

TOWN OF YARMOUTH
COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)
CONSOLIDATED ANNUAL PERFORMANCE AND EVALUATION REPORT (CAPER)
FOR THE FEDERAL FISCAL YEAR 2022
DRAFT for Public Review and Comment.

The public is encouraged to read and comments on the draft PY2022 CAPER. Comments may be submitted in writing to the Department of Community Development, Town of Yarmouth, 1146 Route 28, South Yarmouth, MA 02664 or to mwaygan@yarmouth.ma.us. Comments will be accepted through September 27, 2023.

CR-05 - Goals and Outcomes

Progress the jurisdiction has made in carrying out its strategic plan and its action plan. 91.520(a)

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

Yarmouth has prepared this CAPER for the Program Year 2022 (PY22) to report on the accomplishments of Yarmouth's CDBG Programs made from July 1, 2022 to June 30, 2023. The CDBG PY22 was funded by U.S. HUD with a grant of \$126,218. \$220,000 was carried over from previous years. With an projected program income of \$5,000, the program budget was \$351,218.

The PY22 Annual Action Plan was amended to increase the PY22 Affordable Housing budget to \$282,041 and allow for a \$135,000 affordable housing expenditure to assist a low/moderate income households purchase an affordable home in Yarmouth Por, and to reduce Public Facilities and Infrastructure Project by \$135,000, from \$160,000 to \$25,000

In PY2022 the program expended \$265,894.01 of CDBG Funds on Public Services, Affordable Housing and Program Administration. Accomplishments completed include: Public Services: Over 33,487 meals to 347 Yarmouth seniors, 53 students received food backpacks on a weekly basis, school families, and five (5) homeowner received septic pumping assistance under Public Services Program. Affordable Housing: one (1) septic system was repaired, three (3) affordable rental units were rehabilitated, and two (2) affordable homes received acquisition assistance under the Affordable Housing Program. The Program Administrative and Planning Cap (20% of the annual entitlement grant), the

Public Service Cap (15% of the annual entitlement grant), and the minimum required percentage of funds spent on low/moderate income benefit (70% of programmed funds) were all met. In PY2022 15% of funds were spent on Program Administration and Planning, 15% was spent on Public Services, and all of the programmed funds were spent on activities benefitting low/moderate income households. CDBG timeliness goals were met under the Federal Register Notice FR-6218N-01 Program Rules, Waivers, and Alternative Requirements Under the CARES Act for CDBG.

in Program Year 2019, Yarmouth was awarded \$318,195 CDBG-CV funds to be used to prepare for, prevent, and respond to the spread of the new coronavirus COVID-19. In PY2022 the Town expended \$67,637 of CDBG-CV Funds on Public Services providing assistance to the Yarmouth Food Pantry assisting over 1,000 persons negatively impacted by the COVID-19 coronavirus, providing three (3) low- to moderate households with rental assistance, providing two (2) households with utility assistance, providing one (1) household with childcare assistance, and purchasing twelve (12) mobility chairs to improve accessibility at the Town's public beaches.

Since its inception in PY2019, the Town's CDBG-CV has expended \$180,283, or 57%, of \$318,195 of CDBG-CV funds awarded to Yarmouth. CDBG-CV can be used for eligible CDBG activities which prepare for, prevent, and respond to the spread of the new coronavirus COVID-19. All CV accomplishments fell under Public Services and include: Over 1,000 persons were provided with improved food security. Ten (10) workers trained. One (1) homeowner received mortgage and utility assistance. One (1) additional homeowner received utility assistance. In total eight (8) renter households received utility assistance, and six (6) renters households received rental assistance. Additionally 2,284 persons received free COVID-19 At Home Rapid Antigen Test Kits.

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

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

Goal	Category	Source / Amount	Indicator	Unit of Measure	Expected – