



## Third Program Year Action Plan



**DUNS # 099446879**

### **Third Program Year Action Plan (FY 2017-2018) Consolidated Plan (FY 2015-2020)**

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## Executive Summary

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

#### 1. Introduction

This Action Plan represents year three (FY 2017-2018) of the City of Rochester's Five Year Consolidated Action Plan for FY 2015-2020. Each year, the City outlines a specific plan for the activities planned in a given year in order to improve conditions within low to moderate income communities and to address vital housing, facilities, infrastructure, public services, and economic development needs within the City. This specific plan is an extension of the identified needs as defined in the FY 15-20 Consolidated Action Plan and incorporates ongoing analysis of current conditions within the City.

The FY 2017-2018 Community Development Block Grant (CDBG) amount for the City of Rochester is \$265,965.00, with \$53,193.00 (20%) allocated for planning and administration, \$39,894.75 (15%) for public services, and the balance of \$172,877.25 for projects focused on the areas of housing rehabilitation and public facilities and infrastructure. The U.S. Department of Housing and Urban Development (HUD) restricts public services funding (non-construction operating expenses) to 15% of the city's overall annual grant allocation and administrative costs to 20% of the city's overall annual grant allocation.

The focus of this year's Action Plan is to support the needs of local public service agencies, facilities, infrastructure, housing, and economic development projects that will benefit low to moderate income residents of the City. Specific details on the use of funds are described in the "Consolidated Action Plan Goals" section under each activity and address one of the three national objectives set forth by HUD for CDBG grant expenditures: (1) to provide decent housing; (2) to provide a suitable living environment; or (3) to expand economic opportunities.

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

This Action Plan's goals and objectives are based on the extensive research and consultations that the Community Development Coordinator has conducted with local public service agencies, relevant government agencies and departments, and the general citizenry. These programs and activities are aimed at meeting one or more of HUD's outcomes for CDBG funding: to provide decent housing, to provide a suitable living environment, and to expand economic opportunities. The individual activities were established to meet HUD outcomes and are those seen to meet the needs of the City's low to moderate income population as identified at present and projected over the next year. Further, emphasis in prioritizing was placed on meeting basic needs (such as shelter and employment) first and then addressing less urgent needs as possible.

#### Program Goal: To Provide Decent Housing

##### i. Assisting Homeless Persons to Obtain Affordable Housing and Assisting Persons at Risk of Homelessness

- Homeless shelters
- Rental assistance programs

ii. Retention of Affordable Housing Stock

- Housing rehabilitation/weatherization programs, including lead paint contamination testing efforts
- Rental assistance/subsidy programs for low-income residents

iii. Increasing the Supply of Supportive Housing Which Includes Structural Features and Services to Enable Persons with Special Needs (Including Persons Living with HIV/AIDS) to Live in Dignity and Independence

- Rent assistance/subsidy programs for low-income residents and residents with disabilities

Program Goal: To Provide a Suitable Living Environment

i. Reducing the Incidence of Increasing Substance Abuse (Especially Heroin and Other Opioids) and Addressing Root Causation

- Rental assistance programs
- Support for organizations and programs addressing mental illness

ii. Improving the Safety and Livability of Neighborhoods

- Major infrastructure improvement projects in low-income neighborhoods
- Increased recreation options in low-income neighborhoods
- Continued review of neighborhood conditions in low-income neighborhoods

iii. Increase Access to Quality Public and Private Facilities and Services

- Public service agencies providing programs and support to low-income populations of greatest need
- Participation in local coalitions of service providers (e.g., Balance of State Continuum of Care)
- Support for regional public service agencies to provide greater access to community resources for low-income population as well as senior citizens and people with disabilities

Program Goal: To Expand Economic Opportunities

i. Establishment, Stabilization, and Expansion of Small Businesses, Including Micro-Businesses

- Revolving loan fund for small business financing

ii. Provision of Public Services Concerned with Employment

- Vocational and workforce training programs for low-income residents
- Educational/high school equivalency programs for low-income residents

### **3. Evaluation of past performance**

The FY 2016-2017 Annual Action Plan identified a number of housing, public service, and economic development needs with the City of Rochester. A significant portion of the FY 2016-2017 Plan focused on the needs of the City's homeless population, and funding was provided to the three primary homeless shelters in the region (providing seasonal, transitional, and year-round services). All three shelters report that they are on-track to meet or exceed the projected numbers for City residents to be served during the FY 2016-2017 period. This Annual Action Plan for FY 2017-2018 incorporates continued funding for the provision of services through regional homeless shelters as needs analyses show a continued priority need for these services.

In recent years, the Community Action Partnership of Strafford County (CAP) has received funding for its weatherization assistance program and has reported that it would not meet the target number of households and residents to be served. Further, expenditure of grant funds for FY 2014-2015 and FY 2015-2016 had been very slow; at the end of FY 2014-2015, only about half of the granted \$50,000.00 had been spent on housing rehabilitation activities. During FY 2015-2016, CAP was put on a corrective action plan, which required quarterly meetings with the City of Rochester's Community Development Coordinator to discuss progress and corrective strategies. During the latter half of FY 2015-2016 and the early half of FY 2016-2017, the rate of funds expended and number of residents served have been on target to meet FY 2016-2017 goals.

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

The City of Rochester's Community Development Division has conducted extensive public outreach as part of the FY 2017-2018 Annual Action Plan planning and preparation process. This has included two public hearings, attendance at monthly local neighborhood ward meetings, consultations with local public service agencies, consultations with relevant government agencies, consultations with local business organizations, social media outreach, and an online survey. This outreach was conducted in accordance with the revised Citizen Participation Plan outlined in the FY 2015-2020 Consolidated Action Plan.

Two public hearings were held related to the Annual Action Plan. The first public hearing was held on January 17, 2016. One resident spoke at the hearing, expressing concerns for Rochester's unsheltered homeless population and suggesting that the Rochester Community Center gymnasium showers be made available to unsheltered homeless residents and/or that "shower kits" be distributed to unsheltered homeless residents.

For FY 2017-2018, applications for CDBG grant funding were made available on November 15, 2016 and were due back to the Community Development Division by January 13, 2017. This represents an extension in the time period during which applications could be completed and submitted as compared to previous years. This was in response to requests for additional time from grant applicants.

Applications were reviewed by the Community Development Division and forwarded to the members of the Community Development Committee. The first review of the applications was

initially scheduled to occur at the February 13, 2017 meeting of the Community Development Committee, but this meeting was cancelled due to inclement weather. Instead, first and second review of the applicants occurred at the March 13, 2017 Community Development Committee meeting.

The grant applicants were invited to present on their applications at the February meeting. After review of all grant applications received, the members of the Community Development Committee rated their level of support for each agency, and those receiving the most support were recommended for funding. Public service agencies were recommended across all areas of identified priority needs. The Community Development Committee voted on its grant application funding recommendations at the March 13, 2017 Community Development Committee meeting. Throughout the evaluation process, careful attention was paid to the priorities identified in the FY 2015-2020 Consolidated Action Plan.

The formal public comments announcement was posted in the local newspaper of general circulation on March 17, 2017, and copies of the public comments notice were also posted at City Hall, the City's Community Center, the City's Public Library, and on the City's website on March 17, 2017. In the notice, the public was invited to review the draft Annual Action Plan in-person at the Office of Economic and Community Development, the City Clerk's Office at City Hall, the public library, and/or on the City's Community Development Division webpage. No comments were received.

The draft FY 2017-2018 Annual Action Plan was presented for a first reading to the full City Council at the April 4, 2017 City Council Meeting. A second public hearing was held on April 18, 2017. One resident spoke at the hearing, expressing concerns about the amount of funding proposed for the regional homeless shelters as compared to a tennis court lights project.

A second reading of the draft plan was originally scheduled for May 2, 2017 but was postponed to June 6, 2017. The Homeless Center for Strafford County, which was recommended to be funded at the March Community Development Committee meeting, declined CDBG funding in exchange for an increased amount of general city funding. The Community Development Committee met on May 8, 2017 to revise its funding recommendations accordingly. The revised recommendations were then incorporated into a revised draft of the FY 2017-2018 Annual Action Plan, which was adopted at the June 6, 2017 City Council meeting.

On June 16, 2017, the City of Rochester received its finalized FY 2017-2018 grant allocation from HUD, which necessitated reallocation of funds to planned activities. The Community Development Committee met on July 10, 2017 to discuss reallocation of funds, and its recommendations were submitted to City Council for final approval. The finalized recommendations were then incorporated into the finalized draft of the FY 2017-2018 Annual Action Plan, which was adopted at the August 1, 2017 City Council meeting.

## **5. Summary of public comments**

The following comments from the public regarding the FY 2016-2017 Annual Action Plan were received:

Ward 6 Meeting (9/28/2016): Needs for more recreation options, especially for youth; suggestions of a skateboard park or lighting at the tennis courts; suggestion for youth music programs or intramural sports options.

Rochester Housing Authority (11/17/2016): Discussion of public transportation options; need for more Medicaid transportation options and ADA options.

Ward 4 Meeting (11/28/2016): Need for more substance use disorder treatment beds; need for homeless services for men at the Homeless Center for Strafford County; support for more recreation options; support for funding of the River Walk project.

Ward 1 Meeting (12/14/2016): Need for more substance use disorder treatment strategies; support for Rochester Youth Reach, SHARE Fund, and Rochester Area Senior Center services.

Public Hearing (First) (1/17/2017): Concerns for Rochester's unsheltered homeless population and suggestion that the Rochester Community Center gymnasium showers be made available to unsheltered homeless residents and/or that "shower kits" be distributed to unsheltered homeless residents.

Ward 3 Meeting (1/18/2017): Support expressed for afterschool programs.

Ward 2 Meeting (1/23/2017): Support for youth recreational activities, such as a skate park.

Ward 5 Meeting (2/24/2017): Support for basic needs activities such as weatherization assistance and fuel assistance, lack of support for projects such as Rochester Housing Authority's proposed solar panels project.

Public Comments Period: No comments were received.

Public Hearing (Second) (4/18/2017): Concerns regarding funding of regional homeless shelters compared to proposed tennis court lights project.

