

**Community Development
Block Grant Program**

Consolidated Annual Performance and Evaluation Report (CAPER)



**City of Rochester, New Hampshire
July 1, 2013-June 30, 2014**

**Prepared for the US Department of Housing and Urban Development
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City of Rochester
Consolidated Annual Performance and Evaluation Report (CAPER)
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EXECUTIVE SUMMARY

The FY 2013-2014 Consolidated Annual Performance Evaluation Report (CAPER) summarizes the accomplishments and financial expenditures of (year three) as they relate to the goals set forth in the FY 2010-2015 Five-Year Consolidated Plan and the FY 2013-2014 Annual Plan.

The City of Rochester develops the Five-Year Consolidated Plan, annual Action Plan and annual CAPER to provide a strategy for investment of federal Community Development Block Grant funds as a requirement set forth by the U.S. Department of Housing and Urban Development (HUD). The Consolidated Plan is a living document designed to identify the needs of the community, especially those who fall with the low-income range, and formulate a plan to address those needs. The plan is the result of an eighteen-month collaborative process that includes extensive public outreach, multiple public hearings and consultation with community agencies, groups and organizations. The Annual Plan is developed each fiscal year to describe the projects that have been funded for that year as they relate to the five-year program goals.

This Consolidated Plan started July 1, 2010 and will end June 30, 2015, comprising five "Action Plan" or program years. Programs and activities described in this plan are intended to primarily benefit low- and moderate-income residents of the City of Rochester, neighborhoods with high concentrations of low- and moderate-income residents, and the city as a whole. The Community Development Block Grant Award for the City of Rochester for the FY 2013-2014 was \$224,505.

The underlying structure is the same for every jurisdictions plan. All plans must address the needs of the community, primarily benefiting the needs of the lower income persons (defined as those with household incomes below 80% of the area median). In Rochester, the median income in 2013 was \$84,000 and is currently \$84,300 in 2014. Plans must address these three national objectives set forth by HUD.

- To provide decent housing
- To provide a suitable living environment
- To expand economic opportunities

a.) Assessment of Goals and Objectives by Consolidated Plan Priority Need: FY 13-14

Following is a summary of the three national objectives and Outcome Performance Measures set forth by HUD and specific activities identified by the City of Rochester in the 2010-2015 Consolidated Plan to meet the objectives. Activities proposed by the City of Rochester are in conjunction with sub-grantees and other local entities.

National Objective: To Provide Decent Housing

- HUD Performance Measure: Assist homeless persons to obtain affordable housing and assisting persons at risk of homelessness.

Activities Proposed by the City of Rochester:

- Support of shelters, transitional and permanent supportive housing for the homeless and other vulnerable group.
- Exploration of shelter for unaccompanied youth or other resources to respond to growing need.
- Exploration of resources available for long-term supportive housing for the chronically homeless population.

- HUD Performance Measure: Retention of Affordable Housing Stock.

Activities Proposed by the City of Rochester:

- Support of weatherization and other energy efficiency programs to provide long-term affordability/sustainability to low-income households.
- Exploration of future housing rehabilitation programs, including coordination of regional resources for lead paint abatement assistance.
- Exploration and support for the creation of workforce housing opportunities.

National Objective: To Provide a Suitable Living Environment

- HUD Outcome Performance Measure: Increase the Supply of Supportive Housing Which Includes Structural Features and Services to Enable Persons with Special Needs To Live In Dignity and Independence

Activities Proposed by the City of Rochester:

- Exploration of resources available for long term supportive housing for chronically homeless population.
- Exploration of and support for permanent housing for unaccompanied youth, including youth aging out of foster care.
- Continued service to disabled individuals requiring home modifications to ensure accessibility.
- Improving access to services that address unique needs of special populations on an outpatient basis.

- HUD Outcome Performance Measure: Improve the Safety and Livability of Neighborhoods (including revitalization of deteriorating neighborhoods)

Activities Proposed by the City of Rochester:

- Ongoing coordination with the Department of Public Works for enhancements to major Infrastructure improvement projects in lowest income neighborhoods.
- Continued review of neighborhood conditions and exploration of funding sources and project structures that can address deficiencies that negatively impact the health, safety and quality of life of a neighborhood.

- HUD Outcome Performance Measure: Increase Access to Quality Public and Private Facilities and Services

Activities Proposed by the City of Rochester:

- Support of public services serving low-income populations of greatest need and offering greatest potential for long term stability.
- Development and participation in coalition designed to foster greater collaboration and resource sharing.
- Encourage and support of transportation groups to provide greater access to community resources for low income, elderly and disabled populations.
- Exploration and execution of additional measures to ensure access to public buildings and other public service facilities and increase safety for disabled citizens.
- Further renovations to the Community Center to further refine access and accessibility for clientele of numerous public services located within.

- HUD Outcome Performance Measure: Reduction in the isolation of income groups within areas through spatial deconcentration of housing opportunities for lower income persons

Activities Proposed by the City of Rochester:

- Encourage thoughtful exploration of appropriate locations for low-income and Workforce Housing placement.

- HUD Outcome Performance Measure: Conservation of Energy Resources

Activities Proposed by the City of Rochester:

- Exploration of measures to assist public service or other eligible partners to increase energy efficiency and long-term sustainability.

- HUD Outcome Performance Measure: the Provision of Public Services Concerned with Employment

Activities Proposed by the City of Rochester:

- Encourage partnership responses to addressing specific employment accessibility gaps in specialty populations, such as the newly unemployed, mentally ill and minors.

National Objective: To Expand Economic Opportunities

- HUD Outcome Performance Measure: Establishment, Stabilization and Expansion of Small Businesses (Including Micro-Businesses)

Activities Proposed by the City of Rochester:

- Support for resources to maintain access to skill development within the community for small businesses.
- Maintain revolving loan fund for small business financing in exchange for job creation/retention agreements.
- Explore partnership and leveraging resources to achieve City goals as outlined in the Economic Development Strategic Plan including access and development to industrial parcels, the development of a revolving loan fund for code improvements to downtown business owners.

i. Financial Summary of the Program Reporting Year-by Activity

Agency/Project	Approved FY 13-14 Budget	Prior Year Funds	Total Funds Available for Project	Funded from Program	Total Expended to date
ADMINISTRATION					
Administration	\$44,901	\$0	\$44,901	\$0	\$44,901
TOTAL ADMINISTRATION	\$44,901	\$0	\$44,901	\$0	\$44,901
PUBLIC SERVICES					
Crossroads	\$4,000	\$0	\$4,000	\$0	\$4,000
Homeless Shelter Strafford County	\$7,000	\$0	\$7,000	\$0	\$7,000
My Friend's Place	\$6,000	\$0	\$6,000	\$0	\$6,000
SHARE Fund	\$5,000	\$0	\$5,000	\$0	\$5,000
Dover Adult Learning Center	\$4,885	\$0	\$4,885	\$0	\$4,885
Project Pride	\$4,885	\$0	\$4,885	\$0	\$4,885
Tri-City Coop	\$1,905	\$0	\$1,905	\$0	\$1,905
TOTAL	\$33,675	\$0	\$33,675	\$0	\$33,675
HOUSING					
CAP Weatherization	\$43,458	\$6,542	\$50,000	\$0	\$49,721.95
Code Enforcement/NSP Legal Fund	\$0	\$10,000	\$10,000	\$0	\$4,293.17
TOTAL	\$43,458	\$16,541.77	\$60,000	\$0	\$54,015.12
ECONOMIC DEVELOPMENT					
Small Business Development Center	\$12,000	\$0	\$0	\$0	\$12,000
Publick House and Ruby Room	\$0	\$0	\$0	\$10,000	\$10,000
TOTAL	\$12,000	\$0	\$0	\$10,000	\$22,000
PUBLIC FACILITIES AND INFRASTRUCTURE					
Historical Society Building Improvements	\$0	\$18,000	\$0	\$0	\$3,500
Rochester Child Care Center Fence Project	\$6,000	\$0	\$0	\$0	\$5,000
Community Center Heating/Cooling Improvements	\$52,386	\$72,614	\$125,000	\$0	\$101,495.87
Gonic School Playground Project	\$30,000	\$0	\$0	\$0	\$0
<p>The following projects were approved in the initial Action Plan for FY 13-14, however, were unable to move forward. Two additional projects were added as Substantial Amendments (Gonic School Playground and Community Center Heating/Cooling Improvements).</p>					

Rochester Common Restroom (Initially funded at \$83,742) – Removed from Project List.	\$0	\$0	\$0	\$0	\$0
Catherine Street Sidewalks (Initially funded at \$73,342) – Removed from Project List.	\$2,085 – <i>will be reallocated</i>	\$0	\$0	\$0	\$0
TOTAL PUBLIC FACILITIES AND IMPROVEMENTS	\$90,471	\$0	\$0	\$0	\$109,995.87
GRAND TOTAL	\$224,505	\$90,614	\$0	\$0	\$264,586.99

ii. Activities/Progress Towards Goals/Objectives: FY 2013-2014 CAPER Detail

Projects, activities and requests for funding will be assigned to one of the categories below. They do not change or indicate a preference for the types of programs supported with CDBG funds, rather, they provide a framework to summarize the presumed impact of a project when making community investment decisions. The City of Rochester commits to prioritizing activities and projects that meet the most humble of needs of our marginalized families and individuals, primarily envisioned as partnerships with other agencies.

Basic Needs

Basic needs include food, shelter and clothing- without these, no person is able to live, let alone realize a productive existence. These basics along with health and safety concerns form the definition of what our most fundamental requirements are to keep alive. Rochester’s economy has taken many turns over the last decade, seeing both the best of times and the less than best of times. The burden to provide health care, safe housing and even food on the table is a struggle for many working families and individuals.

Safety Net

These are programs which provide direct services to our children, elderly, and persons in crisis and augment the City services, such as our police force and welfare office. These are projects which often intervene in emergency situations and create a place for accessing assistance.

Investment

Without investment in our community, our City will be compelled to exercise all of its future resources in dealing with the problems of poverty, lack of opportunity and community stability.

<p>PUBLIC SERVICES BASIC NEEDS CATEGORY</p>

CROSSROADS HOUSE – Cross Roads House provides emergency and transitional shelter to families and individuals experiencing homelessness. Crossroads assists with basic human needs and assistance with return to permanent housing. Case management is available to all residents in addition to a variety of services provided by partner agencies. Cross Roads is the largest shelter in the region, with the lowest barriers to admission. In the last year, over 60% of the individuals who participated in the transitional housing program, moved directly into permanent housing after leaving the shelter. In January, 2012 a newly renovated building to house families opened, improving the capacity to serve families in need.

FY 13-14 FUNDING: \$4,000

Objective: Create a suitable living environment.

Outcome: Availability/Accessibility

Indicator: Projected # of Rochester Residents Served: 40 Individuals

Service To: 32 Individuals

This project is eligible for CDBG funding by serving low/mod income limited clientele -570.208 (a) (2).

HOMELESS CENTER FOR STRAFFORD COUNTY – The Homeless Center for Strafford County (HCSC) is a six-month shelter facility has been providing safe, secure shelter and case management to single women and families located in Strafford County during the winter months since 1998. The past years have shown that most residents obtain temporary or permanent housing when leaving the shelter. In 2010, two additional transitional housing units were added, totaling 3 units total in addition to the shelter program. The transitional housing program allows families, 18 months to 2 years, to receive in-depth case management, parenting classes, establish credit, and obtain wrap around support services from staff that will lead them to successful permanent housing. Referrals to the shelter are primarily arranged through city welfare offices and are screened before entry. Local shelters are often at capacity for months on end, and while the obligation of city welfare offices to provide shelter remains HCSC has been successful in filling a gap in the continuum of care.

FY 13-14 FUNDING: \$7,000

Objective: Create a suitable living environment.

Outcome: Availability/Accessibility

Indicator: Projected # of Rochester Residents Served: 35 Individuals

Service To: 39 Individuals

This project is eligible for CDBG funding by serving low/mod income limited clientele -570.208 (a) (2).

MY FRIEND'S PLACE - My Friend's Place is an emergency shelter for homeless individuals and families, providing food, emergency transportation, case management, and referral to a variety of services being provided by other organizations or agencies since 1989. My Friend's Place typically provides 90-110% occupancy (capacity for 17 beds and 180-220 people per year). Individuals average 50 days per stay with families staying longer. Clients receive assistance with employment services, GED preparation, food stamps, temporary financial assistance and security deposits.

FY 13-14 FUNDING: \$6,000

Objective: Create a suitable living environment

Outcome: Availability/Accessibility

Indicator: Projected # of Rochester Residents Served: 45 Individuals

Service To: 43 Individuals

This project is eligible for CDBG funding by serving low/mod income limited clientele -570.208 (a) (2).

SHARE FUND - The SHARE Fund provides food, clothing and financial assistance to Rochester residents in need thereby reducing the burden on other publicly funded services like the Rochester Welfare Department. Benefactors sponsor all operational expenses. Their grant is utilized for Emergency Housing Services to include security deposit assistance and back rental payments, part of the SHARE Fund's Emergency Financial Assistance program. Emergency housing services helps prevent/alleviate homelessness in our community by providing Rochester households with help to secure and/or maintain affordable and adequate housing in times of crisis or financial emergency.

The City also supports the efforts of the SHARE fund's other activities, Gerry's Food Pantry and the Community Clothing Closet that provide food and clothing for needy residents through providing space in the community center and waiving the collection of rent that would otherwise be valued at over \$18,000 a year. CDBG funding for the SHARE Fund was significantly less in 2012-2013, however, they were successful in serving more families than initially projected.

FY 13-14 FUNDING: \$5,000

Objective: Provide decent/affordable housing

Outcome: Availability/Accessibility

Indicator: Projected # of Rochester Residents Served

Service To: 77 Individuals

This project is eligible for CDBG funding by serving low/mod income limited clientele -570.208 (a) (2).

PUBLIC SERVICES
SAFETY NET CATEGORY

TRI-CITY CONSUMERS' ACTION COOPERATIVE – Tri-City Coop provides a non-medical approach to mental health wellness and recovery for adults eighteen (18) year and older who reside in Strafford County. Two philosophies are utilized; Intentional Peer Support (ISP) and Wellness and Recovery Action Plan (WRAP) in daily groups. Also offered are employment trainings, recovery art, life skills, communication and interpersonal skills, goal setting and personal growth, nutrition and exercise, computer literacy and internet skills and education about recovery and wellness. Other programming is also provided based on the client’s needs and preferences. Services are free and include free transportation to and from a member’s home to the Co-Op if needed. Funding will be used for supplies and operations.

FY 13-14 FUNDING: \$ 1,905

Objective: Create a suitable living environment

Outcome: Availability/Accessibility

Indicator: Projected # of Rochester Residents Served: 100 Individuals

Service To: 280 individuals

This project is eligible for CDBG funding by serving low/mod income limited clientele -570.208 (a) (2).

PUBLIC SERVICES
INVESTMENT CATEGORY

DOVER ADULT LEARNING CENTER - Dover Adult Learning Center provides adult basic education in four different areas including basic skill and literacy, high school or GED completion, vocational education and community enrichment. Classes are offered in many accessible locations, including in Rochester, classes are offered at night as well as during the day for enhanced flexibility and can include childcare in order to reduce yet another barrier. Students have access to comprehensive counseling as well to help them map out and attain their educational goals.

FY 13-14 FUNDING: \$4,885

Objective: Create a suitable living environment

Outcome: Availability/Accessibility

Indicator: Projected # of Rochester Residents Served- 360 Individuals

Service To: 235 Individuals

This project is eligible for CDBG funding by serving low/mod income limited clientele -570.208 (a) (2).

PROJECT PRIDE - assists students (17-21) who have left traditional school, with vocational and educational skills with the goal of completion of the GED, acquiring pre-employment skills, work maturity skills such as filling out applications, interviewing, punctuality and demonstrating positive attitudes. This program has a high completion rate due in part to the fact that the students applying for a spot are there by choice, rather than being court ordered or mandated by the school district. This program is offered in four cycles each year.

FY 13-14 FUNDING: \$4,885

Objective: Create economic opportunity

Outcome: Sustainability

Indicator: Projected # of Rochester Residents Served- 25 Individuals

Service To: 34 Individuals

This project is eligible for CDBG funding by serving low/mod income limited clientele -570.208 (a) (2).

<u>HOUSING</u> BASIC NEEDS CATEGORY
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WEATHERIZATION ASSISTANCE PROGRAM - Designed to help low- and very-low income persons in Rochester reduce the cost of utilities through energy conservation methods, this popular program has served hundreds of very low-income Rochester residents over the years. The CAP Weatherization Program is designed to reduce household energy use and costs in the homes of low-moderate income persons, specifically those who are most vulnerable to high-energy costs with no means to afford improvements, by installing energy efficiency improvements. Strafford County has approximately 4000 units that are income eligible for weatherization, 500 of which have been served in Rochester since 2001. CAP leverages funds from Unutil, PSNH, and Rochester and Dover Community Development Block Grant funds to conduct weatherization measures. The program has been proven to achieve an average energy savings of 40% of home energy costs, with a minimum standard payback of 100% in five years.

FY 13-14 FUNDING: \$43,458

***\$6,542 from prior year funds (Total: \$50,000)**

Objective: Create a suitable living environment

Outcome: Sustainability

Indicator: Projected # individuals and households to be served- 40

Service To: 16 Housing Units/41 Individuals

This project is eligible for CDBG funding by serving low/mod income housing -570.208 (a) (3).

CODE ENFORCEMENT/NSP LEGAL FUND – In January of 2011, council approved a re-appropriation of unused funds from the Community Center HVAC project to support a legal fund for the Code Enforcement Department. As neighborhood listening sessions held in the fall of 2010 and winter of 2011 showed, the privately owned neglected properties in the NSP target neighborhood were having a negative effect on the vitality of the neighborhood over all. Code Enforcement Department could only take a limited number of steps to encourage property owners to make their properties safe and reduce their potential as a hazard to the area. Funds are intended for use to pay for legal costs associated with more intensive code enforcement activities. With the security that the department would have the resources to fight a legal challenge by owners of severely debilitated properties, should one be made, the Code Enforcement Department was able to consult with the city attorney, the police department community policing unit and the police department prosecutor to coordinate a plan to ensure the building owners would comply with health and safety codes. This need was re-evaluated this year with new management in the Code Enforcement Department and there will be an increased focus in this NSP target neighborhood this year. At least 51% or less of the residents living in this area (Census Tract 0844) is low-moderate income. The Code Enforcement, together with the improvements made to the area is expected to prevent further decline of the area.

Objective: Create a suitable living environment

Outcome: Sustainability

Indicator: Projected Service to Low/Moderate Income Area- Census Tract for NSP Neighborhood

Service To: 38 Housing Units

This project is eligible for CDBG funding by serving low/mod area -570.208 (a) (2)

**ECONOMIC DEVELOPMENT
INVESTMENT CATEGORY**

JOB REVOLVING LOAN PROGRAM –The Job Opportunity Benefit (JOB) Loan program provides a source of funding for businesses to expand, modernize or relocate within Rochester. These funds are almost always used as “gap” financing for businesses to add additional debt to their conventional financing. Currently, typical loans range between \$25,000 and \$50,000. Eligible applicants include Rochester business’ that commit to hiring full-time (or full-time equivalent) workers who qualify as low/moderate income prior to employment. The City’s economic development capacity is enhanced by the infusion of CDBG funds with a total program income for FY 13-14 (July 1, 2013-June 30, 2014) totaling \$74,248.86 that can be used towards future loans. The FY 13-14 balance of \$74,248.86 in addition to the program income that is estimated to be generated in FY 14-15 of \$60,396 from monthly loan payments of \$5,033/month will total an estimated \$134,644.86 for investment on July 1, 2015. One loan was closed this fiscal year for \$10,000 for the Publick House/Ruby Room – a new restaurant in the downtown. The owner met the job creation requirement with the hiring of 4 FTE and 8 PTE. Community and Economic Development are working on marketing for this program and are working together to identify eligible businesses that could benefit from the program in the next fiscal year.

This type of activity is eligible for CDBG funding because of the benefit to low and moderate income limited jobs- 570.208 (a) (4).

Recipient Name	Original Loan Amount	Loan Balance as of 6/30/2014	Monthly Payment beginning 7/1/14	Notes	Is Loan Currently Up to Date?	Job Creation Agreement Met?
Custom Banner	\$50,000.00	\$8,761.95	\$886.05		Yes	Yes
Distinctive Forest Creations	\$35,000.00	\$17,358.94	\$100.00		Yes	Activity Cancelled with HUD approval
Carney Medical	\$30,000.00	\$31,042.70		* The business closed in fy13 after 46 years. City is currently working with the family and the bank on a resolution regarding the balance of the loan.	No	Yes
Phone Booth, LLC	\$25,000.00	\$3,947.14	\$443.02		Yes	Activity Cancelled with HUD approval
Publick House/Ruby Room	\$10,000	9,370.56	\$177.21		Yes	Yes
Blue Oasis	\$50,000.00	\$31,042.70	\$469.99		Yes	Yes
Country Tire & Service Center	\$40,000.00	\$24,158.20	\$518.50		Yes	Yes
Thompson Tool Company	\$70,000.00	\$53,603.30	\$907.37		Yes	Yes
LHR Sporting Arms	\$100,000.00	\$98,464.08	\$1,530.91		Yes	No
		\$277,749.57	\$5,033.05			

SMALL BUSINESS DEVELOPMENT CENTER – A Micro-enterprise Assistance Program to promote job creation through a process of education and counseling for local small business owners and those looking to start new enterprises. Counseling and workshops are offered throughout the year, live and now online as well. Staff from the SBDC is frequently called upon to work with recipients of the JOB Loan program, merchants in the downtown and frequent referrals by the Economic Development Department.

FY 13-14 FUNDING: \$12,000

Objective: Create economic opportunity

Outcome: Sustainability

Indicator: # of low-mod individuals served/# of low-mod jobs created

Service To: 7 Individuals/2 Businesses/2 out of 3 jobs created were low-mod

This project is eligible for CDBG funding by serving low/mod income limited clientele -570.208 (a) (2).

<u>PUBLIC FACILITIES AND INFRASTRUCTURE IMPROVEMENT</u> INVESTMENT CATEGORY
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HISTORICAL SOCIETY BUILDING IMPROVEMENTS – The Rochester Historical Society is located on Hanson Street in the heart of downtown Rochester and serves the community through its stewardship of local treasures of historic significance and presents regular presentations to the public. This project, requested by the Historical Society was initially to upgrade the windows and provide insulation in the attic space to provide better weatherization and cost savings for this community building. The City is currently working with an Energy Efficiency Auditor to determine energy needs and cost savings associated with this project and to determine the best methods for providing appropriate weatherization and to provide the best level of energy efficiency.

FUNDING: \$18,000 from Prior Year Unused CDBG Grant Funds

Objective: Create a suitable living environment

Outcome: Availability/Accessibility

Indicator: Projected Service to Low/Moderate Income Area- Census Tract

Service To: LM Area Benefit

This project is eligible for CDBG funding by serving low/mod area -570.208 (a) (2).

ROCHESTER CHILD CARE CENTER FENCE PROJECT– The Rochester Child Care Center is the largest provider (approximately 1/3) of licensed childcare services for families of low and moderate income in the City of Rochester for the last 36 years. The services provided are vital to the social infrastructure of our community, allowing for Rochester families to work and provide for their families.

Several playgrounds about the facility are surrounded by fencing that is required by State Licensing. The current proposal is a request to obtain funding to repair and replace sections of the old and damaged fencing that surrounds the playground areas on the exterior of the property in order to maintain safety and meet State Licensing regulations and maintain safety of the children. Rochester Child Care Center's four separate playgrounds are surrounded by 817 linear feet of chain link fencing. This fencing is required to keep children safe as the playgrounds about the street on one side and the parking lot on the other. In the rear of the property the land drops off towards the river and needs very secure fencing. Most of the existing fencing has been in place for 10 or more years and has been damaged by harsh winters and snow removal equipment. Some sections of fencing require a stronger gage of galvanized chain link to replace some that is badly stretched from snow no longer intact. We propose to replace a section of fencing adjacent to our parking lot with solid fencing for improved privacy and safety. In addition to needed repairs, an additional area needs to be fenced off so that it can be safely closed off

for more effective snow removal in the winter, but still be available for children's use in the summer. This fence will contain a gate, as it is also an important exit for emergency evacuation. We plan to install safety caps on the fences where they are accessible to children for safety and to keep the tops of the fence securely attached to the rails.

FY 13-14 FUNDING: \$6,000

Objective: *Create a suitable living environment*

Outcome: *Affordability*

Indicator: *Projected # of Rochester Residents Served*

Service To: LM Area Benefit/132 low-mod Rochester Residents

This project is eligible for CDBG funding by serving low/mod area -570.208 (a) (2).

COMMUNITY CENTER HEATING COOLING PROJECT – The Community Center was constructed in the late 1970's and served as the City's high school in the early 1980's until the school moved to next door. Today, the Community Center serves the entire City in one form or another, with a huge presence in the lives of our lowest income residents. The City provides low or no-cost space to many public and non-profit organizations including the regional state office of Health and Human Services, Strafford County Headstart, Gerry's Food Pantry and the Community Clothing Shop, Sexual Assault Support Services, the SHARE Fund just to name a few. Having these organizations co-located in the Community Center, along a major bus route, provides a one-stop opportunity for community members, specifically those of lower income, to obtain wraparound services without requiring them to travel 25 miles to the south. This building, specifically the gymnasium sees many other uses as well, through the numerous athletic events, community clubs and associations the regularly use the space to enrich our community with their activities and events.

Several improvements to this building have already been made including an expanded food pantry, ADA door-openers and compliant bathrooms, an elevator, and renovated administrative and program space for non-profit agencies that were at risk of not being able to serve the community.

The heating unit in the gymnasium where a large number of community events are centered is the original gas fired unit from the late 1970's. During the last winter season, the unit's flame was typically out every day. The unit itself is severely deteriorated and rusted and has several leaks that are dripping onto the gymnasium floor. Due to the age of the unit, it is becoming very difficult and costly to obtain replacement parts for the unit. Upgrading this unit will provide a more modern, energy efficient solution to improving conditions in the gymnasium.

