



CITY OF WESTFIELD
COMMUNITY DEVELOPMENT
BLOCK GRANT ACTION PLAN
FEDERAL FISCAL YEAR 2021
JULY 1, 2021-JUNE 30, 2022

DRAFT PLAN PUBLISHED APRIL 1, 2021-
COMMENTS ACCEPTED THROUGH APRIL 30, 2021

CITY OF WESTFIELD OFFICE OF COMMUNITY DEVELOPMENT 59 COURT ST, WESTFIELD, MA 01085

Executive Summary

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

1. Introduction

The City of Westfield, through its Office of Community Development, is charged with ensuring an environment where residents and businesses can thrive, balancing neighborhood vitality and stabilization, economic development opportunity, a range of housing options, and support for public services to the City's low-to-moderate income households.

The Community Development Block Grant (CDBG) and HOME Investments Partnership Program are two federally funded programs administered by the Department in order to provide economic opportunity to Westfield families and residents. Eight of the City's 26 census block groups meet HUD's threshold for qualification as low-moderate income neighborhoods. Citywide, 42% of Westfield residents are classified as low-moderate income according to the American Community Survey. In our downtown census tract (8127.02), more than 63% of families are classified as low-or-moderate income.

A primary challenge for Westfield centers on income disparities between the City's older neighborhoods in the City's historic center area and its outlying neighborhoods. The City's central neighborhoods contain a much older stock of housing and many more non-English speaking households. The one outlier to this statement is Census Tract 8125, Block Group 4, which is in the Hampton Ponds neighborhood on the City's northeast corner, abutting Holyoke and Southampton. This neighborhood has an aging housing stock and is made up of many formerly seasonal homes that have been converted to year-round residences.

Westfield is an entitlement community, which means that it receives an annual allocation of CDBG federal funds to carry out economic development, housing, and neighborhood stabilization activities. The City anticipates approximately \$369,295 in CDBG funds in 2021, based upon a March communication from the US Department of Housing & Urban Development. This represents a 0.25% increase in funding as compared to the 2020 Program Year.

Westfield is a member of the Holyoke-Chicopee-Westfield HOME Consortium, and the City expects approximately \$108,000 in 2021 for HOME program activities. The HOME Program is detailed in the Action Plan for the City of Holyoke, which serves as Consortium lead.

The 2021 Action Plan represents the second year of our five-year Consolidated Plan, which was drafted following an extensive public outreach program and approved by HUD, in 2020.

2. Summarize the objectives and outcomes identified in the Plan

The Citizen Participation process informed this plan by identifying the following objectives and desired outcomes from CDBG-eligible activities:

- Providing funding assistance to non-profit agencies that provide services and nutritional programs to aid in alleviating food insecurity to eligible Westfield residents
- Housing Affordability
- Utilize Public Service funding supports the most vulnerable populations including frail elders, youth living in poverty, and homeless and at-risk households, and disabled individuals.
- Substance Abuse/ Mental Health Services
- Support for activities to increase educational levels and job readiness that improve access to employment for lower income persons and persons with special needs.
- Transportation needs
- Offer technical assistance and funding for entrepreneurs seeking to establish a new microenterprise or business, and for owners who seek to strengthen or expand upon their existing small business.
- Improving neighborhoods by investing in public infrastructure, including parks and playground improvements;
- Providing economic opportunity for low-and-moderate income families through support of job creation and retention programs and assistance to income-qualified microenterprises
- Addressing issues of blight in the Westfield community

3. Evaluation of past performance

The City of Westfield, like many communities, was challenged in 2020 to deploy all of its CDBG resources. The COVID pandemic caused significant delays on our infrastructure projects, which is why we are carrying over \$130,000 in resources we propose to reprogram to similar projects. Westfield successfully contracted with more than 25 microenterprises and small businesses to assist them through the government-mandated shutdowns and restrictions.

Generally, the City's efforts focused on activities that have impacted the quality of life for low and moderate income residents. These efforts include allocating significant resources to its housing rehabilitation program, sidewalk improvements in low and moderate income neighborhoods, and to non-profit facility improvements.

4. Summary of Citizen Participation Process and consultation process

Summary from citizen participation section of plan.

The City of Westfield, through its Department of Community Development, works with municipal agencies as well as local non-profit and service organizations to obtain citizen input

into its annual planning process. Specifically, the team works with the Department of Public Works, the Office of the City Engineer, the Council on Aging, the Planning Department, and the Police Department in identifying eligible projects that would benefit from federal assistance.

In accordance with 24CFR Part 91 Subpart B, the City of Westfield conducted two public hearings during the development of the Action Plan. The first public hearing was held on Tuesday, January 27th at 11:00 am and the second one on the same day at 6:00 pm. These public hearings, which were held virtually per requirements set forth by the Commonwealth of Massachusetts and guidance from HUD, presented a summary of current year CDBG and HOME projects and assessed the needs as presented in the 5-year Consolidated Plan to determine if any changes needed to be made. It was determined that no changes would be made to the Consolidated Plan.

A Notice of Availability of Funding was published on January 8th in The Westfield News. Proposals were due to the City on Friday, March 11, 2019. Proposals were reviewed for eligibility, organizational capacity, and response to community need. All proposals met those threshold criteria. A secondary review consisted of an evaluation of prior year contract compliance, prior year performance, and availability of funds.

A notice was published in the Westfield News on March 30th and posted with the Office of the City Clerk and on the City website on March 26th announcing the draft action plan, and the community was invited to attend a public hearing scheduled for Wednesday, April 21, 2021 to provide feedback. The Action Plan was made available at the Office of Planning and Community Development and posted on the web at www.cityofwestfield.org. The draft plan was made a public document on Thursday, April 1, 2021. This publication began the 30 day public hearing process. This public hearing provided additional opportunity for public input and comment and was held following the confirmed allocations from HUD.

5. Summary of public comments

To be inserted upon completion of public comment period.

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

To be inserted upon completion of public comment period.

7. Summary

The 2021 Annual Action Plan was developed with information received from the Westfield community through citizen outreach efforts, engaged participation in the City's general strategy in serving low-and-moderate income populations, and collaboration with local service providers. This plan represents the

City's best efforts to leverage current opportunities to address those needs identified in the 2020-2024 Consolidated Plan.

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

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

The following are the agencies/entities responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source.

Agency Role	Name	Department/Agency
CDBG Administrator	WESTFIELD	Office of Community Development
HOME Administrator	WESTFIELD	Office of Community Development

Table 1 – Responsible Agencies

Narrative

The Office of Community Development & Planning is the lead agency responsible for administering the programs covered by the Consolidated Plan and the Annual Action Plan, as well as any other HUD-required reporting relating to these programs. The Department participates in a wide variety of activities including, but not limited to, the following:

- Administration of the City's Community Development Block Grant Program.
- Provision of staff services to the Westfield Planning Board.
- Economic Development Planning assistance
- Industrial park planning and land assembly and marketing.
- Open space preservation and planning.
- Agricultural preservation and planning.
- Downtown revitalization planning.
- Administration of the City's Off-Street parking facilities.

Consolidated Plan Public Contact Information

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

1. Introduction

The 2021 Action Plan represents the Second Year Plan under the 2020-2024 Consolidated Plan, which was crafted and approved by HUD in 2020. The Consolidated Plan involved significant consultation with stakeholders, public service providers, and citizen groups.

Meetings with advocates for the elderly and the homeless were held regularly throughout the year with Community Development receiving views on neighborhood, housing and community needs from the public.

Through March 2021, the City consulted with a number of agencies, groups and organizations. They were asked for data and for input on needs, priorities and other issues. Those groups and organizations included representatives of public and private agencies who serve elderly, people with disabilities, small business owners, and homeless and low income residents. In addition, multiple housing agencies, mental health service agencies and regional and state government agencies were consulted.

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

The City works with numerous public and private organizations to coordinate community development and housing services. Coordination between entities includes: serving on joint committees, on-going communication, and long term strategic planning. Organizations include public institutions on the local, regional, and state levels, local nonprofits, faith-based organizations and the private sector.

Agencies and committees on which Community Development staff serve includes the Pioneer Valley Transit Authority, the Western Massachusetts Leadership Council of the Committee to End Homelessness, the Hampden County Continuum of Care, the Community Connections Council, the Western Massachusetts Economic Development Council, the Pioneer Valley Planning Commission's Regional Housing Committee, the Greater Westfield Chamber of Commerce Downtown Merchants Working Group, and others.

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 City of Westfield is an active member of the Hampden County Continuum of Care, led by the City of Springfield's Division of Housing. The CoC Board holds meetings quarterly.