Online Community Development Survey: Support for more affordable housing, homelessness services, and substance use disorder recovery services, as well as a number of specifically-named FY 206-2017 CDBG subgrantees.

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

Ward 6 Meeting: All comments were accepted or referred to other City departments for follow-up, as appropriate.

Rochester Housing Authority (11/17/2016): All comments were accepted or referred to other City departments for follow-up, as appropriate.

Ward 4 Meeting: All comments were accepted or referred to other City departments for follow-up, as appropriate.

Ward 1 Meeting (12/14/2016): All comments were accepted or referred to other City departments for follow-up, as appropriate.

Public Hearing (First) (1/17/2017): All comments were accepted or referred to other City departments for follow-up, as appropriate.

Ward 3 Meeting (1/18/2017): All comments were accepted or referred to other City departments for follow-up, as appropriate.

Ward 2 Meeting (1/23/2017): All comments were accepted or referred to other City departments for follow-up, as appropriate.

Ward 5 Meeting (2/24/2017): All comments were accepted or referred to other City departments for follow-up, as appropriate.

Public Comments Period: N/A. No comments were received.

Public Hearing (Second) (4/18/2017): This comment was not accepted, as the regional homeless shelters requested funding under the public services category (15% cap) and the tennis court lights project falls under the public facilities category. The regional homeless shelters have been made aware that they may also request public facilities CDBG funding, and they have done so in prior years.

Online Community Development Survey: All comments were accepted or referred to other City departments for follow-up, as appropriate.

## **6. Summary**

The FY 2017-2018 Annual Action Plan focuses on the community needs identified during the FY 2015-2020 Consolidated Action Plan community needs assessment process, the FY 2017-2018 Annual Action Plan community needs assessment process, and the citizen participation and consultation process. This includes needs that continue to exist from previous Annual Action Plans, such as permanent and supportive housing for homeless populations, and needs that have not been fully addressed in previous Annual and Consolidated Action Plans. This Annual Action Plan will be used to evaluate new funding and project opportunities, and community needs analyses will continue to be incorporated as necessary and relevant.



**PR-05 Lead & Responsible Agencies – 91.200(b)**

**1. Agency/entity responsible for preparing/administering the Consolidated Plan**

The City of Rochester’s Community Development Division, housed in the Office of Economic & Community Development, is responsible for the planning, reporting, and administration of the City of Rochester’s Community Development Block Grant program.

<b>Agency Role</b>	<b>Name</b>	<b>Department/Agency</b>
CDBG Administrator	ROCHESTER	Office of Economic & Community Development

**Table 1 – Responsible Agencies**

**Narrative (optional)**

N/A.

**Consolidated Plan Public Contact Information**

Julian L. Long, J.D.  
Community Development Coordinator  
Office of Economic & Community Development  
31 Wakefield St.  
Rochester, NH 03867  
(603) 335-7519  
julian.long@rochesternh.net

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

### **1. Introduction**

The City of Rochester has made extensive efforts to enhance coordination between the Rochester Housing Authority, non-profit organizations providing housing services, and relevant City staff. Recently, this has included partnering with the Rochester Housing Authority to research and draft a joint Assessment of Fair Housing. The City of Rochester's Community Development Coordinator also engages in significant outreach and involvement in relevant community organizations, such as the Greater Seacoast Coalition on Homelessness and active involvement with the Balance of State Continuum of Care.

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

The City of Rochester has made extensive efforts to enhance coordination between the Rochester Housing Authority, non-profit organizations providing housing services, and relevant City staff. The City of Rochester's Community Development Coordinator has continued to play an important role in monitoring the effectiveness of the regional Coordinated Entry (formerly Coordinated Access) system implementation and regional homeless services efforts through membership on the Greater Seacoast Coalition on Homelessness' Steering Committee. Coordinated Entry provides a single point of contact for persons who are homeless or at risk of homelessness, and referrals are provided to regional homeless shelters, organizations providing rent assistance, general health care and mental health care resources, and more.

The City also funds a wide range of public service agencies that provide services such as housing, homelessness prevention, rental assistance, etc. The Community Development Coordinator attends many of the meetings and trainings organized by these agencies, and the Community Development Coordinator forwards relevant information from these agencies to all other public service agency contacts who might be interested. In 2016, the Community Development Coordinator also conducted a training on HUD's new gender access policy on transgender persons experiencing homelessness for Cross Roads House, the largest-capacity homeless shelter in the region.

Throughout the fall of 2016, the Community Development Coordinator has coordinated with the Workforce Housing Coalition of the Greater Seacoast to organize a Rochester-focused housing discussion group, comprised of regional non-profit housing organizations, businesses, property developers, and relevant government departments. This group is being modeled upon a similar group in the neighboring City of Portsmouth and will explore the challenges of providing affordable housing, supportive housing, and workforce housing in Rochester. Meetings will begin in early 2017.

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

The Community Development Coordinator regularly attends and actively participates in the New Hampshire Balance of State Continuum of Care, which includes the City of Rochester. The Community Development Coordinator serves as liaison between the City of Rochester and the Continuum of Care, and the Community Development Coordinator shares information received

at Continuum meetings with relevant City staff and local public service agencies. This includes but is not limited to the City’s Welfare Office, the City’s Families in Transition coordinator, the local community health center, and local organizations providing mental health services.

Several of the public service agencies funded through Rochester’s CDBG grant also are active participants within the Balance of State Continuum of Care, and the Community Development Coordinator regularly works with these agencies on homelessness issues. This involves assistance with Continuum grant applications, sharing of relevant information regarding events and trainings, and other related activities.

The Community Development Coordinator is also actively involved with the regional “Continuum of Care” that serves the Seacoast area specifically. The Community Development Coordinator is a member of the Steering Committee for the Greater Seacoast Coalition on Homelessness, which meets quarterly to discuss homelessness issues and programs in the region. The Steering Committee includes representatives from the regional homeless shelters, public housing authorities, other local governments, and public service agencies concerned with addressing homelessness.

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

N/A. The City of Rochester does not receive ESG funds.

**2. Describe Agencies, groups, organizations and others who participated in the process and describe the jurisdiction’s consultations with housing, social service agencies and other entities**

1	<b>Agency/Group/Organization</b>	Workforce Housing Coalition of the Greater Seacoast
	<b>Agency/Group/Organization Type</b>	Housing Services - Housing Services-homeless Regional organization Planning organization
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy Market Analysis

	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	<p>This consultation was between the Community Development Coordinator and the Executive Director of the coalition. The consultation was conducted via telephone.</p> <p>Areas for improved coordination include a housing discussion group that is being formed in 2017, as well as more communications between public service agencies and property developers. Anticipated outcomes include the funding of programs and activities aligned with the needs described by the consulted agencies and organizations, increased efforts to facilitate inter-organizational meetings and coordination, and the increase of services for unaddressed and under-addressed community needs, especially those related to homelessness.</p>
2	<b>Agency/Group/Organization</b>	New Hampshire Legal Assistance – Housing Justice Project
	<b>Agency/Group/Organization Type</b>	Services - Housing Service-Fair Housing Regional organization
	<b>What section of the Plan was addressed by Consultation?</b>	Public Housing Needs Non-Homeless Special Needs Fair housing

	<p><b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b></p>	<p>This consultation was between the Community Development Coordinator and the director of the Housing Justice Project. The consultation was conducted via telephone.</p> <p>Areas for improved coordination include increased contacts between fair housing agencies and the Rochester Housing Authority. Anticipated outcomes include the funding of programs and activities aligned with the needs described by the consulted agencies and organizations, increased efforts to facilitate inter-organizational meetings and coordination, and the increase of services for unaddressed and under-addressed community needs, especially those related to homelessness.</p>
3	<p><b>Agency/Group/Organization</b></p>	<p>Rochester Main Street</p>
	<p><b>Agency/Group/Organization Type</b></p>	<p>Services-Employment Business Leaders Civic Leaders Business and Civic Leaders</p>
	<p><b>What section of the Plan was addressed by Consultation?</b></p>	<p>Non-Homeless Special Needs Market Analysis Economic Development Downtown revitalization needs</p>
	<p><b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b></p>	<p>This consultation was between the Community Development Committee, the Community Development Coordinator, and the Executive Director of Rochester Main Street. The consultation was conducted in person.</p> <p>No areas for improved coordination were identified during this consultation. Anticipated outcomes include the funding of programs and activities aligned with the needs described by the consulted agencies and organizations, increased efforts to facilitate inter-organizational meetings and coordination, and the increase of services for unaddressed and under-addressed community needs, especially those related to homelessness.</p>

4	<b>Agency/Group/Organization</b>	Balance of State Continuum of Care
	<b>Agency/Group/Organization Type</b>	Services - Housing Services-homeless Publicly Funded Institution/System of Care Other government - State Regional organization Planning organization
	<b>What section of the Plan was addressed by Consultation?</b>	Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Strategy Substance use disorder issues
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The consultation was between the Community Development Coordinator, NH DHHS staff, and other members of the Continuum of Care. The consultation was conducted in person.  Areas of improved coordination included ensuring non-members receive important information and that all members receive relevant updates, such as the ongoing efforts to find housing solutions for the residents of the Academy Street PSH project in Rochester as the grant is ending. Anticipated outcomes include the funding of programs and activities aligned with the needs described by the consulted agencies and organizations, increased efforts to facilitate inter-organizational meetings and coordination, and the increase of services for unaddressed and under-addressed community needs, especially those related to homelessness.
5	<b>Agency/Group/Organization</b>	Goodwin Community Health
	<b>Agency/Group/Organization Type</b>	Services-Children Services-Health Health Agency Publicly Funded Institution/System of Care Regional organization

