

**THE PLANNING COMMITTEE
OF THE COMMON COUNCIL**

125 East Avenue

P.O. Box 5125

Norwalk, CT 06856

TO: MEMBERS, PLANNING COMMITTEE OF THE COMMON COUNCIL

FROM: NICK KYDES, CHAIRMAN

DATE: MARCH 29, 2012

RE: MEETING NOTICE

.....
The next scheduled meeting of the Planning Committee of the Common Council will be held on **Thursday, April 5, 2012 at 7:30 pm**, in Room 231 in Norwalk City Hall. Please Note The Time And Location.

PLANNING COMMITTEE OF THE COMMON COUNCIL

April 5, 2012

7:30 PM

A G E N D A

CALL TO ORDER

ROLL CALL

PUBLIC PARTICIPATION

I. APPROVAL OF MINUTES – March 1, 2012

II. BUSINESS

A. CDBG

1. Review Public Comment on the PY38 Annual Action Plan
2. Authorize PY38 Annual Action Plan to Advance to the Common Council
3. Review and Consider the Submitted Materials Regarding the Section 108 Loan for the Redevelopment of the Globe Theater [Materials available for public review at the Redevelopment Agency Office]
4. Act on Advancing Globe Theater Inc's Request for Council Authorization to Submit a Section 108 Loan Application to HUD in the amount of \$2,000,000 to the Common Council

B. FY 2012-2013 CAPITAL BUDGET

1. Review and Authorize FY13 Capital Budget Allocations
2. Authorize FY13 Capital Budget to Advance to the Common Council

III. OLD BUSINESS

IV. NEW BUSINESS

ADJOURNMENT

**CITY OF NORWALK
PLANNING COMMITTEE
MARCH 1, 2012**

ATTENDANCE: Matthew Miklave, Chair; Carvin Hilliard; Michael Geake;
Douglas Hempstead; David McCarthy; Jerry Petrini; Warren Pena

STAFF: Timothy Sheehan, Executive Director; Munro Johnson, Sr.
Development Project Manager; Susan Sweitzer, Senior Project
Manager; Mary Grace Weber, Special Projects Manager;

OTHERS: Bruce Kimmel and David Watts, Councilmembers

CALL TO ORDER

Mr. Miklave called the meeting to order at 7:34 p.m.

ROLL CALL

Mr. Miklave called the Roll.

PUBLIC PARTICIPATION

There were no members of the public who wished to speak this evening.

APPROVAL OF MINUTES – February 2, 2012

**** MR. HEMPSTEAD MOVED TO DEFER THE APPROVAL OF MINUTES TO THE NEXT MEETING**
**** MOTION PASSED UNANIMOUSLY**

BUSINESS

CONNECTIVITY

Mr. Johnson explained that the final document is being put together by the consultant and should be ready to be added to the March 27th Common Council meeting packet. Mr. Miklave asked the Committee members if they had any concerns that the Redevelopment Agency staff will change any part of the plan before it reaches the Council floor. Mr. Sheehan said that if there are any substantial changes, he will bring

the plan back to the Committee. Mr. Miklave asked that the Committee members receive the final version as soon as possible.

**** MR. MIKLAVE MOVED TO ADVANCE THE CONNECTIVITY MASTER PLAN TO THE COMMON COUNCIL FOR ADOPTION WITH THE UNDERSTANDING THAT IF COUNCILMEMBERS HAVE SIGNIFICANT ISSUES AT THE NEXT COUNCIL MEETING, THEY WILL SEND THE PLAN BACK TO THIS COMMITTEE FOR DISCUSSION AT THE FIRST MEETING IN APRIL**

Mr. Petrini commended the staff for doing a tremendous job.

**** MOTION PASSED UNANIMOUSLY**

Mr. Miklave asked Mr. Johnson to e-mail the plan to the full Common Council.

PLANNING

**** MR. MIKLAVE MOVED TO HOLD A PLANNING COMMITTEE SPECIAL MEETING ON MARCH 19, 2012 AT 7:30 P.M. FOR THE PURPOSE OF CONDUCTING A PUBLIC HEARING REGARDING THE CITY CAPITAL BUDGET**

Mr. Miklave asked Mr. Sheehan to extend an invitation to all Council members.

**** MOTION PASSED UNANIMOUSLY**

BROWNFIELDS

STATUS UPDATE ON DECD MUNICIPAL PILOT GRANT AT SOUTH NORWALK TRAIN STATION

Mr. Sheehan noted that there is no action needed on this item. Ms. Sweitzer reported that the City received a grant for \$300,000 for Pilot Program to remediate the surface lot at 30 Monroe Street. She reviewed the bidding schedule and said that she believes they will do the excavation in June.

Mr. Petrini asked where the day parkers will go. Ms. Sweitzer said that there is nothing definite yet.

CDBG

REVIEW AND CONSIDER THE PHASE II CDBG APPLICATIONS

Ms. Weber gave a Power Point presentation describing the process for developing the City's PY38 Annual Action Plan. Mr. Petrini asked if HUD would reject any of the programs that the Committee approves. Mr. Sheehan explained that all of the programs have met one of HUD's three national objectives and qualify as eligible activities according to HUD guidelines. Mr. Hempstead suggested that this come back to the Committee for final comments. Mr. Sheehan said that HUD prevents the legislative body from taking action until the 30-day comment period has expired. He said that it would come back to the Planning Committee at the April 5th meeting to consider public comment. There would be two remaining meetings for the Council action prior to the HUD deadline for submission of the Annual Plan.

Mr. Miklave said that the April 5th meeting will be busy and a long night. He said that the public comments and the allocations will come back to the Planning Committee on April 5th and will then be advanced to the Common Council, which would give the Council the ability to table this for one meeting until the Common Council meeting on the fourth Tuesday of April.

Ms. Weber reviewed key considerations for allocation recommendations. It was noted that the Heroes Village Veterans Transitional Housing proposal is not far enough along at this point to meet funding requirements. Mr. Miklave asked the Redevelopment Agency staff to let the Heroes Village people know how supportive the Committee is of their cause. Mr. Sheehan said that there is also a substantial Zoning issue with this use in this location, which was discussed with the Director of Planning and Zoning. Mr. Sheehan said that this particular use might not be right for this location. Mr. McCarthy asked if they had all of the information. Mr. Sheehan said that they were asked to present a project plan and budget, but little was presented. There was no identified match, evidence of site control, or design and engineering plans.

Mr. Hilliard said that they had to make it known why this Committee could not approve this project and that they want to assist the group. He said that Veteran housing is especially short for female Veterans. Mr. Hilliard suggested that Mr. Miklave send a letter to the group to let them know that Redevelopment is willing to work with them. Mr. Hempstead suggested creating a resolution from the Common Council stating that the City is willing to work to work with them and may be able to help them identify a funding source. Mr. Miklave said that was an excellent idea and asked that such resolution be brought back for consideration at the next Planning Committee meeting.

Mr. Hempstead asked for the number of people served by each project, which was provided.

APPROVE FOR ADVANCEMENT TO THE COMMON COUNCIL FOR ITS FURTHER CONSIDERATION AND APPROVAL ON OR BEFORE APRIL 10, 2012 THE CDBG APPLICATIONS THE PLANNING COMMITTEE DEEMS CONSISTENT WITH HUD'S GOVERNING RULES AND REGULATIONS IN AN AMOUNT TOTALING \$935,748.96 OR LESS

**Category 1:
Administration**

**** MR. MIKLAVE MOVED TO ADVANCE CATEGORY 1
** MOTION PASSED UNANIMOUSLY**

**Category 2:
Economic Development/Housing Rehabilitation/Public Facilities/Planning And Capacity Building**

Mr. Miklave rescused himself from the following vote.

**** MR. HEMPSTEAD MOVED TO ADVANCE ITEM 4
** MOTION PASSED UNANIMOUSLY**

**** MR. MCCARTHY MOVED TO ADVANCE ITEMS 2, 5, 6, 7, 8, 9, 10 & 11
** MOTION PASSED UNANIMOUSLY**

**Category 3:
Public Services**

The Committee discussed the projects.

Mr. Petrini asked if there were any programs that could be removed from this category to be funded through alternative resources. Mr. Sheehan said that there were not as the majority of these costs were administrative and not hard costs.

Mr. Hilliard talked about item 30 and said that he thought Rev. Dancy had submitted a new program. He said that this program targets at risk youth. Mr. Sheehan said that there were four areas where the proposal had problems. He said that there might be some latitude with mental health services. Mr. Kimmel asked if they are talking about

diagnosed diseases. If not it would be hard to make an assumption that they have a mental health disease.

Mr. Hempstead said that there were three proposals that provided similar services. He asked if there was any way they could collaborate. Mr. Sheehan said that the real challenge is that the vast majority of public services are targeting the fund resource toward staffing and collaboration in this regard would be difficult.

Mr. Petrini suggested having faith in the staff and their scoring. Mr. Miklave proposed focusing on high priority numbers.

**** MR. HEMPSTEAD MOVED TO ELIMINATE ITEM 22 – FAIR HOUSING LAW SEMINARS**

**** MOTION PASSED UNANIMOUSLY**

**** MR. HEMPSTEAD MOVED TO ELIMINATE ITEM 20 JUNIOR MARINE BIOLOGY ACADEMY**

Mr. Miklave said that he could not support that.

**** MR. HEMPSTEAD WITHDREW HIS MOTION**

**** MR. MIKLAVE MOVED TO ADVANCE ITEMS 15 & 16 (SERVES 150 EACH)**
**** MOTION PASSED UNANIMOUSLY**

**** MR. HEMPSTEAD MOVED TO ADVANCE ITEM 18 (SERVES 100)**
**** MOTION PASSED UNANIMOUSLY**

**** MR. PETRINI MOVED TO ADVANCE ITEM 23 (SERVES 300)**
**** MOTION PASSED UNANIMOUSLY**

**** MR. MIKLAVE MOVED TO ADVANCE ITEM 20 (SERVES 40)**
**** MOTION PASSED UNANIMOUSLY**

**** MR. HEMPSTEAD MOVED TO ADVANCE ITEM 21 (SERVES 40), FUNDED AT THE REMAINING BALANCE OF FUNDS.**

**** MOTION PASSED UNANIMOUSLY**

Mr. Hilliard and Mr. Watts left the meeting at 9:20 p.m.

**** MR. HEMPSTEAD MOVED TO AUTHORIZE STAFF TO DEVELOP AN ANNUAL PLAN CONSISTENT WITH THE PLANNING COMMITTEE'S FUNDING RECOMMENDATIONS AND TO PUBLICALLY POST SUCH ANNUAL PLAN FOR A 30-DAY PUBLIC COMMENT PERIOD AND ADVANCE THE ANNUAL PLAN TO THE PLANNING COMMITTEE FOR ITS FINAL REVIEW AND CONSIDERATION ON OR BEFORE APRIL 5, 2012**

**** MOTION PASSED UNANIMOUSLY**

GREEN BUILDINGS AND SUSTAINABLE ECONOMIC DEVELOPMENT

REVIEW NORWALK'S EFFORTS TO INCORPORATE "GREEN" AND SUSTAINABLE CONCEPTS IN DEVELOPMENT

Mr. Miklave said that the staff does a fantastic job serving the Committee, but there are other issues the Committee should be thinking about. He suggested that the Committee start talking about green and sustainable aspects, but not from a Zoning or Land Use standpoint. He asked the Redevelopment Agency staff to provide a copy of the guidelines.

Mr. Miklave said that the goal is not to go out with a specific action in mind, but to look for opportunities and think outside the box.

