.

The Department of Community Development held one public input hearings to solicit citizen input in preparation for the HUD Program Year 2021 (FY 2022) Annual Action Plan. Additionally, a public comment period was held by the City's Human Services Advisory Council to solicit input regarding Pittsfield's public service needs. A second public hearing was held later in the plan development process in order to review the draft Annual Action Plan with the public. The public hearing is sponsored by the Pittsfield Department of Community Development to assist in the preparation of the City's fiscal year 2022 Annual Action Plan, regarding the use of Pittsfield's community development resources.

Pursuant to Governor Baker's March 12, 2020 Order Suspending Certain Provisions of the Open Meeting Law, G.L. c. 30A, §18, and state and federal orders and guidance imposing strict limits on the number of people that may gather in one place, the public hearings all were conducted virtually. A total of 63 people attended the first Public Input Hearing held at 5:30 p.m. on March 10, 2021. The public hearing was held simultaneously in Spanish and English. The registration sheet, a copy of the City's presentation, and the minutes from this public input session are included in the Attachments to this plan.

This public input hearing was advertised by printing a display advertisements in The Berkshire Eagle . A press release announcing the hearing was also issued from the Mayor's office and was distributed to a number of local newspaper, radio, magazine, internet, and television news media. An 8½ x 11 informational flyer was prepared and distributed to interested groups or agencies such as the Working Cities Collaboration and the Pittsfield Housing Authority with whom the City consults with on an ongoing basis. The flyer and press release were also posted on the City's website at www.cityofpittsfield.org. The public hearing was also advertised on the City's local access PC-TV, Channel 18. Information was also posted on the City's Facebook page. Copies of all display advertisements, articles, notices, press releases, and the flyer are included in the Attachments to this plan.

The purpose of the second and final public hearing was to review the City of Pittsfield's draft CDBG FY 2022 Annual Action Plan. A total of __ persons attended this required public hearing that was held by the Pittsfield City Council's Community and Economic Development. A large display advertisement was published in The Berkshire Eagle on April 24, 2021 notifying the public of the availability of the draft CDBG 2022 Annual Action Plan, the 30-day public comment period, and information regarding the public hearing.

The newspaper display advertisement contained detailed information regarding the range of eligible activities, the amount of funds anticipated to benefit low and very low-income persons, the plans to

minimize displacement and to assist displaced persons, a summary of the draft 2022 Annual Action Plan, the location where a copy of the draft plan was available for public review, a statement of the beginning and end of the 30-day public comment period, and the date, place, and time of the public hearing. A copy of the draft fiscal year 2022 Annual Action Plan and a copy of the display advertisement were also posted on the City's website at www.cityofpittsfield.org. The fact that the draft plan was posted to the City's website was also included in both the newspaper display advertisement and the press release. A press release was prepared and was released by the Mayor's office to a number of local newspaper, radio, magazine, internet, and television news media. A copy of the press release and copies of the newspaper display advertisement and newspaper articles are included in the Attachments. Public Comments received on the draft Annual Action Plan are also included in the Citizen Participation Comments section attached to this plan.

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.

Citizen participation is instrumental in obtaining public input from the community and organizations to aide in the preparation of the Annual Action Plan and to help determine programs that will best meet the needs of the low-income residents of Pittsfield. The following is a summary of public comment received at the public input hearings held in March 2021:

Public Comments–March 10, 2021

- Westside neighborhood area need sidewalks to be re done. Last year there was no money allocated for the northern side of the Westside initiative.
- Sidewalks leading to Conte School, and main destinations on the Westside.
- Curb cuts/ramps and areas tricky for those with mobility issues.
- Funding for disability access to all public buildings, business, parks, and programs and services.
- Pave Daniels Ave.
- Tucker Park on Daniels Ave is neglected.
- More funding available for Human Social services agencies.
- Funds for annual neighborhood clean-up.
- Funds for Community Garden Programs.
- Abandoned buildings in Morningside and Westside areas have an impact on properties value.
- Rehabilitation of abandoned buildings.
- Demolitions. Note: demolitions are funded with CDBG funds every year. There's a priority list. A Code Team meets every month to look at priority buildings.

- Programs for students/young adults to rehab housing or trade programs
- Solar panel installation for low-moderate income people
- More solar and renewable energy accessible and adaptable for low and moderate income people, with the consequent saving of cost in utility bills.
- More access to groceries stores in Morningside (especially with the closing of price rite)
- Create a place in door “farmer market” year around
- Affordable housing and accessible units
- Transportation. Currently there is no Sunday service.

Additional public input that was received outside of the two public input hearings included the following comments:

- Funding for sidewalks, curb cuts/ramps and streets
- Funding for ramps and accessible improvements
- More affordable apartments, accessible and non-accessible, at a lower rate than what the state/federal govt defines as “affordable”
- Improvements to the transportation system
- Address food insecurity by providing transport to community gardens, meal sites and food pantries
- Demolition of Abandoned Buildings
- Bike safety and road safety education for kids in the neighborhood

During the period from January 1, 2021- January 31, 2021, no public comments for human service programs were received, it is believed that with many agencies no having office hours due to the pandemic the comment period was overlooked.

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

All public comments or views were accepted as a result of the FY 2022 public participation process.

7. Summary

As in previous years, the Department of Community Development may face some challenges during the upcoming 2022 fiscal year that could affect the accomplishment of its stated goals as outlined in the City’s current 5-year Consolidated Plan (FY 2021-2025). Overwhelmingly this is the repercussions that the COVID 19 pandemic has had on local residents, particularly low income households who have suffered job loss, housing and food insecurity. Small businesses who have had to close or limit services

are have also been deeply affected by the pandemic. The City quickly provided much needed assistance to Pittsfield residents in these circumstances by expending the first allocation of CDBG CV1 funds and anticipates having much of the second allocation expended during spring of 2021/FY2022. The pandemic has also caused several major projects to be paused and have seen escalating costs for construction projects which has had repercussions for the spending of CDBG funds.

The fiscal year 2022 CDBG budget will continue to fund a number of the City's core CDBG funded programs and activities, including the housing rehabilitation loan program and lead paint removal grants, the residential program for handicapped accessible ramps, the funding of public (human) services at the allowable 15% funding cap, funding for the demolition of vacant and condemned structures, and sidewalk improvements. The CDBG FY 2022 budget will also continue to focus on economic development programs, such as assisting the E for All program build capacity, technical assistance for small businesses and COVID19 relief programs that help income eligible Pittsfield households most affected by the pandemic.

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	PITTSFIELD	
CDBG Administrator		City of Pittsfield Dept. of Community Development
HOPWA Administrator		
HOME Administrator		
HOPWA-C Administrator		

Table 2 – Responsible Agencies

Narrative (optional)

The City of Pittsfield is an entitlement grantee of the U. S. Department of Housing and Urban Development's (HUD) Community Development Block Program (CDBG). The City's Department of Community Development (DCD) is the designated administrator of Pittsfield's CDBG funds and is the lead agency responsible for the development of this Annual Action Plan. The Pittsfield DCD is also the responsible entity for the preparation of the City's 5-year Consolidated Plan and the Consolidated Annual Performance and Evaluation Report (CAPER). The DCD oversees community development, housing and lead paint abatement programs, planning and zoning, economic development, conservation, parks, recreation, and open space. The DCD must meet HUD CDBG administrative requirements for proper grants management and address community needs. DCD staff reviews CDBG program data and activities on a regular basis throughout the year to ensure that community needs are being met. Additional agencies and organizations that will aid in the administration of activities and programs under this plan are listed in the consultation section at AP-10 of this plan.

Consolidated Plan Public Contact Information

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

1. Introduction

This Consolidated Plan is carried out through the collaborative efforts of numerous organizations. The City of Pittsfield's Department of Community Development (DCD) takes the lead in implementing the housing and community economic development plan. The DCD is assisted in these efforts by several other public agencies, a variety of nonprofit sub-recipients and community development entities.

The City of Pittsfield's Department of Community Development (DCD) is the lead entity for the development of priorities and strategies for the Consolidated Plan. The DCD monitors and reports on Consolidated Plan performance for the City, and determines if applications are consistent with the Consolidated Plan. The DCD administers federal HUD funds that the City receives as an entitlement community, which currently include the Community Development Block Grant Program (CDBG). The DCD also applies for and receives other federal and state funds that are used to fund many types of activities throughout the City including planning. Over the last five years the DCD has been awarded millions of dollars in additional state and federal grants to assist the City in accomplishing a variety of projects. Additional grant funds have included: Mass Executive Office of Energy and Environmental Affairs; EPA Brownfields Grants; Mass Growth Capitol Foundation: DHCD Gateway Rehabilitation Funds; the Stanton Foundation; the Mass Office of Disability; Mass Development; MassWorks Infrastructure Program; and other grants listed in the City's Annual Action Plan. CDBG funds support the following activities to carry out this housing and community development strategy:

- Rehabilitation financing for low and moderate-income homeowners and rental properties occupied by low to moderate-income households,
- A residential handicapped ramp grant program,
- Sidewalk replacement, handicapped curb cuts, historic preservation,
- Non-profit human service agencies that serve low-moderate income homeless and special needs populations,
- Economic development loans,
- Technical assistance grants to start-up businesses and existing businesses,
- Support of the Westside and Morningside Initiatives for various activities,
- Demolition of vacant buildings,
- Handicapped accessible improvements to small businesses and non-profit organizations.

The DCD also provides Fair Housing services such as a tenant/landlord hot-line that provides answers to fair housing related questions. Free fair housing guidebooks for both tenants and landlords are also available through the DCD website; assistance is also available to the public in filing discrimination

complaints with the Massachusetts Commission Against Discrimination.

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

The City relies on its extensive existing collaborative relationships throughout the year to determine where its strengths and weaknesses exist. Many existing organizations, committees, city departments, public agencies and non-profit organizations work together with the City to understand and meet the needs of the community. Currently Berkshire Bridges/Working Cities is an important community engagement group that represents under resourced individuals, particularly the residents of Westside and Morningside, the two neighborhoods in which a majority of low-income households reside. The City participates in the 3-County Continuum of Care, which includes Berkshire, Franklin and Hampshire Counties, and meets quarterly to ensure provider and institutional collaboration regarding the prevention, shelter, rapid-rehousing, and stabilizations services for homeless/at-risk, individuals, families, youth and Veterans. The City also collaborate with the Pittsfield Housing Authority and Berkshire Housing Development, the two assisted housing providers in Pittsfield.

The following list of committees demonstrates the City's on-going collaborations throughout the year. Most collaboration happens in the daily course of departmental activity and others are created for a definite purpose. The Department of Community Development relies upon these established collaborative channels in preparing the Consolidated Plan along with the regular lines of communication already established with other agencies, departments and groups.

- Pittsfield Human Services Advisory Council
- Westside Initiative Steering Committee
- Morningside Initiative Steering Committee
- Emergency Food and Shelter Program Committee
- Finance Committee of the Pittsfield City Council
- Pittsfield Economic Revitalization Corporation (PERC)
- Pittsfield Community Development Board
- Commission on Disabilities
- Artscape Committee
- Pittsfield Parks Commission
- 3-County Continuum of Care
- Berkshire Bridges/ Working Cities
- Pittsfield Homelessness Advisory Committee

Specific examples of coordinating efforts include:

- The Department of Community Development will continue to coordinate its public facility related activities, such as sidewalk and curb cut construction, with the City's Department of Public Works.
- The City's Department of Community Development will also continue its practice of obtaining input from the City's various code enforcement agencies when prioritizing the demolition of vacant structures.
- The City will also continue to obtain input and participate in the monthly Commission on Disabilities meetings.
- The City will continue to obtain input and participate in the monthly Homelessness Advisory Committee meetings.
- The City is a partner with Berkshire Bridges in their efforts to create systems change for individuals and families experiencing generational poverty.

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.

Pittsfield has a well-established service delivery system integrated through the 3-County CoC, which include the following subcommittees: Data Evaluation, Ranking Evaluation, Coordinated Entry, equity and Inclusion, Youth Action and Youth and Young Adult Committee that meet each quarter. The Western MA Network to End Homelessness also takes a coordinated approach to ending homelessness through shared strategies developed through target population services committees (family, individuals/chronically homeless, Veterans, unaccompanied youth, sexual offenders) assessment and data collection tools that help to see the impact of service delivery. Regardless of the doorway at which homeless and at-risk individuals enter, all are screened for eligibility and referred to a check-list of mainstream services, including a vulnerability assessment to support the CoC's by-names list. The City of Pittsfield has a staff person on the CoC Board and is also represented on the Ranking and Evaluation Committee.

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 City works in close consultation with the 3-County CoC administering agency, Community Action Pioneer Valley (CAPV). The City of Pittsfield does not receive ESG funds directly from HUD. ESG funding for the 3-County CoC region is allocated by the MA Department of Housing and Community Development (DHCD) through a competitive application process. Two providers within the CoC region receive funding. The application is submitted by Community Action Pioneer Valley in the same

department that the CoC is located, which serves Franklin/Hampshire with Berkshire County Regional Housing Authority as a sub-recipient for Berkshire/Pittsfield fund. DHCD is required to solicit input from the CoC regarding their priorities for ESG funding and the CoC and the Community Services program provide each other with input. As part of the CoC governance structure, the collaborative applicant, CAPV, engages in an annual discussion with the CoC board, membership, funded agencies, and community providers regarding needs, and informs MA-DHCD of its priorities. This influences the MA-DHCD allocation. Over the last several years funds have been directed exclusively towards Prevention Services. State funding allocations are informed by the Point-In-Time count numbers as well as other data reports through HMIS.

The CoC has established project evaluation and ranking criteria for projects based on HUD required performance outcome standards. Projects and grantees are evaluated according to the following categories: Project Model and Design, Project Outcomes regarding achievement of housing stability, participant employment status, increased or maintained employment income, increase of mainstream benefits, project cost effectiveness, participation in the coordinated entry process, and targeting of hard to serve populations, Data Reporting Compliance, and Collaboration and Participation in COC efforts.

The CoC is governed by a Charter & written standards which outline the governance structure and activities required for HUD CoC's, and has established funding, policies and procedures for the administration of HMIS, as well as CAPVs fiscal management requirements. HMIS data administration is managed by CAPV, as well, as the HMIS lead. The CoC is currently conducting a procurement process for HMIS vendor and plan to change from participation in DCHD's HMIS implementation to our own by December of 2021.