	<b>What section of the Plan was addressed by Consultation?</b>	Non-Homeless Special Needs Anti-poverty Strategy Fair Housing Substance use disorder issues
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The consultation was between the Community Development Coordinator and participants in Goodwin Community Health's Intensive Outpatient Program. The consultation was conducted in person.  Areas for improved coordination included streamlining health services so patients would have to make fewer phone calls to obtain health care and supportive services (e.g., transportation to appointments, Medicaid enrollment, etc.). Anticipated outcomes include the funding of programs and activities aligned with the needs described by the consulted agencies and organizations, increased efforts to facilitate inter-organizational meetings and coordination, and the increase of services for unaddressed and under-addressed community needs, especially those related to homelessness.
6	<b>Agency/Group/Organization</b>	Rochester United Neighborhoods
	<b>Agency/Group/Organization Type</b>	Neighborhood Organization
	<b>What section of the Plan was addressed by Consultation?</b>	Homelessness Strategy Non-Homeless Special Needs Youth recreation needs

	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	<p>The consultation was between the Community Development Coordinator and residents in Wards 1, 2, 3, 4, 5, and 6. The consultations were conducted in person.</p> <p>No areas for improved coordination were identified during the consultations. Anticipated outcomes include the funding of programs and activities aligned with the needs described by the consulted agencies and organizations, increased efforts to facilitate inter-organizational meetings and coordination, and the increase of services for unaddressed and under-addressed community needs, especially those related to homelessness.</p>
7	<b>Agency/Group/Organization</b>	NH Department of Health and Human Services
	<b>Agency/Group/Organization Type</b>	Services - Housing Other government - State
	<b>What section of the Plan was addressed by Consultation?</b>	Homelessness Strategy Non-Homeless Special Needs Substance use disorder issues, health care issues
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	<p>This consultation was between the Community Development Coordinator and NH DHHS staff. The consultation was conducted in person.</p> <p>No areas for improved coordination were identified during the consultation. Anticipated outcomes include the funding of programs and activities aligned with the needs described by the consulted agencies and organizations, increased efforts to facilitate inter-organizational meetings and coordination, and the increase of services for unaddressed and under-addressed community needs, especially those related to homelessness.</p>
8	<b>Agency/Group/Organization</b>	New Hampshire Housing Finance Authority
	<b>Agency/Group/Organization Type</b>	Housing Services - Housing Service-Fair Housing Planning organization



	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Non-Homeless Special Needs Market Analysis Anti-poverty Strategy Fair Housing
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	This consultation was between the Community Development Coordinator and NHHFA staff on accessory dwelling units and workforce housing. The consultation was conducted in person.  No areas for improved coordination were identified during the consultation. Anticipated outcomes include the funding of programs and activities aligned with the needs described by the consulted agencies and organizations, increased efforts to facilitate inter-organizational meetings and coordination, and the increase of services for unaddressed and under-addressed community needs, especially those related to homelessness.
9	<b>Agency/Group/Organization</b>	New Hampshire Municipal Association
	<b>Agency/Group/Organization Type</b>	Other government - State Other government - Local
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Market Analysis Anti-poverty Strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	This consultation was between the Community Development Coordinator, NHHFA staff, and NHMA members on the new state accessory dwelling unit law. The consultation was conducted in person.  No areas for improved coordination were identified during the consultation. Anticipated outcomes include the funding of programs and activities aligned with the needs described by the consulted agencies and organizations, increased efforts to facilitate inter-organizational meetings and coordination, and the increase of services for unaddressed and under-addressed community needs, especially those related to homelessness.

10	<b>Agency/Group/Organization</b>	OneVoice for Strafford County
	<b>Agency/Group/Organization Type</b>	Services-Children Services-Health Health Agency Publicly Funded Institution/System of Care Regional organization
	<b>What section of the Plan was addressed by Consultation?</b>	Non-Homeless Special Needs Substance use disorder issues
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	<p>The consultation was between the Community Development Coordinator, the director of OneVoice, and other substance use disorder recovery agencies' staff. The consultation was conducted in person.</p> <p>Areas for improved coordination that were identified during the consultation included better integration of mental health and trauma recovery services into substance use disorder treatment and recovery, as well as more resources for youth experiencing substance addiction. Anticipated outcomes include the funding of programs and activities aligned with the needs described by the consulted agencies and organizations, increased efforts to facilitate inter-organizational meetings and coordination, and the increase of services for unaddressed and under-addressed community needs, especially those related to homelessness.</p>
11	<b>Agency/Group/Organization</b>	Strafford County Family Justice Center
	<b>Agency/Group/Organization Type</b>	Services-Victims of Domestic Violence Services - Victims Regional organization
	<b>What section of the Plan was addressed by Consultation?</b>	Non-Homeless Special Needs

	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	<p>This consultation was between the Community Development Coordinator and the Program Coordinator of the Family Justice Center. The consultation was conducted in person.</p> <p>No areas for improved coordination were identified during the consultation. Anticipated outcomes include the funding of programs and activities aligned with the needs described by the consulted agencies and organizations, increased efforts to facilitate inter-organizational meetings and coordination, and the increase of services for unaddressed and under-addressed community needs, especially those related to homelessness.</p>
12	<b>Agency/Group/Organization</b>	Child and Family Services of New Hampshire
	<b>Agency/Group/Organization Type</b>	Services-Children Services - Victims Regional organization
	<b>What section of the Plan was addressed by Consultation?</b>	Non-Homeless Special Needs
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	<p>This consultation was between the Community Development Coordinator and a staff therapist with Child and Family Services. The consultation was conducted in person.</p> <p>No areas for improved coordination were identified during the consultation. Anticipated outcomes include the funding of programs and activities aligned with the needs described by the consulted agencies and organizations, increased efforts to facilitate inter-organizational meetings and coordination, and the increase of services for unaddressed and under-addressed community needs, especially those related to homelessness.</p>

13	<b>Agency/Group/Organization</b>	Community Action Partnership of Strafford County
	<b>Agency/Group/Organization Type</b>	Housing Services - Housing Services-Children Services-Health Services-Education Service-Fair Housing Regional organization
	<b>What section of the Plan was addressed by Consultation?</b>	Homeless Needs - Families with children Homelessness Strategy Non-Homeless Special Needs Anti-poverty Strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	This consultation was between the Community Development Coordinator and the Home Visiting Manager of Community Action Partnership of Strafford County. The consultation was conducted in person.  No areas for improved coordination were identified during the consultation. Anticipated outcomes include the funding of programs and activities aligned with the needs described by the consulted agencies and organizations, increased efforts to facilitate inter-organizational meetings and coordination, and the increase of services for unaddressed and under-addressed community needs, especially those related to homelessness.
14	<b>Agency/Group/Organization</b>	Community Partners
	<b>Agency/Group/Organization Type</b>	Services-Persons with Disabilities Services-Health Regional organization
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Non-Homeless Special Needs Anti-poverty Strategy

	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	<p>The consultation was between the Community Development Coordinator and a case manager with Community Partners. The consultation was conducted in person.</p> <p>No areas for improved coordination were identified during the consultation. Anticipated outcomes include the funding of programs and activities aligned with the needs described by the consulted agencies and organizations, increased efforts to facilitate inter-organizational meetings and coordination, and the increase of services for unaddressed and under-addressed community needs, especially those related to homelessness.</p>
15	<b>Agency/Group/Organization</b>	City of Rochester Welfare Office
	<b>Agency/Group/Organization Type</b>	Services-homeless Other government - Local Grantee Department
	<b>What section of the Plan was addressed by Consultation?</b>	Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Strategy Anti-poverty Strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	<p>This consultation was between the Community Development Coordinator and the City of Rochester's Welfare Director. The consultation was conducted in person.</p> <p>No areas for improved coordination were identified during the consultation. Anticipated outcomes include the funding of programs and activities aligned with the needs described by the consulted agencies and organizations, increased efforts to facilitate inter-organizational meetings and coordination, and the increase of services for unaddressed and under-addressed community needs, especially those related to homelessness.</p>
16	<b>Agency/Group/Organization</b>	City of Rochester's Planning Department
	<b>Agency/Group/Organization Type</b>	Other government - Local Grantee Department

	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Anti-poverty Strategy Affordable housing issues
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	This consultation was between the Community Development Coordinator and the City of Rochester's staff planner. The consultation was conducted in person.  No areas for improved coordination were identified during the consultation. Anticipated outcomes include the funding of programs and activities aligned with the needs described by the consulted agencies and organizations, increased efforts to facilitate inter-organizational meetings and coordination, and the increase of services for unaddressed and under-addressed community needs, especially those related to homelessness.
17	<b>Agency/Group/Organization</b>	Cross Roads House
	<b>Agency/Group/Organization Type</b>	Services - Housing Services-homeless Services-Health Regional organization
	<b>What section of the Plan was addressed by Consultation?</b>	Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	This consultation was between the Community Development Coordinator and the Executive Director of Cross Roads House. The consultation was conducted in person.  No areas for improved coordination were identified during the consultation. Anticipated outcomes include the funding of programs and activities aligned with the needs described by the consulted agencies and organizations, increased efforts to facilitate inter-organizational meetings and coordination, and the increase of services for unaddressed and under-addressed community needs, especially those related to homelessness.

18	<b>Agency/Group/Organization</b>	Cooperative Alliance for Seacoast Transportation Rochester Housing Authority
	<b>Agency/Group/Organization Type</b>	Housing PHA Services-Elderly Persons Services-Persons with Disabilities Regional organization Other government-Local
	<b>What section of the Plan was addressed by Consultation?</b>	Non-Homeless Special Needs Transportation
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	<p>This consultation was between the Community Development Coordinator, the Associate Housing Manager of the Rochester Housing Authority, and the Community Transportation Manager of COAST. The consultation was conducted in person.</p> <p>An area of improved coordination that was identified during the consultation was the establishment of a one-stop phone number to access all of the various free and low-cost transportation options in the region, especially those for elderly residents, residents with disabilities, and/or residents receiving Medicaid. Anticipated outcomes include the funding of programs and activities aligned with the needs described by the consulted agencies and organizations, increased efforts to facilitate inter-organizational meetings and coordination, and the increase of services for unaddressed and under-addressed community needs, especially those related to homelessness.</p>
19	<b>Agency/Group/Organization</b>	Rochester Economic Development Commission
	<b>Agency/Group/Organization Type</b>	Services-Employment Other government - Local Grantee Department

	<b>What section of the Plan was addressed by Consultation?</b>	Market Analysis Economic Development Anti-poverty Strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	This consultation was between the Community Development Coordinator, the members of the REDC, the Economic Development Manager, and the Economic Development Specialist. The consultation was conducted in person.  No areas for improved coordination were identified during the consultation. Anticipated outcomes include the funding of programs and activities aligned with the needs described by the consulted agencies and organizations, increased efforts to facilitate inter-organizational meetings and coordination, and the increase of services for unaddressed and under-addressed community needs, especially those related to homelessness.
20	<b>Agency/Group/Organization</b>	Strafford Regional Planning Commission
	<b>Agency/Group/Organization Type</b>	Services - Housing Services-Health Other government - County Regional organization Planning organization
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Market Analysis Anti-poverty Strategy



	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	<p>This consultation was conducted between the Community Development Coordinator, the Senior Regional Planner of SRPC, and the Regional Transportation Manager of SRPC. The consultation was conducted in person.</p> <p>An area of improved coordination identified during the consultation was to increase partnership between SRPC and the City of Rochester on infrastructure projects, especially transportation-related projects. Anticipated outcomes include the funding of programs and activities aligned with the needs described by the consulted agencies and organizations, increased efforts to facilitate inter-organizational meetings and coordination, and the increase of services for unaddressed and under-addressed community needs, especially those related to homelessness.</p>
21	<b>Agency/Group/Organization</b>	AIDS Response Seacoast
	<b>Agency/Group/Organization Type</b>	<p>Services - Housing</p> <p>Services-Persons with Disabilities</p> <p>Services-Persons with HIV/AIDS</p> <p>Services-Health</p> <p>Regional organization</p>
	<b>What section of the Plan was addressed by Consultation?</b>	<p>Homelessness Strategy</p> <p>Non-Homeless Special Needs</p> <p>Health</p>

	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	<p>This consultation was conducted between the Community Development Coordinator and the Executive Director of AIDS Response Seacoast. The consultation was conducted in person.</p> <p>No areas for improved coordination were identified during the consultation. Anticipated outcomes include the funding of programs and activities aligned with the needs described by the consulted agencies and organizations, increased efforts to facilitate inter-organizational meetings and coordination, and the increase of services for unaddressed and under-addressed community needs, especially those related to homelessness.</p>
22	<b>Agency/Group/Organization</b>	Tri-City Consumers' Action Co-Operative
	<b>Agency/Group/Organization Type</b>	Services-Persons with Disabilities Services-Health
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Non-Homeless Special Needs
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	<p>This consultation was conducted between the Community Development Coordinator and the Executive Director of Tri-City Co-op. The consultation was conducted via email.</p> <p>No areas for improved coordination were identified during the consultation. Anticipated outcomes include the funding of programs and activities aligned with the needs described by the consulted agencies and organizations, increased efforts to facilitate inter-organizational meetings and coordination, and the increase of services for unaddressed and under-addressed community needs, especially those related to homelessness.</p>

23	<b>Agency/Group/Organization</b>	City of Dover's Planning and Community Development Office
	<b>Agency/Group/Organization Type</b>	Services - Housing Services-Persons with Disabilities Services-homeless Service-Fair Housing Other government - Local
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Homelessness Strategy Market Analysis Transportation Food distribution issues Substance use disorder issues
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	This consultation was conducted between the Community Development Coordinator and the City of Dover's Community Development Planner. The consultation was conducted in person.  No areas for improved coordination were identified during the consultation. Anticipated outcomes include the funding of programs and activities aligned with the needs described by the consulted agencies and organizations, increased efforts to facilitate inter-organizational meetings and coordination, and the increase of services for unaddressed and under-addressed community needs, especially those related to homelessness.
24	<b>Agency/Group/Organization</b>	City of Portsmouth's Community Development Department
	<b>Agency/Group/Organization Type</b>	Services - Housing Services-Persons with Disabilities Services-homeless Service-Fair Housing Other government - Local

	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Homelessness Strategy Market Analysis Transportation Food distribution issues Substance use disorder issues
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	This consultation was conducted between the Community Development Coordinator and the City of Portsmouth’s Community Development Coordinator. The consultation was conducted in person.  No areas for improved coordination were identified during the consultation. Anticipated outcomes include the funding of programs and activities aligned with the needs described by the consulted agencies and organizations, increased efforts to facilitate inter-organizational meetings and coordination, and the increase of services for unaddressed and under-addressed community needs, especially those related to homelessness.
25	<b>Agency/Group/Organization</b>	Rochester Listens
	<b>Agency/Group/Organization Type</b>	Civic Leaders Business and Civic Leaders
	<b>What section of the Plan was addressed by Consultation?</b>	Market Analysis Economic Development Downtown revitalization

	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	<p>This consultation was conducted between the Community Development Coordinator and members of the Rochester Listens steering committee. The consultation was conducted in person.</p> <p>An area for improved coordination identified during the consultation was the need for a centralized community events calendar and/or database. Anticipated outcomes include the funding of programs and activities aligned with the needs described by the consulted agencies and organizations, increased efforts to facilitate inter-organizational meetings and coordination, and the increase of services for unaddressed and under-addressed community needs, especially those related to homelessness.</p>
26	<b>Agency/Group/Organization</b>	Economic Development Dept., City of Rochester
	<b>Agency/Group/Organization Type</b>	Services-Employment Other government - Local Grantee Department
	<b>What section of the Plan was addressed by Consultation?</b>	Market Analysis Economic Development Anti-poverty Strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	<p>This consultation was conducted between the Community Development Coordinator, the Economic Development Manager, and the Economic Development Specialist. The consultation was conducted in person.</p> <p>No areas for improved coordination were identified during the consultation. Anticipated outcomes include the continued funding of economic development activities through the Job Opportunity Benefit (JOB) Loan Program.</p>
27	<b>Agency/Group/Organization</b>	Police Department, City of Rochester
	<b>Agency/Group/Organization Type</b>	Other government - Local Grantee Department

	<b>What section of the Plan was addressed by Consultation?</b>	Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs – Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy Fair housing issues
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	This consultation was conducted between the Community Development Coordinator and the Police Department’s Community Engagement Officer. The consultation was conducted via telephone.  No areas for improved coordination were identified during the consultation. Anticipated outcomes include the continued funding of homeless services and vocational/education activities.
28	<b>Agency/Group/Organization</b>	Division of Public Health Services, New Hampshire Department of Health and Human Services
	<b>Agency/Group/Organization Type</b>	Services-Children Services-Health Other government-State
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Lead-Based Paint Strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	This consultation was conducted between the Community Development Coordinator and the head of the Healthy Homes and Lead Poisoning Prevention program in the New Hampshire Department of Health and Human Services. The consultation was conducted via email.  No areas for improved coordination were identified during the consultation. Anticipated outcomes include the submission of a HUD lead hazard control grant application and funding of lead-safe housing rehabilitation activities.

**Table 2 – Agencies, groups, organizations who participated**

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

N/A. All agency types were consulted.

**Other local/regional/state/federal planning efforts considered when preparing the Plan**

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Transportation Master Plan	Strafford Regional Planning Commission	This report discusses transportation and infrastructure needs within Strafford County. The Action Plan addresses transportation shortfalls and other infrastructure needs within the City of Rochester.
National Housing Trust Fund Allocation Plan – Draft	New Hampshire Housing Finance Authority	This report discusses housing needs within the state of New Hampshire, especially affordable rental housing needs. The Action Plan addresses both housing needs generally and affordable rental housing specifically.
2016 Residential Rental Cost Survey	New Hampshire Housing Finance Authority	This report discusses housing needs within the state of New Hampshire, especially affordable rental housing needs. The Action Plan addresses both housing needs generally and affordable rental housing specifically.
2015 Community Health Needs Assessment	Frisbie Memorial Hospital	This report discusses the top health care needs within the community. Services for homeless persons and mental health services are both discussed, and the Action Plan addresses both these key issues.
2014 Annual Report	Goodwin Community Health	This report discusses the top health care needs within the region’s lower-income communities. The Action Plan addresses these issues through addressing homeless needs and mental health services.



2016 Transformation Strategies Survey	Rochester Main Street	This report discusses downtown revitalization needs, including services and infrastructure. The Action Plan addresses both social services and infrastructure needs.
Mapping Food Insecurity and Food Sources in New Hampshire Cities and Towns	Children's Alliance of New Hampshire, University of New Hampshire Carsey Institute of Public Policy	This report discusses transportation and food insecurity issues within the region and state. The Action Plan incorporates consultation with the Cooperative Alliance for Seacoast Transportation into its analysis and recommendations the Community Development Committee.
Housing Market Update 2016	New Hampshire Housing Finance Authority	This report discusses current housing market needs both statewide and regionally. The Action Plan addresses both housing needs generally and affordable rental housing specifically.
Housing Affordability Constrains as the Expansion Matures	Fannie Mae	This report discusses current housing market needs both statewide and nationally. The Action Plan addresses both housing needs generally and affordable rental housing specifically.
Transportation Improvement Program	Strafford Regional Planning Commission	This report discusses transportation needs in the Strafford County region. The Action Plan addresses transportation shortfalls and other infrastructure needs within the City of Rochester.
2015 Annual Homeless Assessment Report (AHAR) Report (pt. 2)	U.S. Department of Housing and Urban Development	This report discusses homeless statistics and identified areas of need both nationally and statewide. The Action Plan addresses homeless services and needs through funding of several different subgrantees.