APPOINT ADVISORY GROUP TO ASSIST THE MEMBERS OF THE PLANNING COMMITTEE IN THESE EFFORTS

Mr. Miklave said that he would like to reach out to the community and create a group that could formulate ideas. He said that the group would have a set deadline, and then the Committee would hear what they have to say. Mr. Pena said that he thought about doing the same thing at the Land Use and Building Management Committee and that he is happy to see this.

Mr. Hempstead suggested adding an architect to the group. Mr. Miklave said that he wants to get people who are experienced in the green movement. He also wants to include a finance person. Mr. Miklave said that he wants Norwalk to become a City that embraces ideas.

Mr. Geake asked if there is any grant money available to help seed the program. Mr. Miklave said that is a good idea, but that would occur further along in the process. Mr. Miklave said that he was not talking about creating an ordinance. Mr. Sheehan said that all rehab programs require energy efficiency.

Mr. McCarthy suggested considering some parameters for the advocacy group. Mr. Miklave said that he would ask them to come back in 60-90 days with suggestions for what this Committee could do to get the discussion started.

Mr. Miklave said that he will try to circulate a list of proposed names by the middle of next month. He welcomed any suggestions.

OLD BUSINESS

WORKFORCE HOUSING

For discussion.

There was no discussion this evening.

SCOPE OF PLANNING COMMITTEE JURISDICTION AS IT RELATES TO NON REDEVELOPMENT AREAS

For discussion.

There was no discussion this evening.

EFFORTS TO PROMOTE JOB GROWTH AND CREATION OF JOBS FOR THE 21ST CENTURY

For discussion.

There was no discussion.

NEW BUSINESS

There was no new business discussed this evening

ADJOURNMENT

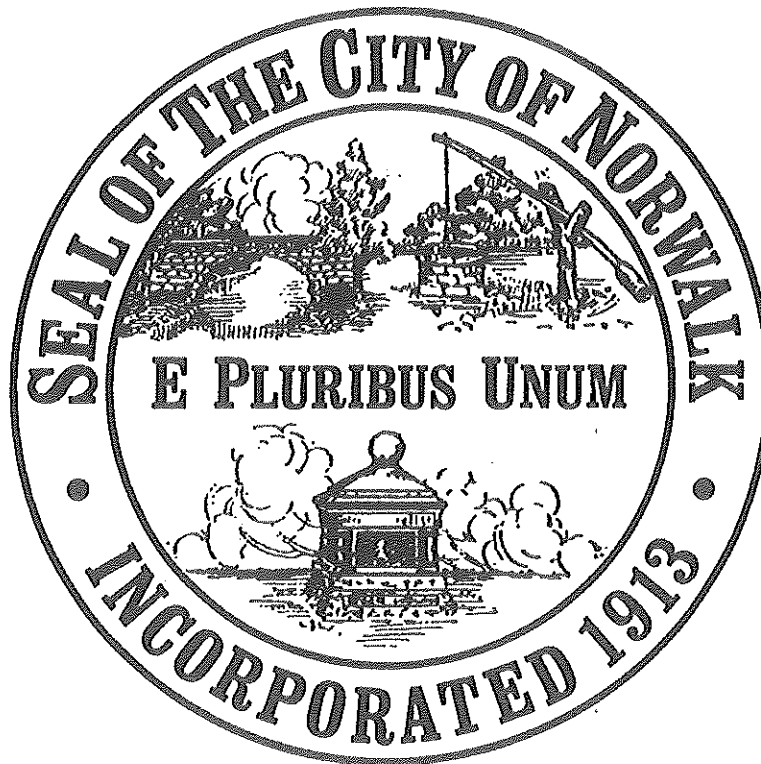
**** MR. MCCARTHY MOVED TO ADJOURN
** MOTION PASSED UNANIMOUSLY**

There was no further business and the meeting was unanimously adjourned at 9:40 p.m.

Respectfully submitted,

Rosemarie Lombardi
Telesco Secretarial Services

**DRAFT FOR PUBLIC COMMENT
COMMENT PERIOD ENDS APRIL 5, 2012 - 12:00PM**



City of Norwalk, CT

ANNUAL ACTION PLAN

for

HOUSING & COMMUNITY DEVELOPMENT Program Year 38

Prepared by:
Norwalk Redevelopment Agency
125 East Avenue
Norwalk, CT 06856-5125
203.854.7810

March 6, 2012

**LEGAL NOTICE –
PY38 ANNUAL ACTION PLAN COMMENT PERIOD**

As the administering agent for the City of Norwalk's Community Development Block Grant (CDBG) Program, the Norwalk Redevelopment Agency (Agency) is crafting an *Annual Action Plan (Annual Plan)* for Program Year (PY) 38 (July 1, 2012 – June 30, 2013) that will summarize the allocation of CDBG funds for the upcoming program year. The Agency has developed a draft *Annual Plan* based on funding allocation recommendations made by the Planning Committee of the Norwalk Common Council. A 30-day public comment period on this draft *Annual Plan* begins at 12:00PM today, Tuesday, March 6, 2012 and ends at 12:00PM on Thursday, April 5, 2012.

The draft *Annual Plan* outlines the anticipated use of \$930,821 in CDBG funds for this period. Note, this figure is an estimate only and is subject to confirmation at a later date. All project allocations noted in the draft *Annual Plan* are directly related to the priorities identified in the City's *Consolidated Plan*.

The draft *Annual Plan* is available for public review and comment at the following locations: the Norwalk Redevelopment Agency in City Hall, 125 East Avenue in Norwalk; the Norwalk Public Library at 1 Belden Avenue; the South Norwalk Branch Library at 10 Washington Street; the Norwalk Housing Authority's administrative offices at 24 ½ Monroe Street; and the offices of Norwalk Economic Opportunity Now, Inc. (NEON) at 98 South Main Street. The draft *Annual Plan* will also be available at the Redevelopment Agency's link on the City of Norwalk's website:

<http://www.norwalkct.org/index.aspx?nid=652>. Written public comments may be mailed, delivered or emailed to the following Agency staff member:

MaryGrace Weber
Special Projects Manager
(203)854-7810 ext. 46792
mweber@norwalkct.org

City Hall, Room 202
125 East Avenue
P.O. Box 5125
Norwalk, CT 06856

Public comment must be received by the Agency no later than 12:00PM on Thursday, April 5th, 2012.

Following the close of the comment period, the documents, including public comments, will be forwarded to the Common Council. Upon Council approval, the Annual Plan will be sent to the U.S. Department of Housing and Urban Development and will serve as a binding document guiding the allocation of PY38 CDBG resources.



Third Program Year Action Plan

The CPMP Third Annual Action Plan includes the [SF 424](#) and Narrative Responses to Action Plan questions that CDBG, HOME, HOPWA, and ESG grantees must respond to each year in order to be compliant with the Consolidated Planning Regulations. The Executive Summary narratives are optional.

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Narrative Responses

GENERAL

Executive Summary

The Executive Summary is required. Include the objectives and outcomes identified in the plan and an evaluation of past performance.

Program Year 3 Action Plan Executive Summary:

Program Year 38 (PY38) of the Community Development Block Grant (CDBG) Program represents the third year of the City of Norwalk's 5-year Consolidated Plan for Housing and Community Development (ConPlan). The Annual Action Plan contained herein summarizes the manner in which the City will utilize and administer its available community development resources to address the needs of Norwalk's low and moderate income households.

As is mandated in the current ConPlan, the City will utilize CDBG funding to support efforts to stabilize or reduce housing costs, to create income stability and to ameliorate the impacts that the current economic recession is having on families. Over the course of PY38, the City anticipates it will expend a total of \$930,821 in CDBG funding to support a number of community development and affordable housing initiatives. The 16 initiatives receiving PY38 CDBG sub-awards are expected to benefit over 1,000 households. The vast majority of these households (greater than 70%) are expected to be of low or moderate incomes.

Overall, the numerous activities planned for the upcoming program year will result in notable progress toward the accomplishment of the following housing and community development objectives, as are outlined in the City's ConPlan:

1. Support efforts to stabilize or reduce housing costs, including efforts that help people secure affordable housing; efforts that can result in lower operational costs of housing such as energy-efficient retrofits; and efforts that address the struggle of people to make necessary housing repairs.
2. Support efforts to create income stability by investing in programs that enable people to retain jobs; that help people to find jobs; that help people to transition from one career to another; and that help people to be more appropriately trained for jobs that are available.
3. Support organizations and programs that are trying to ameliorate the impacts of this economic depression on families by investing in efforts to supplement the basic necessities of life; efforts to address the psychological toll on individuals and families; and efforts to provide uplifting experiences.

The CDBG sub-award allocations for PY38 are summarized in the following tables:

Public Services				
Provider	Program Name	Priority ConPlan Theme	ConPlan Strategy	PY38 CDBG Sub-Award

Jurisdiction

Domestic Violence Crisis Center	Medical Advocacy Project	Household Stability Pathway	Health/Mental Health Services	\$25,000
ElderHouse	ElderHouse Adult Day Center: Memory Care Program	Household Stability Pathway	Health/Mental Health Services	\$25,000
City of Norwalk	Summer Youth Employment Program	Income Stability Pathway	Summer Youth Employment	\$20,000
City of Norwalk	Neighborhood Improvement Coordinator	Household Stability Pathway	Basic Services	\$21,223
Maritime Aquarium	Junior Marine Biology Academy	Household Stability Pathway	After School Programming	\$4,164
Mid-Fairfield Child Guidance Center	Choices for Success After School Program for Underserved Students and their Parents	Household Stability Pathway	After School Programming	\$19,596
Senior Services Coordinating Council and Norwalk Senior Center	Critical Assistance and Outreach to Low Income Seniors	Household Stability Pathway	Basic Services	\$12,500
			Total, Public Services:	\$127,483

Public Facilities				
Provider	Program Name	Priority ConPlan Theme	ConPlan Strategy	PY38 CDBG Sub-Award
YMCA	YMCA of Norwalk Auxiliary Pool ADA Upgrade	Household Stability Pathway	Basic Services	\$1,770
NEON	Ben Franklin NCDP Bathroom Renovation	Household Stability Pathway	Child Care Services	\$21,000
YMCA	Retrofit and Upgrade of YMCA Electrical Lighting	Household Stability Pathway	Basic Services	\$12,074
Carver	Facilities Project	Household Stability Pathway	Basic Services	\$40,000
Norwalk Housing Authority	Installation of Automatic Doors at NHA Main Office	Household Stability Pathway	Basic Services	\$18,000
			Total, Public Facilities:	\$92,844

Housing Rehabilitation				
Provider	Program Name	Priority ConPlan Theme	ConPlan Strategy	PY38 CDBG Sub-Award
STAR	Group Home Updates	Housing Pathway	Housing Rehabilitation	\$20,600
Keystone	Installation of Central Air Conditioning at Keystone's Supervised	Housing Pathway	Housing Rehabilitation	\$17,000

Jurisdiction

	Housing Program Residence			
			Total, Housing Rehabilitation:	\$37,600

Urban Mini-Entitlement Initiative				
Provider	Program Name	Priority ConPlan Theme	ConPlan Strategy	PY38 CDBG Sub-Award
Norwalk Redevelopment Agency	City Neighborhoods	Housing Pathway/ Income Stability Pathway/Household Stability Pathway	Rehabilitation Administration/ Business Loans/Basic Services	\$401,458
			Total, Urban Mini-Entitlement Initiative:	\$401,458

Economic Development				
Provider	Program Name	Priority ConPlan Theme	ConPlan Strategy	PY38 CDBG Sub-Award
Women's Business Development Council	Microenterprise Assistance Program	Income Stability Pathway	Customized Job Training	\$40,000
			Total, Economic Development:	\$40,000

CDBG Administration				
Provider	Program Name	Priority ConPlan Theme	ConPlan Strategy	PY38 CDBG Sub-Award
Norwalk Redevelopment Agency	CDBG Program Administration	n/a	Program Administration	\$231,436
			Total, CDBG Administration:	\$231,436

General Questions

1. Describe the geographic areas of the jurisdiction (including areas of low income families and/or racial/minority concentration) in which assistance will be directed during the next year. Where appropriate, the jurisdiction should estimate the percentage of funds the jurisdiction plans to dedicate to target areas.

The City of Norwalk consistently allocates CDBG funds in a way that targets especially needy neighborhoods of the City, which are usually defined by HUD as those areas with high concentrations of low and moderate income residents and those areas which have a disproportionate minority population in need. In this respect, the City has been singularly successful.

As is the case in many cities throughout the country, poverty and minority populations are heavily concentrated within the city's urban core. The urban core is defined by census tracts

Jurisdiction

434, 437, 438, 440, 441, 444 and 445 which have lower median incomes, higher unemployment, and higher concentrations of poverty and minority populations than surrounding census tracts and than the city as a whole. The following data from the 2000 and 2010 decennial Census illustrates the substantial economic divide between Norwalk's urban core and the city as a whole.

	<i>City of Norwalk</i>	Census Tract 434	Census Tract 437	Census Tract 438	Census Tract 440	Census Tract 441	Census Tract 444	Census Tract 445
Median Household Income (2000 Census data)	\$59,839	\$47,245	\$32,944	\$44,338	\$41,510	\$32,250	\$51,250	\$36,591
Unemployment Rate (2000 Census data)	3.4%	3.4%	4.6%	3.6%	5%	5.7%	4.4%	9.2%
Percent of Individuals Below Poverty Level (2000 Census data)	7.2%	10.6%	9.3%	8.3%	11.4%	22.3%	14.9%	12.1%
Percent Minority (non-white) (2010 Census data)	31.3%	43.3%	51.9%	40.5%	50.1%	53.7%	60.2%	69.8%

Source: United States Census Bureau, Decennial Census

In PY38, the City will again direct a substantial portion of its CDBG funds to Norwalk's urban core. Specifically, the City will allocate 81.5% of non-admin CDBG funding for PY38 to activities operating almost exclusively within these seven low/moderate income census tracts. The majority of the remaining 18.5% of non-admin CDBG funding for PY38 will be allocated to activities serving low and moderate income individuals who may or may not reside within the aforementioned census tracts.

2. Describe the basis for allocating investments geographically within the jurisdiction (or within the EMSA for HOPWA) (91.215(a)(1)) during the next year and the rationale for assigning the priorities.

By nature of their location within an area of great need, the public facilities and public service providers within Norwalk's urban core tend to serve mostly low and moderate income populations. By targeting its CDBG investments to this specific geography, the City is able to maximize the amount of community resources benefitting low and moderate income individuals.

3. Describe actions that will take place during the next year to address obstacles to meeting underserved needs.

Jurisdiction

The primary obstacle to meeting the underserved needs of Norwalk's low-income and moderate-income populations continues to be the availability of funds. In order to maximize leveraging of CDBG resources, the PY38 Notice of Funding Availability requires sub-recipients seeking funding for public service activities to provide a \$2 cash match for every \$1 of CDBG funding and sub-recipients seeking funding for non-public service activities to provide a \$1 cash match for every \$1 of CDBG funding. This requirement encourages applicants to identify diverse funding sources and stretches the impact of the City's limited CDBG resources. In total, the Agency anticipates PY38 CDBG funding will leverage a minimum of \$4,828,798 in funding from other sources.

Further, the City is making a concerted effort to allocate funding to activities addressing high-priority ConPlan objectives that either have not yet been addressed or that have not yet been fully achieved during the current ConPlan period. Those objectives include supporting business loans to five businesses and supporting health and mental health services to 150 beneficiaries. In PY38, the Norwalk Redevelopment Agency will provide a minimum of three business loans through its CDBG-funded City Neighborhoods initiative. Additionally, the City is allocating \$50,000 in PY38 CDBG funds to the following two CDBG-funded activities which address health and mental health services:

Activity: Medical Advocacy Project

Organization: Domestic Violence Crisis Center

CDBG Sub-Award: \$25,000

Proposed Outcomes: The Medical Advocacy Project will provide health and wellness evaluations as well as connections to additional health/mental health services for domestic violence victims and residents of DVCC's Norwalk SafeHouse. It will also provide outreach and advocacy within the Norwalk Health Clinic and the Norwalk Hospital, including crisis response, education and resources for providers, and awareness efforts throughout the healthcare community. In total, this activity will have 150 beneficiaries.

Activity: Memory Care Program

Organization: ElderHouse

CDBG Sub-Award: \$25,000

Proposed Outcomes: The Memory Care Program will provide 80 low- and moderate-income seniors in need of dementia care with therapies in art, music and exercise designed to combat major symptoms of dementia by promoting social interaction, reminiscing and recall skills as well as physical and mental stimulation. The Memory Care Program will also provide 70 caregivers in need of respite, educational programs, counseling and referrals to help care for their loved ones with dementia.

4. *Identify the federal, state, and local resources expected to be made available to address the needs identified in the plan. Federal resources should include Section 8 funds made available to the jurisdiction, Low-Income Housing Tax Credits, and competitive McKinney-Vento Homeless Assistance Act funds expected to be available to address priority needs and specific objectives identified in the strategic plan.*

The following table summarizes the CDBG resources that will be made available during PY38 to address the needs identified in this Plan.

PY38 City of Norwalk Community Development Block Grant (CDBG) Program

***Anticipated Funds at 1/23/12 for Year Ending June 2013 (Update to estimate announced in PY38 NOFA)**

Jurisdiction

Incoming Funding*

PY38 Entitlement per HUD estimate at 1/20/2012		\$849,889.00
PY36 Reported Program Income	(Rec'd from 12/10 - 6/11)	\$121,536.07
Revolving Loan Fund		\$102,334.31
Non-revolving CDBG Income		\$19,201.76
PY37 Reported Program Income	(Rec'd from 7/11 - 11/11)	\$81,759.68
Revolving Loan Fund		\$64,850.44
Non-revolving CDBG Income		\$16,909.24
PY38 Anticipated Program Income		\$10,000.00
Revolving Loan fund		\$5,000.00
Non-revolving CDBG Income		\$5,000.00
Reprogramming		\$93,998.91
PY36 After School Continuum		\$15,178.87
PY36 City Summer Youth Employment		\$450.00
PY36 Rowayton Senior Housing		\$23,620.04
PY37 Elderhouse		\$17,800.00
PY28 NHS Loan		\$36,000.00
PY31 PAL Youth Program		\$950.00
	Sub-Total	\$984,998.91
Minus 5% Contingency for Reserve/Cost Overruns		\$49,249.95
	Available	\$935,748.96

* Incoming figures are estimates only.

Outgoing Funding

Maximum available for public service 15% (estimate)	\$ 127,483.35	\$ 127,483	(w/ rounding)
Maximum available for planning and administration (estimate)	\$ 231,436.73	\$ 231,437	(w/ rounding)
Minimum restricted to expenditure on LMI activities (estimate)	\$ 655,024.28	\$ 655,024	(w/ rounding)
Maximum available for slum/blight or urgent need activities (estimate)	\$ 280,724.69	\$ 280,725	(w/ rounding)
Funding available for City Neighborhoods (estimate)	\$ 401,457.97	\$ 401,458	(w/ rounding)
Funding available for Non-Housing Activities (estimate)	\$ 302,854.26	\$ 302,854	(w/ rounding)

In addition to the CDBG funding available for the upcoming year, Norwalk will utilize approximately \$12 million in Section 8 funding. The City is not a recipient of McKinney-Vento Homeless Assistance Act funds. The Norwalk Housing Authority was a recent recipient of a \$250,000 in Choice Neighborhood Initiative Planning Grant funding to plan for the redevelopment of Washington Village, a 136-unit public housing site in South Norwalk.

Managing the Process

1. *Identify the lead agency, entity, and agencies responsible for administering programs covered by the consolidated plan.*

The lead entity for administering programs covered by the PY38 Annual Action Plan is the Norwalk Redevelopment Agency (Agency), whose mission is to improve the physical, economic and social environment of the Norwalk community by serving as the primary governmental organization dedicated to promoting commercial development, to preserving and improving the City's housing stock and to securing and administering the resources required to carry out these goals.

Please note: the City and Agency have entered into a formal contract that designates the Agency as the administrator and sole sub-recipient of Norwalk's annual entitlement of CDBG funds. With this arrangement the City transfers the entitlement funds to the Agency who is then responsible for managing the competitive process that results in a decision by the Norwalk Common Council regarding the allocation of CDBG funds in a manner that meets the housing and community development needs of the City. In the upcoming year (2011), the Agency will contract with those entities chosen to receive CDBG funds.

The Agency is responsible for the implementation of the City's urban renewal/redevelopment and economic development activities; for ensuring that all program activities are carried out in a timely manner consistent with grant conditions, State and Federal regulations; for acting as contact point between the CDBG program and other City departments, Federal and State agencies and the general public; for seeking out and applying for other funding sources to help leverage funds; for monitoring all activities for timely implementation; for compiling and submitting grant reports; for supervising personnel; for initiating and obtaining approvals for program and budget amendments; for processing payment requests; and for ensuring that appropriate program and financial records are maintained.

The Agency is also responsible for the overall administration of the local Residential Rehabilitation Program; for assisting homeowners with their applications for loans and grants; for evaluating bids; for monitoring rehabilitation contracts; for insuring compliance with national objectives; and for adequately maintaining all housing files.

The major public agencies contributing to the administration of the programs covered by the Plan include other government agencies as appropriate (such as the Norwalk Housing Authority), other public/private agencies (such as North Walke) local CAP agencies (such as NEON) and various private non-profit organizations involved in housing development, services for the homeless, elderly, disabled, substance abuse and victims of domestic violence.

The Greater **Norwalk Continuum of Care (CoC)** is the primary decision making group that manages the overall planning effort for the entire CoC. The communities served by the CoC include Norwalk, Weston, Wilton and Westport. In response to identified need and the location of the population served, the vast majority of beds, housing units and services funded through

Jurisdiction

the CoC are provided within the City of Norwalk. The key agencies responsible for the McKinney-Vento program are the Mid-Fairfield AIDS Project, Ct. DMHAS, the Open Door Shelter (formerly known as the Norwalk Emergency Shelter), Family and Children's Agency, Hall-Brooke Behavioral Health, the Norwalk Housing Authority and United Way of Coastal Fairfield County.

2. Identify the significant aspects of the process by which the plan was developed, and the agencies, groups, organizations, and others who participated in the process.

The expenditure of local CDBG resources – including the review and selection of grant awards – was overseen by the City's Common Council. Agency staff supports the Planning Committee of the Common Council which makes recommendations concerning the distribution of the annual allocation of CDBG and the funding of sub-grantees. This process is initiated by the circulation of a Notice of Funding Availability that outlines the amount of funding available each year, and identifies annual funding priorities as well as the steps associated with applying to the Agency for funding.