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 3 – Agencies, groups, organizations who participated

1	Agency/Group/Organization	Pittsfield Department of Community Development
	Agency/Group/Organization Type	Other government - Local
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy Non-Homeless Special Needs Market Analysis Economic Development Anti-poverty Strategy Lead-based Paint Strategy

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The Pittsfield Department of Community Development (DCD) is the HUD grantee that administers the Community Development Block Grant (CDBG) funds for the City of Pittsfield. DCD is the responsible entity for preparing HUD required Consolidated Plans, Annual Action Plans, and Consolidated Annual Performance and Evaluation Reports for the City.
2	Agency/Group/Organization	Community Action Pioneer Valley
	Agency/Group/Organization Type	Services - Housing Services-homeless Regional organization Planning organization
	What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Community Action of Pioneer Valley (CAPV) administers the Three County Continuum of Care that serves Berkshire County and Pittsfield with homelessness prevention and housing services in addition to long range planning in the area of homelessness and homelessness prevention.
3	Agency/Group/Organization	BERKSHIRE COUNTY REGIONAL HOUSING AUTHORITY
	Agency/Group/Organization Type	Housing Services - Housing Service-Fair Housing Regional organization
	What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Unaccompanied youth Non-Homeless Special Needs Anti-poverty Strategy Lead-based Paint Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	This agency was consulted for input to the Annual Action Plan by e-mail correspondence and is also consulted with frequently during the year regarding a number of housing issues and concerns. This agency is consulted during the preparation of the Consolidated Plan and the CAPER. This agency is also a recipient of CDBG funding to provide programs and services to several types of populations.
4	Agency/Group/Organization	ELIZABETH FREEMAN CENTER
	Agency/Group/Organization Type	Housing Services-Victims of Domestic Violence Services - Victims Regional organization
	What section of the Plan was addressed by Consultation?	Homeless Needs - Families with children Non-Homeless Special Needs Anti-poverty Strategy

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	This agency was consulted for input to the Annual Action Plan but is also consulted with frequently during the year regarding housing issues and concerns regarding households and persons who are victims of domestic violence. This agency is also consulted during the preparation of the Consolidated Plan and the CAPER. This agency is also a recipient of CDBG public service funding to assist them in carrying out eligible services and programs.
5	Agency/Group/Organization	Berkshire Housing Services, Inc.
	Agency/Group/Organization Type	Housing Services - Housing Services-Elderly Persons Services-homeless Regional organization
	What section of the Plan was addressed by Consultation?	Homeless Needs - Families with children Non-Homeless Special Needs Anti-poverty Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	This agency was consulted for input to the Annual Action Plan and is also consulted with frequently during the year regarding a number of housing issues and concerns. They are also consulted in the preparation of the Consolidated Plan and the CAPER. This agency also works with the City Department of Community Development frequently regarding the renovation and building of affordable housing.
6	Agency/Group/Organization	Pittsfield Housing Authority
	Agency/Group/Organization Type	PHA Services - Housing Other government - Federal Other government - State
	What section of the Plan was addressed by Consultation?	Public Housing Needs Non-Homeless Special Needs Anti-poverty Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The Pittsfield Housing Authority is consulted on a regular basis particularly in the preparation of the City's Annual Action Plan, Consolidated Plan, and the CAPER. The City DCD must also certify that the PHA Annual Plan is consistent to the City Consolidated Plan.
7	Agency/Group/Organization	Central Berkshire Habitat for Humanity
	Agency/Group/Organization Type	Housing Services - Housing
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Anti-poverty Strategy

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	This agency is consulted regularly during the year and the City works closely with Habitat regarding housing and related issues. When available, the City transfers parcels of land to Habitat for the construction of homes. Habitat also receives City CPA and other grant funds to construct affordable housing. Habitat has also assisted the City with community engagement for the Five Year Plan and the Annual Plan. This will continue as will the provision of information to the City for its Consolidated Plans, Annual Action Plans, and CAPER.
8	Agency/Group/Organization	MASSACHUSETTS FAIR HOUSING CENTER
	Agency/Group/Organization Type	Service-Fair Housing Regional organization
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs Anti-poverty Strategy Lead-based Paint Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	This agency is consulted with regularly for input regarding the preparation of the Fair Housing section of the Annual Action Plan, Consolidated Plan, and CAPER documents. The Massachusetts Fair Housing Center has been preparing the Analysis of Impediment update reports for the City over the past several years and the City anticipates utilizing their services in the future.
9	Agency/Group/Organization	Mass Department of Public Health
	Agency/Group/Organization Type	Health Agency Other government - State
	What section of the Plan was addressed by Consultation?	Lead-based Paint Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	This State agency is consulted with for input regarding lead-based paint and the incidence of lead paint poisoning in the City of Pittsfield on an annual basis through the agency website. Statistical information is available from the website that is included in the Annual Action Plan and Consolidated Plan.
10	Agency/Group/Organization	BERKSHIRE COMMUNITY ACTION COUNCIL
	Agency/Group/Organization Type	Services - Housing Services-Education Services-Employment Regional organization
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs Anti-poverty Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	This agency is consulted on a regular basis for the Annual Action Plan, the Consolidated Plan, and the CAPER. They are also consulted with throughout the year on many different issues pertaining to housing services such as heating emergencies, weatherization programs, job training programs, family homelessness issues, and many other items.
11	Agency/Group/Organization	Massachusetts Department of Developmental Services
	Agency/Group/Organization Type	Housing Services-Persons with Disabilities Other government - State

	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	This agency was consulted for input to the Annual Action Plan by e-mail correspondence but is also consulted with frequently during the year regarding a number of housing issues and concerns related to populations with developmental disabilities. This agency is also consulted during the preparation of the Consolidated Plan and the CAPER.
12	Agency/Group/Organization	AdLib, Inc.
	Agency/Group/Organization Type	Services-Persons with Disabilities Regional organization
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Adlib, Inc. was consulted for input to the Annual Action Plan by e-mail correspondence but is also consulted with frequently during the year regarding a number of housing issues and concerns related to disabled populations. Adlib, Inc. was also consulted during the preparation of the City's Consolidated Plan and the CAPER. The Department of Community Development consults with Adlib, Inc. regularly during the year regarding the provision of CDBG funds to construct accessible ramps for disabled persons
13	Agency/Group/Organization	BERKSHIRE COUNTY ARC
	Agency/Group/Organization Type	Services-Persons with Disabilities Regional organization
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Berkshire County ARC was consulted for input to the Annual Action Plan by e-mail correspondence but is also consulted with frequently during the year regarding a number of housing issues and concerns related to this category of population. Berkshire County ARC was also consulted during the preparation of the City's Consolidated Plan and the CAPER
14	Agency/Group/Organization	BRIEN CENTER FOR MENTAL HEALTH & SUBSTANCE ABUSE SERVICES
	Agency/Group/Organization Type	Services-Persons with Disabilities Services-Health Regional organization
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The Brien Center for Mental Health and Substance Abuse was consulted for input to the Annual Action Plan by e-mail correspondence but is also consulted with frequently during the year regarding issues concerning mental health and substance abuse populations. The Brien Center was also consulted during the preparation of the City's Consolidated Plan and the CAPER.

15	Agency/Group/Organization	Elder Services of Berkshire County, Inc.
	Agency/Group/Organization Type	Services-Elderly Persons Regional organization
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Non-Homeless Special Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Elder Services of Berkshire County was consulted for input to the Annual Action Plan by e-mail correspondence but is also consulted with frequently during the year regarding a number of issues concerning the elderly and frail elderly populations. Elder Services was also consulted during the preparation of the City's Consolidated Plan and the CAPER.
16	Agency/Group/Organization	City of Pittsfield Ralph J. Froio Senior Center
	Agency/Group/Organization Type	Services-Elderly Persons Regional organization
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The City's Ralph J. Froio Senior Center was consulted for input to the Annual Action Plan by e-mail correspondence but is also consulted with frequently during the year regarding a number of issues concerning the elderly and frail elderly populations. The Senior Center was also consulted during the preparation of the City's Consolidated Plan and the CAPER.
17	Agency/Group/Organization	18 Degrees
	Agency/Group/Organization Type	Services-Children Child Welfare Agency Regional organization
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs Anti-poverty Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	18 Degrees, formerly known as Berkshire Center for Families and Children, was consulted for input to the Annual Action Plan by e-mail correspondence but is also consulted with frequently during the year regarding a number of issues concerning families and children. Berkshire Center for Families and Children was also consulted during the preparation of the City's Consolidated Plan and the CAPER.
18	Agency/Group/Organization	UNITED CEREBRAL PALSY
	Agency/Group/Organization Type	Services-Persons with Disabilities Regional organization
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	United Cerebral Palsy was consulted for input to the Annual Action Plan by e-mail correspondence but is also consulted with frequently during the year regarding a number of issues concerning persons with disabilities. United Cerebral Palsy was also consulted during the preparation of the City's Consolidated Plan and the CAPER.
19	Agency/Group/Organization	Pittsfield Economic Revitalization Corporation
	Agency/Group/Organization Type	Regional organization Business Leaders
	What section of the Plan was addressed by Consultation?	Economic Development
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The Pittsfield Economic Revitalization Corporation (PERC) was consulted in the development of the City's Annual Action Plan and was also consulted for their input in the preparation of the City's Consolidated Plan and the CAPER. The City's Director of the Department of Community Development (DCD) serves on the PERC board and a DCD staff person provides administrative support to PERC. PERC is a CDBG subrecipient and administers the City's CDBG funded economic development programs by reviewing CDBG funded loan and technical assistance grant applications. The creation of jobs for low-moderate income persons is the goal of the agency as well as to assist small businesses.
20	Agency/Group/Organization	Pittsfield Department of Public Works & Utilities
	Agency/Group/Organization Type	Other government - Local Grantee Department
	What section of the Plan was addressed by Consultation?	Infrastructure- Sidewalks and curb cuts
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The City's Department of Public Works & Utilities (DPW) was consulted in the preparation of the City's Annual Action Plan and is also consulted with in the preparation of the City's Consolidated Plan and CAPER. The City's DPW works very closely with Department of Community Development (DCD) staff in helping to maintain a list of sidewalk and curb cut locations in need of reconstruction. As described elsewhere in this plan, the DPW also works with City DCD staff on other public works projects especially those related to housing redevelopment projects
21	Agency/Group/Organization	PITTSFIELD DEPARTMENT OF PUBLIC HEALTH
	Agency/Group/Organization Type	Services-Health Other government - Local Housing Code Enforcement Grantee Department
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Lead-based Paint Strategy Vacant Buildings

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The City of Pittsfield Health Department was consulted in the preparation of the Annual Action Plan regarding health and sanitary code conditions of the City's housing stock as well as lead paint issues. The City's Health Department was also consulted in preparation of the City's Consolidated Plan and CAPER. The Health Department provides input during the year regarding vacant and condemned structures and is a participant in the City's monthly Code Team meetings
22	Agency/Group/Organization	City of Pittsfield Fire Department
	Agency/Group/Organization Type	Other government - Local Grantee Department
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Code Enforcement and Vacant Buildings
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The City of Pittsfield Fire Department was consulted in the preparation of the City's Annual Action Plan for their input on the demolition of vacant and condemned structures. The Fire Department Inspector's also provide input during the year for as a participant in the City's Code Team monthly meetings. The Fire Department's input was also sought in the preparation of the City's Consolidated Plan and the CAPER.
23	Agency/Group/Organization	City of Pittsfield Building Inspections Department
	Agency/Group/Organization Type	Housing Other government - Local Grantee Department
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Code Enforcement and Vacant Buildings
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The City of Pittsfield Building Inspections Department was consulted for their input regarding the City's Consolidated Plan and Annual Action Plan and they are regularly consulted during the year particularly for their input on vacant and condemned buildings and code enforcement issues.
24	Agency/Group/Organization	Downtown Pittsfield, Inc.
	Agency/Group/Organization Type	Business and Civic Leaders
	What section of the Plan was addressed by Consultation?	Economic Development
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Downtown Pittsfield, Inc. was consulted for the preparation of the City's annual action plan to provide input regarding business and employment opportunities specifically in the City's Downtown as well as public infrastructure improvements. Downtown Pittsfield, Inc. input is also sought during the year regarding small business programs and assisted with the City in preparing the Downtown Parking. Downtown Pittsfield, Inc. and the City's Department of Community Development coordinate on many community oriented events and promotions, such as the Farmer's Market located at the Common Park.

25	Agency/Group/Organization	Westside Neighborhood Initiative
	Agency/Group/Organization Type	Civic Leaders Neighborhood Organization
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Anti-poverty Strategy Neighborhood Issues
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The City's Department of Community Development attended the Westside Neighborhood Initiative meeting on March 1, 2021 and public input was sought for the Annual Plan. The Westside Initiative provides input to the City's DCD on a regular basis throughout the year. A DCD staff person attends their monthly meetings and provides administrative assistance when needed
26	Agency/Group/Organization	Human Services Advisory Council
	Agency/Group/Organization Type	Business and Civic Leaders Local Advisory Council for CDBG and City funded Human Service Grant Applications
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Non-Homeless Special Needs Anti-poverty Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The Human Services Advisory Council (HSAC) is an eleven member group of volunteer citizens and business people who meet yearly to review applicant proposals from non-profit social service organizations and award CDBG and City funded public service grants. The HSAC makes funding recommendations to the Director of the Department of Community Development and the Mayor for their review and final approval.
27	Agency/Group/Organization	Commission on Disabilities
	Agency/Group/Organization Type	Other government - Local Civic Leaders Representatives of the City's Disabled Residents
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The Pittsfield Department of Community Development (DCD) consults with the Commission on Disabilities regularly during the year. City staff attends monthly meetings including a DCD staff person; a City Building Inspector; a City Engineer; and the City's Veteran's Agent. The Commission on Disabilities assists the City in many different ways and provides input to prioritize sidewalk reconstruction work and curb cut construction and recommendation how to make public facilities accessible.
28	Agency/Group/Organization	ServiceNet, Inc.
	Agency/Group/Organization Type	Services-homeless

	What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	ServiceNet, Inc. was consulted by for input regarding the City's homeless and chronically homeless populations as well as for information about the homeless shelters that it operates in Pittsfield. The City routinely works with ServiceNet on strategies around best practices and ways for the City to assist persons experiencing homelessness. ServiceNet is also a recipient of CDBG funds awarded by the Human Services Advisory Council.
29	Agency/Group/Organization	Pittsfield Parks Commission
	Agency/Group/Organization Type	Other government - Local Grantee Department
	What section of the Plan was addressed by Consultation?	Public Facilities- Parks
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The Pittsfield Parks Commission and staff reporting to the Commission were consulted for their input regarding the City's public facilities (parks) and the need for improvements. The City has a number of parks requiring upgrades especially playground equipment for young children located in the City's Morningside and Westside neighborhoods.
30	Agency/Group/Organization	Solider On
	Agency/Group/Organization Type	Services - Housing Services-Persons with Disabilities Services-homeless
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Soldier On was consulted for input regarding the City's Consolidated Plan in order to gather information on Veteran's needs in the housing, homelessness, and support service areas. Soldier On provides critical service as well as supportive housing to the area's Veterans and their families. Soldier On also coordinated with Service Net to provide additional emergency winter shelter.
31	Agency/Group/Organization	Berkshire Regional Planning Commission, Inc.
	Agency/Group/Organization Type	Housing Services - Housing Regional organization Planning organization
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Public Housing Needs Non-Homeless Special Needs Economic Development

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Berkshire Regional Planning is consulted on a regular basis regarding housing issues, economic development, and planning/ zoning issues. The City works with BRPC on lead paint issues, housing, planning, and economic development particularly in preparation of the yearly Consolidated Economic Development Strategy. BRPC also prepared the Market Analysis and the Housing Needs Assessment for the City's Five Year Consolidated Plan.
32	Agency/Group/Organization	Greylock Federal Credit Union
	Agency/Group/Organization Type	Business Leaders Private Sector Banking / Financing
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Anti-poverty Strategy Fair Housing and Homebuyer Education
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Greylock Federal Credit Union is consulted with for the development of the Annual Action Plan, the Consolidated Plan, and the CAPER. Greylock Federal Credit Union offers first-time homebuyer seminars and they provide input for the Consolidated Plan market analysis and housing analysis. The credit union also provides input for the development of the City's Analysis of Impediments to Fair Housing Choice document. Greylock Federal Credit Union is a very strong community partner and sponsors many City and private events.
33	Agency/Group/Organization	Lee Bank
	Agency/Group/Organization Type	Business Leaders Private Sector Banking / Financing
	What section of the Plan was addressed by Consultation?	Housing Need Assessment fair Housing
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Lee Bank was consulted by e-mail for information regarding their financial products and seminars for first-time homebuyers. Lee Bank is also consulted on a regular basis during the year regarding these same issues as well as for input regarding the preparation of the City's Consolidated Plan and the CAPER.
34	Agency/Group/Organization	Berkshire Bank
	Agency/Group/Organization Type	Business and Civic Leaders Private Sector Banking / Financing
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Fair Housing and Homebuyer Education
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Berkshire Bank was consulted by e-mail for information regarding their financial products and seminars for first-time homebuyers. Berkshire Bank is also consulted on a regular basis during the year regarding these same issues as well as for input regarding the preparation of the City's Consolidated Plan and the CAPER.