The Hampden County CoC has been a leader in identifying innovative strategies to address the needs of homeless and at risk individuals. This year's focus has been on tenancy preservation and responding to COVID-related surges in homelessness and need for shelter. The Hampden County CoC is also implementing a Youth Homeless Demonstration Project, which was funded by HUD, which convenes a wide variety of stakeholders and a comprehensive outreach program to propose and experiment with innovative approaches to addressing youth homelessness. A host of agencies, including public and assisted housing providers, governmental, hospital, health, mental health and additional service agencies participate in CoC meetings

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

The Director of Community Development serves on the Board of the Directors of the Hampden County Continuum of Care. The CoC Board voted in December on regional priorities, including rapid rehousing initiatives, coordinated assessment, and family supportive housing initiatives, among others. Springfield, serving as lead of the CoC proposed revisions to the policies and procedures document which were ratified by the full board.

2. Agencies, groups, organizations and others who participated in the process and consultations

Table 2 – Agencies, groups, organizations who participated

1	Agency/Group/Organization	Boys & Girls Club of Greater Westfield
	Agency/Group/Organization Type	Services-Children
	What section of the Plan was addressed by Consultation?	Anti-poverty Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The Club's Executive Director serves on the Board of the Westfield Redevelopment Authority. Additionally, city staff regularly visits the Club to discuss local matters, as more than 300 children, 79% of whom are from low-mod income households, visit the Club each day.
2	Agency/Group/Organization	DOMUS INC.
	Agency/Group/Organization Type	Housing Services-Persons with Disabilities Services-Education
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homelessness Needs - Unaccompanied youth Anti-poverty Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Domus, Inc. is the lead agency for the local Adult Education Collaborative comprised of service providers located in Westfield. The Community Development Director attends regular meetings of the Community Education Committee and gathers input from participating members to incorporate into the Annual Action Plan
3	Agency/Group/Organization	Behavioral Health Network
	Agency/Group/Organization Type	Services-Children Services-Persons with Disabilities
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The Behavioral Health Network has been consulted on several occasions over the course of the year to discuss in detail their program services and initiatives.
4	Agency/Group/Organization	WESTFIELD COUNCIL ON AGING
	Agency/Group/Organization Type	Services-Elderly Persons
	What section of the Plan was addressed by Consultation?	Anti-poverty Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The Executive Director of the COA, with the Director of Community Development, participates in the Mayor's regular department head meetings. The COA has requested funding to supplement their volunteer companionship program, which aims to keep seniors living safely in their homes. The physical Senior Center building has been closed for the past year due to COVID, but staff continues to provide elder services with a particular focus on grab & go meals.
5	Agency/Group/Organization	Westfield State University
	Agency/Group/Organization Type	Other government - State Business and Civic Leaders Major Employer
	What section of the Plan was addressed by Consultation?	Economic Development Anti-poverty Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Westfield State University hosts a dormitory in the City's CDBG target zone near downtown. The University has provided input relative to downtown-related economic development strategies and infrastructure needs.
7	Agency/Group/Organization	Greater Westfield Chamber of Commerce
	Agency/Group/Organization Type	Business and Civic Leaders
	What section of the Plan was addressed by Consultation?	Economic Development

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The GWCC hosts monthly breakfast meetings with the Mayor and staff from the Community & Economic Development Departments. The meetings are open to Chamber members and the general community.
8	Agency/Group/Organization	Greater Westfield Committee for the Homeless, Inc.
	Agency/Group/Organization Type	Services - Housing Services-homeless
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homeless Needs - Chronically homeless Homelessness Needs - Veterans Homelessness Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Through its Executive Director, this agency was contacted to discuss facility improvement needs and other matters relating to serving Westfield's homeless population. The Samaritan Inn, as their shelter is called, will require roof upgrades in coming years.
9	Agency/Group/Organization	Valley Opportunity Council, Inc.
	Agency/Group/Organization Type	Services - Housing Anti-poverty Strategy
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homeless Needs - Chronically homeless Homelessness Needs - Veterans Homelessness Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The City has worked closely with VOC, the region's Community Action Agency, to develop an emergency rental assistance program for families impacted by job loss due to COVID. VOC also serves Westfield's fuel assistance needs, WIC Program, and other wrap-around services.