FY 13-14 FUNDING: \$52,386

***\$ 72,614 of prior year funds (Total: 125,000)**

Objective: Create a suitable living environment

Outcome: Availability

Indicator: Projected # of Rochester Residents Served

Service To: LM Area Benefit

This project meets the HUD national objective by serving low and moderate income persons as an area benefit-570.208 (a) (1) and is an eligible activity for CDBG funding as defined in 570.201(c); 570.201(f)(i); 570.202(b)(2); 570.202(b)(4);

GONIC SCHOOL PLAYGROUND PROJECT – Gonic is a neighborhood in the City of Rochester and the Gonic School Playground serves approximately 250 students a day while also providing the only playground in the Gonic area available to the entire community when school is not in session.

The current Gonic School playground was constructed approximately 20+ years ago and has had a few additional pieces of equipment added over the years (slide, jungle gym). Years of wear and tear as well as exposure to the elements have caused the structures to deteriorate, break, tilt and become unusable.

Looking at the back of the school, one immediately notices a few problems right away. There are not many activities to choose from and there are few incentives for creative play. As such, there are limited opportunities for a number of children on the playground. The field which makes up the bulk of the playground is hard-packed dirt that prevents grass from growing and is considered to be hazardous for children to play on due to the hard ground which can result in injuries.

The request for CDBG funds for is for the playground equipment. The playground equipment has been ordered and a Community Build is planned for this coming Fall, 2014. No funds have been expended on this project at this time.

FY 13-14 FUNDING: \$30,000

Objective: Create a suitable living environment

Outcome: Suitability

Indicator: Projected # of Rochester Residents Served

Projected Service To: LM Area Benefit

This project meets the HUD national objective by serving low and moderate income persons as an area benefit-570.208 (a) (1) and is an eligible activity for CDBG funding as defined in 570.201(c) - Public Facilities and Improvements

b.) Actions to Affirmatively Further Fair Housing

i. Description of Actions Taken to Effect an analysis of Impediments:

Impediments to fair housing choice appear to be low; however more investigation into this area is warranted. Below are some identified impediments and some actions that will be taken by the Community Development Department as an ongoing project to address and identify more community specific impediments that may not be as apparent from the current data and information available.

ii. Summary of Impediments:

- Limited Data- Collection and Detection
 - Reduced funding at the NH Legal Assistance office has impacted the number of reports received due to lower intake and investigation numbers.
 - According to Rochester Housing, they rarely receive notification of fair housing complaints in their office, making it difficult to identify what additional impediments may exist specifically in the Rochester community as opposed to New Hampshire as a whole.

iii. Description of Actions Taken to Overcome Identified Impediments:

- This year New Hampshire Housing came out with a "Guidebook for New Hampshire Planners" which has been provided to the Planning Department in Rochester. Planning staff are now familiarizing themselves with the information provided as they work through the planning process and will be extracting necessary key points to discuss within local boards and commissions.
- A review of the 2010 Analysis of Impediments completed by New Hampshire Legal Assistance
- A review of the Analysis of Impediments to Fair Housing for Portsmouth, NH
- A review of the Analysis of Impediments to Fair Housing for Nashua, NH
- A review of the Analysis of Impediments to Fair Housing for Manchester, NH

- A review of the Analysis of Impediments to Fair Housing for NHHFA
- Regular review of the HUD website for updates on pending AI regulation
 - Utilize this information as a basis for identification and narrowing of impediments specific to Rochester.
- Further analysis of 2010 census data
 - Obtain a better understanding of the community population and housing demographics based on more recent data.
- Review of existing zoning ordinances with an eye to maintaining reasonable opportunities for multi-family and quality affordable housing.
- Anti-Housing Discrimination posters are posted in English and Spanish in City Hall from the NH Commission for Human Rights.
- Staff participation in Trainings on Fair Housing

c.) Affordable Housing

Rochester's housing market reflects a wide variety of housing choice, to the benefit of many different types of households. As of the 2010 Census Data, 13,372 housing units existed within the City, an increase of over 1,500 from the 2000 Census Data. Housing has been easier to obtain (rental and purchase), however the access to mortgages has tightened significantly in the last few years. Rochester has remained a 'haven' for regional affordable housing, as compared to nearby markets, but with our higher concentration of lower income households, even our "affordable" units, can be out of reach for citizens, particularly as unemployment rises.

- City regulations encourage infill, multi-housing type developments and higher density development. Encouraging housing type diversity is thought to be one way to encourage the development of affordable housing.
- The city zoning ordinance allows for in-law units to be created in all single family homes.
- Rochester has adopted the International Building Code. The basis of the code is to provide a safeguard to the health, safety and welfare of the public.
- The city's building inspection division enforces all federal and state ADA requirements for housing and commercial development.

Foreclosures

Foreclosures continue to be an issue in Rochester and throughout Strafford County. Referrals to the services that New Hampshire Housing Finance Authority and New Hampshire Legal Assistance continue to be our most valuable tools for homeowners at risk of losing their homes.

From 2005-2012, Rochester has accounted for 31%-41% of the total foreclosures in Strafford County and as of the end of 2012 the City has accounted for 35% of the total. For the first six months of 2013, there were 1,478 foreclosure deeds recorded in New Hampshire, the fewest since 2007. By the end of 2013, Rochester had 101 foreclosures and in the first quarter of 2014, the number (23) was noticeably higher than in the prior years' first quarter (19) but lower than in the few years prior.

See Attachment (C) – Strafford County Registry of Deeds, Foreclosure information (2005-2004- 1st quarter comparison)

d.) Homelessness

For a twenty-four hour period in January 2014, the homeless population in Strafford County was counted. Schools, welfare offices, police departments, emergency rooms at local hospitals, emergency shelters and state assistance offices participated in this count. The count occurs annually and is coordinated by the NH Division of Health and Human Services. The unsheltered population is always hard to track down, but homeless outreach workers went out to known areas where unsheltered

homeless congregate and spent the day searching the woods and other semi-protected area for people who may be braving the elements.

See Attachment (E) for NH Department of Health and Human Services Point in Time Homeless Survey Map 2014

	2012	2013	2014
Sheltered	18 individuals 36 within 13 families	18 individuals 33 within 10 families	16 individuals 43 within 14 families
Unsheltered	9 individuals	13 individuals and 21 individuals within 5 families	5 individuals 10 within 3 families
Temporarily Doubled Up	4 individuals 8 within 4 families	16 individuals and 34 individuals within 12 families	15 individuals 10 within 5 families

Looking at the data from the last three counts, the numbers appear to remain fairly consistent among those sheltered and lower among those unsheltered. There also seems to be a decrease in those categorized as “temporarily doubled up” from 2013. Unemployment, housing instability and other factors are still negatively influencing sustainability for Rochester’s households. In response, there are three shelters providing emergency housing for those without in the region. Crossroads House, My Friend’s Place and the Homeless Center for Strafford County. All serve families with children as well as individuals. Crossroads House has space for 96 people on a given night. My Friend’s Place has space for 20 people at a time. The Homeless Center for Strafford County operates for approximately six months over the winter of each year. They have six rooms available for families (or unrelated adults) and one dorm style room for up to four individuals, with a total capacity of 26 and opened 4 units of transitional housing in 2012. Case management is provided and the family is required to be working on their stability plan, working towards securing affordable, permanent housing in approximately 12 to 18 months. The City of Rochester recognizes the importance these shelters provide to the basic needs of residents of low-moderate income and will continue to support this year.