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

There were no agencies that were intentionally omitted in the public participation or consultation process in the development of this plan. All agencies, organizations, and groups are invited to participate in the development of the City of Pittsfield's Consolidated Plans and Annual Action Plans. The City prepares an extensive outreach, consultation, and public input process each year in an attempt to attract as many citizens and organizations as possible to the planning process. The City's Human Services Advisory Council (HSAC) also advertises and requests separate public input concentrating solely on the City's public service needs for agencies providing services and programs for homeless and non-homeless special needs populations.

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	Community Action of Pioneer Valley	The goals of the City's strategic plan overlap with the goals of the 3 County Continuum of Cares plan administered by Community Action Council of Pioneer Valley in that they both address the high priority needs of Pittsfield's homeless and chronically homeless populations.
PHA Five Year and Annual Plans	Pittsfield Housing Authority	The City of Pittsfield and the Pittsfield Housing Authority consult with each other during the preparation of each agency's five-year HUD Consolidated Plan and Annual Action Plans to ensure goals and actions are consistent with one another. The Pittsfield Housing Authority continually strives to improve the quality of housing for its residents and to ensure services are available to meet the resident's needs.
City of Pittsfield Master Plan	City of Pittsfield Community Development	The City of Pittsfield's Consolidated Plan goals overlapped with those included in the Master Plan which was completed in April 2009. Although, the plan is now ten years old, many of the strategies included in Part 3. Housing Quality & Affordability and Neighborhood Development are considered to be consistent with those in the Consolidated Plan

Table 4 – Other local / regional / federal planning efforts

Narrative (optional)

The City of Pittsfield's Department of Community Development ensures that as many agencies and organizations as possible are consulted and invited to participate in providing public input for the development of both its Consolidated Plan and subsequent Annual Action Plans. In addition to consulting the 34 agencies/groups/organizations listed above, the Department of Community Development staff held a public input meeting, in Spanish and English, for community residents to participate and provide input for the CDBG Annual Plan.

AP-12 Participation – 91.105, 91.200(c)

1. Summary of citizen participation process/Efforts made to broaden citizen participation

Summarize citizen participation process and how it impacted goal-setting

The City of Pittsfield utilized several types of outreach and media in the development of the 2022 Annual Action Plan (FY 2021).

Public Meetings: DCD held its public hearing via Zoom on Wednesday, March 10, 2021 at 5:30 p.m. A second public meeting and presentation, to obtain citizen views on the draft Annual Action Plan, was held on May 6, 2021 at 6:00 p.m. via Zoom. This public meeting was also televised. Presentations by non-profit agencies applying for CDBG and City general funds for human service grants were televised on Pittsfield Community TV.

Fliers: Fliers in English and Spanish were prepared to advertise the two public input meetings. The PHA distributed 100 fliers to their public housing residents and posted fliers in Spanish and in English. The flier was also posted on the City's Parks Department Facebook page. The same flier was distributed to citizens through the following email lists: Working Cities/Berkshire Bridges; Community Connector; Neighborhood Initiatives; Human Services Advisory Council; Commission on Disabilities; Artscape Committee; Healthy Pittsfield Active Living Committee and the Parks Department. The Mayor's office also distributed the flier and press release to the local NAACP chapter board.

Neighborhood and Agency Solicitation: The Working Cities Initiative worked with the City in soliciting community input as part of the Annual Planning process. The DCD Program Manager presented an overview of the CDBG Annual Plan and asked for community input at the public hearing at two neighborhood meetings. The first was at the monthly Working Cities meeting on February 24, 2021 and on March 1, 2021 at the Westside Neighborhood Initiative meeting. Both events were conducted via Zoom and live on

Press Releases: Press releases announcing the two public input meetings and the meeting to review the draft Annual Plan were sent out through the Mayor's office to a list of media outlets including *The Berkshire Eagle* and *The Pittsfield Gazette*. A press release was also issued regarding the availability of the Human Service Advisory Council (HSAC) RFP for CDBG and City general funded human service grants.

PCTV Bulletin Board: Information regarding the CDBG public input meeting was submitted to the PCTV Bulletin Board, which ran for two weeks beginning March 1, 2021 and ending March 11, 2021.

Letters of Invitation to City Councilors: The fliers were e-mailed to all City Councilors on February 23, 2021 encouraging them to attend the public input meetings.

Publish Display Advertisements: A display advertisement was published in The Berkshire Eagle on

Tuesday, February 23, 2021. A display advertisement was also published in The Berkshire Eagle on April 24, 2021 announcing the public meeting to review the draft Annual Plan. Several display advertisements were also published announcing the availability of the RFP for CDBG and City general funded human service grants and the HSAC public comment period.

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)
	Public Hearing	Minorities Non-English Speaking - Specify other language: Spanish Persons with disabilities Non-targeted/ broad community Residents of Public and Assisted Housing	The CDBG public hearing/input session for the Annual Plan was held on March 10, 2021 at 530. Due to the ongoing COVID19 pandemic, in person gatherings are not allowed and so the meeting was held virtually on Zoom. 63 people attended. The meeting was held simultaneously in English and Spanish.	See question #5 at the Executive Summary section of this plan for a summary of public comments received at this public input hearing. Minutes of the hearing are also included in the Citizen Participation Comments attachments of this plan.	All comments were accepted	https://www.cityofpittsfield.org/
	Fliers- Paper and Electronic Format	Minorities Non-targeted/ broad community Residents of Public and Assisted Housing	Paper and electronic fliers publicizing the CDBG public input meetings were distributed in February 2021. Paper copies of the flier were distributed by PHA staff to public housing residents. An electronic version of the same flier was distributed to City agencies, boards, and commissions through mailing lists such as the HSAC, Commission on Disabilities, and Parks and Recreation. The flier was also placed on the City website and posted to the Parks	See question #5 at the Executive Summary section of this plan for a summary of public comments received at this public input meeting.	All comments were accepted	

			Dept. Facebook page. A copy of the flier is included in the attachments to this plan labeled Grantee Unique			
	Newspaper Ad	Minorities Persons with disabilities Non-targeted/broad community	Two display advertisements were published in the local newspaper, The Berkshire Eagle, advertising the two CDBG public hearings. Several additional display ads were also published announcing the availability of CDBG human (public) service applications for the 2022 fiscal year and the 30-day human service public comment period. Copies of these display ads are included in the attachments to this plan labeled Grantee Unique Appendices	See question #5 at the Executive Summary section of this plan for a summary of public comments received at the public hearings.	All comments were accepted	
	Public Meeting	Minorities Non-English Speaking - Specify other language: Spanish Persons with disabilities Non-targeted/broad community	FY2021 CDBG Annual Plan and the public hearing was discussed at the monthly Working Cities Wednesday meeting on February 24, 2021, which was held in English and in Spanish. 27 people attended this meeting.	See question #5 at the Executive Summary section of this plan for a summary of public comments received at the public hearings	All comments were accepted	http://workingcitiespittsfield.org/
	Email Invites	Pittsfield City Councilors	E-mails with the flier attached were sent to the eleven Pittsfield City Councilors informing them of the two CDBG public input meetings. It is important for the City Councilors to hear the public input especially if it involves areas of the City they represent. A copy of this e-mail is included	See question #5 at the Executive Summary section of this plan for a summary of public comments received at the public hearings	All comments were accepted	

			in the attachment section to this plan labeled Grantee Unique Appendices. City Councilors attended the CDBG public input meetings.			
	Social Media	Minorities Persons with disabilities Non-targeted/ broad community	The flier and information regarding the CDBG public hearing meeting was placed on the City Parks and Recreation Facebook page, Working Cities Facebook page and the Westside Neighborhood Initiative Facebook, both meetings that discussed the public hearing were also posted on Facebook live.	See question #5 at the Executive Summary section of this plan for a summary of public comments received at the public hearings	All comments were accepted	
	Newspaper Ad	Minorities Persons with disabilities Non-targeted/ broad community Residents of Public and Assisted Housing	A large newspaper advertisement was published in The Berkshire Eagle informing the public of the availability of the draft Annual Action Plan, the date and time of the public hearing to review the draft plan, and the dates of the 30-day public comment period. Details of the draft CDBG budget were also included in the display advertisement.	A detailed list of public comments and questions from this hearing are included in the attachment section to this plan entitled Citizen Participation Comments.		
	Press release	Minorities Persons with disabilities Non-targeted/ broad community Residents of Public and Assisted Housing	A press release was issued informing the public of the availability of the draft Annual Action Plan, the date and time of the public hearing to review the draft plan, and the dates of the 30-day public comment period. Details were also included regarding the draft CDBG annual	A detailed list of public comments and questions from this hearing are included in the attachment section to this plan entitled Citizen Participation		

			budget and that the draft Annual Action Plan was also available for review on the City website. The press release and the display advertisement were also posted on the City of Pittsfield website.	Comments.		
	Public Hearing	Minorities Persons with disabilities Non-targeted/ broad community Residents of Public and Assisted Housing				

Table 5 – Citizen Participation Outreach

Expected Resources

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

Introduction

It is estimated that millions of dollars in federal, state, local, and private funding will be utilized over the next five years in order to deliver Pittsfield public and private programs and services and address priority needs. In addition, the funds listed below will also provide public infrastructure and facility improvements. The following table details the estimated types and amounts of resources that are anticipated to be available.

Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation : \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	1,339,636	140,000	0	1,479,636	5,960,000	CDBG funds will be used for a variety of public service programs; public facility projects; economic development programs; housing rehabilitation; demolition; and admin and planning activities. \$370,554.20 is available in revolving loan funds, \$146,872.43 in economic development funds and \$223,681.77 in housing rehab funds is also available.

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: \$		
Continuum of Care	public - federal	Public Services Other	589,689	0	0	589,689	2,444,000	The 3 County Rural Continuum of Care received a total award of \$1,890,000 from the yearly HUD Super NOFA application and \$589,689 of it will be used for Pittsfield based transitional and supportive housing programs and services.
General Fund	public - local	Admin and Planning Public Services	148,473	0	0	148,473	445,419	City General funds of \$148,473 will be used to help pay portions of Department of Community Development staff salaries during Year 2 and an estimated \$445,419 will be used over the following 3 years which is the remainder of the Consolidated Plan. In addition, City General Funds of \$51,750 will be used for human (public) service grants to social service agencies. City General Funds will leverage both CDBG admin and public service funding with an estimated \$155,250 projected over the next three years.

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: \$		
HUD-VASH	public - federal	Housing	447,120	0	0	447,120	1,341,360	Soldier On reports that there are currently 80 HUD VASH housing vouchers in Pittsfield with another 47 vouchers recently awarded by HUD and the U.S. Department of Veterans Affairs. The dollar value of the 127 vouchers for Year 2 is estimated at \$447,120 and at \$1,341,360 for the remaining 3 years of the Consolidated Plan.
Public Housing Capital Fund	public - federal	Housing	325,658	0	0	325,658	976,974	The Pittsfield Housing Authority will utilize \$325,658 from the Capital Fund Program to make improvements to its federally funded public housing developments during Year 2 and \$976,974 over the next four years of the Consolidated Plan. The three federally funded public housing developments in Pittsfield are Dower Square, Jubilee Apartments, and Columbia Arms.

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: \$		
Section 8	public - federal	Housing	9,317,007	0	0	9,317,007	27,951,021	Two Pittsfield agencies will administer Section 8 voucher programs during the upcoming term of this Consolidated Plan. The PHA expects to utilize \$3,927,824 to provide approximately 580 Section 8 vouchers in Year 2 and \$11,783,472 for Section 8 vouchers the remaining three years. Berkshire Housing Services, Inc. expects to provide about 646 vouchers using \$5,389,183 of Section 8 funding in Year 2 and expects to use \$16,167,549 of Section 8 funding over the remaining 3 years of the Consolidated Plan. Both agencies will also pursue additional Section 8 allocations as they are made available by the federal government. It is unlikely that any will be made available as there has been no new allocations over the previous five years.
Other	private	Public Improvements	161,574	0	0	161,574	0	A \$161,574 grant to develop a City dog park was received from the Stanton Foundation and is expected to be utilized during FY2022, Year 2 of the Consolidated Plan five year span.

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: \$		
Other	public - federal	Housing	3,397,422	0	0	3,397,422	13,589,688	The Pittsfield Housing Authority will use approximately \$685,116 in federal and state operating funds to fund and manage 695 units of rental housing at its federal and state public housing developments in Year 2 and an estimated \$2,055,348 to manage the same housing developments over the remaining three years. Berkshire Housing Services, Inc. plans to utilize approximately \$2,338,224 in state and federal operating funding to fund and manage 328 units at state and federal public housing developments and an estimated \$9,352,896 for the remaining 4 years of the Consolidated Plan.

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: \$		
Other	public - federal	Housing Public Services	500,000	0	0	500,000	2,000,000	Soldier On received a Supportive Services for Veteran Families grant from the federal Veterans Services Administration for \$3 million to provide funds for rental and utility payments and supportive services to Veterans and their families. It is estimated that \$500,000 will be spent during Year 2 and \$2 million over the remaining 3 years of the Consolidated Plan.
Other	public - federal	Public Services	40,000	0	0	40,000	60,000	Berkshire Community Action Council is expected to continue to administer approximately \$20,000 annually in FEMA funds countywide to prevent shutoff of utilities, to pay rent/mortgage arrearages, and to assist with emergency hearing fuel needs. An additional \$20,000 in funds have been made available through CARES Act funding. An estimated 30 persons per year in Pittsfield are expected to benefit from these funds and 90 over the five year Consolidated Plan period.

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: \$		
Other	public - federal	Public Services Other	2,762,456	0	0	2,762,456	8,287,368	It is projected that social service agencies serving the homeless with shelter and related programs in Pittsfield will expect to utilize \$2,762,456 in other Federal, State, Local, and private funding in Year 2 and an estimated \$8,287,368 for the remaining three years of the Consolidated Plan.
Other	public - state	Economic Development	100,000	0	0	100,000	250,000	The Pittsfield Economic Revitalization Corporation (PERC) expects to be awarded grant funds of \$100,000 annually from the Mass Growth Capital Corporation that will be used to provide mentoring and technical assistance award technical assistance to small businesses and micro-enterprises in exchange for creating jobs. Mass Growth Capital Corporation grant funds of approximately \$150,000 are expected over the remaining four years of the Consolidated Plan term.

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: \$		
Other	public - state	Public Improvements	350,000	0	0	350,000	0	CDBG funds were used to leverage \$350,000 in MA DOT Complete Streets funds to replace sidewalks, install curb cuts and ADA compliant ramps as well as upgrading signaling systems, crosswalks and additional bike lines to the downtown and Morningside area.
Other	public - local	Economic Development	880,000	0	0	880,000	0	The City of Pittsfield was awarded \$880,000 in MassDevelopment Site Readiness Grant Funds to complete a redevelopment scope of work for Site 9, located at the Pittsfield Economic Development Authority property, adjacent to the Tyler Street and Morningside neighborhood.
Other	public - local	Public Improvements	755,000	0	0	755,000	0	The City anticipates utilizing Capital Funds of approximately \$755,000 for Parks & Open Space projects during Year 2 and during the remaining three years of the Consolidated Plan.

Table 6 - 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 of Pittsfield leverages federal CDBG funding whenever possible with funding from other public and private sources in order to maximize the effectiveness of the City's CDBG funds. Although CDBG funds do not require a local match, the City tries to leverage its CDBG funds with other grant funding as described below.