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

NONE

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?
Our Next Future	Pioneer Valley Planning Commission	This plan takes a comprehensive look at our region and its opportunities in economic development, and other sectors.
Rethinking Downtown	City of Westfield	Our local Economic Development strategy, written in 2009.
Elm Street Urban Renewal Plan (state)	Westfield Redevelopment Authority	This plan was constructed in 2013 and is guiding a major development effort in the City's downtown. Its findings align with the City's goals to redevelop a vacant city block to provide transit, employment, and/or housing opportunities to the downtown area.
Westfield Riverfront Feasibility Study	City of Westfield	In 2013, the City initiated a market analysis of the area surrounding the Westfield River riverfront area. This study provides data and guidance in redeveloping a blighted area of the City.

Table 3 - Other local / regional / federal planning efforts

Narrative

Aside from the plans and agencies listed above, the City of Westfield is fortunate to have an active and collaborative non-profit community. Community Connections, which is made up of leadership from several local non-profit agencies, meets monthly to discuss the needs of underserved individuals and families in our community. The City takes great consideration of their input in preparing this plan.

AP-12 Participation - 91.401, 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**

Citizen Participation Outreach

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (if applicable)
1	Public Hearing	Non-targeted/broad community	The City held two public hearings on January 27, 2021.	Comments were offered in support of public service programs, economic development, and public infrastructure	All comments were accepted.	
2	Public Hearing	Non-targeted/broad community	A public hearing was held on April 21, 2021 to accept comment on the 2021 Action Plan	TBD		

Table 4 – Citizen Participation Outreach

Expected Resources

AP-15 Expected Resources - 91.420(b), 91.220(c)(1,2)

Introduction

Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	369,295	8,400	130,000	507,695	1,110,000	This plan has been developed under the assumption that CDBG funding will remain relatively level over the course of the next three years.

Table 5 - Expected Resources – Priority Table

Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied

The CDBG program provides vital resources for locally-driven initiatives aimed at providing economic opportunity and suitable living environments for Westfield residents of low-to-moderate income. CDBG program funds, because they are limited, are meant to supplement local and state initiatives aimed at providing economic opportunity for underserved populations and to improve the living environment in the City of Westfield.

Some programs CDBG funds allow the City to leverage are:

Community Preservation Act (CPA): The City of Westfield has adopted the CPA, a Massachusetts law adopted locally that institutes a 1% surcharge on property tax bills for all property with a value of greater than \$100,000. The program requires 10% of program receipts be dedicated to affordable housing initiatives.

Westfield General Fund: The City provides a portion of funding for the Office of Community Development, as well as resources for parks improvement, street and sidewalk investment, and public health programming, among other things.

Massachusetts Chapter 90 Road Assistance Funds: For neighborhood infrastructure improvements, the City receives \$1.2 million in state assistance to make improvements to local roads and sidewalks. The City plans to leverage Chapter 90 investment in neighborhoods to more effectively improve low-and-moderate income neighborhoods.

Private fund raising: Public services are funded primarily through other government contracts and private giving.

Section 8 & MRVP: The Westfield Housing Authority is the local housing authority. Its staff administers Massachusetts Rental Voucher Program and Section 8 vouchers.

HOME program fund requirements are met in a variety of ways. Records on matching fund requirements are monitored by the City of Holyoke as the Holyoke-Chicopee-Westfield Consortium lead agency.

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

The City of Westfield has identified the following publicly-owned properties as locations where improvement or development might assist in addressing the needs identified in this plan:

Fort Meadow School: Currently operating as a public preschool, Fort Meadow School on School Street has been eyed as a potential location for consolidated social services should it become available. This is identified as a medium-term prospect.

Elm Street Urban Renewal Parcel: The Westfield Redevelopment Authority owns a 1.6-acre parcel in the center of Downtown Westfield. Working under a state-approved Urban Renewal Plan, the WRA hopes to develop the parcel into a 50,000-square foot mixed-use building with ground floor commercial space and mixed-income housing. This project is anticipated to be advertised for a Request for Proposals in Summer 2020.



Elm Street Urban Renewal Rendering, 2019



Elm Street Existing Conditions, 2020

Westfield Riverfront South: The southern bank of the Westfield River, just west of Elm Street, is owned by the City of Westfield and has been identified as a potential location for housing and commercial redevelopment. The City currently owns approximately 2.3 acres of property in the area. The property directly abuts the Columbia Greenway Rail Trail, which is slated to open in Summer 2021. The City continues to plan additional expansion of the Columbia Greenway to connect our downtown neighborhoods with shopping areas to the east and Westfield State University to the west.