Our current regional capacity continues to just meet the existing needs of the general homeless population. Facilities for supportive transitional housing, particularly for those with mental illness or substance abuse issues are still desperately needed. Supportive services throughout the community via Catholic Charities, Community Partners, Strafford County Community Action, and City Welfare help fill in much of the “safety net” that we have locally to prevent homelessness in the first place. Activities to address homelessness this year include public service grants to the three homeless shelters, and there will also be a security deposit grant for families who are threatened by homelessness via a public service grant to the SHARE fund in Rochester.

The number of homeless youth in Rochester continues to increase each year. For that reason, a team of social service agency personnel, business owners, state representatives, clergy members, police, school board members and city welfare director and others formed the Rochester Community Collaborative for Homelessness; now an official nonprofit organization entitled ‘Rochester Youth Reach’. This team has worked on a number of issues which included increasing the awareness of homeless children and youth in Rochester, working toward ensuring their access to healthcare, and pursuing options for adequate shelter for youth under the age of eighteen. Through donations and fundraising, over a hundred youth have been helped with clothing, laundry, food, haircuts, transportation, hygiene items, athletic equipment, yearbooks and graduation caps and gowns Ideally, a shelter for unaccompanied minors is seen as high priority, but state legislation needs to be changed for that to become a reality. This coalition is the first step of the community to respond proactively to this sensitive and vulnerable homeless population.

Our barriers to developing the “bricks and mortar” responses to these needs are ownership and funding. Partnerships with other agencies and coordinating the use of other financial resources will be required for any of the needs to be addressed in any substantive way. This collaboration is in place however and it is anticipated that progress will be made as the case is made for innovative solutions to the chronically homeless population.

As part of the process for evaluating priorities for CDBG funding, the City Welfare Director is included in the discussions of the Community Development Committee regarding priority needs for funding of public service organizations in the community. Due to the experience and regular contact with Rochester families in need, the inclusion of the City Welfare Department provides a benefit to an already difficult decision making process of how to distribute funds based on the priority needs of the community.

e.) Continuum of Care

The City of Rochester has worked closely with the Strafford County Continuum in developing and updating the County’s Continuum of Care. Representatives from a multitude of organizations, including public service providers around the Seacoast Region participate in monthly forums. Meetings often include presentations from the public service organizations to continue educating members on areas of interest outside of their normal spheres of influence. Discussions are held on funding issues both on the Federal and State level, as well as new regulations and rules.

f.) Other Actions

i. Special Needs of Persons who are not Homeless but Require Supportive Housing:

Currently our local inventory of non-homeless special needs housing is limited. Five units for the mentally or physically disabled are managed by the **Strafford County Community Action Program** in conjunction with case management provided in partnership with **Community Partners**. Rent is 30% of their adjusted gross income, usually through the form of permanent" housing for the chronic homeless. Twelve units of housing previously designated transitional housing for homeless families were changed to permanent housing for disabled individuals/families. While the loss of transitional units with greater turnover was regrettable, the opportunity to have supported housing for people with disabilities is also a critical need in the community and was welcomed.

Four units of transitional housing were developed in partnership between the Homeless Center for Strafford County and Waste Management, a key business partner. These units will each house one family for 12-18 months while they receive case management through Community Partners and HCSC staff.

Twelve units of elderly housing were awarded Low Income Housing Tax Credits this past year and are currently in development in a non-concentrated area close to public transportation. This will expand the number units built with LIHTC in town to nearly 90.

The Housing Partnership and AIDS Response Seacoast jointly own and manage four units of housing for people living with AIDS/HIV. From their reports, this housing is adequate for the needs of this population. Housing for persons with disabilities is available in the region via accessible units at the Rochester Housing Authority and nearby at Betty’s Dream, a 24 units complex in nearby Portsmouth.

ii. Obstacles to addressing underserved needs:

The primary obstacle to meeting all of the identified needs is the lack of funding resources available to the public and private agencies who serve the needs of low- and moderate-income residents. Funding is the largest obstacle to meeting Rochester’s underserved needs. As the entire community qualifies as

meeting HUD's requirement of 51% low-moderate income, the projects needed to serve and support Rochester's lowest income residents are not able to be fully supported due to the limited funding. Rochester has gone from a high entitlement of \$394,000 down to a current budget of \$239,000 and over that same timeframe more of the residents have fallen into poverty and low income status. Local public service providers have indicated the lack of availability of housing for those coming from shelters as the primary focus of local housing authorities has moved to supporting those without a current housing option. In addition, shelter for homeless 'single' men is a challenge in the area as Crossroads House in Portsmouth is the only Seacoast shelter that provides this type of shelter.

We have kept our focus narrow in this plan in order to have a significant impact on a few important areas. It is our assumption that a larger and longer lasting community benefit will occur with this concentration of investment. A community that provides superior services that are easy to access will help people prevent crisis, spur positive growth and ensure stability. These elements, in turn, enhance the quality of life in our community.

iii. Foster and Maintain Affordable Housing:

Neighborhood Stabilization Program: The award to the City of \$2.4 million dollars for the purpose of purchasing and rehabilitating foreclosed properties to prevent further neighborhood deterioration in areas where foreclosures have been significant. Rehabilitation plans included full abatement of all lead, asbestos and structural deficiencies. The renovated units were converted to highly energy efficient, architecturally sensitive and affordable to moderate income homeowners. The last two properties sold in May, 2012.

Code Enforcement efforts have begun to increase in this area to maintain the neighborhood defined in the NSP program and prevent any further deterioration while the target area stabilizes. In FY 13-14, this area was a priority focus for Code Enforcement with the infusion of CDBG funds to assist with legal costs associated with the Code Enforcement efforts in this neighborhood. Without adequate legal funding in the past, it has been difficult to maintain the follow through necessary to stabilize this area. In FY 13-14, 38 homes were addressed in the NSP neighborhood utilizing CDBG funds to obtain legal assistance. There were 38 homes that received legal notice in regards to violations in this neighborhood. Of these 38 homes, 7 of them required court action and by the end of the fiscal year, 35 out of the 38 homes had corrected the violations, 3 are still pending. This work will continue through FY 14-15.