- City property owners receiving assistance through the CDBG funded Home Improvement Program are expected to leverage CDBG funds with an additional \$75,000 through a combination of homeowner contributions; Berkshire Community Action Council funds; and Get the Lead Out. An additional \$275,000 in rehabilitation funds will be leveraged from Mass DHCD under the Gateway Housing Rehabilitation Program to rehab 2-4 unit properties with code related issues.
- The CDBG funded Handicapped Accessibility Loan Program for businesses requires for-profit property owners to provide a minimum 3:1 match and requires non-profit property owners to provide a 1:1 match. Funds leveraged through these CDBG funded loans during the coming year are estimated to total \$250,000.
- CDBG funded economic development programs are structured to involve companion funds from other public and private sources. Technical Assistance grants require a one-to-one match of funds. CDBG small business loan borrowers are limited to receive a maximum of 40% of project costs from CDBG. CDBG funds for economic development activities will leverage other bank and private financing of approximately \$250,000 during the upcoming year.
- CDBG funding will leverage \$148,473 of City general funds during the next year to pay for a portion of Department of Community Development staff salaries and CDBG public service agency grant funding will leverage \$71,750 of City general funds to fund additional public service agency grants.

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 uses capitol funds for a Community Gardener to manage 6 gardens, 3 on City owned property at Conte, Crosby and Morningside Elementary Schools in the Westside and Morningside neighborhoods and three additional gardens located at affordable housing developments. Volunteers, residents and students help maintain the gardens. Produce is used by the schools, local food pantries, and residents. The gardener has also helped volunteers set up small gardens at Headstart, the Elizabeth Freeman center and the public library.

In 2007 the City with the assistance of the MA Office of Energy and Environmental Affairs lead a community planning process to create an Urban River Plan to improve access to the west Branch of the Housatonic. The river runs through the Westside neighborhood but is walled off to residents. The plan seeks to improve public access to the open space of the river for recreation, green space, and increased walkability of the neighborhood. The first phase of this was the Westside Riverway. Over ten years in the creation which consisted of the City taking ownership of 10 vacant lots parcels through tax title foreclosure and purchase, accessing federal EPA funds to remediate environmental contamination at the site. In FY2019-2020, the City leveraged \$586,000 in grant funding from a combination of sources to design and build the linear park. The City will be looking to access other sources of funding to continue this long range project.

As part of the Tyler Street Housing Plan conducted in FY2020, City owned vacant lots and a vacant fire station are recommended for infill housing development. An RFP for the Tyler Street Fire House has been publicized.

A tax title foreclosure of a single family property is being rehabbed with CDBG funds , exterior work was completed in FY2021 with the interior rehabilitation work to be put out to bid in FY22 and will be sold to a low income first time homebuyer.

Vacant land of low value is auctioned and sold, usually to the abutting property owners. An auction is scheduled for FY2022.

Discussion

As described above, the City of Pittsfield CDBG funds are estimated to leverage approximately \$1,070,223 during the upcoming 2022 fiscal year (2021 HUD program year). CDBG funded activities that require matching funds from other sources (loans or private funds) are the Economic Development loans and technical assistance grants as well as handicapped accessibility loans. Additionally, the City's housing rehabilitation program generates leveraged dollars each year as well as improvements at the City parks and playgrounds. In addition to the above mentioned leveraged dollars, Pittsfield Department of Community Development staff will continue to pursue other grant funds to help achieve Consolidated Plan goals.

Annual Goals and Objectives

AP-20 Annual Goals and Objectives

Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Homelessness Prevention	2020	2024	Homeless Non-Homeless Special Needs	Both Westside & Morningside Areas	Homelessness Outreach, Rapid Rehousing, Prevention Public Services	CDBG: \$35,278 Public Service Funding from All Sources: \$746,674 Supportive Services for Veteran Families (SSVF): \$500,000	Homelessness Prevention: 1300 Persons Assisted
2	Homeless Transitional/Permanent Supportive Housing	2020	2024	Homeless	Both Westside & Morningside Areas	Homelessness - Permanent Supportive Housing Homelessness: Transitional Shelter	CDBG: \$37,814 Continuum of Care: \$589,689 HUD-VASH: \$447,120 Public Service Funding from All Sources: \$1,929,381	Homeless Person Overnight Shelter: 535 Persons Assisted
3	Public Services - CDBG HSAC	2020	2024	Non-Homeless Special Needs	Both Westside & Morningside Areas	Public Services	CDBG: \$122,750 General Fund: \$51,750	Public service activities other than Low/Moderate Income Housing Benefit: 791 Persons Assisted
4	Handicapped Accessible Ramp Program - CDBG	2020	2024	Affordable Housing	Both Westside & Morningside Areas	Rehabilitation of Existing Owner Housing Units Rehabilitation of Existing Rental Housing Units	CDBG: \$40,000	Rental units rehabilitated: 2 Household Housing Unit Homeowner Housing Rehabilitated: 3 Household Housing Unit

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
5	Home Improvements - Rental Housing CDBG	2020	2024	Affordable Housing	Both Westside & Morningside Areas	Rehabilitation of Existing Rental Housing Units	CDBG: \$120,000	Rental units rehabilitated: 5 Household Housing Unit
6	Home Improvements - Owner Housing CDBG	2020	2024	Affordable Housing	Both Westside & Morningside Areas	Rehabilitation of Existing Owner Housing Units	CDBG: \$365,069	Homeowner Housing Rehabilitated: 20 Household Housing Unit
7	Public Facility Improvements - Parks	2020	2024	Non-Housing Community Development	Both Westside & Morningside Areas	Public Facilities and Improvements	City Capital Funds: \$3,695,000	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 15000 Persons Assisted
8	Public Facility Improvement -Replacement Homeless	2020	2024	Homeless	Both Westside & Morningside Areas	Public Facilities and Improvements	CDBG: \$100,000	Homeless Person Overnight Shelter: 40 Persons Assisted Overnight/Emergency Shelter/Transitional Housing Beds added: 42 Beds
9	Public Facility Improvements - Sidewalks	2020	2024	Non-Housing Community Development	Both Westside & Morningside Areas	Public Facilities and Improvements	CDBG: \$237,149	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 3500 Persons Assisted
10	Public Services - Neighborhood Clean-ups	2020	2024	Neighborhood Clean-ups	Both Westside & Morningside Areas	Public Services	CDBG: \$7,000	Public service activities other than Low/Moderate Income Housing Benefit: 8000 Persons Assisted
11	Demolition of Condemned, Vacant Buildings	2020	2024	Non-Housing Community Development	Both Westside & Morningside Areas	Demolition of Vacant Buildings	CDBG: \$224,377	Buildings Demolished: 3 Buildings
12	Economic Development - CDBG Loan Program	2020	2024	Non-Housing Community Development	Both Westside & Morningside Areas	Economic Development	CDBG: \$127,000	Jobs created/retained: 4 Jobs Businesses assisted: 2 Businesses Assisted
13	Economic Development - CDBG TA Grant Program	2020	2024	Non-Housing Community Development	Both Westside & Morningside Areas	Economic Development	CDBG: \$170,000	Jobs created/retained: 3 Jobs Businesses assisted: 2 Businesses Assisted

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
14	Economic Development- Accessible Loan Program	2020	2024	Non-Housing Community Development		Economic Development	CDBG: \$136,000	Facade treatment/business building rehabilitation: 3 Business
15	Program Administration and Planning	2020	2024	Administration and Planning Expenses		Program Administration and Planning	CDBG: \$131,565 General Fund: \$148,473	Other: 0 Other

Table 7 – Goals Summary

Goal Descriptions

1	Goal Name	Homelessness Prevention
	Goal Description	Berkshire County Regional Housing Authority (BCRHA) expects to assist approximately 1000 person in Pittsfield with homelessness assistance through a number of programs and services. BCRHA, as well as other social service agencies, will work to prevent homelessness by providing counseling, legal assistance, mediation, housing search, and other programs to extremely low- and very low-income households at risk of losing their housing. FEMA funds will be used in the next year to assist approximately 30 Pittsfield households. The funding awarded to Soldier On called Supportive Services for Veteran Families expects to provide assistance to approximately 220 persons throughout the coming year.
2	Goal Name	Homeless Transitional/Permanent Supportive Housing
	Goal Description	A number of human service agencies will provide transitional and transition to permanent supportive housing services for approximately 535 homeless persons during the upcoming year utilizing HUD Super NOFA funding for the 3 County Continuum of Care as well as other federal, state, local, and private funding. It is estimated that approximately 310 persons will be assisted at Barton's Crossing shelter; the number of homeless households to be assisted at Our Friend's House is expected to be approximately 45; and the number of chronic homeless individuals assisted at the Summer Street/Barton's Supportive Housing Project is expected to be 30. The Elizabeth Freeman Center estimates that it will assist approximately 70 persons at their secure shelter for battered women and children. And 80 Veterans are expected to be assisted with VASH rental housing vouchers.
3	Goal Name	Public Services - CDBG HSAC
	Goal Description	The City's CDBG funded human service agencies will assist approximately 791 persons with \$81,250 in CDBG funding. Additionally, \$51,750 in City General Funds will benefit non-homeless special needs persons during the 2022 fiscal year. Project administration costs or project delivery costs for the CDBG funded human service program are estimated to be \$41,500 for the year. These project delivery costs will also provide a staff person to assist the two neighborhood initiatives during the year with neighborhood clean-ups and other special projects.
5	Goal Name	Handicapped Accessible Ramp Program - CDBG
	Goal Description	CDBG funds will be used to provide handicapped accessible ramps to non-homeless special needs populations at residential housing units. Approximately 5 households will be assisted through this activity.

6	Goal Name	Home Improvements - Rental Housing CDBG
	Goal Description	The City CDBG funded Home Improvement Program administered by the Pittsfield Department of Community Development expects to rehabilitate approximately 5 rental occupied housing units during the 2022 fiscal year. Expected program income from existing rehab loan payments and existing CDBG revolving loan funds will also be utilized to provide financial assistance for rental units occupies by low-moderate income households.
7	Goal Name	Home Improvements - Owner Housing CDBG
	Goal Description	The City CDBG funded Home Improvement Program will utilize approximately \$365,069 to provide financial assistance to rehabilitate approximately 20 income eligible, owner-occupied housing units during the 2022 fiscal year. Expected program income and existing CDBG revolving loan funds will also be utilized to provide financial assistance during the year. The figure above includes estimated project administration costs. Low interest rate loans, hardship grants, deferred payment loans, and lead paint abatement grants are the financing mechanisms used to assist low-moderate income homeowners.
8	Goal Name	Public Facility Improvements - Parks
	Goal Description	During the 2022 fiscal year, it is anticipated that park improvements will be made with City Capital funds in keeping with the Parks and Open Space Five Year Capital Plan. It is projected that approximately \$3,695,000 may be used for improvements at Wild Acres Dam Improvements, Skate Park and Osceola Park Playground and Parking Improvements.
9	Goal Name	Public Facility Improvement -Replacement Homeless
	Goal Description	CDBG funds will be used to assist Berkshire Housing with the rehabilitation of a building into an emergency and winter shelter for homeless individuals. Funds from the Commonwealth and from other private and state sources will also be used to complete this goal.
10	Goal Name	Public Facility Improvements - Sidewalks
	Goal Description	CDBG funds in the amount of \$237,149 are budgeted for fiscal year 2022 for sidewalk reconstruction and the installation of curb cuts, \$150,000 from prior program years and \$87,149 from FY2022 CDBG funds. CDBG funds will only be used for work in income eligible areas of the City.
11	Goal Name	Public Services - Neighborhood Clean-ups
	Goal Description	CDBG funds will be used to provide dumpsters and pay for informational fliers in both of Pittsfield neighborhood initiative areas, Westside and Morningside, during the 2022 fiscal year. CDBG funds of \$3,500 have been budgeted for each neighborhood clean-up. The Department of Community Development provides admin staff support to assist the neighborhood initiatives in organizing the clean-ups and arranging for the dumpsters.
12	Goal Name	Demolition of Condemned, Vacant Buildings
	Goal Description	During the 2022 fiscal year, the Department of Community Development will continue to work with the City Health Department, Building Inspections Department, and the Fire Department to determine which vacant, condemned structures are candidates for demolition. CDBG funds in the amount of \$200,000 are budgeted for this activity. CDBG project administration funds in the amount of \$24,377 are also budgeted to carry out these activities.
13	Goal Name	Economic Development - CDBG Loan Program

	Goal Description	The Pittsfield Economic Revitalization Corporation (PERC) will serve as a subrecipient and administer the City CDBG economic development programs. During the 2022 fiscal year, PERC will utilize an estimated \$40,000 in program income that it will receive from loan payments to provide small business loans in order to create jobs for low-moderate income persons. PERC will also utilize funds in its revolving loan fund for this purpose. CDBG funds of \$8,500 are also budgeted for the 2022 fiscal year to cover PERC administrative expenses and \$78,500 will be budgeted to cover project administration expenses in delivering the small business loan program, the technical assistance grant program, and other state and local economic development programs under the administration of PERC.
14	Goal Name	Economic Development - CDBG TA Grant Program
	Goal Description	CDBG carryover funds in the amount of \$170,0000 will be utilized by the Pittsfield Economic Revitalization Corporation (PERC) as a subrecipient during the 2022 fiscal year to provide technical assistance grants to small businesses and microenterprises in order to create jobs for low-moderate income persons.
15	Goal Name	Economic Development- Accessible Loan Program
	Goal Description	During the 2022 fiscal year, carryover CDBG funds from the prior fiscal year are budgeted in the amount of \$128,000 to provide zero per-cent interest, deferred payment loans to for-profit businesses and non-profit organizations for handicapped accessible improvements. Private matching funds are required for this program. CDBG project administration costs of \$8,000, to administer this program, are also budgeted for the 2022 fiscal year.
16	Goal Name	Program Administration and Planning
	Goal Description	The Pittsfield Department of Community Development administers the City's CDBG funds every year. For the 2022 fiscal year the amount of \$131,565 is budgeted to cover salary and fringe benefits of staff as well as supplies and other items related to the cost of doing business allowable under HUD regulations. This also includes planning studies that may occur over the FY2022 fiscal year. City General Funds are also budgeted for the 2022 fiscal year to pay for a portion of staff salaries who may work on City projects that are not necessarily funded through the annual CDBG budget.

Projects

AP-35 Projects – 91.220(d)

Introduction

The following projects will be undertaken during the 2022 fiscal year with Community Development Block Grant (CDBG) funding in order to assist the City in accomplishing its community development goals as outlined earlier in this Consolidated Plan. Some of the following CDBG funded projects will also utilize other federal, state, local, and private grants or funds.

Projects

#	Project Name
1	PUBLIC FACILITIES: Replacement Homeless Shelter
2	PUBLIC FACILITIES: Sidewalks and Curb Cuts
3	ECONOMIC DEVELOPMENT: Removal of Architectural Barriers
4	PUBLIC SERVICES: Morningside Neighborhood Clean Up
5	PUBLIC SERVICES: Westside Neighborhood Clean Up
6	PUBLIC SERVICES: Human Service Grants
7	HOUSING REHABILITATION: Owner Occupied Housing Rehabilitation
8	HOUSING REHABILITATION: Renter Occupied Housing Rehabilitation
9	HOUSING REHABILITATION: Handicapped Accessible Ramps
10	ECONOMIC DEVELOPMENT: Small Business Loans
11	ECONOMIC DEVELOPMENT: Technical Assistance Grants
12	ECONOMIC DEVELOPMENT: PERC Administrative Assistance
13	ECONOMIC DEVELOPMENT: MicroEnterprise
14	CLEARANCE Demolition of Vacant Buildings
15	PROGRAM ADMINISTRATION AND PLANNING
16	HOUSING REHABILITATION: Owner Occupied Rehab

Table 8 - Project Information

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

When preparing the City's yearly CDBG budget, allocation priorities for specific activities are determined by referring to priority needs identified in the City's 5-Year Consolidated Plan. Priority needs are assigned a priority need level of High or Low for specific areas such as: public facility needs; infrastructure needs; public service needs; housing needs; economic development needs; and planning needs. Examples of activities or projects that received funding allocations for the 2022 fiscal year and that were assigned a "High" priority need level in the City's 5-Year Consolidated Plan are as follows:

- Public Facility projects such as sidewalk improvements and neighborhood initiative improvements.
- Public (Human) Services funding such as neighborhood clean-ups; and Human Service Agency grants including funding for homeless needs.
- Housing activities such as owner occupied and rental occupied housing rehabilitation including lead paint abatement; residential accessibility grants; temporary relocation; and miscellaneous rehabilitation expenses.
- Economic Development activities such as funding to small businesses and non-profits for accessible improvements; technical assistance grants to small businesses and micro-enterprises; and loans to small businesses.
- Demolition activities such as demolition of vacant, condemned buildings.