The following proposals were submitted for PY38:

Public Services	1	Medical Advocacy Project	Domestic Violence Crisis Center	\$25,000
	2	ElderHouse Adult Day Center: Memory Care Program	ElderHouse	\$25,000
	3	ULSC Workforce Options Program	Urban League of Southern Connecticut	\$10,000
	4	Summer Youth Employment Program	City of Norwalk	\$20,000
	5	Neighborhood Improvement Coordinator	City of Norwalk	\$21,223
	6	Junior Marine Biology Academy	Maritime Aquarium	\$4,164
	7	Choices for Success After School Program for Underserved Students and their Parents	Mid-Fairfield Child Guidance Center	\$22,000
	8	Fair Housing Law Seminars	Fair Housing Advisory Commission	\$20,000
	9	Critical Assistance and Outreach to Low Income Seniors	Senior Services Coordinating Council and Norwalk Senior Center	\$12,500
	10	After School Program	Family and Children's Agency	\$25,000
	11	Security Deposit Assistance for Low Income Households	Christian Community Action	\$4,000
	12	Hope Works Program	Open Door Shelter	\$100,000
	13	Job Development for Targeted Norwalk Populations	NEON	\$22,000
	14	Father-Child Relationship Building Program	YMCA	\$8,000
	15	Neighborhood Sustainability through Creative Placemaking	Norwalk 2.0	\$25,000
	16	SAVE Pen or Pencil Program	Serving All Vessels Equally	\$23,000

Jurisdiction

Economic Development/ Housing Rehabilitation/ Public Facilities/ Planning and Capacity Building	17	City Neighborhoods	Norwalk Redevelopment Agency	\$401,458
	18	Woodward Cliffs Mutual Housing	Mutual Housing Association of Southwestern Connecticut	\$40,000
	19	Group Home Updates	STAR	\$20,600
	20	YMCA of Norwalk Auxiliary Pool ADA Upgrade	YMCA	\$1,770
	21	Ben Franklin NCDP Bathroom Renovation	NEON	\$21,000
	22	Installation of Central Air Conditioning at Keystone's Supervised Housing Program Residence	Keystone	\$17,000
	23	Retrofit and Upgrade of YMCA Electrical Lighting	YMCA	\$12,074
	24	Facilities Project	Carver	\$40,000
	25	Microenterprise Assistance Program	Womens Business Development Council	\$40,000
	26	Installation of Automatic Doors at Norwalk Housing Authority Main Office	Norwalk Housing Authority	\$18,000
	27	Installation of Air Conditioning in Senior Court Community Room	Norwalk Housing Authority	\$27,665
	28	Installation of Air Conditioning in Ludlowe Village Community Room	Norwalk Housing Authority	\$18,222
	29	Heroes Village Veterans Transitional Housing	Heroes Village	\$250,000
Administration	30	CDBG Program Administration	Norwalk Redevelopment Agency	\$231,436

Proposals were scored and ranked by Agency staff according to the criteria outlined in the PY38 NOFA. This criteria includes the applicant's adherence to the goals and objectives outlined in the City's ConPlan, their ability to use CDBG funds to leverage their resources and their capacity to responsibly manage CDBG funds. This information, along with each applicant's proposal, was provided to the Planning Committee to assist with their decision regarding which proposals to recommend to the Common Council for funding.

In developing its Annual Action Plan, the City conducted a public hearing during which CDBG applicants and Norwalk residents were given the opportunity to comment on the priorities being considered and on the allocation process. This public hearing was noticed according to the guidelines provided in the City's Citizen Participation Plan and reminder emails were sent to all parties having expressed interest about the hearing to Agency staff. The Plan was made available for a 30-day, public comment period. The comment period, too, was legally noticed according to the requirements of Norwalk's Citizen Participation Plan, as passed by the Common Council and approved by HUD.

3. *Describe actions that will take place during the next year to enhance coordination between public and private housing, health, and social service agencies.*

Cooperation between the City, other municipal offices and social services agencies throughout the program year will ensure the flow of information and ideas regarding the conditions facing the City's low/moderate income residents. To facilitate this flow of information and to further encourage inter-disciplinary cooperation, the Agency may establish public information sessions and/or informal outreach meetings, during which municipal agencies, social service organizations and residents can express opinions and describe the status of projects.

Citizen Participation

1. Provide a summary of the citizen participation process.

The City has adopted a Citizen Participation Plan (Attachment A) which establishes the process by which the Annual Action Plan is designed and developed in consultation with the general public. The City of Norwalk also encourages citizens of the City to participate in the development of any substantial amendments to the Consolidated Plan and required Consolidated Annual Performance and Evaluation Report (CAPER).

The planning and citizen participation activities for this plan began in January 2012. The aforementioned public hearing was legally noticed and otherwise advertised in January and was held during a meeting of the Planning Committee of the Common Council on February 2nd, 2012. This meeting included a brief explanation of the Consolidated Plan process, including the role of the PY38 Annual Action Plan in making allocations and guiding the selection of projects to be funded. The meeting also included a forum for the general public and prospective applicants the opportunity to discuss how prospective applications meet the needs of the City's low/moderate income residents as outlined in the City's ConPlan. In addition to these broader public forums, additional technical assistance is provided to assist organizations with the preparation of proposals for funding. Citizen comments on the PY38 allocation process are welcomed by the Agency at any time.

2. Provide a summary of citizen comments or views on the plan.

[To be added following close of the 30-day public comment period]

3. Provide a summary of efforts made to broaden public participation in the development of the consolidated plan, including outreach to minorities and non-English speaking persons, as well as persons with disabilities.

A concerted effort is made to increase the participation of low and moderate-income persons. Particular efforts are made to encourage participation by residents of predominantly low and moderate income neighborhoods, which currently include the following census tracts: 0432, 0434, 0437, 0438, 0439, 0440, 0441, 0442, and 0445. Beyond posting the required legal notices regarding the PY38 Notice of Funding Availability, CDBG public hearing, and 30-day public comment period on the draft Annual Action Plan, the Redevelopment Agency posted announcements at two Norwalk Public Library branches located within the City's low/moderate income census tracts. Announcements were also posted on the Norwalk Patch's website. Further, the Hour newspaper published articles about the availability of CDBG funds, details regarding the public hearing (prior to the event), and the contents of the draft Annual Action Plan with details regarding the public comment period on the draft plan. Hard copies of the draft Annual Action Plan are made publicly available at several conveniently accessible locations within Norwalk's low and moderate-income census tracts. These locations include the offices of the Norwalk Housing Authority, the offices of Norwalk Economic Opportunity Now, and the

main and South Norwalk branches of the Norwalk Public Library.

In a continuing effort to broaden public participation, especially to minorities, non-English speaking persons and persons with disabilities, the Agency has worked with and will continue to work closely with the Norwalk Housing Authority as well as social service, housing and economic agencies and others serving low income people in the City. These agencies serve as a communication conduit to many of these populations, due to their established relationships with their clients and other agencies which serve minority, disabled and non-English speaking persons.

4. *Provide a written explanation of comments not accepted and the reasons why these comments were not accepted.*

[To be added following public comment period]

Institutional Structure

1. *Describe actions that will take place during the next year to develop institutional structure.*

The Agency has entered into a contract with the City to oversee the administration of Norwalk's annual entitlement of CDBG funds.

The City and Agency are committed to identifying and reducing any duplication of services associated with CDBG-funded activities and take this issue into account when rating proposals (in the case of the Agency) or when making decisions regarding the allocation of funds (in the case of the Common Council).

As administrator of the local CDBG program, the Agency will also serve as a source of technical assistance to local stakeholders that wish to learn more about the CDBG Program and seek to collaborate in providing services to the City's low and moderate income households.

Monitoring

1. *Describe actions that will take place during the next year to monitor its housing and community development projects and ensure long-term compliance with program requirements and comprehensive planning requirements.*

Program Year 3 Action Plan Monitoring response:

There are two aspects to ensuring compliance with program and comprehensive planning requirements. One is the monitoring of sub-recipients; the other is monitoring specific to completed CDBG funded projects for compliance with related Federal requirements and beneficiary eligibility.

The Agency ensures compliance with federal CDBG regulations through a comprehensive monitoring process. The Agency monitors all contractors and sub-recipients/sub-grantees, by clearly delineating the outcome measures of programs and by working collaboratively with each of the providers.

Jurisdiction

The following describes the standards and procedures the Agency uses to monitor housing and community development projects to ensure long-term compliance with program requirements and comprehensive planning requirements.

It should be noted that the Agency has contracted with the Connecticut Housing Investment Fund of Hartford, Connecticut to administer certain action items relating to the Residential Rehabilitation Program.

Overview:

Monitoring consists of initial assistance to review the agreement requirements, policies and procedures; reviewing payment documentation requirements; ongoing monitoring during the contract period, which includes periodic reporting and providing technical assistance; mid-year visits to public service providers and other recipients of funds; long term monitoring of rental agreement compliance; and internal monitoring of staff procedures.

Pre-Award Conference:

The Agency utilizes a process of meeting with organizations applying for funds to maximize a proposal's compatibility with program regulations from inception. Norwalk also conducts a "Pre-Award Conference" with successful applicants so that, prior to signing a sub-recipient agreement, each organization is clear on its responsibilities in complying with the regulatory requirements of the CDBG Program. The Agency reviews both program and record keeping requirements with the person, agency or business receiving Federal funding. A written agreement that outlines the scope of the activities, performance criteria and length of funding period is created. The contract is reviewed with the recipient and signed.

Payment Processing:

Payment requests must be submitted with supporting documentation that may include time sheets, certified payroll records, affordable housing restrictions, income documentation, corresponding bills and/or cash receipts. Reimbursement requests are not processed without the required documentation. For projects funded through the CDBG-seeded Residential Rehabilitation Program, the Agency will conduct on-site inspections at the time of a progress payment to a contractor. These inspections help to ensure the projects from the Residential Rehabilitation Program comply with the local housing code, contract documents and healthy homes initiatives.

Ongoing Monitoring:

The Agency conducts at least one on-site monitoring visit for each sub-recipient during the program year – usually at mid-year. New sub-recipients may be visited a second time in order to assist with questions and check on program progress. A monitoring schedule is prepared and the sub-recipient visits are prioritized, by determining if any organizations are considered high risk, i.e., new to the CDBG program—first year as a sub-recipient; high staff turnover—especially in key positions; previous compliance or performance problems; or carrying out high-risk activities, such as economic development and/or multiple CDBG activities for the first time.

Annual Monitoring:

Housing Rehabilitation

Proper documentation of income must be submitted prior to the execution of any loan documents or expenditure of funds. Following periodic and final inspections where the work

Jurisdiction

has been completed to the satisfaction of the Agency, funds are disbursed. All owners which utilize funds to upgrade rental units, are required to maintain the rental units as affordable for the length of the loan.

In order to ensure compliance with stipulations of the rental agreements entered into by landlords participating in Norwalk's rehabilitation program, the following procedures are followed:

- During the period of the loan, an annual review of rental agreements is undertaken and landlords are contacted by letter requesting a copy of the most current lease(s).
- At the same time landlords are contacted, tenants are mailed a brief questionnaire to verify information obtained. Completed questionnaires are filed.
- In cases where tenants have moved, new tenants are required to verify income.
- Monitoring compliance with rental agreements is the responsibility of the Agency.

Any violations by a landlord of the stipulations put forth in the rental agreements will be addressed as follows:

- Any problems with enforcing rental agreements, may be turned over to the Agency's legal counsel.

First Time Homebuyer Program: Income eligibility documentation must be provided prior to the approval of any down payment assistance. The applicant must be determined eligible prior to the execution of loan documents and the release of funds. First-time homebuyer funds are disbursed only following a unit inspection by housing staff for compliance with Housing Quality Standards.

Public Services:

The Agency attempts to conduct at least one on-site monitoring visit for each provider during the program year. During the actual visit, a review of the sub-recipient's files is done to ensure that it complies with all regulations governing its administrative, financial, procurement and programmatic operations and that it is achieving its performance objectives within schedule and budget. A written record of the on-site visit is completed by the staff member and maintained in the file. At the end of the visit, the monitor concludes the visit by reviewing the tentative conclusions from the monitoring. At this point, there should be a clear understanding between the monitor and provider of the areas of disagreement and agreement regarding the monitoring results.

