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Community Development Block Grant Program

Consolidated Annual Performance and Evaluation Report



**City of Portsmouth, New Hampshire
July 1, 2020 – June 30, 2021**

*Prepared by:
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Please submit public comments on this draft report
by 4:30 p.m. September 28, 2021 to:

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CR-05 - Goals and Outcomes

Progress the jurisdiction has made in carrying out its strategic plan and its action plan.

91.520(a)

This could be an overview that includes major initiatives and highlights that were proposed and executed throughout the program year.

The Consolidated Annual Performance and Evaluation Report (CAPER) for Program Year 2020 (City FY 2021) describes the programmatic accomplishments and financial expenditures made between July 1, 2020 and June 30, 2021. Accomplishments for the fiscal year are presented in the context of the goals and priorities set forth in the 2020-2024 Five Year Consolidated Plan. This is the first in a series of five CAPERs that relate to the Program Years 2020-2024 Five Year Consolidated Plan. The Five-Year Consolidated Plan identifies community needs, strategies for addressing these needs, and CDBG program goals. An Annual Plan is developed for each fiscal year to describe the specific projects funded in that year to address the five-year program goals. These documents are developed through a citizen participation process conducted by the Citizens Advisory Committee. This committee, which is comprised of representatives from the community, holds public meetings and hearings to obtain input regarding community needs and potential projects. Community Development staff support the Citizens Advisory Committee in these efforts. The preparation of these documents, including the CAPER, is a requirement of U.S. Housing and Urban Development (HUD) which funds the CDBG program.

Comparison of the proposed versus actual outcomes for each outcome measure submitted with the consolidated plan and explain, if applicable, why progress was not made toward meeting goals and objectives. 91.520(g)

Categories, priority levels, funding sources and amounts, outcomes/objectives, goal outcome indicators, units of measure, targets, actual outcomes/outputs, and percentage completed for each of the grantee's program year goals.

See following table.

Goal	Category	Source / Amount	Indicator	Unit of Measure	Expected – Strategic Plan	Actual – Strategic Plan	Percent Complete	Expected – Program Year	Actual – Program Year	Percent Complete
Administration	Affordable Housing Public Housing Homeless Non-Homeless Special Needs Non-Housing Community Development Urgent Needs	CDBG: \$111,680.96 CDBG-CV: \$3,512.31	Other	Other	5	1	20.00%	1	1	100.00%
Housing	Affordable Housing Public Housing Homeless	CDBG: \$39,931.90 LIHTC: \$ / CDBG-CV: \$	Rental units rehabilitated	Household Housing Unit	100	24	24.00%	20	24	120.00%
Housing	Affordable Housing Public Housing Homeless	CDBG: \$ / General Fund: \$ / CDBG-CV: \$	Homeowner Housing Rehabilitated	Household Housing Unit	5	0	0.00%	1	0	0.00%
Public Facility/Infrastructure Improvements	Non-Housing Community Development	CDBG: \$49,145.57 General Fund: \$ / CDBG-CV: \$	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	25000	17392	69.57%	15000	17392	115.95%

Public Facility/Infrastructure Improvements	Non-Housing Community Development	CDBG: \$ / General Fund: \$ / CDBG-CV: \$	Homeless Person Overnight Shelter	Persons Assisted	0	0		0	0	
Public Services	Non-Homeless Special Needs Non-Housing Community Development	CDBG: \$33,475 General Fund: \$ / CDBG-CV: \$7,005	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	15000	521	3.47%	500	521	104.20%
Public Services	Non-Homeless Special Needs Non-Housing Community Development	CDBG: \$ / General Fund: \$ / CDBG-CV: \$	Public service activities for Low/Moderate Income Housing Benefit	Households Assisted	0	0		0	0	0.00%
Public Services	Non-Homeless Special Needs Non-Housing Community Development	CDBG: \$7,500 General Fund: \$ / CDBG-CV: \$	Tenant-based rental assistance / Rapid Rehousing	Households Assisted	50	6	12.00%	6	6	100.00%
Public Services	Non-Homeless Special Needs Non-Housing Community Development	CDBG: \$72,600 General Fund: \$ / CDBG-CV: \$3,346	Homeless Person Overnight Shelter	Persons Assisted	1000	221	22.10%	200	221	110.50%