The City continues to see the greatest underserved needs in the area of human (public) services, particularly programs that address the growing homeless population in the City either with emergency and winter shelter, homelessness prevention programs and permanent supportive housing. Other priority needs include affordable child care, programs for youth, mental health and substance abuse services. Sidewalks, Neighborhood Clean ups and Demolition of Vacant Buildings are also a priority need.

AP-38 Project Summary

Project Summary Information

1	Project Name	PUBLIC FACILITIES: Replacement Homeless Shelter
	Target Area	Both Westside & Morningside Areas
	Goals Supported	Public Facility Improvement -Replacement Homeless
	Needs Addressed	Homelessness: Transitional Shelter Public Facilities and Improvements
	Funding	CDBG: \$100,000
	Description	CDBG funds will be used to assist with design and architectural fees regarding the rehabilitation of the City's emergency/ winter homeless shelter, this includes \$10,000 in carryover funds from the prior year.
	Target Date	
	Estimate the number and type of families that will benefit from the proposed activities	
	Location Description	
2	Planned Activities	From May to October, the shelter will have the shelter will have 20 emergency beds. Capacity will increase by 20 beds during November until April. The shelter also provides 2 meals a day with emergency transportation, case management services will be provided on site and will include assessment, housing search, accessing entitlements, employment assistance and health care including behavioral health.
	Project Name	PUBLIC FACILITIES: Sidewalks and Curb Cuts
	Target Area	Both Westside & Morningside Areas
	Goals Supported	Public Facility Improvements - Sidewalks
	Needs Addressed	Public Facilities and Improvements
	Funding	CDBG: \$139,149
	Description	CDBG funds will be used to replace sidewalks and add curb cuts in CDBG eligible service areas in the City, funds include \$87,149 in CDBG FY22 funds and \$52,000 in activity delivery costs
	Target Date	6/30/2022
	Estimate the number and type of families that will benefit from the proposed activities	Approximately 4,000 neighborhood residents will be impacted by the work
	Location Description	The locations will be CDBG eligible service areas throughout the City

	Planned Activities	Sidewalks and Curb cuts will be undertaken in CDBG eligible areas
3	Project Name	ECONOMIC DEVELOPMENT: Removal of Architectural Barriers
	Target Area	
	Goals Supported	
	Needs Addressed	
	Funding	CDBG: \$136,000
	Description	\$136,000 in CDBG funds will be expended to remove architectural barriers for commercial property owners. \$128,000 in carryover funds from the previous year and \$8,000 in activity delivery costs from CDBG FY2022 HUD YEAR 2021 funds
	Target Date	6/30/2022
	Estimate the number and type of families that will benefit from the proposed activities	3 property owners/ 3 commercial buildings will be assisted with these funds
	Location Description	Location will be determined during the program year
	Planned Activities	CDBG funds will be used to assist three property owners remove architectural barriers at their buildings.
4	Project Name	PUBLIC SERVICES: Morningside Neighborhood Clean Up
	Target Area	Morningside Initiative
	Goals Supported	Public Services - Neighborhood Clean-ups
	Needs Addressed	Public Services
	Funding	CDBG: \$3,500
	Description	\$3,500 in CDBG 2021 funds is budgeted for a neighborhood clean up in the Morningside neighborhood
	Target Date	6/30/2022
	Estimate the number and type of families that will benefit from the proposed activities	80 households will benefit from this activity
	Location Description	
	Planned Activities	CDBG funds will be used to fund a neighborhood cleanup, benefiting the residents of Morningside
5	Project Name	PUBLIC SERVICES: Westside Neighborhood Clean Up
	Target Area	Westside Initiative
	Goals Supported	Public Services - Neighborhood Clean-ups
	Needs Addressed	
	Funding	CDBG: \$3,500

	Description	CDBG funds in the amount of \$3,500 will be budgeted to fund a neighborhood cleanup to benefit residents of the Westside neighborhood
	Target Date	6/30/2022
	Estimate the number and type of families that will benefit from the proposed activities	It is estimated that 80 residents of the Westside neighborhood will benefit from the assistance.
	Location Description	
	Planned Activities	CDBG funds will be used for a neighborhood cleanup.
6	Project Name	PUBLIC SERVICES: Human Service Grants
	Target Area	Both Westside & Morningside Areas
	Goals Supported	Public Services - CDBG HSAC
	Needs Addressed	Public Services
	Funding	CDBG: \$196,000
	Description	HUD YEAR 2021 CDBG funds in the amount of \$196,000 will be allocated to human service programs, this figure includes \$154,500 in direct grants to social service agencies and \$41,500 in activity delivery costs. Agencies receiving funds include Elder Services, 18 Degrees, UCP, Child Care of The Berkshires, ServiceNet, BCRHA, Elizabeth Freeman Center, Berkshire County Kids Place.
	Target Date	6/30/2022
	Estimate the number and type of families that will benefit from the proposed activities	An estimated 791 low income households will be assisted with these funds.
	Location Description	Activities will occur City wide.
7	Planned Activities	CDBG funds will be expended to fund social service agencies that provide services to low income Pittsfield residents. Agencies receiving funds include Elder Services, 18 Degrees, UCP, Child Care of The Berkshires, ServiceNet, BCRHA, Elizabeth Freeman Center, Berkshire County Kids Place, The Gladys Allen Brigham Center, Roots Rising, Community Access To the Arts, Community Legal Aid.
	Project Name	HOUSING REHABILITATION: Owner Occupied Housing Rehabilitation
	Target Area	Both Westside & Morningside Areas
	Goals Supported	
	Needs Addressed	
	Funding	\$269,772
	Description	\$ 269,772 in CDBG funds will be used to fund a housing rehabilitation program for owner occupied households. This figure includes \$70,000 in program income RLF funds, \$25,000 in FY22 CDBG funds and \$114,772 in Activity Delivery costs. \$60,000 in prior years funds will be also used to fund this activity and \$374,839.09 in revolving loan funds are also being used to fund this activity.
	Target Date	6/30/2022

	Estimate the number and type of families that will benefit from the proposed activities	20 households are expected to be assisted with these funds.
	Location Description	Program locations will be determined during the program year
	Planned Activities	CDBG funds will be used to run a housing rehabilitation program for owner occupied households.
8	Project Name	HOUSING REHABILITATION: Renter Occupied Housing Rehabilitation
	Target Area	Both Westside & Morningside Areas
	Goals Supported	Home Improvements - Rental Housing CDBG
	Needs Addressed	Rehabilitation of Existing Rental Housing Units
	Funding	CDBG: \$184,773
	Description	\$ 184,773 in CDBG funds will be used to fund a housing rehabilitation program for rental housing. This figure includes \$30,000 in program income RLF funds, \$25,000 in FY22 CDBG funds and \$114,773 in Activity Delivery costs. \$15,000 in prior years funds will be also used to fund this activity
	Target Date	6/30/2021
	Estimate the number and type of families that will benefit from the proposed activities	5 rental housing units will be assisted with these funds
	Location Description	Property locations will be determined during the program year
9	Planned Activities	Funds will be used for housing rehab, which includes emergency housing rehab, code related improvements, lead paint abatement and other rehab work
	Project Name	HOUSING REHABILITATION: Handicapped Accessible Ramps
	Target Area	Both Westside & Morningside Areas
	Goals Supported	Handicapped Accessible Ramp Program - CDBG
	Needs Addressed	Rehabilitation of Existing Owner Housing Units Rehabilitation of Existing Rental Housing Units
	Funding	CDBG: \$40,000
	Description	\$40,000 in FY2022 CDBG funds will be expended for residential ramp construction to assist disabled homeowners and tenants.
	Target Date	6/30/2022
	Estimate the number and type of families that will benefit from the proposed activities	3 low income households will be assisted with construction of handicapped accessible ramps
10	Location Description	Locations will be determined during the program year
	Planned Activities	CDBG funds will be used to install handicapped accessible ramps for owner occupied and renter occupied households
10	Project Name	ECONOMIC DEVELOPMENT: Small Business Loans

	Target Area	Both Westside & Morningside Areas
	Goals Supported	Economic Development - CDBG Loan Program
	Needs Addressed	Economic Development
	Funding	CDBG: \$40,000
	Description	\$40,000 in revolving loan funds received in FY2022 will be available for small business loans. An additional in economic development revolving loan funds will also be available to fund this activity.
	Target Date	6/30/2022
	Estimate the number and type of families that will benefit from the proposed activities	
	Location Description	
	Planned Activities	Small Businesses will be provided with low interest loans to grow and improve their business
11	Project Name	ECONOMIC DEVELOPMENT: Technical Assistance Grants
	Target Area	Both Westside & Morningside Areas
	Goals Supported	Economic Development - CDBG TA Grant Program
	Needs Addressed	Economic Development
	Funding	CDBG: \$248,500
	Description	CDBG funds in the amount of \$248,500 will be expended to provide grants to small businesses for technical assistance. This includes \$170,000 in carryover funds in FY2022 CDBG funds and \$78,500 in activity delivery costs
	Target Date	6/30/2022
	Estimate the number and type of families that will benefit from the proposed activities	5 business will be assisted and 3 jobs will be created
	Location Description	Locations will be determined during the program year
12	Planned Activities	CDBG funds will be used to provide assistance to small businesses, either microenterprises or businesses that are hiring or retaining low income CDBG workers.
	Project Name	ECONOMIC DEVELOPMENT: PERC Administrative Assistance
	Target Area	Both Westside & Morningside Areas
	Goals Supported	Economic Development - CDBG Loan Program Economic Development - CDBG TA Grant Program
	Needs Addressed	Economic Development
	Funding	CDBG: \$8,500
	Description	CDBG funds of \$8,500 in administrative costs for the Pittsfield Economic Development Corporation who performs the underwriting services for the CDBG economic development programs

	Target Date	6/30/2022
	Estimate the number and type of families that will benefit from the proposed activities	
	Location Description	
	Planned Activities	
13	Project Name	ECONOMIC DEVELOPMENT: MicroEnterprise
	Target Area	Both Westside & Morningside Areas
	Goals Supported	Economic Development - CDBG Loan Program Economic Development - CDBG TA Grant Program
	Needs Addressed	Economic Development
	Funding	CDBG: \$75,000
	Description	\$75,000 in FY2022 HUD YR 2021 will be used as matching funds for the E for All program to be established in Pittsfield. The program focuses on microenterprises. The goal is to define ways to bolster the city's economic vitality and in particular strengthen economic opportunity for residents, especially in lower-income, under-represented, and immigrant communities.
	Target Date	6/30/2022
	Estimate the number and type of families that will benefit from the proposed activities	20 low income small business owners will be assisted with these funds
	Location Description	Business citywide will be assisted with these funds
14	Planned Activities	CDBG funds will used to assist microenterprises, especially lower-income, under-represented, and immigrant communities, by provide mentorship and coaching, the program provides the business assistance from strategy through customer surveys, money, finances, projections, budgeting, accounting, insurance, legal, marketing, websites/SEO, social media, presentation skills and sales. Each entrepreneur (or team) is matched to three mentors, experienced local community members/business people who work through the entire program with them.
	Project Name	CLEARANCE Demolition of Vacant Buildings
	Target Area	Both Westside & Morningside Areas
	Goals Supported	Demolition of Condemned, Vacant Buildings
	Needs Addressed	Demolition of Vacant Buildings
	Funding	CDBG: \$224,377
	Description	\$224,377 in CDBG funds has been allocated for demolition of vacant buildings, this figure includes \$150,000 in FY22 CDBG funds, \$50,000 in FY21 program income and \$24,377 in activity delivery costs.
	Target Date	6/30/2022

	Estimate the number and type of families that will benefit from the proposed activities	3 vacant buildings will be demolished with these funds
	Location Description	Locations will be determined during the program year
	Planned Activities	3 vacant abandoned buildings will be demolished with these funds.
15	Project Name	PROGRAM ADMINISTRATION AND PLANNING
	Target Area	
	Goals Supported	Program Administration and Planning
	Needs Addressed	Program Administration and Planning
	Funding	CDBG: \$131,565
	Description	\$131,565 in CDBG FY2022 HUD YEAR 2021 Funds will be used for project administration costs and planning
	Target Date	6/30/2022
	Estimate the number and type of families that will benefit from the proposed activities	
	Location Description	
	Planned Activities	
16	Project Name	HOUSING REHABILITATION: Owner Occupied Rehab
	Target Area	
	Goals Supported	Home Improvements - Owner Housing CDBG
	Needs Addressed	
	Funding	CDBG: \$200,000
	Description	CDBG funds in the amount of \$200,000 will be used to complete the rehabilitation work at 21 Eleanor, a former tax title vacant property that is being rehabbed and will be sold to a first time homebuyer
	Target Date	6/30/2022
	Estimate the number and type of families that will benefit from the proposed activities	1 first time homebuyer that meets the HUD income guidelines will benefit from this activity
	Location Description	
	Planned Activities	CDBG funds will be used to complete the interior rehabilitation work of a single family home that is being rehabbed and will be sold to a first time homebuyer

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

On a year to year basis, most of the City's CDBG funds are allocated on a project-specific basis, but a majority of CDBG funding is spent within CDBG income eligible areas of the City. Additionally, some individuals qualify for CDBG funded programs and assistance based on their income. Programs such as the City's Home Improvement Program require that the household receiving assistance be income eligible no matter what area of the City the housing unit is located.

The Westside and Morningside neighborhoods are both areas of low-income concentration and areas of minority concentration. The Westside neighborhood can be geographically described as Census Tract 6: Block Groups 1, 2, 3, and 4 and Census Tract 1: Block Group 4, and part of 2. The Morningside neighborhood can be geographically described as Census Tract 1: Block Groups 1, and part of 2, and Census Tract 2: Block Groups 1, 2, 3, 4, 5, 6. Historically, the greatest numbers of beneficiaries of the Department of Community Development's housing rehabilitation program are located in the Westside and Morningside areas. These are areas of the City that reflect the greatest need, given the age of the housing stock and relative incomes of the residents. The two Neighborhood Initiatives focus on housing rehabilitation; home ownership opportunities; code issues; infrastructure improvements; clearance of vacant, dilapidated structures; and disposition of vacant lots.

Geographic Distribution

Target Area	Percentage of Funds
Both Westside & Morningside Areas	50

Table 9 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

The City of Pittsfield utilizes HUD's Low/Moderate Income Summary Data (LMISD) to help decide where to invest funds during any given program year. HUD published updated its LMISD in June 2018 which enabled the City of Pittsfield to update its CDBG income eligible areas and produce a new map showing the areas of the City in which a majority of the residents have incomes below 80% of Pittsfield's area median income. Included in the attachments to this Consolidated Plan, labeled "Grantee Unique Appendices", is a copy of a map that defines the boundaries of the CDBG eligible areas within the City of Pittsfield. A CDBG eligible area is a specific block group within a census tract in which at least 51% of its population has median family incomes at or below 80% of the median family income for Pittsfield. This map is utilized in assisting the City of Pittsfield staff in making official determinations of activity compliance with the low-moderate income area (LMA) benefit national objective which is used to help locate activities like sidewalk reconstruction, park improvements, and demolitions.