Following the on-site visit, the staff member prepares a formal written letter which outlines the results of the visit, particularly any issues that may have been found and recommendations and/or requirement to remedy the matter. The issues must be corrected by the date specified in the letter and a follow up visit is scheduled. A copy of this letter is kept on file.

Davis Bacon Compliance

In addition, the Agency oversees federally funded facility projects which require Davis Bacon compliance. The Agency agreements include all necessary information that must be included in a sub-recipient's contract for construction projects including:

- HUD Form 4010 – Federal Labor Standards Provisions
- U.S. Department of Labor Payroll forms
- the appropriate wage determination

Jurisdiction

- reference to the "Notice to All Employees" poster, to be posted at job site
- reference to the "Contractor's Guide to Prevailing Wage Requirements for Federally-Assisted Construction Projects", which is to be provided to the prime contractor

The Agency makes site visits, conducts employee interviews and checks the weekly payroll forms for accuracy and compliance.

Fair Housing Compliance

The City is served by its Fair Housing Advisory Commission and its Fair Housing Officer. Residents and/or property owners with questions, issues or complaints associated with applicable Fair Housing laws and requirements may access the technical services of the Fair Housing Officer. The Fair Housing Officer is charged with ensuring that education about fair housing is conducted and with managing complaints which might be received.

Section 3 Compliance

The purpose of Section 3 of the Housing and Urban Development Act of 1968, is to provide economic and employment opportunities to low- and very-low income individuals to the "greatest extent feasible" and businesses that are majority owned by Section 3 residents or whose permanent, full-time employees are 30% Section 3 residents or are businesses that contract in excess of 25% of subcontracts to such Section 3 businesses. Recipients of HUD funds in excess of \$200,000 and individual contracts or subcontracts in excess of \$100,000 are subject to Section 3.

If the Agency issues a contract in excess of \$100,000 it will require a Section 3 plan from the contractor and will monitor that plan to ensure that businesses used and individuals hired are used to the greatest extent possible as delineated in that plan. The Agency is furthering this effort by requiring all construction contracts using CDBG monies have at minimum 25% of the contract award go to Section 3-based businesses, Small Business Enterprises (SBEs), Minority Based Enterprises (MBEs) and Women-Owned Enterprises (WBEs).

Lead-based Paint

1. *Describe the actions that will take place during the next year to evaluate and reduce the number of housing units containing lead-based paint hazards in order to increase the inventory of lead-safe housing available to extremely low-income, low-income, and moderate-income families, and how the plan for the reduction of lead-based hazards is related to the extent of lead poisoning and hazards.*

The Agency administers a Residential Rehabilitation Program (Rehab Program) which offers below-market rate loans to homeowners for completion of critical renovations to the house. The Rehab Program is funded through an allocation of CDBG funds. Homeowners may use these funds to complete renovations that result in lead-safe environments. Through the activities of the Rehab Program, the Agency intends to make several housing units lead safe each year.

The Agency has purchased an XRF Lead Paint analyzer for use in collaboration with the City of Norwalk's Health Department. This instrument is used to detect lead in paint and helps to reduce the time needed to conduct a lead inspection and risk assessment because the analysis is immediate and does not require the transmittal of samples to a lab for analysis. The Agency retains staff holding licenses in all phases of the lead abatement process, including

Jurisdiction

Inspector/Risk Assessor, Lead Abatement Planner/Designer and Lead Abatement Supervisor. These licenses allow the staff to perform functions for clients for little or no cost.

In addition to the Rehab Program, the Health Department and the Agency are participants in a State-wide consortium, Lead Action for Medicaid Primary Prevention (LAMPP), which funds lead-safe rehabilitation for qualifying households and conducts lead-safe work practice training for contractors in the housing construction and renovation trades as well as property managers, landlords and homeowners.

A new regulation promulgated by the U.S. Environmental Protection Agency took effect on April 22, 2010 and requires contractors working in homes built prior to 1978 be certified in the safe handling of lead containing materials. Additionally, before a contractor begins work on a project that contractor must either test the surfaces to be disturbed for lead or assume the materials contain lead. Lead safe work practices must be employed whenever lead surfaced or materials will be disturbed. This regulation covers all contractors including carpenters, painters, electricians, plumbers, HVAC personnel, property maintenance personnel and any other professional working in a residential structure. This should further ensure that lead is removed from older houses.

Other strategies for addressing the problem during the next program year include:

1. Provide local information booklets and outreach programs to make residents aware of lead based paint hazards and to generate referrals for lead based paint identification and abatement.
2. Make residents aware of programs which are available to low and moderate income homeowners and investors who need financial assistance with lead based paint abatement.
3. Encourage code enforcement which can lead to reduction of lead impacted homes.

HOUSING

Specific Housing Objectives

*Please also refer to the Housing Needs Table in the Needs.xls workbook.

1. Describe the priorities and specific objectives the jurisdiction hopes to achieve during the next year.

The following table outlines the overarching objectives and targeted strategies that are expected to be achieved during the upcoming Program Year. The table also identifies anticipated progress toward achievement of the goals identified in the City's five-year consolidated plan.

Objective	Strategy	Target	Target Units	Units to be Served in PY38	Anticipated Cumulative Progress toward Achievement of ConPlan Target by End of PY38 (#)	Anticipated Cumulative Progress toward Achievement of ConPlan Target by End of PY38 (%)
Support Efforts to Stabilize or Reduce	Housing Rehabilitation Energy Efficient Renovations	150	Housing Units	37	289	192.7%

Jurisdiction

Housing Costs	Preservation					
	First-time Homeownership					
	Placement Services					
	Tenant-based Rental Assistance					
	Rehabilitation Administration					
Support Efforts to Create Income Stability	Business Loans	5	Loans	3	5	100.0%
	Literacy/GED/Customized Job Training	150	Persons	45	260	173.3%
	Summer Youth Employment	250	Youth	100	364	145.6%
	Section 108-financed Activities	1	Activity/Project	0	-	0.0%
	HOPE VI/Choice Neighborhoods Application	1	Application	0	-	0.0%
Support Efforts to Ameliorate the Impacts of this Economic Depression on Families	Health/Mental Health Services	150	Persons	50	250	166.7%
	After-School Programming	500	Youth	80	950	190.0%
	Domestic Violence Prevention	250	Persons	0	100	40.0%
	Drug Prevention Education	250	Youth	0	-	0.0%
	Child Care Services	100	Children	100	100	100.0%
	Basic Services	250	Persons	500	810	324.0%

Level of Priority
High
Medium

- Describe how Federal, State, and local public and private sector resources that are reasonably expected to be available will be used to address identified needs for the period covered by this Action Plan.

Given the limited financial resources available for furthering community development objectives, the City is strongly committed to collaboration and the leveraging of CDBG resources in order to serve a greater number of beneficiaries. In PY38, the City will do this by targeting its investments to low/moderate-income census tracts and to activities supported with other forms of public subsidy or private investment.

The City has chosen to dedicate a substantial portion of its CDBG Resources to the Norwalk Redevelopment Agency's *City Neighborhoods* initiative. This initiative combines CDBG resources with housing and strategic planning funding from the State of Connecticut in order to preserve the City's existing stock of affordable housing while facilitating improvements to the City's urban core neighborhoods which are home to a substantial portion of this affordable housing stock. Additionally, the City is utilizing a \$250,000 Choice Neighborhoods Initiative planning grant to plan for the redevelopment of the Washington Village public housing site and its surrounding neighborhood.

With constrained community development resources, it is essential the City identify methods for leveraging its CDBG funds with other financial resources in order to address the community's priority needs as identified in the ConPlan. In PY38, the City and Agency will pursue several strategies by which to leverage its CDBG resources. As has been mentioned previously, the City targets its CDBG funding to Norwalk's low/moderate-income census tracts so that the benefits of an individual project accrue in geographic areas with the greatest need. The Agency supplements CDBG funding to these areas with a vast array of other efforts at improving these low/mod areas.

Additional efforts and investments that the Agency and City are undertaking and which leverage CDBG investments in Norwalk's low/moderate-income census tracts include the implementation of a Transit-Oriented Development Master Plan for the South Norwalk Rail Station and the implementation of a Norwalk Connectivity Plan designed to create a pedestrian, bicycle, and transit-friendly environment along the two-mile Downtown corridor.

The funding sources for these activities are diverse and represent a combination of both private and public federal, state and local resources.

Needs of Public Housing

1. *Describe the manner in which the plan of the jurisdiction will help address the needs of public housing and activities it will undertake during the next year to encourage public housing residents to become more involved in management and participate in homeownership.*

Although PY38 subawards will not be used specifically to encourage public housing residents to become more involved in management and to participate in homeownership, the City and Agency, through CDBG and other resources, will be used to support the needs of public housing residents through the following activities:

Activity: Installation of Automatic Doors at Norwalk Housing Authority Main Office

Organization: Norwalk Housing Authority

CDBG Sub-Award: \$18,000

Proposed Outcomes: The installation of automatic doors at 24 ½ Monroe will provide improved access to the Housing Authority offices for Norwalk's 1,978 public housing and Section 8

Jurisdiction

residents, a population which includes handicapped individuals, senior citizens, and parents/guardians with small children.

Activity: Installation of Air Conditioning in Senior Court Community Room

Organization: Norwalk Housing Authority

Agency Affordable Housing Resources to be Applied to Activity: \$27,655

Proposed Outcomes: The installation of air conditioning in the community room at Senior Court will improve the health and quality of life for the 60 low- and moderate-income residents of Senior Court.

Activity: Installation of Air Conditioning in Ludlowe Village Community Room

Organization: Norwalk Housing Authority

Agency Affordable Housing Resources to be Applied to Activity: \$18,222

Proposed Outcomes: The installation of an air conditioning unit in the community center at Ludlowe Village will improve the health and quality of life for the 30 low- and moderate-income residents of Ludlowe Village.

Further, the Norwalk Housing Authority continually supports homeownership through its Section 8 Homeownership program which provides eligible Norwalk Section 8 Housing Choice Voucher and Public Housing residents with the opportunity to purchase a home with Section 8 assistance. The Norwalk Housing Authority also helps public housing residents and Section 8 voucher recipients to achieve financial stability through its Family Self-Sufficiency Program which provides education and job training through case management and group workshops that help participants to assess their strengths, identify barriers, and set and achieve goals. One of the greatest benefits of the FSS program is help with saving toward a goal. While participating in the program, participants save a portion of their rent in an escrow savings account. If they have accomplished their goal within the period of their FSS agreement, they graduate and receive the money in their escrow savings account which will have earned interest. The FSS partners with local agencies and service providers to help participants with job training, job referrals, resume development, financial literacy, money management & budgeting, credit counseling and repair, homeownership programs, mortgage assistance, English as a second language, GED classes and other education programs, higher education, and parenting skills.

2. *If the public housing agency is designated as "troubled" by HUD or otherwise is performing poorly, the jurisdiction shall describe the manner in which it will provide financial or other assistance in improving its operations to remove such designation during the next year.*

The NHA has not been designated as troubled by HUD.

Barriers to Affordable Housing

1. *Describe the actions that will take place during the next year to remove barriers to affordable housing.*

As a result of its location within southwestern Connecticut, Norwalk finds itself in a region characterized by (1) a number of the State's wealthiest communities, (2) its proximity to the financial center of Manhattan and (3) a high cost environment. In December 2010, the Norwalk Common Council adopted a *Housing Strategy* which, based on analysis of Census data,

estimated over 13,000 Norwalk housing units – equating to approximately 40% of all housing units in Norwalk – are home to households that are housing cost burdened. Cost burdened households expend in excess of 30% of their income on housing costs. Fifty-five percent of rental households and 48% of homeowners with a mortgage are housing cost burdened. Those homeowners with annual incomes ranging between \$50,000 and \$100,000 represent the highest proportion of cost burdened property owners. Those renter households with annual incomes less than \$35,000 represent the highest proportion of cost burdened renters.