Transportation	Non-Homeless Special Needs Non-Housing Community Development	CDBG: \$65,499.96 CDBG-CV: \$97,500.04	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	750	113	15.07%	220	113	51.36%
Urgent Needs	Affordable Housing Public Housing Homeless Non-Homeless Special Needs Non-Housing Community Development Urgent Needs	CDBG: \$ / CDBG-CV: \$	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	15000	0	0.00%	0	0	0.00%
Urgent Needs	Affordable Housing Public Housing Homeless Non-Homeless Special Needs Non-Housing Community Development Urgent Needs	CDBG: \$ / CDBG-CV: \$	Public Facility or Infrastructure Activities for Low/Moderate Income Housing Benefit	Households Assisted	250	0	0.00%	0	0	0.00%

Urgent Needs	Affordable Housing Public Housing Homeless Non- Homeless Special Needs Non-Housing Community Development Urgent Needs	CDBG: \$ CDBG-CV: \$6271	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	50000	22110	44.22%	10000	22110	221.10%
Urgent Needs	Affordable Housing Public Housing Homeless Non- Homeless Special Needs Non-Housing Community Development Urgent Needs	CDBG: \$ / CDBG-CV: \$	Public service activities for Low/Moderate Income Housing Benefit	Households Assisted	25	0	0.00%	0	0	0.00%

Urgent Needs	Affordable Housing Public Housing Homeless Non- Homeless Special Needs Non-Housing Community Development Urgent Needs	CDBG: \$ / CDBG-CV: \$	Tenant-based rental assistance / Rapid Rehousing	Households Assisted	0	0		20	0	0.00%
Urgent Needs	Affordable Housing Public Housing Homeless Non- Homeless Special Needs Non-Housing Community Development Urgent Needs	CDBG: \$ / CDBG-CV: \$	Businesses assisted	Businesses Assisted	3	0	0.00%	3	0	0.00%

Table 1 - Accomplishments – Program Year & Strategic Plan to Date

Assess how the jurisdiction's use of funds, particularly CDBG, addresses the priorities and specific objectives identified in the plan, giving special attention to the highest priority activities identified.

The activities undertaken during this program year represented the Year 1 priority needs identified in the 2020-2024 Consolidated Plan. Those priority needs included Housing, Public Facilities, Public Services - General Welfare, Public Services - Youth Programs, Public Services - Homeless/HIV-AIDS, Public Services - Health, and Public Services - Non-Homeless/Special Populations.

In PY 2020, the City was able to utilize more of its funding priorities toward the Public Services Agency Grant Program and support activities in response to COVID-19. The City was granted a waiver by HUD for expending over the 15% public services cap in PY 2020. This program year, entitlement funds were spent on activities to prepare, prevent and respond to COVID, including activities such as:

- Senior/Disabled transportation
- Outdoor programming for youth, community members, and seniors
- Housing and emergency shelter/services – including hotel accommodations for otherwise homeless persons/families to alleviate the numbers at the shelter where distance could not be achieved.
- Public health signage citywide

Below, see a summary chart of PY 2020 (City FY 21) CDBG expenditures.

City of Portsmouth, NH
CDBG Expenditures HUD Plan Year 2020
(City FY 21, ending 6-30-2021)