CDBG eligible areas (census tracts and block groups) within the City of Pittsfield as of July 1, 2018 are as follows:

Census Tract 9001 Block Groups: 1, 2, 3, and 4
Census Tract 9002 Block Groups: 1, 2, 3, 4, 5, and 6
Census Tract 9003 Block Group: 2
Census Tract 9004 Block Groups: 1, 2, and 5
Census Tract 9005 No block groups are eligible
Census Tract 9006 Block Groups: 1, 2, 3, 4, and 5
Census Tract 9007 Block Group: 3
Census Tract 9008 No block groups are eligible
Census Tract 9009 Block Groups: 2, and 3
Census Tract 9011 No block groups are eligible
Census Tract 9352 Block Group: 3

Discussion

The following is a listing of the 2022 CDBG funded activities followed by an explanation as to where the assistance is to be directed or targeted:

Sidewalks and Curb Cuts: 100% will be expended in HUD – CDBG eligible areas.

Westside and Morningside Neighborhood Clean-ups: 100% of funding will be expended in the HUD – CDBG income eligible Westside and Morningside neighborhoods.

Removal of Architectural Barriers: 100% will be expended city-wide to assist non-profit and for-profit businesses in making handicap accessible improvements.

Public (Human) Services Grants: 100% will be expended to assist HUD – CDBG income eligible persons city-wide.

Housing Rehabilitation: 100% will be expended to assist HUD – CDBG income eligible homeowners and tenants city-wide. Approximately 50% of the funds will assist income eligible homeowners and tenants located in the City's two HUD – CDBG income eligible Neighborhood Initiative areas.

Residential Handicap Accessible Ramps: 100% will be expended to assist HUD – CDBG income eligible households city-wide. Approximately 50% of the funds will assist households in HUD – CDBG income eligible Neighborhood Initiative areas.

Economic Development Loans and Technical Assistance Grants: 100% to be expended to assist eligible businesses city-wide who agree to create jobs for low-income persons.

Clearance: 100% will be expended City-wide for clearance activities with approximately 75% of that expended in HUD – CDBG income eligible Neighborhood Initiative areas

Affordable Housing

AP-55 Affordable Housing – 91.220(g)

Introduction

During the five years of this Consolidated Plan, it is estimated that a total of **200** renter and owner households will be provided with affordable housing assistance that meets the HUD Section 215 definition of affordable housing. The following is the HUD Section 215 affordable housing criteria for rental housing and homeownership that are used for determining if a household assisted with housing meets the HUD Section 215 affordable housing definition:

- 1) Rental Housing:** A rental housing unit is considered to be an affordable housing unit if it is occupied by an extremely low-income, low-income, or moderate-income family or individual and bears a rent that is the lesser of (1) the Existing Section 8 Fair Market Rent for comparable units in the area or, (2) 30% of the adjusted income of a family whose income equals 65 percent of the median income for the area.
- 2) Homeownership:**
 - a)** Housing that is for purchase (with or without rehabilitation) qualifies as affordable housing if it
 - 1)** is purchased by an extremely low-income, low-income, or moderate-income first-time homebuyer who will make the housing his or her principal residence; and
 - 2)** has a sale price that does not exceed the mortgage limit for the type of single family housing for the area under HUD's single family insuring authority under the National Housing Act.
 - b)** Housing that is to be rehabilitated, but is already owned by a family when assistance is provided, qualifies as affordable housing if the housing
 - 1)** is occupied by an extremely low-income, low-income, or moderate-income family which used the house as its principal residence, and
 - 2)** has a value, after rehabilitation, that does not exceed the mortgage limit for the type of single family housing for the area, as described in (a) above.

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

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

One Year Goals for the Number of Households Supported Through	
Rental Assistance	0
The Production of New Units	0
Rehab of Existing Units	30
Acquisition of Existing Units	0
Total	30

Table 11 - One Year Goals for Affordable Housing by Support Type

Discussion

A description of the number and types of households projected to be assisted is as follows:

Rehabilitation of Existing Units:

- 25 households will receive rehabilitation assistance as follows: 5 owner households (0-30% MFI); 7 owner households (31-50% MFI); 8 owner households (51-80% MFI); 1 renter households (0-30% MFI); 2 renter households (31-50% MFI); and 2 renter household (51-80% MFI).
- 4 special needs households will be provided with accessible ramps: 2 renter household (31-50% MFI); and 1 owner households (31-50% MFI) 1 owner households (51-80% MFI).
- 1 First Time Homeowner household (51-80% MFI) will purchase a former vacant tax title foreclosure rehabilitated with CDBG funds

AP-60 Public Housing – 91.220(h)

Introduction

In the mission statement of the Pittsfield Housing Authority (PHA), the PHA maintains a commitment to providing a full-range of safe, secure, suitable, and appropriate affordable housing opportunities to extremely low, very-low, and low-income family, elderly, and disabled households in a fair manner. The PHA is also committed to assisting all residents who are moving from welfare-to-work with affordable housing opportunities that do not act as disincentives to economic advancement. The PHA is committed to improving its conventional public housing developments and attempting to provide and support wider access to affordable housing opportunities throughout the entire community. Pittsfield Housing Authority administers 24 federally assisted developments, and manages Public Housing Development and/or federal rental subsidy vouchers serving 743 households. The current needs analysis by the PHA shows that cost burden remains an issue for elderly, individuals with disabilities and families. In fiscal year 2022, HUD Year 2021, the PHA will continue to seek innovative ways to assist their clients in being self-sufficient and will continue to collaborate with many other agencies which provide supportive services that contribute to the success of the elderly, disabled, and families who participate in the PHA's programs.

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

The PHA plans to use the FY 2022 Capital Funds for Dower Square parking lots and walkways. The following is the breakdown of how the funds will be allocated:

- \$16,500 to help improve overall operations (training) for the staff of the PHA.
- \$31,723 for exterior improvements at McGill Court
- \$29,393 for elevator upgrades at Providence Court
- \$130,714 for concrete patio, walkways and stairways improvements at Rose Manor
- \$117,328 for the roof replacement at Christopher Arms

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

The PHA's has several key strategies for addressing priority housing needs and to get residents involved in management and homeownership as described in the PHA Five Year Plan beginning in FY20. The PHA has identified objectives and goals in HUD Year 2022 to involve residents in management and homeownership. They are as follows:

- Due to COVID, PHA will continue agency-wide training, both online to make staff aware of changes to the housing law, such as Reasonable Accommodations, Companion Animals, federal

rules and regulations.

- Provide space and support for police, fire, and other City & Community programs that aim to improve security and quality of life for their tenants and the neighborhood.
- PHA will apply for FEMA Grant for “Smart Burners” for all stoves in their federal developments.
- PHA has joined the centralized waiting list for the HCPV (summer of 2020).

The PHA plans to continue to undertake actions to encourage public housing residents to become involved in management. Each fiscal year, the PHA solicits the opinions and input of residents of their public housing developments and voucher holders. A flyer is mailed annually to request participation on the Resident Advisory Boards (RAB). The PHA tries to have at least two people from each housing development on the Resident Advisory Boards as well as three people from the Section 8 rental voucher program. The PHA also utilizes the Resident Advisory Boards in order to solicit input from the residents regarding the issues and procedures they feel should be included in the PHA’s Annual and 5-year HUD plans. Currently, there are two separate Resident Advisory Boards, one for public housing development residents and one for Section 8 voucher recipients. These two Resident Advisory Boards are brought together yearly when the PHA solicits input for the HUD Annual and the 5-year plans. Also if there are issues within a specific development then the development specific board can be convened to address those issues. If there are program wide issues that affect all of the PHA developments and voucher recipients, then the Resident Advisory Boards may be convened more than once a year.

The PHA has strengthened their enforcement efforts to have residents file an “anonymous” complaint against a neighbor for noise issues or other tenancy violations. They will continue to pursue this strategy in FY 22.

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

Not Applicable. The Pittsfield Housing Authority is not designated as troubled by HUD.

Discussion

The PHA will continue to seek innovative ways to assist their clients in being as self-sufficient as possible. Their objective is to increase the number of percentage of employed persons in assisted families, and provide or attract supportive services to improve assistance recipients’ employability. For that purpose, the PHA has implemented a program incentive to increase the number of working households in PHA programs. Any resident that does not have young children that they are caring for and is not elderly or disabled and unable to work is now being encouraged to work. Residents with school age children must work 20 hours of community service per year. Due to the limited time these residents have available and the lack of transportation, the PHA allows them to provide the community service hours at their development, doing maintenance at the developments such as raking or cleaning up common areas. PHA tries to connect their residents with a variety of community resources to help meet their needs. PHA also offers Supportive Housing Services in the PHA’s elderly apartment complexes and in the improved living environment, they will continue to pursue through modernization of state aided units.

Pittsfield Housing Authority (PHA) continued to provide “mobility counseling” to their mobile Section 8 rental program voucher recipients. PHA encourages voucher holders to exercising housing choice, and to seek housing in areas of the City of where there is a smaller concentration of low-income households. All voucher holders seeking housing are provided with rental listings in higher income areas of the City. The PHA provides voucher holders a map and addresses of rental properties outside of areas of low income concentration. In addition, for fiscal year 2022 the PHA continued to implement the increased fair market rent standard for the Section 8 rental voucher program. As a result, PHA paid landlords participating in the Section 8 rental voucher program anywhere from 90% to 110% of the HUD fair market rent for Pittsfield. Utilizing this standard and continuing to pay a higher rental amount on the Section 8 rental vouchers enables tenants to have a wider choice of apartment rentals and also encourages renter households to search for apartments outside of low-income and minority areas. The fair market rents enabled the Section 8 rental voucher program to be more appealing to landlords and encourage voucher holders to exercise housing choice. As in prior years, the Pittsfield Housing Authority continued to utilize local residential preferences in their tenant selection for Section 8 and public housing waiting list criteria, the local preference includes not only Pittsfield residents but residents of Berkshire County as well. Since the PHA is one of the only housing authorities in the county, the decision was made to include these neighboring towns in the local preference.

Any person that meets the State and Federal income eligibility guidelines may apply to live in and rent public housing. Flat rent changes yearly, therefore public housing development residents are responsible of completing an annual recertification. Currently, the waiting period is approx. 1 year.

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

Introduction

The 3 County Continuum of Care is the lead applicant for the HUD Super NOFA. The 3 County C o C consists of the entire counties of Berkshire, Franklin, and Hampshire MA. Since 2019, Community Action Pioneer Valley (CAPV) is the lead applicant for Continuum of Care funds that serve Berkshire County. CAPV is also the HMIS lead and the Coordinated Entry lead, responsible for data collection and reporting, as well as access to housing programs for people experiencing homelessness. As the lead applicant, CAPV is responsible for preparing and submitting the consolidated application to HUD on behalf of the C o C, evaluating project performance and reporting system wide performance to HUD, providing technical assistance, site monitoring and community engagement. The C o C has a well established board and governance charter as well as 6 committees which meet regularly to address the CoC's initiatives and the community wide effort to ending homelessness in the Three County Region. The goal of the C o C is to house individuals and families as quick as possible and provide supportive services to maintain stable housing. The City of Pittsfield has a staff person on the C o C Board and is also represented on the Ranking and Evaluation Committee.

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

As mentioned above, Berkshire County/Pittsfield is part of the 3 County CoC which provides CoC services to the three counties of Berkshire, Franklin and Hampshire in Western Massachusetts. In order to expand the reach of the C o C, in FY2022 the C o C will be expanding and improving Coordinated Entry by broadening their "no wrong door approach" by using a two step assessment process to include both a crisis assessment and a housing assessment. A workgroup was held for a 6 month period to design a new assessment tool and this will be incorporated in this plan with the new HMIS system implementation. The C o C also coordinates with funded providers in monthly meetings where agencies discuss strategies to engage homeless persons, particularly those individuals who meet HUD's guidelines for chronic homelessness. The CoC's equity and inclusion committee and the board of directors will each take on aspects of a robust lived experience plan, in order to increase both the diversity of the membership of the CoC and to center the voices of lived experience in our decision making processes. The CoC will also continue to utilize HMIS data which is provided across the entire CoC by all providers to identify unsheltered individuals and families and conduct a gaps analysis on available housing units versus unsheltered populations both annually, as required by the HUD PIT count, and

periodically. COVID 19 has presented both additional challenges in outreach efforts to people experiencing homelessness and addressing health and safety needs for both our sheltered and unsheltered community members.

Outreach capacity will be expanded in Pittsfield over the next year, in terms of cross-institutional and street outreach. ServiceNet is working with Berkshire Health Partners in FY2022 to expand case management services to the unsheltered population. Eliot Services and ServiceNet will continue to supervise a street outreach team that provides support to the homeless population and service providers with emphasis on engaging the chronically homeless population and unsheltered population. Both agencies participate in the annual point in time count and conduct assessments on homeless individuals to assist providers in prioritizing the most vulnerable and needy. In FY2022, ServiceNet will open the Fenn Street Shelter, the newly renovated space will provide 20 beds during the warm months and 40 in winter months.

Addressing the emergency shelter and transitional housing needs of homeless persons

The 3 County Continuum of Care has realigned its program capacity to better align with the goal of ending homelessness by using data from evidence based practices. Rather than a “staged” approach to re-housing, which moves individuals from emergency housing to transitional housing and then to permanent housing, the region has adopted a Housing First approach. Housing First focuses on rapid rehousing into permanent affordable housing with flexible supportive services when needed. The CoC has a goal of diversion and prevention as the preferred approach with shelter only being used for short term placements. The reality has shown, however, that this region experiences limited opportunities for permanent housing beyond the units of housing that the CoC provides and the CoC has found that shelter providers are providing emergency and transitional housing options for longer periods of time. The Region is working to address this by obtaining Rapid Rehousing Funding (through both YHDP and through state funded opportunities). The City is leading a strategic planning group to create opportunities for a permanent supportive housing project in Pittsfield. In addition, the Western Mass Network to End homelessness hosts bi-weekly meetings with all shelter providers in a four county region and all legislators from these jurisdictions, which provides opportunity for connections on open beds and challenges faced by these providers as well as a chance for swift legislative advocacy. Pittsfield and the municipalities in the 3 County region have experienced major challenges providing for the unsheltered population who seek encampments close to town and resources. This has provided additional opportunities for community efforts to meet the needs of this underserved group, but also identifies gaps in available services and housing options. There are limited available units in these rural communities, exacerbated by the COVID 19 pandemic, making available units in the realm of fair market rents scarce.

Pittsfield currently has 60 units of transitional housing, 49 units of affordable permanent supportive housing- 39 1 bedroom and 10 studio apartments- targeted towards male veterans. A permanent supportive housing development opened in May 2020 for 14 women Veterans at Solider On. In addition

funds will continue to be available in FY2022 for SSVF prevention, diversion and rapid rehousing for homeless and at risk of homelessness veterans. Elizabeth Freeman Center, Inc., plans to continue the operation of its secure shelter for domestic violence survivors fleeing danger. Although the majority of shelter clients are women and their children, the shelter is open to all gender identities. During the next year, approximately 60 persons (adults and children) are expected to be assisted at the shelter. All persons are expected to be extremely low-income households. ServiceNet will continue to provide homeless services in Pittsfield by operating Our Friend's House shelter, Barton's Crossing shelter, and Summer Street supportive housing program. In FY22 the number of homeless individuals to be assisted at Barton's Crossing shelter is expected to be approximately 310; the number of homeless households to be assisted at Our Friend's House is expected to be approximately 45, and the number of chronic homeless individuals to be assisted at the Summer Street/Barton's Supportive Housing Project is expected to be approximately 3.