This high cost environment has direct bearing on the local economy. Evidence of this relationship is found in the commuting patterns in and out of Norwalk each day. While a substantial number of Norwalk residents commute to Manhattan each day, Norwalk businesses draw an equal number of employees from farther north and east in Fairfield County where housing costs are lower. Therefore, it is imperative Norwalk preserve a supply of affordable housing that will ensure local businesses may access a skilled workforce and the City may maintain its economically diverse population.

A review of the local housing market illustrates the challenges of preserving Norwalk's affordable housing supply. Each year the Agency, on behalf of the City of Norwalk, quantifies the City's inventory of deed-restricted affordable housing units in accordance with the requirements of the State's Affordable Housing Appeals List regulation (CGS 8-30g).

While the City has been able to maintain an affordable housing stock of over 10% throughout the past decade, it must continue its efforts to preserve the City's supply of affordable housing as the number of low and extremely low income households is not expected to decline over the next five years. Also, minority groups that report the greatest rate of housing problems and housing cost burdens are expected to rise during this same time period.

In PY38, the City will seek to address barriers to affordable housing through a combination of financial tools designed to spur homeownership and preserve Norwalk's stock of affordable housing while continuing services to ensure residents have fair and equitable access to housing opportunities.

Efforts to address barriers to affordable housing will include the following CDBG-funded activities:

Activity: Group Home Updates

Organization: STAR

CDBG Sub-Award: \$20,600

Proposed Outcomes: The removal and replacement of an old boiler at STAR's Ryan House and the purchase and installation of a generator at STAR's Shivers House will benefit the eleven low and moderate income persons with disabilities that reside in these two homes.

Activity: Installation of Air Conditioning at Keystone's Supervised Housing Program Residence

Organization: Keystone

CDBG Sub-Award: \$17,000

Proposed Outcomes: The installation of central air conditioning at Keystone's Supervised Housing Program residence at 12 Genoa Street will provide a more suitable living environment for the home's 6 residents.

Additional efforts to address barriers to affordable housing will include the following non CDBG-funded programs and policies:

Activity: Woodward Cliffs

Organization: Mutual Housing

Agency Affordable Housing Resources to be Applied to Activity: \$40,000

Proposed Outcomes: Energy-efficient rehabilitation of Woodward Cliffs, a 6-family affordable rental project located on Woodward Avenue, will benefit the apartment's 12 current residents and will help retain 6 units as affordable to low- and moderate-income persons.

Norwalk Homeownership Assistance Program

The North Walke Housing Corporation, on behalf of the City of Norwalk, utilizes DECD HOME funds to support the Norwalk Homeownership Assistance Program. This Program provides income-eligible applicants with down payment and closing cost assistance in order to purchase their first home.

City of Norwalk Workforce Housing Regulation

The City's Workforce Housing Regulation will continue to require the construction of affordable housing within the City's multi-family residential zones.

Affirmatively Furthering Fair Housing

In December 2010 the City of Norwalk updated its Analysis of Impediments to Fair Housing Choice. This document identified four known or potential impediments including:

Impediment One – Discrimination in the Housing Market

Impediment Two – Housing Affordability

Impediment Three – Zoning, Planning and Land Use Issues

Impediment Four – Lending Practices

Over the course of PY38, the City and Agency will collaborate with local community organizations to implement those actions identified in the AI that are designed to address these impediments. Further, the City and Agency will pursue funding resources from programs such as HUD's Fair Housing Implementation Program to support these actions.

HOME/ American Dream Down payment Initiative (ADDI)

1. Describe other forms of investment not described in § 92.205(b).
2. If the participating jurisdiction (PJ) will use HOME or ADDI funds for homebuyers, it must state the guidelines for resale or recapture, as required in § 92.254 of the HOME rule.
3. If the PJ will use HOME funds to refinance existing debt secured by multifamily housing that is that is being rehabilitated with HOME funds, it must state its refinancing guidelines required under § 92.206(b). The guidelines shall describe the conditions under which the PJ will refinance existing debt. At a minimum these guidelines must:
 - a. Demonstrate that rehabilitation is the primary eligible activity and ensure that this requirement is met by establishing a minimum level of rehabilitation per unit or a required ratio between rehabilitation and refinancing.

Jurisdiction

- b. Require a review of management practices to demonstrate that disinvestments in the property has not occurred; that the long-term needs of the project can be met; and that the feasibility of serving the targeted population over an extended affordability period can be demonstrated.
 - c. State whether the new investment is being made to maintain current affordable units, create additional affordable units, or both.
 - d. Specify the required period of affordability, whether it is the minimum 15 years or longer.
 - e. Specify whether the investment of HOME funds may be jurisdiction-wide or limited to a specific geographic area, such as a neighborhood identified in a neighborhood revitalization strategy under 24 CFR 91.215(e)(2) or a Federally designated Empowerment Zone or Enterprise Community.
 - f. State that HOME funds cannot be used to refinance multifamily loans made or insured by any federal program, including CDBG.
4. If the PJ is going to receive American Dream Down payment Initiative (ADDI) funds, please complete the following narratives:
 - a. Describe the planned use of the ADDI funds.
 - b. Describe the PJ's plan for conducting targeted outreach to residents and tenants of public housing and manufactured housing and to other families assisted by public housing agencies, for the purposes of ensuring that the ADDI funds are used to provide down payment assistance for such residents, tenants, and families.
 - c. Describe the actions to be taken to ensure the suitability of families receiving ADDI funds to undertake and maintain homeownership, such as provision of housing counseling to homebuyers.

Program Year 3 Action Plan HOME/ADDI response:

Although North Walke Housing Corporation has received HOME funding through the State of Connecticut Department of Economic and Community Development for the purpose of implementing the aforementioned Norwalk Homeownership Assistance Program, the City of Norwalk is not a HOME Entitlement Community or ADDI recipient.

HOMELESS

Specific Homeless Prevention Elements

*Please also refer to the Homeless Needs Table in the Needs.xls workbook.

1. Sources of Funds—Identify the private and public resources that the jurisdiction expects to receive during the next year to address homeless needs and to prevent homelessness. These include the McKinney-Vento Homeless Assistance Act programs, other special federal, state and local and private funds targeted to homeless individuals and families with children, especially the chronically homeless, the HUD formula programs, and any publicly-owned land or property. Please describe, briefly, the jurisdiction's plan for the investment and use of funds directed toward homelessness.

The following table identifies Continuum of Care awards to organizations serving Norwalk:

Jurisdiction

Agency	Project Name	Amount	Type	Number/ Type of Units	Targeted Clients
IHA d.b.a. Homes With Hope	86 Saugatuck Avenue	\$ 51,288.00	New	Single Family, 3 bedrooms	Permanent Supportive Housing for clients w/ mental illness
Open Door Shelter	129 South Main Street	\$ 47,830.00	Renewal	2 efficiency, one five bedroom	7 Chronic homeless having disability
United Way of Coastal Fairfield County	HMIS	\$ 113,966.00	Renewal	N/A	All individuals served by the Norwalk Continuum of Care
Family & Children's Agency (FCA)	Homeless Support Services	\$ 146,176.00	Renewal	60 individuals served	Homeless adults
Hall-Brooke Behavioral Health Services	Homestead Residential Services	\$ 309,029.00	Renewal	8 multi-family scattered site units – 23 total beds	Homeless/ Chronic Homeless – Disabled by Mental Illness
Mid-Fairfield AIDS Project (MFAP)	Independent Living Program 1	\$ 123,200.00	Renewal	11 x 1 Bed. 3 x 2 Bed.	20 with HIV/AIDS
MFAP	Independent Living Program 2	\$ 24,700.00	Renewal	2 x 1 Bed, 1/x 2 BR	4 with HIV/AIDS
MFAP	Independent Living Program 3	\$ 24,700.00	Renewal	3 x 1 BR	3 with HIV/AIDS
Norwalk Housing Authority	Greater Norwalk PILOTS Initiative	\$ 172,800.00	Renewal	10 scattered one bedroom	5 homeless w/ disability, 5 chronic homeless w/disability
State of CT Dept. of Mental Health and Substance Abuse Services	Norwalk Shelter Plus Care	\$ 438,552.00	Renewal	25 scattered apts; 7 efficiency, 13 x 1 bed 4 x 2 bed 1 x 3 bed	Homeless/chronically homeless with disabilities

2. Homelessness—In a narrative, describe how the action plan will address the specific objectives of the Strategic Plan and, ultimately, the priority needs identified. Please also identify potential obstacles to completing these action steps.

The ultimate goal in providing shelter for homeless households is to maximize those who are able to secure and maintain themselves in permanent housing. The CoC's work assists the homeless to access the services and financing needed to access more permanent housing

Jurisdiction

options. For example, the Family & Children's Agency has a daytime drop in center, which firstly serves as a safe place for homeless to come but also acts as a gateway to services.

3. Chronic homelessness—The jurisdiction must describe the specific planned action steps it will take over the next year aimed at eliminating chronic homelessness. Again, please identify barriers to achieving this.

-and-

4. Homelessness Prevention—The jurisdiction must describe its planned action steps over the next year to address the individual and families with children at imminent risk of becoming homeless.

In Program Year 36, the City, in partnership with a diverse array of private sector actors, social service entities and residents, facilitated the creation of the *Greater Norwalk Ten-Year Plan to Prevent and End Homelessness (Ten-Year Plan)*. This *Ten-Year Plan* identifies a three-part strategy to provide the region's homeless population with increased access to housing options, supportive services, and advocacy. Over the course of PY38, the City will continue to improve organizational infrastructure and to seek financial resources needed to implement the actions identified within the *Ten-Year Plan*.

5. Discharge Coordination Policy—Explain planned activities to implement a cohesive, community-wide Discharge Coordination Policy, and how, in the coming year, the community will move toward such a policy.

The Continuum of Care which serves the homeless in the area, has adopted formal discharge protocols for facilities discharging people from foster care, health care, mental health care and correctional facilities. These policies can be examined in the CoC program documents.

Emergency Shelter Grants (ESG)

(States only) Describe the process for awarding grants to State recipients, and a description of how the allocation will be made available to units of local government.

Program Year 3 Action Plan ESG response:

The City of Norwalk is not a recipient of Emergency Shelter Grants.

COMMUNITY DEVELOPMENT

Community Development

*Please also refer to the Community Development Table in the Needs.xls workbook.

1. Identify the jurisdiction's priority non-housing community development needs eligible for assistance by CDBG eligibility category specified in the Community Development Needs Table (formerly Table 2B), public facilities, public improvements, public services and economic development.

Jurisdiction

The following non-housing community development needs have been identified:

1. Some neighborhoods in the City have outdated and aging infrastructure in need of repairs (public facilities)
 2. Programs are needed to improve small businesses and neighborhood centers through storefront improvements and commercial area improvements (economic development)
 3. Job creation is highest for start-up businesses and so supporting such start-ups can pay job dividends (economic development)
 4. Microenterprise support and small business loan pools are also an effective use of CDBG funds (economic development)
 5. The Agency continues to support expanded recreational opportunities and necessary public facilities which meet the diverse needs of the population, especially children, youth, elders and households with low and moderate incomes (public facilities)
 6. The Agency places a high priority on continued support to public service agencies and organizations which provide essential services (public services)
2. Identify specific long-term and short-term community development objectives (including economic development activities that create jobs), developed in accordance with the statutory goals described in section 24 CFR 91.1 and the primary objective of the CDBG program to provide decent housing and a suitable living environment and expand economic opportunities, principally for low- and moderate-income persons.