	Description	Budget Amount	YTD Expended
Program Administration			
	Program Administration	\$111,680.96	\$111,680.96
Public Facilities/Accessibility Improvements			
	Betty's Dream Rehabilitation	\$40,000.00	\$39,931.90
	Discover Portsmouth Center ADA Improvements	\$22,352.27	\$22,352.27
	Senior Center Adaptive Reuse (Final Expenses)	\$26,793.30	\$26,793.30
		\$89,145.57	\$89,077.47
Public Services Grant Program			
	AIDS Response Seacoast	\$9,925.00	\$9,925.00
	Chase Home for Children	\$4,800.00	\$4,800.00
	Crossroads House	\$17,000.00	\$17,000.00
	Greater Seacoast Community Health (Dental)	\$8,400.00	\$8,400.00
	Greater Seacoast Community Health (Mental Health)	\$5,000.00	\$1,850.00
	HAVEN	\$13,000.00	\$13,000.00
	Rockingham CAP	\$7,500.00	\$7,500.00
	Seacoast Community School	\$8,500.00	\$8,500.00
		\$74,125.00	\$70,975.00
	COVID-19 Related Activities		
	HAVEN	\$25,000.00	\$25,000.00
	Operation Blessing Emergency Warming Center	\$20,880.00	\$17,600.00
	COAST Senior/Disabled Transportation	\$163,000.00	\$163,000.00
	Public Health Signage	\$1,594.60	\$1,594.60
	Senior Center Summer Outdoor Programming	\$7,005.00	\$7,005.00
	Recreation Summer Programming	\$9,353.97	\$4,677.00
	Operation Blessing COVID-19 Vaccination Observation Shelter	\$3,346.00	\$3,346.00
	Parking and Sidewalk Health and Safety	\$22,087.50	\$22,087.50
	Parking Signage	\$2,793.00	\$2,793.00
	CDBG CARES Act Program Administration	\$3,512.13	\$3,512.13
		\$258,572.20	\$250,615.23
Total		\$533,523.73	\$522,348.66

CR-10 - Racial and Ethnic composition of families assisted

Describe the families assisted (including the racial and ethnic status of families assisted).

91.520(a)

	CDBG
White	16,408
Black or African American	395
Asian	747
American Indian or American Native	0
Native Hawaiian or Other Pacific Islander	3
Total	17,553
Hispanic	583
Not Hispanic	16,970

Table 2 – Table of assistance to racial and ethnic populations by source of funds

Narrative

Race and ethnicity totals represent the demographics in the City of Portsmouth.

CR-15 - Resources and Investments 91.520(a)

Identify the resources made available

Source of Funds	Source	Resources Made Available	Amount Expended During Program Year
CDBG	public - federal	1,137,235	404,174
General Fund	public - local	200,000	
LIHTC	private	0	
Other	public - federal	490,082	117,635

Table 3 - Resources Made Available

Narrative

CDBG funds were expended to serve primarily low-moderate income individuals or areas, to address urgent needs and other eligible activities, and to prevent, prepare and respond to COVID-19. The City was granted a waiver by HUD for expending over the 15% public services cap in PY 2020. CDBG Funds were also expended to make public facility improvements including removal of architectural barriers impeding ADA accessibility. Projects begun in prior years, including the adaptive reuse of the Doble Center property into to Senior Activity Center and the ADA bathroom improvements at the city-owned Discover Portsmouth Center were completed in PY 2020. \$40,727.06 was received in program income during PY 2020 and utilized for CDBG-eligible projects and activities.

Identify the geographic distribution and location of investments

Target Area	Planned Percentage of Allocation	Actual Percentage of Allocation	Narrative Description
City-Wide	100	100	See below

Table 4 – Identify the geographic distribution and location of investments

Narrative

The City expended targeted funds citywide for activities identified in the Five-Year Consolidated Plan, including urgent needs and activities to prepare, prevent and respond to COVID-19.

Leveraging

Explain how federal funds leveraged additional resources (private, state and local funds), including a description of how matching requirements were satisfied, as well as how any publicly owned land or property located within the jurisdiction that were used to address the needs identified in the plan.

In HUD Program Year 2020, a total of \$5,069,767 was leveraged from nonprofit agencies and the City as additional investments into numerous projects including public services and public facility improvement projects.

CR-20 - Affordable Housing 91.520(b)

Evaluation of the jurisdiction's progress in providing affordable housing, including the number and types of families served, the number of extremely low-income, low-income, moderate-income, and middle-income persons served.