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

The CoC has received funding that includes a plan to ending youth homelessness in the three counties and implementing programs that address youth homelessness. The Youth Homelessness Demonstration Program has an initial focus on Franklin County, but the CoC plans to utilize the strategies implemented in Franklin County across their service area. Additional staff will be hired to address Coordinated Entry Process specific to youth and domestic violence survivors, providing funding for housing navigators to better the connections between homeless young people, the coordinated entry process, and the programs and landlords with resources to house them. The plan will also focus on obtaining tenancy training for youth who will obtain a certification to encourage landlords to house them.

In FY2022, the CoC will continue its work with DMH providers in the region to request a line item increase in order to access state funding for *Safe Haven's* recognizing that in order to keep our chronically homeless individuals and families housed, once offered permanent housing, there is often a need to provide a higher level of support in shelter than the shelter system is equipped to provide. Many who experience chronic homelessness have suffered severe mental health concerns that, gone unsupported or addressed, may play a role in that person's ability to maintain housing once permanently housed.

The CoC promotes both a "Housing First" and Rapid-Rehousing strategy to remediating homelessness in order to reduce the length of stay in shelters and to target the right resources to individuals at the right time. Western MA service providers have continued to use a shared coordinated assessment tool that assesses individual needs for permanent supportive housing (typically those who are chronically homeless), to ensure that participants needs are matched with the appropriate level of support. In

addition, CoC funded projects are required to offer case management support which includes goal setting and trauma informed, evidence based efforts to meeting the needs of their program participants.

Shelter programs focus their support on three key areas: increasing/achieving health; financial; and housing stability for each participant. Organizations are required to track participants' enrollment in mainstream services, income levels at both entrance and exit, and employment status at entrance and exit, and the number of participants who exit into permanent housing and focus their efforts on developing on-going linkages and supports in order to reduce the risk of becoming homeless again.

The CoC is focusing now on equity issues in housing practices by partnering with the Western Mass Network to End Homelessness to conduct trainings on serving the needs of the GLBTQ community, specifically in Berkshire County.

The FY2020 CoC annual funding, due to COVID-19, experienced an automatic renewal of current project with no opportunity to apply for additional funding. This year's funding amount increase specifically for projects with leasing dollars, due to an increase in the Fair Market Rent for the area. This year's total Annual Renewal Demand is a grant award of \$1,890,000 (not including the 2 year demonstration period YHDP projects funded in FY19) of which approximately \$598,689 will be utilized for homelessness programs in Berkshire County and approximately \$81,434 will be used for Coordinated Entry, HMIS, and planning time spent on the needs of Berkshire County homelessness response.

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.

This population requires an approach that utilizes the following interventions at the inception of a household's connection with a public institution:

- Development of a housing resume by a trained housing counselor to address all barriers to accessing by subsidized and market rate housing, which includes addressing all CORI, credit, rental history issues. The resume should include identifying current supports for the household as well as securing positive references.
- Mediation with family and friends to repair relationships, creating more stability upon release from an institutional setting, which may also present additional housing and shelter opportunities for the household.
- Applying for all available housing resources, which includes ensuring that the household is on various affordable housing waiting lists and they are receiving the highest priority that they are

eligible to receive for each program.

- Working with job and vocational training programs, including MassHires
- Utilize a national best practice model (Critical Time Intervention), assist the household in engaging or re-engaging all mainstream community resources for which they are eligible.

In FY2022, the 3 County C o C and the Western MA Network is advocating for an increase in funding for the RAFT program which includes additional resources for upstream homelessness prevention resources. This program has made an impact. In 2020 almost 400 Berkshire County households received RAFT financial assistance with over \$850,000 allocated in financial assistance. They are also advocating for increases to the MRVP program and continued funding for the Winter Overflow Shelter collaboration that provides winter beds and supportive services for unsheltered individuals. It is anticipated that at least \$2 million dollars in financial assistance will be available to Berkshire County households during the FY'22 grant period. Specialized trauma informed interventions are offered to assist unaffiliated young adults, those individuals 24 and under, access appropriate permanent housing or stabilize existing housing options. Berkshire County Regional Housing Authority will continue to utilize HUD Emergency Shelter Grant (ESG) funds to provide prevention services in addition to a state funded Tenancy Preservation Program. Discharge planning is monitored through state policies that state discharge to homelessness as a last resort. This includes, Mental Health, Foster Care, Corrections and Health care facilities. Institutional in-reach will be provided to youth, MH, Health and correctional settings to identify participants who need enhanced case management/coordination in order to ensure rapid re-housing.

In 2020 in response to the COVID pandemic, BCRHA began administering two financial assistance programs in partnership with the City of Pittsfield: CDBG-CV funds for future rent and mortgage payments and CPA funds for rent arrears to assist distressed households. This funding has helped fill a gap for households that may not be eligible for other financial assistance resources. In the upcoming FY2022 year, after eviction and foreclosure moratoria conclude, the need for this type of assistance will likely increase. BCRHA will utilize the financial assistance resources in conjunction with its Housing Counseling, Mediation, Tenancy Preservation, and Rapid Re-Housing programs.

Discussion

The CoC has been working quite specifically on addressing racial equity in their homelessness response. C o C data shows disproportionate number of people of color experiencing homelessness in our communities as well as demonstrated concerns regarding access to Permanent housing in programs meant to meet the needs of this vulnerable population. The past year has been spent providing local trainings on racism and it's connection to homelessness, provided leadership training for community members and the youth action board on leading anti-racism work, held community and funded agency specific summits on the concerns in our communities and created a robust Action plan in response to what was learned. This plan will address 6 key areas: coordinated entry, data, legislative action, housing consortium, organizational training and development, and Increasing lived experience in our membership. In addition to racial equity, 6 new Youth Homelessness Demonstration Projects in the Franklin County area have been added and are concentrating on project implementation, landlord

engagement, and following the expectations in the coordinated community plan. The C o C is working on increasing youth and young adult homelessness emergency housing responses in all three counties through the EOHHS Youth Homelessness programs, have begun youth specific coordinated entry case conferencing, veteran specific coordinated entry case conferencing, and hope to, within the next year, begin case conferencing for housing access for victims of domestic violence. Lastly, the CoC is currently conducting a procurement process for HMIS vendor and plan to change from participation in DCHD's HMIS implementation to theirs by December of 2021.

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

Introduction:

As stated previously, there are many types of barriers to affordable housing including discriminatory practices in renting, leasing, and purchasing; zoning that may have been in place for years; lack of affordable and code compliant housing; lack of accessible housing; neighborhood improvements; and a need for additional rental housing vouchers.

Federal and State Fair Housing Laws prohibit discrimination in housing for protected class members. Protected class members include individuals based on race, color, religion, sex, national origin, disability, or the presence of children in the household. In Pittsfield, fair housing services for fiscal year 2022 will be provided by two main entities, the City's Department of Community Development and Berkshire County Regional Housing Authority. Berkshire County Regional Housing Authority (BCRHA) is a HUD approved "Housing Counseling Agency", and Berkshire County's primary provider of housing stability and homelessness prevention services. BCRHA is also a court certified mediation program. BCRHA's staff includes three housing counselors that are HUD Certified counselors, having passed HUD's national housing counseling certification exam. In addition, Mass Fair Housing Center will also provide fair housing services on an as needed basis. There are also many local organizations that will be offering public programs and services on related fair housing topics, such as first-time homebuyer workshops or financial literacy classes, all of which contribute to the City reaching its goal of affirmatively further fair housing and creating equal opportunities in housing.

The City of Pittsfield's Department of Community Development, through their Fair Housing Officer will assist in the processing of housing discrimination complaints and follow up with the Massachusetts Commission Against Discrimination; distribute a fair housing guide for tenants and landlords; continue to provide a telephone "hotline" service for landlords and tenants to answer questions about housing laws and issues; and refer the public to the appropriate agencies.

Even though prevalence of information is available on the internet, this last year there has been a slight increase in the number of calls to the City's telephone hotline service compared to last year. Therefore, in fiscal year 2022 it is expected that approximately 130 landlords, tenants and community advocates workers will be assisted through the telephone hotline service. The revised landlord/tenant handbook is distributed to the public free. In fiscal year 2022, it is estimated that approximately 70 fair housing guidebooks will be distributed. More guidebooks are distributed via email and as a free download on the City's website. Funding for these fair housing responsibilities will be provided from the Department of Community Development's annual CDBG administrative budget.

In FY021, the City passed an amendment to its zoning that simplifies and streamlines development in the downtown area. The Downtown Creative District, a hybrid form-based code, expands projects considered by-right that do not require zoning permitting, simplifies the process for parking management, enhances affordable housing requirements for providing units in relation to overall

housing projects, and overall provides a framework that illustrates development the City wishes to encourage. These improvements extend partially into the Morningside and West Side Neighborhoods. In FY22, the City expects to have \$55,000 in Community Preservation Act funds solely dedicated for affordable housing development with another \$385,000 in the general reserve that could be available for housing.

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

In FY22 Berkshire Fund, Inc. will run a first-time homebuyer certification program. The cost is \$50 for an 8-hour program, typically split between two consecutive Saturdays or two evening weekdays. The program brings in professionals associated with the housing market, usually an attorney, a lender, a housing inspector and an insurance professional, each discuss their area of expertise as it relates to homeownership.

Berkshire Bank will hosting 4-6 first time homebuyer seminars (FTHB)/general home buying and financial education programs in FY22. Berkshire Bank partners with GreenPath Financial Wellness that offers financial counseling online or over the phone. In FY22, Berkshire Bank plans to offer use of their community room to FTHB, the VITA program and financial literacy programs. Berkshire Bank also participates in the At Home Pittsfield Program to encourage homeowners to improve their property. Further Berkshire Bank rolled out a new financial wellness microsite, which offers education, tools and resources on a variety of topics, including home buying. Additionally, Berkshire Bank works with customers on a case-by-case basis to modify loans for those in need as a result of COVID-19.

Mass Fair Housing Center (MFHC), based in Holyoke, handles fair housing complaints for Pittsfield. In addition, they plan to hold fair housing workshops in Pittsfield in fiscal year 2022. Based on last years numbers, they expect to file 19 housing discrimination complaints during FY22.

In fiscal year 2022, Greylock Federal Credit Union plans to hold three first-time homebuyer workshops in Pittsfield. These consist of a 3-hour class, and have an attorney, real estate agent, insurance representative and a home inspector address the class in addition to the mortgage lender. In FY22 GFCU will run a training that prepares people to become home owners. Called Preparing for Future Home Ownership and held in Spanish and English, it assists people with credit building and repair building a savings cushion for closing costs, developing a budget. In addition, GFCU also provides financial support for a Financial Literacy Program for every school in Berkshire County, grades 3 thru 12. Greylock has a team of 20 CCUFCs (Certified Credit Union Financial Counselors) that offer free classes at local colleges, business', clubs, organizations and non-profit agencies in Pittsfield. The topics are as follows: Bank on Yourself, Build a Basic Budget, Creditability, Power Over Debt, Value of a Dollar-Teaching your K-8 Child about Money and Protecting Yourself from Frauds & Scams. Most of the classes are offered in English and Spanish.

In FY22 MountainOne will provide financial literacy programming to various organizations, work with Berkshire Housing to provide first-time homebuyer seminars, and will focus on fraud prevention education for our most vulnerable populations. MountainOne continues to offer several different community development loan products including the ONE Mortgage program, Home Possible, FHA, FHLB Equity Builder, FHLB Housing Our Workforce program, VA, USDA and heat loans.

MassHousing offers an amazing package of assistance for first-time homebuyers. Down Payment Assistance of up to 5% of the purchase price or up to \$25K (whichever is less) and a 0% Deferred Payment loan. MassHousing pays the MI premium, and borrowers get job loss protection on their loan at no additional cost. To learn more about MassHousings loan products, they provide short web trainings.

Discussion:

The Pittsfield Department of Community Development organize monthly meetings of the City code enforcement employees in an effort to stay on top of vacant building problems. These monthly meetings help to address code enforcement issues that arise and also help to prioritize the worst properties, and determine future steps that may include demolition. Also discussed at these meeting is possible candidates for receivership. City staff, especially the Health Department code inspectors, have been working closely with the Assistant Attorney General from the Springfield, MA office in bringing owners and lenders to court to clean up their vacant properties. If the properties are good candidates for the receivership program, the Assistant Attorney General works to obtain a receivership appointed by the Housing Court to rehabilitate the property and resolve the code violations. The property is then returned to productive use. The City has \$200,000 available to loan to receivers appointed through this program. The funds are part of a revolving loan fund from a 2014 Grant received from the Massachusetts Office of the Attorney General provides offered a grant.

The Pittsfield Department of Community Development will also budget CDBG funds to construct accessible ramps at residential structures for low-income households and provide 0% loans to property owners who need to make accessible improvements to their housing structures.

In FY22, DCD will be expending funds under the Gateway Cities Rehabilitation Program. \$275,000 will be available to rehab multifamily rental housing of 2-4 units that experiencing code issues. The City expects to be able to rehab 6 units of rental housing over the next two years with these funds.

In November 2020, the “At Home in Pittsfield” Program was approved by the City Council. DCD is working on the implementation, and expects to be launched in Spring/Summer 2021. This program authorizes the City to use \$500,000.00 to provide forgivable loans for eligible homeowners to make repairs to the exterior of their homes.

Berkshire Regional Housing received a five year \$960,000 grant from the MA Healthy Aging Fund for their Gray to Green Initiative. Gray to Green, while not necessarily a housing initiative, focuses on environmental, social, and racial justice. One of the ways GTG will do this is by bringing more resident voices to the table, and acting as a connector between residents and the city and provide education for

residents to get them up to speed on policies that directly affect their housing quality and quality of life. When public input sessions are being held, or meetings are being held on policy change, GTG will promote and encourage residents to attend and make sure their voice is heard

AP-85 Other Actions – 91.220(k)

Introduction:

As stated previously in section AP-15 of this plan entitled Expected Resources, the Department of Community Development will continue to utilize other state and federal grant funding to meet yearly and long-term needs. As part of its continued effort to assist Pittsfield low-income populations, the City plans to carry out the following types of strategies during the 2022 fiscal year as detailed below.

Actions planned to address obstacles to meeting underserved needs

Local non-profit agencies are constantly challenged with the ever-growing demands of a City whose population is 54% low-moderate income according to the most recently released HUD Low Income Summary Data (LIMSD). In addition to the growing needs of human service agencies, the ongoing COVID19 pandemic has had a significant effect on many low moderate income households who have lost income due to the pandemic and on Pittsfield's small businesses who were forced to close or operate at limited capacity. The City has set aside its allocations of CDBGCV funds to address these three areas.

A direct allocation of CDBG CV funds in the amount of \$175,000 and \$110,000 in City CPA funds are available in FY2021 and 2022 for households struggling to pay their rent or mortgage as a result of the pandemic. These funds are being administered by Berkshire County Regional Housing Authority. Combined with state RAFT funds that also provide emergency assistance for rental arrearages, utility payments and other emergency housing needs, these funds will help preserve housing for Pittsfield households

To help address the federal and state reductions in funding, the City of Pittsfield continues to budget general funds for human service grants and will once again budget \$51,7501 for the 2022 fiscal year to combine with the CDBG funding of \$154,500. There are several things that local human service agencies also do to maximize the effectiveness of available funds in order to do more with less. Constant internal evaluations of their programs sometimes result in the reallocation of resources to address current client needs. Most importantly, strong collaboration among human service agencies occurs, promoting better efficiency in the delivery of services to residents of the City. The human service agencies providing services to City residents have a good track record of collaboration and the process utilized by the City when allocating CDBG funds to agencies each year encourages this collaboration process. An additional \$150,000 in CDBG CV funds will be available in FY2022 for human services that are preventing, preparing for or responding to the COVID 19 pandemic. Funds have been utilized for human services agencies making modifications to their space to prevent the spread of COVID and a warming shelter to provide services to homeless and housing instable residents, these funds will be available in FY2022.