2016 Annual Homeless Assessment Report (AHAR) Report (pt. 1)	U.S. Department of Housing and Urban Development	This report discusses homeless statistics and identified areas of need both nationally and statewide. The Action Plan addresses homeless services and needs through funding of several different subgrantees.
Rochester First Impressions Report 2016	University of New Hampshire Cooperative Extension	This report discusses a number of downtown revitalization needs, including infrastructure improvements and economic revitalization. This Action Plan addresses both economic development and infrastructure needs.
Consumer Transportation Survey	Cooperative Alliance for Seacoast Transportation	This report discusses transportation needs in the Seacoast region, especially those of lower-income elderly residents. The Action Plan addresses transportation shortfalls and other infrastructure needs within the City of Rochester.
The Voice of NH's Young Adults: Results of the 2015 Young Adult Needs Assessment	New Hampshire Bureau of Drug and Alcohol Services	This report discusses the substance use prevention and recovery needs of New Hampshire's young adult population, which includes more pro-social recreational options and more economic opportunities. This Action Plan addresses these recreational improvements, economic development, and vocational public services.
2015 Strafford County and Rochester Lead Data	NH DHHS Healthy Homes & Environment Section	This report discusses the most recently available lead poisoning data available for Strafford County residents generally and Rochester residents specifically. This Action Plan addresses these needs through the weatherization program's lead-safe housing rehabilitation activities.

Homelessness in New Hampshire 2016	NH DHHS Bureau of Homelessness and Housing Services	This report discusses homeless statistics and identified areas of need both regionally and statewide. The Action Plan addresses homeless services and needs through funding of several different subgrantees.
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**Table 3 – Other local / regional / federal planning efforts**

**Narrative (optional)**

N/A.

## **AP-12 Participation – 91.105, 91.200(c)**

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

#### **Summarize citizen participation process and how it impacted goal-setting**

The City of Rochester's Community Development Division has conducted extensive public outreach as part of the FY 2017-2018 Annual Action Plan planning and preparation process. This has included two public hearings, attendance at monthly local neighborhood ward meetings, consultations with local public service agencies, consultations with relevant government agencies, consultations with local business organizations, social media outreach, and an online survey. This outreach was conducted in accordance with the revised Citizen Participation Plan outlined in the FY 2015-2020 Consolidated Action Plan.

Two public hearings were held related to the Annual Action Plan. The first public hearing was held on January 17, 2016. One resident spoke at the hearing, expressing concerns for Rochester's unsheltered homeless population and suggesting that the Rochester Community Center gymnasium showers be made available to unsheltered homeless residents and/or that "shower kits" be distributed to unsheltered homeless residents.

For FY 2017-2018, applications for CDBG grant funding were made available on November 15, 2016 and were due back to the Community Development Division by January 13, 2017. This represents an extension in the time period during which applications could be completed and submitted as compared to previous years. This was in response to requests for additional time from grant applicants.

Applications were reviewed by the Community Development Division and forwarded to the members of the Community Development Committee. The first review of the applications was initially scheduled to occur at the February 13, 2017 meeting of the Community Development Committee, but this meeting was cancelled due to inclement weather. Instead, first and second review of the applicants occurred at the March 13, 2017 Community Development Committee meeting.

The grant applicants were invited to present on their applications at the February meeting. After review of all grant applications received, the members of the Community Development Committee rated their level of support for each agency, and those receiving the most support were recommended for funding. Public service agencies were recommended across all areas of identified priority needs. The Community Development Committee voted on its grant application funding recommendations at the March 13, 2017 Community Development Committee meeting. Throughout the evaluation process, careful attention was paid to the priorities identified in the FY 2015-2020 Consolidated Action Plan.

The formal public comments announcement was posted in the local newspaper of general circulation on March 17, 2017, and copies of the public comments notice were also posted at City Hall, the City's Community Center, the City's Public Library, and on the City's website on March 17, 2017. In the notice, the public was invited to review the draft Annual Action Plan in-person at the Office of

Economic and Community Development, the City Clerk’s Office at City Hall, the public library, and/or on the City’s Community Development Division webpage. No comments were received.

The draft FY 2017-2018 Annual Action Plan was presented for a first reading to the full City Council at the April 4, 2017 City Council Meeting. A second public hearing was held on April 18, 2017. One resident spoke at the hearing, expressing concerns about the amount of funding proposed for the regional homeless shelters as compared to a tennis court lights project.

A second reading of the draft plan was originally scheduled for May 2, 2017 but was postponed to June 6, 2017. The Homeless Center for Strafford County, which was recommended to be funded at the March Community Development Committee meeting, declined CDBG funding in exchange for an increased amount of general city funding. The Community Development Committee met on May 8, 2017 to revise its funding recommendations accordingly. The revised recommendations were then incorporated into a revised draft of the FY 2017-2018 Annual Action Plan, which was adopted at the June 6, 2017 City Council meeting.

On June 16, 2017, the City of Rochester received its finalized FY 2017-2018 grant allocation from HUD, which necessitated reallocation of funds to planned activities. The Community Development Committee met on July 10, 2017 to discuss reallocation of funds, and its recommendations were submitted to City Council for final approval. The finalized recommendations were then incorporated into the finalized draft of the FY 2017-2018 Annual Action Plan, which was adopted at the August 1, 2017 City Council meeting.

**Citizen Participation Outreach**

<b>Sort Order</b>	<b>Mode of Outreach</b>	<b>Target of Outreach</b>	<b>Summary of response/attendance</b>	<b>Summary of comments received</b>	<b>Summary of comments not accepted and reasons</b>	<b>URL (If applicable)</b>
1	Public Meeting	Non-targeted/broad community  Citizens of Ward 6 District	Approximately 15 individuals in attendance, including two Ward district police officers and two City councilors	Comments were offered on the need for increased recreation options, especially for youth.	All comments were accepted or referred to other City departments for follow-up, as appropriate.	

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
2	Public Meeting	Residents of the Rochester Housing Authority  Elderly residents  Residents with disabilities	Approximately 13 individuals in attendance, including one COAST staffer and one RHA staffer	Comments were offered on the need for more public transportation options, especially medical appointment transportation and ADA paratransit options.	All comments were accepted or referred to other City departments for follow-up, as appropriate.	

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
3	Public Meeting	Non-targeted/broad community  Citizens of Ward 4	Approximately 11 persons in attendance, including one Ward district police officer and two City councilors	Comments were made as need for more substance abuse treatment and recovery services; need for more homeless services, especially in-city services for homeless single men; and support for youth recreational options and expansion of the downtown River Walk.	All comments were accepted or referred to other City departments for follow-up, as appropriate.	

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
4	Public Meeting	Non-targeted/broad community  Citizens of Ward 1	Approximately 9 persons in attendance, including one Ward district police officer, two City councilors, and one City staffer	Comments were made as to the need for more substance use disorder treatment strategies and expressing support for Rochester Youth Reach, SHARE Fund, and Rochester Area Senior Center services.	All comments were accepted or referred to other City departments for follow-up, as appropriate.	



Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
5	Public Hearing (First)	Non-targeted/broad community	One Rochester resident	Suggestions that the Rochester Community Center gymnasium showers be made available to unsheltered homeless residents and/or that "shower kits" be distributed to unsheltered homeless residents.	All comments were accepted or referred to other City departments for follow-up, as appropriate.	
6	Public Meeting	Non-targeted/broad community Citizens of Ward 3	Approximately 10 persons in attendance, including 2 Ward district police officers.	Support was expressed for afterschool programs.	All comments were accepted or referred to other City departments for follow-up, as appropriate.	

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
7	Public Meeting	Non-targeted/broad community Citizens of Ward 2	Approximately 10 persons in attendance, including 2 Ward district police officers and 5 City staff persons	Support was expressed for youth recreational facilities, such as a skate park.	All comments were accepted or referred to other City departments for follow-up, as appropriate.	
8	Public Meeting	Non-targeted/broad community Citizens of Ward 5	Approximately 5 persons in attendance, including 2 Ward district police officers, 1 City staff person, and 1 City councilor	Support was expressed for basic needs activities such as weatherization assistance and fuel assistance. Lack of support was expressed for projects such as Rochester Housing Authority's proposed solar panels project.	All comments were accepted or referred to other City departments for follow-up, as appropriate.	

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
9	Newspaper Ad	Non-targeted/broad community  Public Comments Period Notice	No comments were received.	No comments were received.	N/A. No comments were received.	
10	Public Hearing (Second)	Non-targeted/broad community	One Rochester resident	Concerns regarding the amount of proposed funding for the regional homeless shelters as compared to the proposed funding for a public tennis court lights project.	This comment was not accepted, as the regional homeless shelters requested funding under the public services category (15% cap) and the tennis court lights project falls under the public facilities category.	

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
11	Internet Outreach	Non-targeted/broad community	10 responses	Support was expressed by survey respondents for affordable housing increases, homelessness services, and substance use disorder recovery services.	All comments were accepted or referred to other City departments for follow-up, as appropriate.	<a href="https://www.surveymonkey.com/r/N79863W">https://www.surveymonkey.com/r/N79863W</a>

**Table 4 – Citizen Participation Outreach**

## Expected Resources

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

#### Introduction

In the FY 2017-2018 grant applications submitted by public service agencies, the City of Rochester requested information on whether CDBG funding would be used to leverage other funding available to the public service agencies. This information was collected and taken under consideration during the grant application evaluation process, with the goal of maximizing CDBG funding impact through taking advantage of available leveraging opportunities. The City of Rochester also provides local general funds to three public service agencies every fiscal year: Community Action Partnership of Strafford County, The Homemakers, and Cornerstone VNA. These agencies serve low-income residents, elderly residents, and/or residents with disabilities. The City of Rochester also funds Rochester Main Street, which provides economic development services to the low-income downtown businesses, and the Cooperative Alliance for Seacoast Transportation, which is the main public transportation agency for the region, using general city funds.

#### Priority Table

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Reminder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	265,965	32,504	0	298,469	546,437	Program income is calculated in the form of Job Opportunity Benefit (JOB) Loan repayments.

General Fund	public - federal	Public Services	125,000	0	0	125,000	125,000	This is a grant funding the work of drug-free communities coalition Bridging the Gaps. The City is the fiscal agent for the coalition and its grant.
Other	public - local	Economic Development	186,000	0	0	186,000	372,000	This fund is based on a contribution to the City by Waste Management.