	One-Year Goal	Actual
Number of Homeless households to be provided affordable housing units	200	221
Number of Non-Homeless households to be provided affordable housing units	0	0
Number of Special-Needs households to be provided affordable housing units	30	36
Total	230	257

Table 5 – Number of Households

	One-Year Goal	Actual
Number of households supported through Rental Assistance	15	6
Number of households supported through The Production of New Units	0	0
Number of households supported through Rehab of Existing Units	25	24
Number of households supported through Acquisition of Existing Units	0	0
Total	40	30

Table 6 – Number of Households Supported

Discuss the difference between goals and outcomes and problems encountered in meeting these goals.

Due to the COVID-19 pandemic the anticipated total number of beneficiaries was not met in PY 2020. Short term rental assistance CARES Act and other federal and private funding was used by partners and the City as a priority over CDBG funds originally allocated to rental assistance activities. Due to health and distancing restrictions, not all rehabilitation projects were undertaken as expected in PY 20.

Discuss how these outcomes will impact future annual action plans.

The City anticipates that it will meet or exceed goals to assist eligible households to find and maintain safe, decent affordable housing in future annual action plans.

Include the number of extremely low-income, low-income, and moderate-income persons served by each activity where information on income by family size is required to determine the eligibility of the activity.

Number of Households Served	CDBG Actual	HOME Actual
Extremely Low-income	4	0
Low-income	2	0
Moderate-income	0	0
Total	6	0

Table 7 – Number of Households Served

Narrative Information

The City continues to collaborate with agency and public housing partners to identify and explore accessibility and affordable housing projects. The City's Blue Ribbon Committee (BRC) on Housing in 2016 worked to evaluate and collect data as part of the 2015 Master Plan existing conditions report. The 2025 Master Plan incorporates the Blue Ribbon Committee recommendations and continued goals for increasing affordable housing in the City.* The City Council adopted a formal housing policy in December 2016 to address Portsmouth's housing needs, including that it "will support a housing stock that addresses greater housing supply and variety, including an adequate supply of workforce and moderate-income housing... ." The Community Development Department continues to be actively engaged in issues and discussions related to increasing and improving affordable housing in the City.

The City has taken other actions to foster and maintain affordable housing including working through planning and zoning to support a multi-family affordable housing project being undertaken by the Portsmouth Housing Authority in the downtown. This project will provide additional and new affordable housing units, near transportation and other services in the downtown area. In 2020, Portsmouth Housing Authority (PHA) started its workforce housing project on Court Street in the downtown area. According to PHA, this project will convert land already owned by the PHA and what is now primarily a surface parking lot and redevelop it into 64 one- and two-bedroom units. All of these units will be financially accessible to members of the workforce making at or below 80% of Area Median Income (AMI), and of those, three-quarters of the units will be affordable to residents making under 60% AMI.

The City annually provides CDBG funds to nonprofit agencies that deliver services to extremely low-, low- and moderate- income persons in efforts to maintain and foster affordable housing citywide. For example, CDBG funds rental subsidies programs that assist families who earn low to moderate income to maintain their affordable housing by providing short term rental subsidies. In addition, the CAP agencies provides housing counseling services. The City also continues to address homeless housing and shelter needs through CDBG grant support to the family/individual emergency shelter and the domestic violence shelter, as well fund tenant landlord counseling services for low-income/homeless individuals and families who are preparing to exit from homelessness.

CR-25 - Homeless and Other Special Needs 91.220(d, e); 91.320(d, e); 91.520(c)

Evaluate the jurisdiction's progress in meeting its specific objectives for reducing and ending homelessness through:

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

Working with the Home for All (formerly Greater Seacoast Coalition to End Homelessness), HAVEN and Cross Roads House, the City, particularly through the Community Development (CD) and Welfare Departments, is able to reach out and assess the needs of homeless and unsheltered individuals and families in Portsmouth. Additionally, the City coordinates with Portsmouth Housing Authority, which is also an active participant in the Home for All coalition, to reduce and end homelessness in the City.

The City's CDBG-funded programs through agencies such as Chase Home for Children, Rockingham Community Action Program and AIDS Response of the Seacoast that work with precariously housed individuals and families and help prevent the hospitalization of those living with HIV/AIDS by providing supportive services.