The City of Rochester funded Community Action Weatherization Assistance Program to complete weatherization and other improvements in Rochester's owner occupied, low-income homes and mobile homes. Over the last year with CDBG funds Community Action made improvements to 16 Rochester housing units. This program reduces energy costs to the owner, making the cost more affordable to the owner. The City will be increasing support to this organization in FY 13-14 to assist with the growing need for weatherization and the decrease in other federal funding opportunities.

iv. Mitigate Barriers to Affordable Housing:

Due to the large distribution of housing types in Rochester, many barriers to affordable housing have been eliminated. However, with the lack of local and state funding needed to offset high local costs of development, making it difficult to anticipate significant increases in affordable housing units to those with lower incomes, the city continues to commit to continuing work with non-profit and housing authority related low-income housing tax credit projects that are proposed. The Housing Partnership, Community Partners, My Friend's Place, Meadowview Manor, Roberge Manor, Laurel Terrace, and Strafford County Community Action are specific organizations the city continues to collaborate with.

While emergency and transitional housing appear to almost meet current needs, there is a lack of housing for those in need of supportive services.

The City of Rochester funded Community Action to complete weatherization and other improvements in Rochester's owner occupied, low-income homes and mobile homes. Over the last year with CDBG funds Community Action made improvements to 16 Rochester housing units and 41 individuals in Rochester. This program reduces energy costs to the owner, making the cost more affordable to the owner.

Rochester Housing Authority- Waiting List Information for Section 8 & Public Housing (See Appendix D)

v. Institutional Structures:

The City is a public entity whose purpose relative to housing and economic development involves such areas as planning and financing of economic development projects, code enforcement, planning and zoning review, financial relief assistance and community development. The City's financial resources for housing, community development and economic development assistance are the Community Development Block Grant programs. The programs are planned and administered through the Community Development office of the Planning and Development Department with support, as necessary, from other City departments. The City anticipates being able to implement the programs and projects proposed in the plan and does not foresee any problems associated with carrying out the plan unless these federal funds become unavailable, reduced, or delayed for a substantial period of time. From the City's viewpoint, the major weakness in the Consolidated Plan is the obvious lack of sufficient funding available to adequately address all the priorities simultaneously.

The Community Development Specialist will also be working with various departments over the next year to identify specific program needs within the City and to research other funding sources for City projects that may not qualify under CDBG. By appointing the Community Development Specialist as the point person for all other City funding requests, the needs will be streamlined and lead to a more efficient process for prioritizing, obtaining and monitoring funding.

Rochester Community Development staff serves as a member of the Strafford County Continuum of Care (The Housing Consortium), the balance of state continuum of care group for the region. This office is responsible for the administration of program and activities undertaken with the Community Development Block Grant Funds, as described in this Consolidated Plan and its subsequent Action Plans.

The Rochester Housing Authority is a public entity whose purpose is to provide housing and support services to low-income people. The Rochester City Manager appoints members to the board of commissioners, including at least one member who is a resident of a housing authority property. Additional collaboration occurs between the City and the Housing Authority on matters of environmental reviews as the City is the "responsible entity" for ensuring compliance with the laws and regulations under 24 CFR Part 58. The city does encourage the housing authority to make special efforts to engage public housing residents in the outreach phase of project development, and complying with all aspects of Section 3 when applicable. The Rochester Housing Authority also refers all residents to NHHFA for information and counseling on homeownership courses and locations.

vi. Public Housing and resident initiatives:

In 2013, the Rochester Housing Authority (RHA) saw significant turnover in all programs with 18 HCV vouchers issued and 25 new move-ins for public housing units.

The Rochester Housing Authority (RHA) manages 182 HCV of which 33 are project based (PBV); 232 public housing units of which 172 are designated for elderly and younger disabled and 60 are family

units. They manage one property for the City and 82 units of tax credit housing which have set rents, not based on income. The RHA also offers a one (1) two-unit apartment house for families in need of temporary emergency housing who have an exit plan.

The RHA had an increase in applicants during 2012 processing 53 HCV applications, 75 PBV applications, 175 elderly and/or disabled applications and 132 family applications. The waiting list as of 12/31/2013 is as follows: 136 applicants for Family Public Housing; 193 applicants for Elderly Public Housing; 60 applicants for Housing Choice Vouchers; 48 applicants for Project Based Vouchers.

Rochester Housing Authority is not designated as a troubled agency by HUD.

vii. Lead Based Paint Hazards:

Homes built before 1950 comprise about 31.5% of the Rochester housing stock, which could imply a higher risk of elevated blood lead levels in children, for which the most significant number of cases occur in rental housing stock. Due to the inability of funding through CDBG to cover the cost of resources necessary to identify lead based paint hazards in Rochester's housing units, we continued to rely on the "Childhood Lead Poisoning Prevention Programs through the New Hampshire Department of Health and Human Services. They run regular "Lead Safe Renovation" workshops in the region and across the state to educate participants in practical, low-cost methods to safely control, contain, and clean up the lead paint that might be disturbed in a home while work is being done. In addition, they conduct statewide surveillance; provides medical case management and home inspections for lead-poisoned children; and provides information and referral for reduction and abatement of lead hazards. Their program staff also provides free lead poisoning prevention information kits.

As part of regular monitoring, Community Development works with the Community Action Weatherization Assistance Program to ensure that any lead issues identified are handled prior to investment of CDBG funds. In addition, as part of the environmental review process, lead-based paint issues are reviewed for any CDBG project.

The New Hampshire Healthy Homes Lead Poisoning Prevention Program (NH HHLPPP) and its partners are aligning priorities with federal healthy housing initiatives, best practices and models, to merge multiple housing, safety and health hazards within a family's home and identify common cross-disciplinary activities to coordinate efforts in addressing unhealthy and unsafe housing.

viii. Compliance and Monitoring:

Program performance is reviewed and monitored annually with projected goals as well as their ability to comply with federal and local regulations. All sub-grantees have a contract or letter of agreement on file with the City.

Monitoring is in the form of annual visits to the site office where reporting statistics are kept, as well as the site where activities take place, if different. Staff also visits many agencies when they are open to the public or during special events, to keep current with activities the agency is engaged in and to get a first hand look at how the agency presents itself to the general public.

Construction projects are monitored through regular conferences with sub-grantees and included on-site monitoring and review of requirements for Environmental Reviews and federal wage compliance.

- The public services funding application was updated and key elements for evaluation were identified and easily extracted for presentation to the Community Development Committee.

- Job Loan monitoring: A monitoring form was developed and used to review all current JOB Loans. The monitoring process includes an on-site review of the business including review of financial documents and assistance to those businesses in need of resources.

ix. Reduce the number of families in Poverty:

The City recognizes there are many players in the coordination of efforts to provide opportunities for the lowest tier of residents in Rochester. This year support has been spread throughout all categories of the Consolidated Plan (Basic Needs, Safety Net and Investment). Today we find ourselves continuing to support education activities such as the Dover Adult Learning Center and Project Pride because the City recognizes the value of investing in those who are investing in themselves and believe there is a greater likelihood of positive future economic status if they can attain the basic skills needed to advance in the marketplace and avoid poverty. There is also great support for the JOB Loan Program and the Small Business Development Center which have assisted with growth and job creation to local businesses.