Discussion

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	Create Economic Opportunities	2020	2024	Non-Housing Community Development	City-wide	Economic Development	CDBG: \$60,000	Jobs created/retained: 5 Jobs Businesses assisted: 5 Businesses Assisted
2	Neighborhood Revitalization	2020	2024	Non-Housing Community Development	Downtown East Riverfront North	Neighborhood Revitalization & Infrastructure	CDBG: \$320,000	Public Facility or Infrastructure Activities for Low/Moderate Income Housing Benefit: 500 Households Assisted
3	Public Services	2020	2024	Homeless Non-Homeless Special Needs Non-Housing Community Development	City-wide	Public Service	CDBG: \$53,805.68	Public service activities other than Low/Moderate Income Housing Benefit: 836 Persons Assisted
4	Housing Rehabilitation	2020	2024	Affordable Housing	City-wide	Housing Rehabilitation	CDBG: \$80,000	Homeowner Housing Rehabilitated: 4 Household Housing Unit
5	Community Facilities	2020	2024	Non-Housing Community Development	Downtown West	Community Facilities	CDBG: \$55,000	Public Facility or Infrastructure Activities for Low/Moderate Income Benefit: 250 Households Assisted
6	Planning & Administration	2020	2024	Planning & Administration	City-wide	Planning & Administration	CDBG: \$73,859	Other: 1 Other

Table 6 – Goals Summary

Goal Descriptions

1	Goal Name	Create Economic Opportunities
	Goal Description	The City aims to assist existing small businesses and microenterprises to retain and create jobs for low-and-moderate income families.
2	Goal Name	Neighborhood Revitalization
	Goal Description	The City proposes to fund infrastructure activities to improve the public space in qualified low-and-moderate income neighborhoods.
3	Goal Name	Public Services
	Goal Description	The City of Westfield allocates 15% of CDBG funds to provide public services for new services to our community or to assist with managing the increase in demand of existing services. Kidscape Summer Learning Camp, Kamp for Kids™ at Camp Togowauk, Volunteer Companionship Program, Westfield Food Pantry, Highland Valley Home Delivered Meals for Elders, YWCA Domestic Violence Counseling Services, Westfield Community Education, Samaritan Inn Day Center, Mental Health Association Homelessness Assistance
4	Goal Name	Housing Rehabilitation
	Goal Description	Provide deferred payment loans to low-and-moderate income homeowners to address life safety, system improvements, and code compliance.
5	Goal Name	Community Facilities
	Goal Description	To provide enhanced or expanded services through public facilities or community-based non-profit agencies to more effectively serve the needs of low-and-moderate income families.
6	Goal Name	Planning & Administration
	Goal Description	To properly administer the functions of the CDBG program and develop planning projects to assess community needs and identify strategies for addressing those needs.

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AP-35 Projects - 91.420, 91.220(d)

Introduction

#	Project Name
1	Public Services
2	Economic Development
3	Neighborhood Revitalization
4	Homeowner Housing Rehabilitation
5	Community Facilities
6	Planning & Administration

Table 7 – Project Information

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

The City of Westfield has determined these priorities based on feedback from consultation visits, past action plans and the input of residents, city departments and local officials. Community Development Block Grant funding assists local non-profits to fill gaps allowing them to provide and build upon programs and services in order to grant a viable living condition to the City's underserved populations.

Covid-19 has made economic development a high priority as it directly relates to our City's small businesses.

Neighborhood revitalization and infrastructure has been determined through an ongoing list of geographical areas in the low-moderate demographic as well as consultation visits this year with the Westfield Housing Authority, Engineering Department and Department of Public Works

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AP-38 Project Summary

Project Summary Information

1	Project Name	Public Services
	Target Area	City-wide
	Goals Supported	Public Service
	Needs Addressed	Planning/Administration
	Funding	CDBG: \$53,805.68
	Description	The City of Westfield allocates 15% of CDBG funds to provide public services for new services to our community or to assist with managing the increase in demand of existing services.
	Target Date	6/30/2022
	Estimate the number and type of families that will benefit from the proposed activities	836 households
	Location Description	Citywide