Other	public - local	Economic Development Public Services Other							The City provides funding in its general budget to three public service agencies that provide services to low-income residents of the City every fiscal year, as well as Rochester Main Street (economic development) and the Cooperative Alliance for Seacoast Transportation (transportation). Also, in FY 2017-2018, the City of Rochester is providing \$16,000 in general city funding to the Homeless Center for Strafford County, which in previous years received a lower level of funding through CDBG.
			218,625	0	0	218,625	437,250		

Other	Plan NH	Municipal Technical Assistance Grant	10,000	0	0	0	0	The City of Rochester will be receiving a Municipal Technical Assistance Grant from Plan NH in the amount of \$10,000 for FY 2017-2018. The grant will fund consultation work will address identified limitations of the existing City of Rochester zoning ordinance within the Downtown Commercial Zoning District by analyzing and revising the city's zoning ordinances to allow higher-density housing structures. CDBG planning and administration funds in the amount of \$2,500 will be used as the required cash match for this project grant.
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**Table 5 - Expected Resources – Priority Table**

**Explain how federal funds will leverage those additional resources (private, state and local funds), including a description**



**of how matching requirements will be satisfied**

In the FY 2017-2018 grant applications submitted by public service agencies, the City of Rochester requested information on whether CDBG funding would be used to leverage other funding available to the public service agencies. This information was collected and taken under consideration during the grant application evaluation process, with the goal of maximizing CDBG funding impact through taking advantage of available leveraging opportunities. The City of Rochester also provides local general funds to three public service agencies every fiscal year: Community Action Partnership of Strafford County, The Homemakers, and Cornerstone VNA. These agencies serve low-income residents, elderly residents, and/or residents with disabilities. The City of Rochester also funds Rochester Main Street, which provides economic development services to the low-income downtown businesses, and the Cooperative Alliance for Seacoast Transportation, which is the main public transportation agency for the region, using general city funds.

In addition, the City of Rochester will be receiving a Municipal Technical Assistance Grant from Plan NH in the amount of \$10,000 for FY 2017-2018. The grant will fund consultation work will address identified limitations of the existing City of Rochester zoning ordinance within the Downtown Commercial Zoning District by analyzing and revising the city’s zoning ordinances to allow higher-density housing structures. CDBG planning and administration funds in the amount of \$2,500 will be used as the required cash match for this project grant. Discussions with City staff, non-profit contacts, and housing developers have identified density limits as an impediment to the construction of more multi-family housing units. Also, as the downtown district is comprised of low- to moderate-income census tracts, and high rates of downtown vacancy has contributed to slum and blighted conditions, increasing density allowances in the downtown addresses several housing and neighborhood needs identified in the FY 2015-2020 Consolidated Plan and prior-year Annual Action Plans.

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

The City of Rochester owns the land of Hanson Pines Park, the land of Central Square, the land of Rochester Commons, the buildings that house the Rochester Public Library and the Rochester Opera House, the building that houses the Rochester Community Center, and all public school buildings. This represents a significant variety of cultural, educational, and recreational resources. In addition, the City of Rochester provides annual funding through its general budget for public services, economic development, and public transportation. Additional funding and leveraging is available through other awarded grants.

**Discussion**

CDBG funding for FY 2017-2018:

Administration (20% cap set by HUD): \$53,193.00

Administration (staff salary, benefits, travel, training, public notices, environmental reviews, Davis-Bacon Act labor monitoring, action

plan preparation, annual report preparation, etc.): \$50,693.00

NH Municipal Technical Assistance Grant (matching funds): \$2,500.00

Public Services (15% cap set by HUD): \$39,894.75

MY TURN: \$5,041.90

SHARE Fund: \$5,852.85

Dover Adult Learning Center: \$5,000

My Friend's Place: \$7,000

Cross Roads House: \$12,000

Court Appointed Special Advocates of New Hampshire: \$2,000

Community Partners: \$3,000

Housing Rehabilitation and Public Facilities (remaining 65% of grant allocation): \$172,877.25

Community Action Partnership of Strafford County – Weatherization Assistance Program: \$50,000

Rochester Recreation Department – Tennis Court Lights: \$122,877.25

## Annual Goals and Objectives

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

#### Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Affordable Housing for Homeless Persons	2015	2020	Affordable Housing Homeless	Rochester Low-Moderate Income Census Tracts	Affordable Housing and Homeless Assistance	CDBG: \$19,000	Homeless Person Overnight Shelter: 98 Persons Assisted
2	Retention of Affordable Housing Stock	2015	2020	Affordable Housing	Citywide	Affordable Housing Stock Retention	CDBG: \$50,000	Homeowner Housing Rehabilitated: 20 Household Housing Unit
3	Increase Access to Quality Facilities and Services	2015	2020	Non-Homeless Special Needs Non-Housing Community Development	Citywide	Improved Safety and Livability of Neighborhoods	CDBG: \$2,000	Public service activities other than Low/Moderate Income Housing Benefit: 75

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
4	Increase Access to Quality Facilities and Services	2015	2020	Non-Homeless Special Needs Non-Housing Community Development	Rochester Low-Moderate Income Census Tracts	Improved Safety and Livability of Neighborhoods	CDBG: \$122,877.25	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 1100
5	Increase Access to Affordable and Quality Housing	2015	2020	Affordable Housing Non-Homeless Special Needs	Rochester Low-Moderate Income Census Tracts	Affordable Housing and Homeless Assistance	CDBG: \$8,852.85	Public service activities for Low/Moderate Income Housing Benefit: 15 Households Assisted/50 Persons Assisted
6	Public Services Concerned with Employment	2015	2020	Non-Housing Community Development Economic Development	Rochester Low-Moderate Income Census Tracts	Public Services Concerned with Employment	CDBG: \$10,041.90	Public service activities other than Low/Moderate Income Housing Benefit: 290 Persons Assisted

**Table 6 – Goals Summary**

**Goal Descriptions**

1	<b>Goal Name</b>	Affordable Housing for Homeless Persons
	<b>Goal Description</b>	<ul style="list-style-type: none"> <li>• Cross Roads House (600 Lafayette Rd., Portsmouth, NH 03801): Homeless shelter and services for Rochester residents</li> <li>• My Friend's Place (368 Washington St., Dover, NH 03820): Homeless shelter and supportive services for Rochester residents</li> </ul>
2	<b>Goal Name</b>	Retention of Affordable Housing Stock
	<b>Goal Description</b>	<ul style="list-style-type: none"> <li>• Community Action Partnership of Strafford County - Weatherization Assistance Program (642 Central Ave., Dover, NH 03820): Weatherization rehabilitation of low-income homes in Rochester</li> </ul>
3	<b>Goal Name</b>	Increase Access to Quality Facilities and Services
	<b>Goal Description</b>	<ul style="list-style-type: none"> <li>• Rochester Recreation Department – Tennis Court Lights (150 Wakefield St., Rochester, NH 03820): installation of night lights at Rochester Community Center tennis courts</li> <li>• Court Appointed Special Advocates of New Hampshire (61 Locust St., Rochester, NH 03820): Training volunteer guardians ad litem to represent abused/neglected children in Rochester</li> </ul>
4	<b>Goal Name</b>	Improving the Safety/Livability of Neighborhoods
	<b>Goal Description</b>	<ul style="list-style-type: none"> <li>• N/A</li> </ul>
5	<b>Goal Name</b>	Increase Access to Affordable and Quality Housing
	<b>Goal Description</b>	<ul style="list-style-type: none"> <li>• SHARE Fund (150 Wakefield St., Rochester, NH 03820): Rental assistance for low-income rental households in Rochester</li> <li>• Community Partners (113 Crosby Rd., Suite 1, Dover, NH 03820): Rental assistance for Rochester residents with disabilities</li> </ul>

6	<b>Goal Name</b>	Public Services Concerned with Employment
	<b>Goal Description</b>	<ul style="list-style-type: none"> <li>• MY TURN (1 Winter St., Rochester, NH 03820): Vocational and educational services for low-income youth aged 16 to 24</li> <li>• Dover Adult Learning Center (61 Locust St., Rochester, NH 03820): High school equivalency testing services for low-income Rochester residents</li> </ul>

**Table 7 – Goal Descriptions**

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

In addition to temporary and emergency housing provided through CDBG and general city funding support of the three regional homeless shelters, the City of Rochester will provide affordable housing through support for the SHARE Fund, Community Partners, and the Community Action Partnership of Strafford County. The SHARE Fund provides rental assistance and other related housing-based support to low-income persons and families. An estimated number of 50 low-income individuals are estimated to be provided affordable housing, or assistance staying in affordable housing, during FY 2017-2018. Community Partners provides rental assistance and case management support for residents with mental illnesses or disabilities. An estimated number of 8 residents with disabilities (2 families) are estimated to be provided affordable housing, or assistance staying in affordable housing, during FY 2017-2018. The Community Action Partnership of Strafford County, through its weatherization program, will provide weatherization of an estimated 20 homes during FY 2017-2018, which will reduce these homeowners’ utility bills and allow these homes to remain affordable.

Four units of transitional housing are available through the Homeless Center for Strafford County in conjunction with Waste Management. These units house one family each for a period of 12 to 18 months. Case management is provided to the families.

Ninety units of housing have been made available through Low Income Housing Tax Credits. This includes twelve units of housing for elderly persons.

Four units of housing are available to people living with HIV/AIDS. These units are owned and managed by AIDS Response Seacoast in conjunction with the Housing Partnership.

## AP-35 Projects – 91.220(d)

### Introduction

This section outlines HUD’s expectations for what the City should be addressing with its CDBG funding and what has been approved previously in the City’s Consolidated Action Plan for FY 2015-2020. The individual activities were established to meet HUD outcomes and were those seen to meet the needs of the City’s low to moderate income population as identified at present and projected over the FY 2015-2020 time span. Within the context of these identified needs and objectives, other eligible activities can and may be undertaken and supported with CDBG funding as opportunities are defined and new needs in the community emerge.

#	Project Name
1	Planning and Administration
2	Public Services
3	Housing Rehabilitation
4	Job Opportunity Benefit (JOB) Loan Program
5	Public Facilities and Infrastructure

**Table 8 – Project Information**

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

These priorities are based on the FY 2015-2020 Consolidated Action Plan and the extensive research and consultations that the Community Development Coordinator conducted with local public service agencies, relevant government agencies and departments, and the general citizenry. In particular, activities and programs providing homeless services and affordable housing were prioritized based on identified community needs.