*Note: Each specific objective developed to address a priority need, must be identified by number and contain proposed accomplishments, the time period (i.e., one, two, three, or more years), and annual program year numeric goals the jurisdiction hopes to achieve in quantitative terms, or in other measurable terms as identified and defined by the jurisdiction.

Table 12: Community Development Budget Allocations 2011-2012

	Organization	Activity	Eligible Activity	PY38 CDBG Sub-Award
Public Services	Domestic Violence Crisis Center	Medical Advocacy Project	Battered and Abused Spouses (05G) 570.201(e)	\$25,000
	ElderHouse	ElderHouse Adult Day Center: Memory Care Program	Mental Health Services (05O) 570.201(e)	\$25,000
	City of Norwalk	Summer Youth Employment Program	Employment Training (05H) 570.201(e)	\$20,000
	City of Norwalk	Neighborhood Improvement Coordinator	Neighborhood Cleanups (05V) 570.201(e)	\$21,223
	Maritime Aquarium	Junior Marine Biology Academy	Youth Services (05D) 570.201(e)	\$4,164
	Mid-Fairfield Child Guidance Center	Choices for Success After School Program for Underserved Students and their Parents	Youth Services (05D) 570.201(e)	\$19,596

	Senior Services Coordinating Council and Norwalk Senior Center	Critical Assistance and Outreach to Low Income Seniors	Senior Services (05A) 570.201(e)	\$12,500
Public Facilities	YMCA	YMCA of Norwalk Auxiliary Pool ADA Upgrade	Neighborhood Facilities (03E) 570.201(c)	\$1,770
	NEON	Ben Franklin NCDP Bathroom Renovation	Childcare Centers (03M) 570.201c	\$21,000
	YMCA	Retrofit and Upgrade of YMCA Electrical Lighting	Neighborhood Facilities (03E) 570.201(c)	\$12,074
	Carver	Facilities Project	Neighborhood Facilities (03E) 570.201(c)	\$40,000
	Norwalk Housing Authority	Installation of Automatic Doors at NHA Main Office	Public Facilities & Improvements (03) 570.201(c)	\$18,000
Housing Rehabilitation	STAR	Group Home Updates	Rehab; Multi-Unit Residential (14B) 570.202	\$20,600
	Keystone	Installation of Central Air Conditioning at Keystone's Supervised Housing Program Residence	Rehab; Multi-Unit Residential (14B) 570.202	\$17,000
Urban Mini-Entitlement Initiative (Multiple Categories of Eligible Activities)	Norwalk Redevelopment Agency	City Neighborhoods	Public Facilities & Improvements (03) 570.201c; 14H Rehabilitation Administration 570.202; Economic Development Assistance to for-Profits (18A) 570.203(b); Cleanup of Contaminated Sites (04A) 570.201(d); Planning (20) 570.205	\$401,458
Economic Development	Womens Business Development Council	Microenterprise Assistance Program	Micro-Enterprise Assistance (18C) 570.203(b)	\$40,000
Planning and Administration	Norwalk Redevelopment Agency	CDBG Program Administration	General Program Administration (21A) 570.206	\$231,436

Jurisdiction

The City will invest its community development resources to support a variety of activities designed to reinforce urban neighborhoods, offer productive activities to at-risk youth, provide critical support to low-income senior citizens and advocate for victims of domestic violence.

Activity: City Neighborhoods

Organization: Norwalk Redevelopment Agency

Funding Request: \$401,458

CDBG Sub-Award: The Agency's City Neighborhoods activities will include housing rehabilitation, improvements to public facilities, economic development assistance to small businesses, brownfield remediation, and planning initiatives related to Transit Oriented Development, Choice Neighborhoods and Connectivity. These activities will result in the rehabilitation of 20 housing units; improvements to 3 public facilities; 3 loans to microenterprises; technical assistance to 10 microenterprises; cleanup of 2 contaminated Sites; and 3 planning initiatives. Together, these activities will help make Norwalk's urban core a more viable, connected and economically contributing urban neighborhood.

Activity: Auxiliary Pool ADA Upgrade

Organization: YMCA of Norwalk

CDBG Sub-Award: \$1,770

Proposed Outcomes: The installation of gradual entry steps will facilitate pool entry for elderly, pregnant women and others and will allow the YMCA to better collaborate with the Norwalk Hospital in their rehabilitation regimen. The proposed facility improvement will benefit the 4,000 members of Norwalk's YMCA.

Activity: Ben Franklin NCDP Bathroom Renovation

Organization: NEON

CDBG Sub-Award: \$21,000

Proposed Outcomes: Renovations to the NEON Child Development Program's bathroom facilities will provide a healthier, safer and more efficient bathroom environment for the children enrolled in the program. The proposed project will have 160 total beneficiaries.

Activity: Retrofit and Upgrade of YMCA Electrical Lighting

Organization: YMCA

CDBG Sub-Award: \$12,074

Proposed Outcomes: A retrofit and upgrade to the electrical lighting fixtures at the YMCA will greatly reduce the organization's electricity costs, resulting in a 1.7 year payback from energy savings as well as benefit to the 4,000 individuals who are YMCA members.

Activity: Facilities Project

Organization: Carver

CDBG Sub-Award: \$40,000

Proposed Outcomes: Upgrades to the Carver Center's fire alarm and security system will benefit at least 300 individuals served by Carver's broad array of programming targeted to low- and moderate-income families in Norwalk.

Activity: Medical Advocacy Project

Organization: Domestic Violence Crisis Center

CDBG Sub-Award: \$25,000

Proposed Outcomes: The Medical Advocacy Project will provide health and wellness evaluations as well as connections to additional health/mental health services for domestic violence victims and residents of DVCC's Norwalk SafeHouse. It will also provide outreach and advocacy within the Norwalk Health Clinic and the Norwalk Hospital, including crisis response, education and resources for providers, and awareness efforts throughout the healthcare community. In total, this activity will have 150 beneficiaries.

Activity: Memory Care Program

Organization: ElderHouse

CDBG Sub-Award: \$25,000

Proposed Outcomes: The Memory Care Program will provide 80 low- and moderate-income seniors in need of dementia care with therapies in art, music and exercise designed to combat major symptoms of dementia by promoting social interaction, reminiscing and recall skills as well as physical and mental stimulation. The Memory Care Program will also provide 70 caregivers in need of respite, educational programs, counseling and referrals to help care for their loved ones with dementia.

Activity: Neighborhood Improvement Coordinator

Organization: City of Norwalk

CDBG Sub-Award: \$21,223

Proposed Outcomes: The City's Neighborhood Improvement Coordinator will engage residents of low-to-moderate income neighborhoods in South Norwalk in the development of neighborhood support groups designed to improve the quality of life in the community. By addressing issues such as litter, trash removal, graffiti, and public space development, the Neighborhood Improvement Coordinator will provide benefit to the 30,856 residents of Norwalk's low- and moderate-income census tracts.

Activity: Junior Marine Biology Academy

Organization: Maritime Aquarium

CDBG Sub-Award: \$4,164

Proposed Outcomes: The Junior Marine Biology Academy will engage 40 Jefferson Elementary School students from backgrounds traditionally underrepresented in STEM disciplines in a series of project-based, marine science activities implemented during out-of-school-time and intended to supplement the formal science curriculum.

Activity: Choices for Success After-School Program for Underserved Students and their Parents

Organization: Mid-Fairfield Child Guidance Center

CDBG Sub-Award: \$19,596

Proposed Outcomes: The Choices for Success program will expose 40 underserved middle and high school youth to Science, Technology, Engineering, and Math (STEM) activities to acquaint them with career opportunities in STEM occupations. It will also focus on literacy and academics designed to help close the achievement gap between the program's participants and their more affluent counterparts.

Antipoverty Strategy

1. Describe the actions that will take place during the next year to reduce the number of poverty level families.

Program Year 3 Action Plan Antipoverty Strategy response:

The Anti-Poverty strategy is presented in the 5 Year Consolidated Plan. The major conclusions were the following:

CDBG programs which can be used and which directly influence household income levels include: job training, job counseling and placement, education and business development. In the near future and possibly for the next 5 years, the focus will be on job development and economic stabilization.

CDBG programs can be used and can indirectly influence the impact of household living by those at or below the poverty level, by reducing other costs include, affordable housing, energy efficiency, public transportation and health care assistance.

In the near future and possibly for the next 5 years the Agency will be funding the following indirect activities:

- Housing rehabilitation including energy efficiency improvements
- Transportation assistance
- Health services – both physical and mental
- Revitalization and economic development activities

For this coming year, the Agency will be undertaking the following programs which it believes will impact those families living in poverty:

The City's ConPlan offers its support of those projects and programs that bring income stability to Norwalk's low and moderate income households including those projects and programs that generate or retain jobs or provide workplace preparedness programming.

In PY38, CDBG resources will be used to fund the following such initiatives:

Activity: Microenterprise Assistance Program

Organization: Women's Business Development Council

CDBG Sub-Award: \$40,000

Proposed Outcomes: WBDC's entrepreneurial training, financial coaching and professional development programs will benefit 45 Norwalk residents and businesses located in the City's low- and moderate-income areas.

Activity: Summer Youth Employment Program

Organization: City of Norwalk

CDBG Sub-Award: \$20,000

Proposed Outcomes: The Summer Youth Employment Program will prepare 100 low- and moderate-income youth ages 14-18 for jobs by providing pre-employment workshops and by matching these youth with employment in their field of interest. The program allows participants to explore a profession, learn a skill and how to navigate in a business environment, contribute to the community and earn money.

Activity: Critical Assistance and Outreach to Low Income Seniors

Organization: Senior Services Coordinating Council and Norwalk Senior Center

CDBG Sub-Award: \$12,500

Proposed Outcomes: A comprehensive city-wide search for under-served, low-income seniors unable to provide themselves with adequate fuel, food, medicines, other essentials and protection from abuse and neglect will result in outreach to at least 2,000 low-income seniors and direct personal services to at least 300 needy and previously unserved seniors.

NON-HOMELESS SPECIAL NEEDS HOUSING

Non-homeless Special Needs (91.220 (c) and (e))

*Please also refer to the Non-homeless Special Needs Table in the Needs.xls workbook.

1. Describe the priorities and specific objectives the jurisdiction hopes to achieve for the period covered by the Action Plan.
2. Describe how Federal, State, and local public and private sector resources that are reasonably expected to be available will be used to address identified needs for the period covered by this Action Plan.

Program Year 3 Action Plan Specific Objectives response:

As was noted in the Barriers to Affordable Housing section of this Plan, in PY38, the City will allocate CDBG resources to the following activities addressing non-homeless special needs:

Activity: Group Home Updates

Organization: STAR

CDBG Sub-Award: \$20,600

Proposed Outcomes: The removal and replacement of an old boiler at STAR's Ryan House and the purchase and installation of a generator at STAR's Shivers House will benefit the eleven low and moderate income persons with disabilities that reside in these two homes.

Activity: Installation of Air Conditioning at Keystone's Supervised Housing Program Residence

Organization: Keystone

CDBG Sub-Award: \$17,000

Proposed Outcomes: The installation of central air conditioning at Keystone's Supervised Housing Program residence at 12 Genoa Street will provide a more suitable living environment for the home's 6 residents.

Housing Opportunities for People with AIDS

*Please also refer to the HOPWA Table in the Needs.xls workbook.