In FY2021, the City allocated \$399,000 in CDBG CV funds to local business affected by the COVID19 pandemic, representing 48 businesses, 64% of these business were microenterprises. Beginning in April

of 2021 until December of 2021 an additional \$325,000 of CDBG CV funds will be available for Pittsfield small business affected by the COVID19 pandemic. Entrepreneurship for All (EforAll) will be funded in FY2022, E for All's mission is to accelerate economic and social impact through entrepreneurship in Gateway Cities. The program introduces entrepreneurship into the local culture using pitch contests and other public events, utilizing community members and leaders as experts, judges, mentors, leadership advisory board members and by partnering with other community groups. The program provides a year-long accelerator program that starts with a 12-week intensive session, it provides a mentor team, advice and guidance and a built-in professional network. E for all will then invest in the most promising ventures through monetary incentives and awards. The program will leverage other sources of funding, include private foundations and state funds. 40 Pittsfield residents, 30 of whom are income eligible, have benefited over the past two years. In FY 2022, and additional 20 Pittsfield residents will be expected to benefit from this program.

Actions planned to foster and maintain affordable housing

Two local agencies that administer federal and state Section 8 vouchers have not received an increase in funds or the number of vouchers they have been able to administer in several years. As rents rise and the annual allocations remains the same, fewer households can be assisted with the funds available. Both the Pittsfield Housing Authority and Berkshire Housing Development Corporation have a track record in stretching their existing Section 8 allocations and will continue to do so during the 2022 fiscal year.

The City of Pittsfield Department of Community Development will also continue to administer the revolving loan fund started with HomeCorps grant funds from the state Office of the Attorney General. Funds from the HomeCorps revolving loan fund will continue to be used to assist individuals participating in a receivership program involving abandoned and vacant residential properties. The City code enforcement team has been working closely with the Assistance Attorney General from the Springfield, MA office to ask the court to appoint receivers who then rehabilitate residential properties where the owner is either unable or unwilling to correct code violations. The receiver places a super lien against the property for his costs and may eventually own the property when the court auctions it off. Actions taken by the Assistance Attorney General have also caused lenders to proceed with foreclosure and owners to sell properties that were sitting vacant and boarded up. This program has been successful in preventing properties from falling into blight and preserved housing units for the City.

During the 2022 fiscal year, the City will continue its CDBG funded Home Improvement Program. The CDBG funded Home Improvement Program provides code related repairs, standard rehabilitation work such as replacing aging roofs, window replacements, as well as emergency repairs to heating systems and sewer lines. The program has allowed property owners to maintain and stabilize their housing situation by providing these much needed repairs. In addition \$500,000 in City funds from the Economic Development fund were allocated to assist Pittsfield homeowners up to 120% of AMI make necessary exterior repairs to their property. Partnering with four local banks to leverage additional home improvement funds, the program will be underway in FY2022.

An additional \$275,000 in funds from MA DHCD under the Gateway's Housing Grant will be available in FY2022 for 2-4 units of housing that have either a cancellation letter from homeowners insurance or violations of the health and safety codes. Funds are provided as a 0% loan with a deed restriction for the property.

Six new units of accessible housing were made available for first time homeowners at the Gordon Deming Project developed by Central Berkshire Habitat for Humanity. The City leveraged \$425,000 in MA MassWorks grant funds to make improvements to the site including erosion and drainage utility hook ups and construction of the shared driveway to the development. 2 units are occupied, the remaining 4 units will be available for eligible homebuyers in FY2022.

In FY2022, rehabilitation work will be completed on a single family home. A former vacant tax title foreclosure that the City took possession will be fully rehabbed and sold to an income eligible household that is a first time homebuyer.

Actions planned to reduce lead-based paint hazards

The statistics provided by Massachusetts Dept. of Public Health – Childhood Lead Poisoning Prevention Program, present the following information: Calendar year 2018 saw 34 children with confirmed blood lead levels under ≥ 5 $\mu\text{g}/\text{dL}$ and 9 cases under ≥ 10 $\mu\text{g}/\text{dL}$. Calendar year 2017 saw 33 children with confirmed blood lead levels under ≥ 5 $\mu\text{g}/\text{dL}$ and >5 cases under ≥ 10 $\mu\text{g}/\text{dL}$. Calendar year 2016 saw 30 children with confirmed blood lead levels under ≥ 5 $\mu\text{g}/\text{dL}$ and 9 cases under ≥ 10 $\mu\text{g}/\text{dL}$. Calendar year 2015 saw 31 children with confirmed blood lead levels under ≥ 5 $\mu\text{g}/\text{dL}$ and 6 cases under ≥ 10 $\mu\text{g}/\text{dL}$.

According to the Department of Public Health, as lead paint gets older it poses a greater health hazard because it is more likely to chip, peel and create lead dust and debris. As a result, the lead paint that existed in homes when today's adults were young children poses a greater threat now. The paint in houses built before 1945 may contain so much lead that a child exposed to the dust or chips could become lead poisoned in a very short time. Considering all these factors, there remains a high priority need to address the presence of lead-based paint hazards in Pittsfield's housing units, especially those housing units occupied by extremely low-income and low-income households. Only one other program exists to help homeowners de-lead their properties, the MassHousing "Get the Lead Out" Program. The program is used in conjunction with the City's CDBG funded Home Improvement Program to help reduce the total amount of loan and grant funding into each project and it also resulted in more reasonable financing for homeowners. In an effort to help evaluate and reduce lead-based paint hazards, the City plans to take the following actions within the upcoming year:

- During FY2022 the City will continue to budget CDBG funds to provide low cost financing and grants to property owners in order to remove lead-based paint. When using CDBG funding for housing rehabilitation almost every residential rehabilitation project that is undertaken includes some level of lead paint abatement as part of the scope of work. The extent of the lead abatement work is dependent upon the estimated cost of the required repairs. Due to these regulation requirements, it is expected that an overwhelming majority of the housing units

rehabbed through the Home Improvement Program will result in the issuance of a “Letter of Full Deleading Compliance” from a state licensed lead inspector.

- Berkshire County Regional Housing Authority will continue to offer educational workshops and seminars for landlords and tenants. Seminar topics include discussions regarding lead paint and the Massachusetts lead paint laws as they relate to both tenants and landlords.
- MassHousing offers an affordable way to remove hazardous lead paint. They offer Low-cost financing to address lead-based paint hazards for one- to four-family properties. Owner-occupants are eligible for 0% interest loans, deferred until the sale or transfer of the property. Properties must either be owner-occupied by people with low or moderate incomes, or house tenants with low to moderate incomes.
- Applicants to the City’s Home Improvement Program are given a priority weighting on the waiting list for any property in which a child under the age of six resides and there is no letter of compliance in place for the property. There is no waiting period for any household where a child under six resides, and there is a lead paint inspection confirming the presence of lead paint in the home environment.

Actions planned to reduce the number of poverty-level families

Several agencies that operate programs to reduce poverty and promote economic self-sufficiency among City residents have undertaken a number of initiatives to combat poverty using a coordinated strategy of collaboration across agencies. The following programs are designed to reduce the number of poverty level households:

- The City will continue to participate in the monthly Community Connector meetings. A multidisciplinary team meets to discuss the resources available that help the most vulnerable residents manage their needs for healthcare, social, and financial services. Agencies that participate are: BCAC, WIC, Berkshire Housing, E for All, Nonprofit Center of the Berkshires, Greylock Federal Credit Union, MassHire Career Center, Berkshire Immigrant Center, Child Care of the Berkshires, Central Berkshire Habitat for Humanity, Elizabeth Freeman Center, DTA, Berkshire Health Systems, Pittsfield Adult Learning Center, Berkshire Community College, United Cerebral Palsy, and many others.
- BCAC continues taking Fuel Assistance Applications with service 24 hours 7 days a week. They offer free tax preparation through a drop off service or through Virtual VITA. The program helps people who make \$57,000 or less, persons with disabilities, limited English-speaking taxpayers, and those who are 60 years of age and older.
- DTA now gives up to date Healthy Incentive Program (HIP) locations including open winter farmers markets, hours, pick up methods and more. They added a new homeless liaison role in all offices, as part of DTA’s response to COVID-19. Each of the homeless liaisons focuses on community-based organization, and housing centers to expand points of access.

- Elizabeth Freeman Center is promoting the Money School Program. This program helps survivors achieve and maintain safety, economic independence, and family well-being for themselves and their children. It has 5 sessions between February and June 2021, two of these sessions will be in Spanish and they are all scheduled to be virtual.
- Mass Education and Career Opportunities help connect under resourced, low income, first generation students to post-secondary, two year or four year college, job training, or apprenticeships. Their services are completely free of charge, offering career counseling, coaching, helping people access financial aid. Working towards assisting people enroll in the academic year of 2021-2022
- BCCs Adult Learning Program offers free ESOL classes.
- 18 Degrees runs a Family Resource Center that helps families connect to services to help them with basic needs, housing and other supports. 18 Degrees distribute Neighbor to Neighbor funds to help with basic needs such as housing, rent, electric, heat or internet. Each month between 800- 1000 diapers are distributed through the diaper project. 18 Degrees runs a number of EMPATH (Economic Mobility Pathways) programs with support from CDBG Human Service funds. This program serves Spanish speaking families to support them with opening bank accounts, start saving, increase income and further their employment, career or English speaking skills.

The City's website is updated often with information on "Tenant's rights during COVID" and the state's Eviction Prevention Initiatives to help residents stay informed well as agencies and their phone numbers that can provide free legal and financial assistance.

In addition, The City's Fair Housing Officer will participate in Latino community meetings such as Working Cities, Cafecito to learn what challenges the Latino population face in the following areas: employment, education and housing. These meetings have been of great help, especially during the Covid-19 pandemic, as they embark on the mission to connect people with the care they need, across Berkshire County.

Actions planned to develop institutional structure

In the 2022 fiscal year and the following year, the City will see a unique addition to its existing institutional structure. The Berkshire Innovation Center (BIC) opened its doors in February of 2020 and the subsequent development of the PEDAs owned sites at the William Stanley Business Park are expected to help revitalize the Tyler Street business district. The following agencies, committees, corporations, and associations will contribute to the development of the institutional structure to deliver needed services and activities:

- Berkshire Housing Development Corporation
- Berkshire Housing Services, Inc.
- Berkshire Regional Planning Commission

- Pittsfield Economic Revitalization Corporation
- Pittsfield Housing Authority
- Berkshire County Regional Housing Authority
- Berkshire Community Action Council
- Downtown Pittsfield, Inc.
- Massachusetts Office of Business Development
- Massachusetts Department of Housing and Community Development
- Pittsfield Economic Development Authority
- Central Berkshire Habitat for Humanity
- 3 County Continuum of Care
- Pittsfield Commission on Disabilities
- Pittsfield Department of Public Works & Utilities
- Pittsfield Health Department
- Pittsfield Building Inspections Department
- Pittsfield Fire Inspectors
- Pittsfield Human Services Advisory Council
- Pittsfield Homelessness Advisory Committee
- Human (Public) Service Agencies (too numerous to list individually)
- Soldier On
- Pittsfield Parks Commission

Additional agencies include Berkshire United Way; Elizabeth Freeman Center of the Berkshires; Rental Housing Association of Berkshire County; Massachusetts Department of Public Health; Greylock Federal Credit Union; Lee Bank; Berkshire Bank; Pittsfield Cooperative Bank; Ad-Lib, Inc.; Berkshire County ARC; Massachusetts Department of Developmental Services; Massachusetts Department of Mental Health; Brien Center for Mental Health and Substance Abuse Services; Elder Services of Berkshire County, Inc.; Ralph J. Froio Senior Center; Children and Families; United Cerebral Palsy; Berkshire Regional Employment Board; Berkshire Training and Employment; Berkshire health Systems; and ServiceNet, Inc.

The main approach the City will take to overcome gaps in the institutional structure will be to continue its existing highly developed coalitions and neighborhood initiatives. These groups will help the City to continue to look at the needs and gaps of their local areas of interest and make recommendations about the implementation of existing programs and the need for future programs.

As in previous years, the activities in this Consolidated Plan will be carried out through the collaborative efforts of numerous organizations. The City of Pittsfield Department of Community Development (DCD) will take the lead in implementing many of the housing, neighborhood, and economic development activities. There are four primary groups that comprise the basic institutional structure and conduct the delivery of housing programs, community development projects, and other related activities during the upcoming 2022 fiscal year:

- The City of Pittsfield Department of Community Development
- Social service providers
- Public and private housing providers
- Quasi-public, non-profit organizations (such as the Pittsfield Economic Revitalization Corporation)

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

The existing coordination between public and non-profit housing providers, private and governmental health, and mental health and social service agencies within Pittsfield is considered strong and there is a high level of inter-agency referrals. Both the local public housing authority and the local non-profit housing providers continue to work closely with the homeless shelters and local public mental health agencies in coordinating housing rental assistance and supportive services to homeless households and persons as well as special needs populations. The City Department of Community Development will access, facilitate, and coordinate resource linkages and draw from the many sources of expertise in the community to strengthen existing partnerships and develop new collaborative relationships. Examples of several of the efforts in coordinating agencies to achieve its community development goals during the 2022 fiscal year are as follows:

- The Department of Community Development will continue to coordinate its public facility related activities, such as sidewalk and curb cut construction, with the City's Department of Public Works and seek input from the Commission on Disabilities and the two neighborhood initiatives.
- The City will continue to obtain input and participate in the monthly Commission on Disabilities meetings. Additionally, a Department of Community Development staff person will participate as a Board member of the 3 County Continuum of Care. A DCD staff person is also a representative on the Pittsfield Housing Authority's Board.
- The City Department of Community Development will work with Central Berkshire Habitat for Humanity when issuing bids for residential handicapped ramp construction. DCD is also partnering with Habitat in providing
- The Department of Community Development provides staff support and representation for the

Homelessness Advisory Committee. The Committee advises the Mayor and City Council on issues of homelessness focusing on advocacy and public education, works with community leaders, city residents and service providers to understand the needs of those who are homeless or at risk of becoming homeless and explores ways to address these needs, and recommend actions to address identified needs

Discussion:

As in prior years, there remains a high level of intergovernmental cooperation within Pittsfield. The City continues to provide staff support and attends meetings for numerous committees and organizations such as the Human Service Advisory Council; Berkshire Bridges/Working Cities; the Commission on Disabilities; the Homelessness Advisory Committee; the 3 County Continuum of Care; monthly Code Enforcement meetings; Pittsfield Economic Revitalization Corporation; Pittsfield Economic Development Authority; Pittsfield Parks Commission; the Green Commission; the Pittsfield Historical Commission; the Agricultural Commission; the Westside Initiative Steering Committee and its sub-committees; and the Morningside Initiative Steering Committee and its sub-committees. These committees and organizations are invaluable to the City of Pittsfield regarding their input and comments especially regarding the budgeting and use of federal funds like CDBG

Program Specific Requirements

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

Introduction:

The City will utilize its annual CDBG grant allocation; estimated program income; re-programmed funds; carryover CDBG funding; and other federal, state, local, and private grants during the 2016 fiscal year (2015 HUD program year) in order to deliver programs, projects, and services that will benefit the City's low-to moderate-income persons and households. Additional efforts to affirmatively further fair housing are included in the attachments to this plan entitled Grantee Unique Appendices.

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	379,075
2. The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan.	0
3. The amount of surplus funds from urban renewal settlements	0
4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan	0
5. The amount of income from float-funded activities	0
Total Program Income:	379,075

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.	89.00%

As described in last year's Consolidated Plan, the City of Pittsfield has elected to use a consecutive period of three years (HUD program years 2021, 2022, and 2023) in order to determine the overall benefit to persons of low-to-moderate income. This will help to ensure that a minimum of at least 70%

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of the amount of CDBG funds are expended for activities that benefit such persons during the designated period. Program Income in the amount of \$140,000 will be budgeted in the upcoming fiscal year.