Obstacles to addressing underserved needs include, in part, the capacity and leveraged funding of public service agencies to provide the services for which they requested funding. The capacity and available non-CDBG funding of public service agencies applying for CDBG funding was assessed during the grant application process, as well as the extent of need for a proposed project or program and anticipated longevity of benefits of a proposed project or program.

## Projects

### AP-38 Projects Summary Project Summary Information

<b>1</b>	<b>Project Name</b>	Planning and Administration
	<b>Target Area</b>	Rochester Low-Moderate Income Census Tracts
	<b>Needs Addressed</b>	Affordable Housing and Homeless Assistance Affordable Housing Stock Retention Improved Safety and Livability of Neighborhoods Small Business Stabilization and Expansion Public Services Concerned with Employment
	<b>Funding</b>	CDBG: \$53,193.00
	<b>Description</b>	Planning and administration costs for the City of Rochester CDBG program (salary, office supplies, etc.): \$50,693.00 Matching funds for Plan NH Municipal Technical Assistance Grant project to revise downtown land use density allowance: \$2,500.00
	<b>Target Date</b>	6/30/2018
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	N/A.
	<b>Location Description</b>	Office of Economic and Community Development City of Rochester 150 Wakefield St. Rochester, NH 03867
	<b>Planned Activities</b>	Planning and administration (salary, office supplies, etc.)



2	<b>Project Name</b>	Public Services
	<b>Target Area</b>	Rochester Low-Moderate Income Census Tracts
	<b>Goals Supported</b>	Affordable Housing for Homeless Persons Increase Access to Quality Facilities and Services Increase Access to Affordable and Quality Housing Public Services Concerned with Employment
	<b>Needs Addressed</b>	Affordable Housing and Homeless Assistance Public Services Concerned with Employment
	<b>Funding</b>	CDBG: \$39,894.75
	<b>Description</b>	Public service agency subrecipients
	<b>Target Date</b>	6/30/2018
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	120 low-moderate income families, predominantly homeless families and families at risk of becoming homeless.
	<b>Location Description</b>	Cross Roads House: 600 Lafayette Rd., Portsmouth, NH 0380 My Friend's Place: 368 Washington St., Dover, NH 03820 MY-TURN: 33 Hanson Street, Rochester, NH 03867 Dover Adult Learning Center: 63 S. Main St., Rochester, NH 03867 SHARE Fund: 150 Wakefield St., Rochester, NH 03867 Court Appointed Special Advocates of New Hampshire: 25 St. Thomas St., Dover, NH 03820 Community Partners, 113 Crosby Rd., Suite #1, Dover, NH 03820
<b>Planned Activities</b>	Homeless shelter funding, rental assistance funding, employment assistance funding, children's legal advocacy funding.	
3	<b>Project Name</b>	Housing Rehabilitation
	<b>Target Area</b>	Rochester Low-Moderate Income Census Tracts
	<b>Goals Supported</b>	Retention of Affordable Housing Stock

	<b>Needs Addressed</b>	Affordable Housing Stock Retention
	<b>Funding</b>	CDBG: \$50,000
	<b>Description</b>	Housing rehabilitation for low-income residents
	<b>Target Date</b>	6/30/2018
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	40 low-income individuals (approximately 20 low-income families)
	<b>Location Description</b>	Multiple locations. All homeowners will be low-mod income residents.
	<b>Planned Activities</b>	Weatherization assistance to low-income homeowners.
<b>4</b>	<b>Project Name</b>	Job Opportunity Benefit (JOB) Loan Program
	<b>Target Area</b>	Rochester Low-Moderate Income Census Tracts
	<b>Goals Supported</b>	Small Business Establishment and Expansion
	<b>Needs Addressed</b>	Small Business Establishment and Expansion
	<b>Funding</b>	CDBG: \$98,305.72
	<b>Description</b>	JOB Loans job creation loan program (revolving loan fund).
	<b>Target Date</b>	6/30/2018
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	2 low-moderate income individuals
	<b>Location Description</b>	Office of Economic and Community Development City of Rochester 150 Wakefield St. Rochester, NH 03867
	<b>Planned Activities</b>	JOB Loans job creation loan program
<b>5</b>	<b>Project Name</b>	Public Facilities and Infrastructure
	<b>Target Area</b>	Rochester Low-Moderate Income Census Tracts

<b>Goals Supported</b>	Increasing the Supply of Supportive Housing Improving the Safety/Livability of Neighborhoods Increase Access to Quality Facilities and Services
<b>Needs Addressed</b>	Increase Access to Quality Facilities and Services
<b>Funding</b>	CDBG: \$ 122,877.25
<b>Description</b>	Adding night lights to Community Center tennis courts
<b>Target Date</b>	6/30/2018
<b>Estimate the number and type of families that will benefit from the proposed activities</b>	220 low-moderate income families
<b>Location Description</b>	Rochester Recreation Department/Community Center: 150 Wakefield St., Rochester, NH 03867
<b>Planned Activities</b>	Rochester Recreation Department – Tennis Court Lights

**Table 9 – Project Summary**

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

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

Assistance will be directed primarily to low-income areas. This prioritization will be achieved through two main methods. First, assistance will be provided through public services aimed specifically at low-income clients, such as homeless shelter and employment assistance services, and through housing and facilities projects that benefit low-income persons, such as weatherization of low-income housing. Second, assistance will be directed toward census tracts identified by HUD as comprised of 51% or greater low-income households. These census tracts will be prioritized in consideration for facilities and housing projects.

**Geographic Distribution**

<b>Target Area</b>	<b>Percentage of Funds</b>
Rochester Low-Moderate Income Census Tracts	<b>78.9</b>

**Table 10 - Geographic Distribution**

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

Combining clientele-specific targeting (such as projects aimed specifically at residents with disabilities or elderly residents) and low-income census tract-specific targeting will reach the greatest number of low-income persons.

**Discussion**

The 21.1% of funding that will not occur within Rochester low-moderate income census tracts is funding for CAP’s weatherization assistance program and rental assistance activities provided by the SHARE Fund and Community Partners. While individual project locations may be outside of identified low- to moderate-income census tracts, all individual clients served through these funds will be low- to moderate-income.

## Affordable Housing

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

#### Introduction

Affordable housing remains an under-met need in both the City of Rochester and the greater Seacoast region. Consultations with multiple public service agencies addressing housing issues and homelessness, as well as responses to the online community development survey, have indicated a need for additional affordable and workforce housing.

The City of Rochester will provide affordable housing through support for the SHARE Fund, Community Partners, and Community Action Partnership of Strafford County. The SHARE Fund’s rental assistance program provides important support to low-income persons and families, Community Partners’ rental assistance program provides important support and case management services to residents with mental disabilities, and Community Action Partnership of Strafford County’s weatherization program provides weatherization assistance that lowers utilities costs for low-income persons and families. An anticipated number of 98 low-income individuals are estimated to be provided affording housing or assistance staying in affordable housing through CDBG program support during FY 2017-2018.

<b>One Year Goals for the Number of Households to be Supported</b>	
Homeless	98
Non-Homeless	0
Special-Needs	0
Total	98

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

<b>One Year Goals for the Number of Households Supported Through</b>	
Rental Assistance	15
The Production of New Units	0
Rehab of Existing Units	20
Acquisition of Existing Units	0
Total	35

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

#### Discussion

Focus is placed on rental assistance and housing stock rehabilitation over housing acquisition as rental assistance and housing rehabilitation have been identified as budget-maximizing approaches to increasing affordable housing. In particular, a disproportionately high percentage of low-income and racial/ethnic minority households rent versus own their homes, and a large number of elderly residents live in manufactured housing that requires weatherization services.

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

### **Introduction**

The City of Rochester's Community Development Coordinator will continue to work with the Rochester Housing Authority to identify and address public housing needs, such as the need for more transportation options and education on available transportation options for elderly residents and residents with disabilities. During the research and public input processes for drafting the FY 2017-2018 Annual Action Plan, the Community Development Coordinator consulted both with Rochester Housing Authority staff and residents.

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

In the upcoming program year, the City of Rochester will continue to coordinate with the Rochester Housing Authority to conduct research and analysis into fair housing issues within the City of Rochester as part of the process of drafting a joint Assessment of Fair Housing. The City of Rochester and the Rochester Housing Authority will coordinate on actions to address public housing needs identified, both those related to fair housing issues and those unrelated to fair housing issues, during this research process.

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

During the research and public input processes for drafting the FY 2017-2018 Annual Action Plan, the Community Development Coordinator consulted directly with public housing residents at a public meeting on transportation issues. The Rochester Housing Authority Service Coordinator and the Cooperative Alliance for Seacoast Transportation's Community Transportation Manager were also in attendance at the public meeting. Currently available transportation options were discussed, and residents proposed several changes and new programs to meet needs not currently met. The Community Development Coordinator and Rochester Housing Authority will continue to hold such meetings to engage public housing residents in the management process as well as to help identify unmet community needs and potential activities and programs.

To encourage participation in homeownership, the Community Development Coordinator regularly makes available informational brochures on state homeownership programs aimed at lower-income potential homebuyers. The Community Development Coordinator has also provided copies of the brochure specifically to the Rochester Housing Authority and its residents.

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

The Rochester Housing Authority is not designated as troubled.

### **Discussion**

N/A.

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

### **Introduction**

Extensive consultations with public service agencies addressing housing issues and homelessness, as well as consultations with the general public, indicate a continuing need for services and shelter serving the City of Rochester's homeless population. A significant portion of the FY 2015-2020 Consolidated Action Plan focuses on the needs of the City's homeless population. The FY 2017-2018 Annual Action Plan incorporates continued funding, with both CDBG and general city funds, for the provision of services through regional homeless shelters as well as services aimed at preventing homelessness.

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

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

The City of Rochester has continued to participate actively in the Seacoast's Coordinated Entry system for provision of a range of services to the City's homeless population. The City plans to continue its participation and support in FY 2017-2018, including attendance by the Community Development Coordinator at all relevant meetings with regional homeless services providers, the City of Rochester's welfare officer, and other key officials and stakeholders to coordinate on serving the City's homeless population.