	Planned Activities	Kidscape Summer Learning Camp Kamp for Kids™ at Camp Togowauk Volunteer Companionship Program Westfield Food Pantry Highland Valley Home Delivered Meals for Elders YWCA Domestic Violence Counseling Services Westfield Community Education Samaritan Inn Day Center Mental Health Association Homelessness Assistance
2	Project Name	ECONOMIC DEVELOPMENT
	Target Area	Citywide
	Goals Supported	Create Economic Opportunities
	Needs Addressed	Economic Development
	Funding	CDBG: \$60,000
	Description	Microenterprise Assistance & Small Business Assistance
	Target Date	6/30/2022
	Estimate the number and type of families that will benefit from the proposed activities	5 jobs created/retained, 5 businesses assisted
	Location Description	Citywide with a primary focus on downtown area businesses
	Planned Activities	Microenterprise & Special Economic Development Activities

3	Project Name	NEIGHBORHOOD REVITALIZATION-PUBLIC INFRASTRUCTURE
	Target Area	Downtown East Downtown West
	Goals Supported	Neighborhood Revitalization
	Needs Addressed	Neighborhood Revitalization/Infrastructure
	Funding	CDBG: \$195,000
	Description	Execute goals and objectives relative to more livable neighborhoods, including sidewalk repair, code enforcement activities, and public facilities improvements.
	Target Date	6/30/2022
	Estimate the number and type of families that will benefit from the proposed activities	500 individuals
	Location Description	Kasper Drive, Westfield, MA- Roadway reconstruction Neighborhood Sidewalk Rehabilitation Location to be determined
Planned Activities	The City anticipates performing road reconstruction on Kasper Drive, a roadway serving the Westfield Housing Authority's JFK Apartments. Funding is also proposed to improve neighborhood sidewalks in a to be determined eligible location.	
4	Project Name	Homeowner Housing Rehabilitation
	Target Area	City-wide
	Goals Supported	Homeowner Housing Rehabilitation
	Needs Addressed	Homeowner Housing Rehabilitation

	Funding	CDBG: \$80,000
	Description	Provide deferred payment loans to low-and-moderate income homeowners to address life safety, system improvements, and code compliance.
	Target Date	6/30/2022
	Estimate the number and type of families that will benefit from the proposed activities	4 households
	Location Description	To be determined through our subrecipient's waiting list process
	Planned Activities	Homeowner Housing Rehabilitation
5	Project Name	Community Facilities
	Target Area	Downtown East Citywide
	Goals Supported	Community Facilities
	Needs Addressed	Community Facilities
	Funding	\$45,000
	Description	The Boys & Girls Club of Greater Westfield is expanding its preschool program for low-and-moderate income families. This project would assist with providing furnishings for the expansion. Additionally, the Westfield Food Pantry is developing a commercial kitchen to serve its new food truck operation. CDBG funding will also provide furnishings for this public facility.
	Target Date	6/30/2022

	Estimate the number and type of families that will benefit from the proposed activities	250 households
	Location Description	Downtown East Citywide
	Planned Activities	Public facilities improvements
6	Project Name	Planning & Administration
	Target Area	City-wide
	Goals Supported	Planning & Administration
	Needs Addressed	Planning & Administration
	Funding	CDBG: \$73,859
	Description	To properly administer the functions of the CDBG program and develop planning projects to assess community needs and identify strategies for addressing those needs.
	Target Date	6/30/2022
	Estimate the number and type of families that will benefit from the proposed activities	1
	Location Description	Citywide
	Planned Activities	Matrix Code: 21A Program Administration

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AP-50 Geographic Distribution - 91.420, 91.220(f)

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

Geographic Distribution

Target Area	Percentage of Funds
Downtown East (Meadow St & Mechanic St Vicinity)	41%
Downtown West (Elm Street & Jefferson Street Areas)	12%
Riverfront North (Depot Square & Union Street Areas)	0%
Riverfront South (Orange Street Corridor & Franklin Street Area)	0%
Hampton Ponds	0%
Citywide	47%
TOTAL	100%

Table 8 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

For Program Year 2021, competitive applications were received for the target areas as indicated above. The Downtown East neighborhood, as part of Census Tract 8217.02, is the most impoverished areas of the community. The City proposes to fund an application of the Westfield Housing Authority to reconstruct the roadway around its elderly complex which has fallen into disrepair.

The Downtown West neighborhood generally contains the City's central business district. It is anticipated several small businesses will require economic development assistance to maintain operations.

Lastly, the Citywide allocation contains the City's public services activities and the homeowner housing rehabilitation program.

While Riverfront North, Riverfront South and Hampton Ponds had no applications filed this year, they remain vital target areas as the City forecasts through the Five-Year Consolidated Plan.

Discussion

AP-75 Barriers to affordable housing -91.420, 91.220(j)

Introduction

The City of Westfield has adopted policies consistent with the goal to create affordable housing opportunities. The City has a prompt and predictable permitting process, zoning permissive of varying styles of housing development, and regular communication among departments concerned with quality housing, including Community Development, the Westfield Housing Authority, the Department of Public Health, the Office of the Treasurer, and the Office of the City Solicitor, among others. The primary barriers to affordable housing in Westfield include:

- General cost of construction and compliance with Massachusetts Building Code;
- Difficulty of gaining site control and land assembly for larger projects;
- Low vacancy rates and competition for unsubsidized units from local University students; and
- Significant gaps between development costs and affordable ownership or rent levels

The City serves as a member of the Pioneer Valley Planning Commission's Regional Housing Roundtable, where broader policy discussions impacting the Greater Springfield area's regional affordability are regularly held.

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

For the past five years, the City has funded a Homeowner Housing Rehabilitation Program with a subrecipient partner.. Additionally, the City, through the Community Preservation Program, has funded a downpayment assistance program for income-eligible buyers.

Discussion

AP-85 Other Actions - 91.420, 91.220(k)

Introduction

The Westfield Redevelopment Authority continues its effort to redevelop four acres of property with Elm Street frontage. This will result in new space for a combination of retail, commercial, and residential use. Further, the City remains aggressive in its efforts to attract employers from many sectors to locate in the City. There are currently plans for additional businesses in the construction materials manufacturing sector, the warehousing and distribution sector, information technology, and other emerging industries. A comprehensive business retention and recruitment program has been launched, www.gowestfield.com, in partnership with our locally-controlled utility provider and other business sector partners.

Actions planned to address obstacles to meeting underserved needs

The City of Westfield will continue to serve as a member of the Greater Westfield Non-Profit & Volunteer Network, which allows a direct link to service providers who care directly for underserved populations. Additionally, the City has accessed state and local funds to develop recreational opportunities and renovate parks, sidewalks, and streetscapes in the near downtown neighborhoods.

Actions planned to foster and maintain affordable housing

The City of Westfield will work with local housing counseling organizations and spread awareness of local programs to assist first time homebuyers.

The City has awarded HOME funds and CPA funds to a project that proposes to convert the long-vacant Moseley School building into 23 affordable rental units.

Additional conversations have been had with owners of the City's largest affordable housing property for a comprehensive renovation of the 400 units located on that site.

The City will be working with regional partners to identify additional developers interested in pursuing opportunities to create affordable housing in Westfield, including affordable homeownership development, rental housing development, and other opportunities.

Actions planned to reduce lead-based paint hazards

The Community Development Director attended a HUD-sponsored training in April 2019 to learn more about HUD lead regulations and state programs governing lead-based paint hazards. Additional training will be pursued and all projects will be reviewed to ensure subrecipients and awardees follow all applicable laws and regulations governing lead paint handling.

Actions planned to reduce the number of poverty-level families

The City of Westfield will continue to participate in activities and initiatives sponsored by the Regional

Employment Board of Hampden County, as well as the Economic Development Council of Western Massachusetts, and the Pioneer Valley Planning Commission to assist in regional solutions to combatting poverty.

Locally, the City aims to maintain its position as an attractive place to establish business. Over the past decade, the City has seen significant growth in warehousing and distribution, precision manufacturing, and health services sectors. The City has established evening workforce training programs at the Westfield Technical Academy to allow for job retraining for individuals looking for middle income jobs and mid-career professionals interested in changing fields.

Actions planned to develop institutional structure

The Office of Community Development & Planning in the City of Westfield is utilized to review and facilitate projects of many kinds. Staff is often tapped to serve on Steering Committees on matters relative to economic development, public service, infrastructure planning and investment, among others. This involvement in senior staff discussions allows for the Department to have a "big picture" view of community priorities and needs. Coupled with the Department's regular interaction with service providers and the non-profit community, staff is capable and willing to share information with stakeholders both internal and external and determine the most advantageous deployment of resources.