Addressing the emergency shelter and transitional housing needs of homeless persons

The City continues to fund non profit agencies that work to provide emergency shelter and transitional housing needs of homeless persons.

In Program Year 2020, the City funded with CDBG the following agencies:

AIDS Response of the Seacoast offered a number of services to 12 individuals living with AIDS, including case management, financial aid and housing assistance for clients unable to work due to illness. Funding was provided by the CDBG program, the City's general fund, Ryan White Care Act, New Hampshire Emergency Shelter Grants in Aid Program and local foundations. Individuals and small families who earned very low or low incomes made up 100% of the Portsmouth beneficiaries.

Chase Home for Children also provides residential care for minors who have been removed from their homes temporarily by the State, with a goal of family reunification back to their own homes and 90-day support services to the child(ren) and their families.

Cross Roads House is a homeless shelter in the jurisdiction that provides both emergency and transitional shelter to homeless people. All of the clients were individuals and families who earn very low incomes. 100 homeless individuals were provided with emergency shelter beds and supportive services in PY 20. This number was lower than projected due to COVID-19; however, additional funds from CDBG CARES Act were awarded to provide scattered housing, in hotel rooms, to prevent the spread of COVID-19. In addition to shelter, funding to Cross Roads House supported a wide range of services to individuals in transition including case management, tutoring, mental health counseling, vocational training, life skills training and assistance in finding permanent housing. The doors of Cross Roads House are open to all individuals in need of shelter, including those who could become homeless

after being discharged from publicly funded institutions and systems of care. Crossroads House prioritizes the sheltering of individuals whose last known address was within the Portsmouth City limits. Total funds utilized to support the shelter and services came from a combination of federal, state, private and local sources, including the Portsmouth CDBG program.

HAVEN provides individual and family shelter and support services, including sexual assault services to persons who are survivors of domestic violence. The population served by this agency is presumed to earn low income. In PY 20, fourteen 14 women and children combined received shelter and associated services from the agency. This number was lower than projected due to COVID-19; however, additional funds from CDBG CARES Act were awarded to provide scattered housing at hotel rooms to prevent the spread of COVID-19. Total funds utilized to support the domestic violence shelter operations and services came from a combination of federal, state, private and local sources, including the Portsmouth CDBG program.

Rockingham Community Action received CDBG funding and support from the City Welfare Department to provide rental deposit assistance, fuel assistance, and related assistance that helps families stay in their homes. Six families were assisted directly with CDBG funds in Program Year 2020.

Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: likely to become homeless after 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); and, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs

Community Development staff continued to work closely with the Portsmouth Housing Authority, HUD, the City of Portsmouth Welfare Department, the Balance of State Continuum of Care, the Portsmouth Housing Endowment Fund and The Housing Partnership on affordable housing and homelessness issues; with the Chamber of Commerce and the City's Economic Development Commission on economic development issues; and with the Portsmouth Arts and Cultural Agency Board of Directors and with neighborhood groups on community development issues.

As noted above, the City CDBG program funded agencies such as Rockingham Community Action Program and AIDS Response of the Seacoast that work with precariously housed individuals and families and help prevent the hospitalization of those living with HIV/AIDS by providing supportive services. Chase Home for Children also provides residential care for minors in danger of being process into State custody, with a goal of family reunification back to their own homes.

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

As previously discussed in this section, the City continues to fund and support various nonprofit agencies with CDBG funding and Welfare funds to address homelessness issues. The Welfare Department refers struggling individuals and families receiving assistance from other public or private programs to the Cross Roads House when transitional housing is needed. In turn, Cross Roads House case managers work diligently to transition homeless families into permanent housing, often found at the Portsmouth Housing Authority, which partners with CDBG.

CR-30 - Public Housing 91.220(h); 91.320(j)

Actions taken to address the needs of public housing

The City continued to support the Portsmouth Housing Authority (PHA) in its efforts to maintain and create new affordable housing opportunities and to administer its public housing and Section 8 voucher programs in Portsmouth. The Housing Authority manages 11 residential complexes serving the elderly, families with children, and families with disabilities, including Betty's Dream. In addition, the Authority manages a tenant-based Section 8 program and waiting list of at least 320 persons.