The City of Rochester will also fund a wide range of public service agencies that provide services such as emergency housing and homelessness prevention. This includes direct CDBG funding to two of the region's homeless shelters, including the largest-capacity shelter in the region, and rental assistance to those who are homeless or at risk of becoming homeless.

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

The City of Rochester will fund two of the region's homeless shelters. My Friend's Place provides emergency and transitional shelter for families, and Cross Roads House provides emergency shelter for men, women, and families. Cross Roads House also is receiving a grant, through the New Hampshire Balance of State Continuum of Care, to implement a permanent supportive housing project.

The Homeless Center for Strafford County, located within the City of Rochester, provides seasonal emergency and transitional shelter for homeless women and families. It is being funded through general city funds by the City of Rochester rather than through CDBG funding.

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

The City of Rochester will fund a wide range of public service agencies that provide services such as emergency housing, homelessness prevention, and rental assistance to those who are

homeless or at risk of becoming homeless. My Friend's Place provides emergency and transitional shelter for families, and Cross Roads House provides emergency shelter for men, women, and families. Cross Roads House also is receiving a grant, through the New Hampshire Balance of State Continuum of Care, to implement a permanent supportive housing project.

**Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: being discharged from publicly funded institutions and systems of care (such as health care facilities, mental health facilities, foster care and other youth facilities, and corrections programs and institutions); or, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs.**

The City of Rochester will support low-income individuals and families to avoid becoming homeless through a variety of approaches. Rochester will fund rental assistance to those who are at risk of becoming homeless and supportive services. Rochester will also fund programs and activities aimed at assisting low-income individuals and families over a longer term through investments in educational and employment/vocational. These programs and activities include MY TURN'S out-of-school youth program serving economically disadvantaged youth who wish to become economically self-sufficient and Dover Adult Learning Center's provision of high-school equivalency exam preparation services.

### **Discussion**

There are several activities planned for FY 2017-2018 to address the housing and supportive service needs for persons who are not homeless but have other special needs (such as elderly persons, persons, with disabilities, and public housing residents). Community Action Partnership of Strafford County's weatherization program disproportionately serves elderly home owners, especially elderly homeowners who reside in manufactured housing. The Community Partners rental assistance program will serve Rochester residents with disabilities, including case management support to assist these residents with housing stability. The Community Development Coordinator will also continue working with Rochester Housing Authority staff on a joint Assessment of Fair Housing.



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

### **Introduction**

Barriers to affordable housing for the City of Rochester's residents continue to consist primarily of regional increases in rental rates and preferences among real estate developers for higher-end market rate housing over affordable housing and workforce housing. In FY 2017-2018, the City of Rochester will continue its partnerships with regional public service agencies, such as the SHARE Fund, Community Partners, and the Community Action Partnership of Strafford County, to address these continuing barriers to affordable housing.

Weatherization of low-income homes, accomplished through the Community Action Partnership of Strafford County's weatherization assistance program, reduces energy expenses and thereby lowers overall home ownership and maintenance expenses for low-income householders. Rental assistance, provided by both the SHARE Fund and Community Partners, helps low-income residents to obtain safe, quality housing in a rental market with continually rising rent rates. Focus is placed on rental assistance and housing stock rehabilitation over housing acquisition because rental assistance and housing rehabilitation have been identified as budget-maximizing approaches to increasing access to affordable housing. In particular, both local and HUD data indicate that a disproportionately higher percentage of low-income and minority households rent versus own their homes, and a large number of elderly residents live in manufactured housing that requires weatherization services.

### **Actions planned to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment**

The Community Development Coordinator consulted with the City of Rochester Planning Department and the Workforce Housing Coalition of the Greater Seacoast during the process of researching and preparing the FY 2017-2018 Annual Action Plan. During these consultations, the Community Development Coordinator specifically raised concerns regarding the potential negative effects of public policies and zoning ordinances on the development and availability of affordable housing and tracking state-level zoning law changes. This has included attending a municipal-specific seminar on the state of New Hampshire's new accessory dwelling unit law and its requirements. The Community Development Coordinator will continue to consult with the Planning Department and other relevant municipal departments to monitor and evaluate the overall effects of policies and ordinances on the affordable housing supply.

In addition, the Community Development Coordinator has been coordinating with the Workforce Housing Coalition of the Greater Seacoast to explore workforce housing opportunities within the City of Rochester. This has included a monthly housing discussion group specific to Rochester housing concerns and tentative plans for a Rochester-specific workforce housing charrette for 2018.

### **Discussion**

N/A.

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

### **Introduction**

The Community Development Coordinator is committed to continued outreach and networking with regional public service agencies, government entities, businesses and business organizations, and others to maximize the impact and reach of CDGB funds. The overall goal is to coordinate all activities and aspects of the City's CDBG program to best meet the continuing and future needs of the city's low- and moderate-income residents. This has included partnering with the Workforce Housing Coalition of the Greater Seacoast to establish a monthly affordable housing discussion group, which will include a broad range of local and regional stakeholders, as well as exploring a possible Rochester-specific workforce housing charrette.

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

Underserved needs primarily relate to the continuing opioid crisis in the state and region, the impacts of mental illness on housing and employment, and a continuing shortage of affordable housing. Funding will go toward rental assistance, including rental assistance specifically for residents with mental illnesses; homeless services; and efforts to permanently house the City's chronically homeless population, which is disproportionately comprised of persons with substance abuse disorders and/or mental illnesses. In addition, the Community Development Coordinator will continue to provide outreach to and establish connections with current and emerging agencies that provide substance abuse prevention, treatment, and recovery services.

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

In FY 2017-2018, the City of Rochester will continue its partnerships with the Rochester Housing Authority and with regional public service agencies, such as the SHARE Fund, Community Partners, and the Community Action Partnership of Strafford County, to address barriers to affordable housing.

Weatherization of low-income homes, accomplished through the Community Action Partnership of Strafford County's weatherization assistance program, reduces energy expenses and thereby lowers overall home ownership and maintenance expenses for low-income householders. Rental assistance, accomplished through the SHARE Fund's emergency assistance programs and Community Partners' rental assistance program, helps low-income residents to obtain rental housing in a rental market with continually rising rent rates. Focus is placed on rental assistance and housing stock rehabilitation over housing acquisition as rental assistance and housing rehabilitation have been identified as budget-maximizing approaches to increasing affordable housing. In particular, a disproportionately high percentage of low-income and minority households rent versus own their homes, and a large number of elderly residents live in manufactured housing that requires weatherization services.

In addition, the City of Rochester is partnering with the Workforce Housing Coalition of the Greater Seacoast to establish a monthly affordable housing discussion group, which will include a broad range of local and regional stakeholders, as well as exploring a possible Rochester-specific workforce housing charrette.

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

The City of Rochester will continue to fund the housing weatherization work of the Community Action Partnership of Strafford County. Given the ages and conditions of many of the homes

that receive weatherization assistance, these homes have a higher than average chance of lead-based paint hazard. The City of Rochester will ensure lead-based paint safe practices and/or lead-based paint removal in all other construction-based activities funded, as well. In addition, the City of Rochester has prepared and submitted a grant application in FY 2017-2018 requesting federal Lead-Based Paint Hazard Control (LBPHC) Grant Program funding to establish a lead abatement program to remediate identified lead hazards in lower-income housing.

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

The City of Rochester will continue to support a wide range of anti-poverty efforts in FY 2017-2018. Educational and vocational activities, such as those supplied by MY-TURN and the Dover Adult Learning Center, will be funded in FY 2017-2018, as the City recognizes the value of investing in education (especially for youth) for advancement out of poverty. In particular, this support will focus on key industries for the southeastern New Hampshire region, such as allied health care professions and advanced composites manufacturing.

The City of Rochester also will continue to fund and maintain the Job Opportunity Benefits (JOB) Loan Program, which provides loans to small businesses to encourage the hiring of lower-income employees. Conditions for receiving a loan require a commitment to creating or retaining a certain number of jobs that are made open to lower-income employees. Such jobs must include the potential for advancement. Recent JOB Loan Program loan recipients have included an optometrist's office, a gymnastics center, and a downtown restaurant.

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

The City of Rochester's Community Development Division plans to work with other City departments (including but not limited to the Office of Economic Development, the Planning Department, the Welfare Office, and the Department of Public Works) to implement the programs and activities outlined in the FY 2017-2018 Annual Action Plan, to identify further program needs within the City, and to research other funding sources for City projects that are not and/or cannot be funded through CDBG funds. For example, during FY 2016-2017, the Community Development Coordinator successfully wrote grants that have funded a downtown farmers' market that provided extra benefits to SNAP recipients, a victim-witness advocacy program to provide services to crime victims, and the historic restoration of a downtown municipal building.

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

The Community Development Coordinator will continue to engage in outreach to a broad range of non-profit and private stakeholders to serve as a key point of contact for the City's community development, low-income economic development, and affordable housing development matters. This will be accomplished, in part, through the Community Development Coordinator's continued active participation in the Balance of State Continuum of Care and the Greater Seacoast Coalition to End Homelessness, as well as partnering with the Workforce Housing Coalition of the Greater Seacoast to establish a monthly affordable housing discussion group, which will include a broad range of local and regional stakeholders.

The City of Rochester also will continue to coordinate with the Rochester Housing Authority to conduct research and analysis into fair housing issues within the City of Rochester as part of the

process of drafting a joint Assessment of Fair Housing. The City of Rochester and the Rochester Housing Authority will coordinate on actions to address public housing needs identified, such as fair housing issues, needs specific to residents with disabilities, and needs specific to elderly residents.

**Discussion**

N/A.

**Program Specific Requirements**

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

**Introduction**

Prior year grant funds currently do not exist to be reprogrammed into the FY 2017-2018 Annual Action Plan and subsequent Annual Action Plans. The program income from the Job Opportunity Benefit (JOB) Loan Program is continually reinvested back into the JOB Loan Program.

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

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

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

**Other CDBG Requirements**

1. The amount of urgent need activities	0
2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan.	87.5%

**Discussion**

N/A.