For the first time this year the City supported Tri-City Coop- an agency that provides a non-medical approach to mental health wellness and recovery for adults who reside in Strafford County. In addition to peer support, this program provides groups, recovery art, employment training, life skills, communication and interpersonal skills, goal setting, personal growth, nutrition and exercise, computer literacy and internet skills all to assist in improving quality of life and assisting individuals with the ability to assimilate into the community and attain self sufficiency. All of the services, including transportation to and from the Co-op are free.

The SHARE Fund was supported again this year to provide food, clothing and financial assistance to Rochester residents in need thereby reducing the burden on other publicly funded services like the Rochester Welfare Department. Their grant is utilized for Emergency Housing Services. Emergency housing services helps prevent/alleviate homelessness in our community by providing Rochester households with help to secure and/or maintain affordable and adequate housing in times of crisis or financial emergency.

City Welfare has invested in a three person full time staff and one part time Welfare Intake staff to administer short term, emergency financial assistance for families and individuals in need of help with housing, including other basic needs (utilities, prescriptions, etc.) Some recipients of assistance have verified an inability to work and pending Social Security and State (APTD) disability. Others continue to be challenged by a slow to recover economy, mental illness drug addiction and a pattern of poor life choices.

City Welfare practices thoughtful pro-active case management, which includes educating people toward self-sufficiency. It assists clients with job attaining skills, including completing applications, resumes and interviews. These case management efforts are unique to local welfare, but proven to be effective. It also refers clients to other appropriate agencies including, food stamps, family cash assistance, Medicaid and subsidized housing to potentially meet their long-term needs. Rochester City Welfare staff takes pride in managing client emergencies by taking a pro-active case management approach to minimize future emergencies. As part of the process for evaluating priorities for CDBG funding, the City Welfare Director is included in the discussions of the Community Development Committee regarding priority needs for funding of public service organizations in the community. Due to the experience and regular contact with Rochester families in need, the inclusion of the City Welfare Department provides a benefit to an already difficult decision making process of how to distribute funds based on the priority needs of the community.

CDBG investments in the Rochester Community Center have done much to make it a “one stop” resource for our low-income community. Currently, many agencies operate within the building,

including Sexual Assault Support Services, Rochester Area Senior Citizens Inc., the HUB Family Resource Center and A Safe Place (Seacoast Task Force on Family Violence), the SHARE Fund (Food Pantry, Clothing Fund and Rental Assistance), State of NH Health and Human Services, Strafford County Community Action Fuel Assistance Program and Strafford County Head Start. Having services from multiple agencies in accessible location (versus all over Strafford County) not only saves time and minimizes the amount of difficulty involved in obtaining services. This further increases the utility of the rehabilitated space at the community center for the benefit of vulnerable citizens. Agencies report that being collocated in this facility has helped bridge assistance gaps for their clients, particularly those such as the State of New Hampshire's Health and Human Services office.

In FY 13-14 the City funded several local public service agencies through the City's General Fund totaling \$46,875. These agencies included the Homemakers Health, Cornerstone VNA and Community Partnership of Strafford County.

g.) Leveraging Resources

No matching funds were required for any of the CDBG activities.

Activities that leveraged funds for the CDBG Program included:

- Community Action Partnership of Strafford County's Weatherization Program leveraged over \$78,600 in PSNH, UNITIL, HRRP, and SERC Funds for owner occupied houses from 7/1/13-6/30/14.
- Economic Development (JOB LOAN) leveraged \$15,000 in private funds for a total of \$25,000 in leveraged funds.

h.) Citizens Comments

The Annual Performance Report (CAPER) is available in the Community and Economic Development Department located in the Rochester Community Center (150 Wakefield Street, Rochester, NH) and online at the City website. This report provides all the necessary elements required for citizen participation, including the Federal funds that were made available for furthering the objectives of the Consolidated Plan, the total amount of funds available (including estimated program income), the total amount of funds committed during the reporting period, the total amount expended during the reporting period, and the geographic distribution of funds if applicable. Availability of the report will be posted for 15 days in the local newspaper and any public comments will be forwarded to HUD after the public comment period has ended.

i.) Administration, Self Evaluation other areas of activity

This plan represents the third year of the 2010-2015 Consolidated Plan. The grant for FY 13-14 was \$224,505 a \$1,456 decrease from prior years funding, however the decrease was significantly smaller than what was experienced the year prior. For FY 13-14 there was \$44,901 available for program Planning and Administration of the Community Development Block Grant. Funding in this category pays for staff salaries to plan, execute and report on the activities described above, as well as mandatory public notices, supplies, legal services, proportional share city audit costs, etc. Planning and administrative expenses are authorized under CDBG regulation 570.206.

Community Development staff coordinates the projects selected in this plan and provides technical assistance to agencies and the public on how best to invest in their neighborhoods in compliance with the federal guidelines governing the Community Development Block Grant. The mission of Community Development is to work with the community, nonprofit and private sector partners to improve neighborhoods and assist lower income people to improve the quality of their lives. The Rochester Community Development Block Grant funded activities are limited in scope, but still have a significant

and visible impact on the growth and well being of the community, contributing to its overall health and stability. We know CDBG cannot fill every gap and meet every need, but we believe the policies and guidance provided by our Consolidated Plan will give us a fair and consistent way to make the highest value investment and measure benefit to the community. We strive to utilize the collaborative climate to spur change and meet emerging needs regardless of our grant funding levels.

Staying connected to community in other capacities brings fresh information about the status of the low-income community and provides inspiration for future programming or changes needed to prevent additional instances of homelessness or neighborhood degradation, for example. The Community Development Specialist participates in Continuum of Care forums and the larger web of social service agencies to find ways to improve the living conditions for lower income people through non-traditional and often non-financial means. As funding sources get tighter, it takes the collective creativity of the community leaders to continue to find solutions.

With significant reductions in CDBG funding over the last few years, the position of Community Development Specialist has taken on additional responsibilities within the City including grant writing and grant management for non-CDBG funding sources as well as reporting for the City's Tax Increment Financing Districts and handling of applications that come in to the City for RSA 79-E Community Tax Revitalization Incentive Program.

j. Geographic Distribution of funds this year was distributed evenly throughout the city. All of the census tract and block groups are eligible for CDBG activities for meeting the 51% low-mod threshold established by HUD. Our community of racial or ethnic minorities does not have particular area of concentration geographically. 2010 census data shows a non-white racial population that is less than 5%. Likewise, overcrowding is not a significant problem within the city. Less than 2% of units have more than one person per room reported.