The Housing Authority has also worked with local public safety providers to ensure effective screening policies, strict lease enforcement and the maintenance of healthy and safe neighborhoods. The Housing Authority provides employment and education incentives to tenants, as well as youth risk prevention services. The City of Portsmouth and the PHA have worked closely to address the need for public housing, including on retention, renovation and development of housing units as well as improvements to livability and access to services by residents.

The PHA has made great strides in the past several years in areas including security, accessibility, and partnerships with the community. Challenges to address in the future include the increasing number of non-elderly disabled persons being served, and expanding housing opportunities. Recently the PHA has been required to house greater numbers of non-seniors with physical and/or mental disabilities in traditionally senior housing buildings; this creates a difficult situation to manage but one in which the PHA is confident it can continue to serve both populations through new administrative strategies and community partnerships. With over 400 persons on the PHA's waiting list for public housing and sustained lack of affordable housing for the Seacoast's workforce, the PHA is looking for new opportunities to increase housing units through acquisition or new construction, including an expansion of units in the downtown area. While this process can take years, opportunities for potential projects are currently being developed. The PHA has committed to increase collaboration between other regional or statewide Housing Authorities and non-profit developers. This includes cooperating on issues like policy development, purchasing, back office operations and wait lists in order to decrease costs and improve customer service, with the long-term goal of creating a stronger and more disciplined organization.

In addition, Improvements at PHA-managed properties during HUD Program Year 2020 included: Betty's Dream, a residential home for adults with severe disabilities, was allocated funds for ADA improvements. 24 units were rehabilitated as well as common area improvement to ADA accessibility in the facility.

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

The City and the Portsmouth Housing Authority (PHA) hold the common interest of ensuring that safe and decent housing is available to individuals and families earning very low, low or moderate incomes. All subrecipient agreements for public service agency grant recipients are required to advertise their services in the PHA housing complexes.

The PHA is committed to encouraging resident participation in all of its neighborhoods in order to improve social outcomes, reduce crime, foster greater civic engagement, and assure more caring and compassionate communities. Besides working to add more programs and services for tenants, the PHA encourages residents to seek leadership roles and actively engage with the future of the community by joining Resident Advisory Boards.

Actions taken to provide assistance to troubled PHAs

No troubled PHAs in the jurisdiction.

CR-35 - Other Actions 91.220(j)-(k); 91.320(i)-(j)

Actions taken 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. 91.220 (j); 91.320 (i)

Affordable housing continues to be identified as a critical housing need at this time. The 2025 City Master Plan addresses the need for the creation and maintenance of new and existing affordable housing opportunities, as well as strategies for accomplishing that objective. In 2015, the City Council appointed Housing Committee, which includes representatives from the Planning and Community Development Departments, is working on a report regarding the creation of additional affordable housing units and zoning changes. These policy considerations are intended to encourage mixed use redevelopment that incorporates workforce housing along transit corridors and central village concept. This work builds upon the 2008 Housing Committee that included establishing a Workforce Housing Trust Fund and zoning changes. The 2008 Housing Committee report, 2025 Master Plan and 2017 Blue Ribbon Committee final reports are available on the City's website.

The demand for housing in the region continues to be significant resulting in high rents and very low vacancy rates. The housing cost burden remains difficult, as rents have been rising in Portsmouth, according to the New Hampshire Housing Finance Authority (NHHFA).

Actions taken to address obstacles to meeting underserved needs. 91.220(k); 91.320(j)

The City's Annual Action Plan does not allocate resources based on geographic areas or targeted assistance. All programs and projects are intended to benefit residents earning low and moderate incomes accessing services and safe affordable housing, as well as ensuring access for people with disabilities throughout the City.