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

The City will continue as an active participant in the Westfield Continuum of Care, Hampden County Continuum of Care, and the Leadership Council to End Homelessness in Western Massachusetts. Each of these organizations holds regular meetings where data is distributed and analyzed with a focus on achieving better outcomes for low and moderate income individuals.

The Holyoke-Chicopee-Westfield HOME Consortium also provides staff with the opportunity to understand initiatives occurring in nearby communities with similar challenges.

Discussion

Program Specific Requirements

AP-90 Program Specific Requirements - 91.420, 91.220(I)(1,2,4)

Introduction

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
Total Program Income	0

Other CDBG Requirements

1. The amount of urgent need activities	0
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Discussion

2021 Action Plan Allocations Chart

INCOME	PY 2020 ALLOCATION	PY 2021- RECOMMENDATIONS	REQUESTED GRANT	# BENEFICIARIES	PER BENEFICIARY
CARRYOVER FROM PRIOR YEAR		\$ 130,000.00			
CURRENT YEAR CDBG GRANT		\$ 369,295.00			
CURRENT YEAR PROGRAM INCOME		\$ 8,400.00			
TOTAL AVAILABLE		\$ 507,695.00			
EXPENSES					
PLANNING & ADMINISTRATION		\$ (73,859.00)			
<i>20% * (FY20 GRANT + FY20 PROJECTED P.I.)</i>					
TRANSITION PLAN UPDATE		\$ (30,000.00)			
PUBLIC SERVICES		\$ 55,394.25			
<i>15% * (FY20 GRANT + FY19 PROGRAM INCOME)</i>					
BOYS & GIRLS CLUB- KIDSCAPE	\$ (8,000.00)	\$ (8,000.00)	\$ (15,000.00)	100	\$ (80.00)
KAMP FOR KIDS	\$ (4,500.00)	\$ (4,800.00)	\$ (7,500.00)	9	\$ (533.33)
DOMUS HI-SET	\$ (8,000.00)	\$ (8,000.00)	\$ (19,958.00)	40	\$ (200.00)
SAMARITAN INN- HOMELESS	\$ (8,500.00)	\$ (9,000.00)	\$ (15,000.00)	150	\$ (60.00)
WESTFIELD FOOD PANTRY	\$ (4,000.00)	\$ (4,500.00)	\$ (10,000.00)	150	\$ (30.00)
MEALS ON WHEELS	\$ (5,000.00)	\$ (5,500.00)	\$ (12,000.00)	150	\$ (36.67)
WESTFIELD COA- COMPANIONSHIP	\$ (3,300.00)	\$ (5,000.00)	\$ (8,000.00)	150	\$ (33.33)
SOUP KITCHEN	\$ (2,800.00)	\$ -	\$ -		#DIV/0!
WESTFIELD YMCA TRANSPORTATION	\$ -	\$ -	\$ -		#DIV/0!
YWCA NEW BEGINNINGS	\$ (5,000.00)	\$ (5,505.68)	\$ (5,505.68)	80	\$ (68.82)
MHA PROGRAM	\$ (2,500.00)	\$ (3,500.00)	\$ (9,750.00)	7	\$ (500.00)
TOTAL PUBLIC SERVICES		\$ (53,805.68)	\$ (102,713.68)	836	
TOTAL ECONOMIC DEVELOPMENT		\$ (60,000.00)			
BUSINESS ASSISTANCE PROGRAM		\$ (60,000.00)			
NEIGHBORHOOD REVITALIZATION		\$ (195,000.00)			
KASPER DRIVE RESURFACING		\$ (195,000.00)			
ENGINEERING DEPT- SIDEWALKS					
TOTAL COMMUNITY FACILITIES		\$ (45,000.00)			
BOYS & GIRLS CLUB PRE- SCHOOL EXPANSION		\$ (30,000.00)	\$ (79,000.00)		
FOOD PANTRY KITCHEN		\$ (15,000.00)	\$ (72,765.00)		
TOTAL HOUSING		\$ (80,000.00)			
HOUSING IMPROVEMENT PROGRAM		\$ (80,000.00)			
FY19 TOTAL ACTION PLAN		\$ (507,664.68)			
EXCESS/DEFICIT		\$ 30.32			

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