1. Provide a Brief description of the organization, the area of service, the name of the program contacts, and a broad overview of the range/ type of housing activities to be done during the next year.
2. Report on the actions taken during the year that addressed the special needs of persons who are not homeless but require supportive housing, and assistance for persons who are homeless.
3. Evaluate the progress in meeting its specific objective of providing affordable

housing, including a comparison of actual outputs and outcomes to proposed goals and progress made on the other planned actions indicated in the strategic and action plans. The evaluation can address any related program adjustments or future plans.

4. Report on annual HOPWA output goals for the number of households assisted during the year in: (1) short-term rent, mortgage and utility payments to avoid homelessness; (2) rental assistance programs; and (3) in housing facilities, such as community residences and SRO dwellings, where funds are used to develop and/or operate these facilities. Include any assessment of client outcomes for achieving housing stability, reduced risks of homelessness and improved access to care.
5. Report on the use of committed leveraging from other public and private resources that helped to address needs identified in the plan.
6. Provide an analysis of the extent to which HOPWA funds were distributed among different categories of housing needs consistent with the geographic distribution plans identified in its approved Consolidated Plan.
7. Describe any barriers (including non-regulatory) encountered, actions in response to barriers, and recommendations for program improvement.
8. Please describe the expected trends facing the community in meeting the needs of persons living with HIV/AIDS and provide additional information regarding the administration of services to people with HIV/AIDS.
9. Please note any evaluations, studies or other assessments that will be conducted on the local HOPWA program during the next year.

Program Year 3 Action Plan HOPWA response:

Although local community action organizations such as the Mid Fairfield AIDS Project do apply for and receive HOPWA funds, the City itself is not a recipient of Federal HOPWA funds.

Specific HOPWA Objectives

Describe how Federal, State, and local public and private sector resources that are reasonably expected to be available will be used to address identified needs for the period covered by the Action Plan.

Program Year 3 Specific HOPWA Objectives response:

The City of Norwalk is not a recipient of Federal HOPWA funds.

Other Narrative

Include any Action Plan information that was not covered by a narrative in any other section.

Section 108

The City has secured approvals for loan guarantee authority under HUD's Section 108 funding for the use in financing redevelopment activities within Norwalk's urban core neighborhoods. The City may now use up to five times its entitlement grant in order to capitalize a loan fund and make project-specific investments that will support a variety of redevelopment activities within the City's designated urban renewal and redevelopment plan areas. Over the course of the next Program Year, the City will seek to implement Section 108 funded activities.

DRAFT

ATTACHMENT A: CITIZEN PARTICIPATION PLAN

ATTACHMENT C: CITIZEN PARTICIPATION PLAN

Introduction

The City of Norwalk (City) considers the involvement and input of the City's low/moderate income residents, including those residents of public housing, to be essential to the creation and implementation of its *2010-2014 Consolidated Plan for Housing and Community Development (Plan)*. In order to ensure the involvement from those who will derive the greatest benefit from the *Plan*, the City has created a formal *Citizen Participation Plan*. Drafted in accordance with 24 CFR 91.105, this *Citizen Participation Plan* outlines the strategy and formal processes for securing comment regarding the goals, objectives and content of the *Plan*. This strategy will detail:

- The process for submitting public comment;
- The steps used to publicly notice the draft document;
- The duration of public comment periods;
- The locations for accessing copies of the draft *Plan*;
- The dates and times of public hearings and
- The criteria for amending the *Plan*.

CITIZEN PARTICIPATION PLAN

The City has moved proactively to encourage participation of all its citizens including minorities and non-English speaking persons, as well as persons with disabilities. Information and records related to the *Plan* and use of assistance received under the United States Department of Housing and Community Development's (HUD) Community Development Block Grant Program (CDBG) are available at the Agency offices. The City will make the Citizen Participation Plan accessible to persons with disabilities, upon request (e.g., providing oral, Braille, electronic, or large print copies for the visually impaired; and delivering copies to the homebound). The City will make online versions of each document compatible with web readers for the visually impaired.

Requirements of the Consolidated Plan for Housing and Community Development (Plan) and Annual Action Plans (AAPs) Prior to the City's approval of the *Plan* and subsequent AAPs, the City and Agency will make available to residents – particularly those living in low-and moderate-income neighborhoods, slum and blighted areas and in areas where CDBG funds are proposed to be used – and by residents of predominantly low- and moderate- income neighborhoods, governmental agencies, social service organizations and other interested stakeholders information that includes (1) the amount of financial assistance the City expects to receive from the CDBG Program, (2) the range of activities that may be undertaken (3) the estimated amount that will benefit persons of low/moderate income, (4) the local government's plans to minimize displacement of persons and to assist any persons displaced, specifying the types and levels of assistance the local government will make available (or require others to make available) to persons displaced, even if the local government expects no displacement to occur; (5) and when and how the local government will make this information available.

The City will make this information available as part of the annual Notice of Funding Availability (NOFA) process associated with the dissemination of program funds to subgrantees.

Note, for the purposes of this Citizen Participation Plan the definition of residents of predominately low-and moderate-income neighborhoods' are those residents of low and moderate income census tracts as identified within the current *Plan*.

The NOFA will contain the value, if known at the time, of the City's annual allocation of HUD funding and budget for these funds.

Minimization of Displacement

Projects and activities funded using CDBG Program monies will be planned in order to minimize the displacement of low/moderate income residents. In the event displacement occurs, the City will notify affected persons and provide assistance consistent with the provisions of the Federal Uniform Relocation Act and all other applicable governmental regulations.

Publication of the Plan

The City will publish and make public all versions of the *Plan* and subsequent *AAPs*. The publication of these documents will afford the opportunity to provide comment regarding content.

The City will place copies of the draft and final versions of these documents at the following locations:

- The Norwalk Public Library,
- The South Norwalk Branch Library,
- The Norwalk Redevelopment Agency,
- The administrative offices of the Norwalk Housing Authority and
- Norwalk Economic Opportunity Now, Inc. (NEON)

In addition the City will make these documents available to other area funders, and on the City's website: www.norwalkct.org. The City will also make free copies of the *Plan* and subsequent *AAPs* available to those groups or individuals that request the document.

A summary of the proposed *Plan* and subsequent *AAPs* including a listing of sites where the document is available will be published in a periodical of general circulation (presently, the *Norwalk Hour*). This summary will contain a description of the contents and purpose of the *Plan*. The City will place a final copy of the document, as adopted or amended by the Common Council and in the format to be submitted to HUD, at the previously mentioned sites.

Public Hearings

The City will conduct at least one public hearing during the drafting and development of the *Plan* and subsequent *AAPs*. At a minimum, published Notices of Public Hearing will appear in the legal notices sections of the *Norwalk Hour* twice prior to each hearing. The City will publish the first such notice no earlier than fourteen (14) days prior to any public hearing.

The City will also schedule a thirty (30) day period in order to accept comments regarding the near complete version of the draft document. The City will consider any comments or views of citizens received in writing, in preparing the final *Plan* and subsequent *AAPs*. The City will produce a summary of the comments and a summary of any comments not accepted and the reasons for their exclusion and attach this summary to the final *Plan* and subsequent *AAPs*.

Access to Records

The City will provide residents, social service organizations and stakeholders with reasonable and timely access to information and records relating to the City's use of assistance under the programs covered by this part during the preceding five (5) years.

Technical Assistance

The City will provide for technical assistance to groups representative of persons of low/moderate income that request such assistance in developing proposals for funding assistance under any of the programs covered by the *Plan* and subsequent AAPs, with the level and type of assistance determined by the City.

Complaints

The City will provide timely, substantive written response to every written citizen complaint, within fifteen (15) working days.

Development of Annual Plans and Release of Notices of Funding Availability (NOFAs)

At least annually, the City will announce the availability of funding under the Community Development Block Grant program, following the procedures outlined in this section for notices, public hearings, and information sharing. The NOFAs will include an application form for receiving a sub-grant of CDBG funds.

Applicants are asked to submit proposals addressing needs and themes, discussed in this Plan.

Substantial Amendments

According to 24 CFR 91.105(c) the Citizen Participation Plan must identify a process for obtaining public comment when a substantial amendment is proposed for the *Plan*.

Substantial amendments including the reprogramming of funds left unexpended from previous activities and are defined in 24 CFR Section 91.505 as:

- Any changes in the uses of CDBG funds from one eligible activity to another,
- Any change in the allocation priorities or the method of distribution of funds, Funding an activity using funds from any program covered by the Consolidated Plan, not previously described in the action plan
- Any modification not previously identified in the *Plan* that results in a 25% increase or decrease in level of funding to program,
- A change in the purpose, location or beneficiaries of a previously approved Activity.

In order to comply with requirements for public comment, any substantial amendment to the *Plan* will require a public hearing and a public comment period of at least 30 days. The City will publish the notice of the public hearing and public comment period in the legal notices sections of the Norwalk Hour twice prior to the hearing. The City will publish the first such notice no earlier than fourteen (14) days prior to any public hearing. The proposed amendment must receive approval from the Norwalk Common Council.

The City will consider any comments or views of citizens received in writing, or orally during at the public hearing, in preparing the substantial amendment to the *Plan*. The City will produce a summary of those comments or views, and a summary of any comments or views not accepted and the reasons for their exclusion and attach said summary to the substantial amendment.

Performance Reports – Consolidated Annual Performance Evaluation Report (CAPER)

The City will provide citizens with the opportunity to comment on the annual CAPER that measures the annual expenditure of CDBG funds and the progress of activities and projects funded with CDBG monies. The City will provide a period of fifteen days during which residents, social service organizations and stakeholders may comment on the performance report that the City will submit to HUD. The City will publish a notice for

the public comment period in the legal notices sections of the Norwalk Hour twice prior to the start of the comment period. The City and Agency will publish the first such notice no earlier than fourteen (14) days prior to the start of the comment period.

Public Hearings Related to Annual Administration of Program

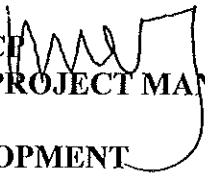
The City will provide for two public hearings each year to entertain comments and questions from residents, social service organizations and stakeholders.

The City will hold all hearings in Norwalk City Hall, a public building fully accessible to individuals with physical disabilities. Notices for each public hearing will appear in the legal notices sections of a periodical of general circulation, the Norwalk Hour twice prior to each hearing. The City and Agency will publish the first such notice no earlier than fourteen (14) days prior to any public hearing.

For those hearings where a significant number of non-English speaking residents can be reasonably be expected to participate, the City will provide translation services.

**PLANNING COMMITTEE OF
THE NORWALK COMMON COUNCIL**

TO: MEMBERS OF THE NORWALK COMMON COUNCIL

FROM: MUNRO W. JOHNSON, AICP 
SENIOR DEVELOPMENT PROJECT MANAGER

RE: WALL STREET REDEVELOPMENT
GLOBE THEATER UPDATE

DATE: MARCH 28, 2012

This memo is to report that "Globe Theater, Inc.," the development entity that appeared before this committee at its regular January meeting, has, as of last Friday, submitted a response to this committee's request of September, 2011. The response includes (among other things) an appraisal, market study, and architectural plans.

As directed by the committee, staff is conducting a review of the submittal to prepare the requested staff recommendation as to programmatic eligibility in accordance with the HUD Section 108 Program. Due to the developer response being submitted just a few businesses days prior to the committee package being sent out to the committee it is staff's intent to make the referenced programmatic recommendation available on or before April 5, 2012.

ACTIONS:

The Planning Committee has reviewed and considered the request made by Globe Theater Inc. to have the City of Norwalk submit an application to HUD for a Section 108 Loan in the amount of \$2,000,000 to support of the redevelopment of the Globe Theater and based on the information provided by the developer and the programmatic eligibility recommendation of staff the Committee (advances / does not advance) to the Common Council the developer's request for authorization to submit to HUD a Section 108 Loan Application for the redevelopment of the Globe Theater.