Actions taken to reduce lead-based paint hazards. 91.220(k); 91.320(j)

Many households built before 1979 have had their LBP hazards addressed, but the City is in constant cooperation with State agencies to ensure new problems are addressed and the safety of City residents is maintained. The City actively coordinates on lead reduction efforts with the New Hampshire Housing Finance Authority who is the lead grant recipient of funding from federal lead paint initiatives. The City is involved in supporting these applications and in cooperating in their administration and in referring applicable properties as appropriate.

No LBP hazard reduction projects were undertaken directly by the City in PY 2020.

Actions taken to reduce the number of poverty-level families. 91.220(k); 91.320(j)

The City does not have an explicit policy for the reduction in households below the poverty line. However, the City's Welfare Department provides services directly to families living in poverty. In addition, both the Welfare and Community Development Departments provide grants to public service agencies serving families in poverty. The Community Development Department works closely with the

Health Department, Welfare Department, and the Portsmouth Housing Authority as well as other agencies that work most closely with families in poverty.

Actions taken to develop institutional structure. 91.220(k); 91.320(j)

No gaps in the institutional structure were identified in the Five-Year Consolidated Plan. In PY 2020, City staff and local officials continued to keep communication open with the non-profit community and the Portsmouth Housing Authority, so that any gaps identified could be addressed. In addition, relationships with the various public service agencies serving clients earning low or moderate incomes allowed staff to keep aware of agency needs. In many cases, these relationships have led to participation by these agencies in grant programs available through the CDBG program.

Actions taken to enhance coordination between public and private housing and social service agencies. 91.220(k); 91.320(j)

The City of Portsmouth and its residents benefit from a good network of social services and both public and privately-assisted housing. For its size, Portsmouth benefits from a wide range of social service providers to assist those in need in Portsmouth. This is due in part to Portsmouth's role as an economic, cultural, and social hub of the region. Many larger non-profits are located in Portsmouth but have service areas beyond the City's borders. In addition, the leading agency in Portsmouth for housing issues, the Portsmouth Housing Authority, is heavily involved in the coordination of non-profit service providers through their Resident Services program and participates extensively in regional efforts to address substance misuse and homelessness issues. Most all of the City's publicly and privately assisted housing developments are served by regional transportation.

Identify actions taken to overcome the effects of any impediments identified in the jurisdictions analysis of impediments to fair housing choice. 91.520(a)

The rising home and rental prices in the City have negatively impacted vulnerable populations and families who spend large percentages of their incomes on housing, including persons with disabilities. According to the State-wide AI, non-white racial and ethnic minorities, young single mothers, and persons with disabilities are disproportionately situated within lower income brackets. They are more likely to spend more of their incomes on housing, experience instability in their housing and have more difficulty accessing housing. The State-wide AI noted that “there is one HUD-subsidized housing unit for every five households that may be eligible” and the waiting lists in Portsmouth certainly indicate a demand for affordable housing especially for households earning less than 30% of Median Family Income, which make up over 92% of the households on the Section 8 voucher and public housing waiting lists.

The City has encouraged close work with New Hampshire Legal Assistance to provide fair housing training to vulnerable or precariously housed individuals. IN PY 2020, a program was continued and funded to provide such trainings at Crossroads House homeless shelter; however, due to the pandemic, it was not possible to provide these trainings in a group setting. The City will re-obligate PY 20 funds back to NHLA or another similar provide to undertake fair housing trainings, either virtually or in-person, in PY 21.

CR-40 - Monitoring 91.220 and 91.230

Describe the standards and procedures used to monitor activities carried out in furtherance of the plan and used to ensure long-term compliance with requirements of the programs involved, including minority business outreach and the comprehensive planning requirements

All potential community development activities are reviewed by Community Development program staff for eligibility and compliance requirements to determine if the project is eligible for funding. Once a project is funded and underway, Community Development staff monitors project progress either through a desk audit or an on-site visit. Mid-year, project progress is discussed at a Public Hearing (held on February 6, 2020 for PY 2020) and is reviewed by the Community Advisory Committee (CAC) and Community Development staff. Annually, projects are reviewed as a component of the City audit, including through a Single Audit (A-133).

External Review

In addition to cooperation with the City's A-133 Single Audit, the Community Development (CD) Department is reviewed externally. Periodically, HUD Community Planning and Development representatives monitor program compliance. Compliance with financial regulations is overseen by the Community Development staff and the City Finance Department. Annually, CD staff demonstrate compliance with CDBG spending thresholds and other programmatic requirements through its submission of its Consolidated Annual Performance Evaluation Report (CAPER).

Monitoring Policy

As the administrator of CDBG entitlement funds granted to Portsmouth, the Community Development (CD) Department has the responsibility to ensure compliance with federal regulations by all of its contractors and subrecipients, including the public housing authority. Monitoring is an important function that is especially required for all programs and projects that require compliance with CDBG regulations. During the previous Consolidated Plan period, local HUD representatives recommended a risk assessment strategy, which would help focus monitoring efforts on projects and programs determined to be at a higher risk of non-compliance with appropriate regulatory authorities. As a result, the CD Department revised its monitoring policy in FY 2005-2006. The risk assessment approach was similarly recommended at a March 2010 HUD training on subrecipient management.

Monitoring of CDBG subrecipients has been determined by the following factors: length or program history, amount of funding, complexity of terms in subrecipient agreement, and familiarity of subrecipient personnel assigned to duties under the CDBG agreement. By prioritizing subrecipients based on these factors CDBG staff will determine if subrecipient monitoring is appropriate for that year. Due to COVID-19, monitoring efforts were undertaken remotely and through technical assistance.

Citizen Participation Plan 91.105(d); 91.115(d)

Describe the efforts to provide citizens with reasonable notice and an opportunity to comment on performance reports.

In accordance with the City's Citizen Participation Plan (updated May 2020), the City's PY 2020 Consolidated Annual Performance and Evaluation Report (CAPER) was made available for public review for 15 days beginning on September 13, 2021 and ending on September 28, 2021 (see Attachment 1: Legal Notice).

CR-45 - CDBG 91.520(c)

Specify the nature of, and reasons for, any changes in the jurisdiction's program objectives and indications of how the jurisdiction would change its programs as a result of its experiences.

No changes in the jurisdiction's program objectives as outlined in the Five Year Consolidated Plan. During the 2020-2024 Five Year Consolidated Plan period, the City's activities focused 100% on benefit to low- moderate- income persons. However, due to COVID-19, additional resources were allocated to public services activities in 2020 and CARES-Act CV funds were utilized for some activities. The City's 2020-2024 Five Year Consolidated Plan has identified activities to respond, prepare and prevent for COVID-19 and anticipates that up to 30% of the City's awarded CV and EN funds will be used to meet Urgent Needs National Objective.

Does this Jurisdiction have any open Brownfields Economic Development Initiative (BEDI) grants?

No

[BEDI grantees] Describe accomplishments and program outcomes during the last year.

CR-45 - CDBG 91.520(c)

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Does this Jurisdiction have any open Brownfields Economic Development Initiative (BEDI) grants?

No

[BEDI grantees] Describe accomplishments and program outcomes during the last year.

Attachment:
Legal Notice 9/13/21

CITY OF PORTSMOUTH, NEW HAMPSHIRE

Notice is hereby given that the City of Portsmouth Community Development Department has prepared a draft FY 2021 (HUD Program Year 2020) Consolidated Annual Performance and Evaluation Report regarding the use of Community Development Block Grant funds received from the U.S. Department of Housing and Urban Development for the program year beginning July 1, 2020 and ending June 30, 2021.

A fifteen (15) day comment period will be provided beginning on September 13, 2021 and ending at 4:30 p.m. September 28, 2021. Please submit written comments to eannunziata@cityofportsmouth.com prior to the above-stated deadline.

A copy of the report will be available for public review and comment at the Community Development CDBG webpage: www.cityofportsmouth.com/community/community-development-block-grant-cdbg

If you would like to review a written copy or have any questions or comments, please call Elise Annunziata, Community Development Coordinator, at (603) 610-7281.

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Portsmouth Herald 9/13/21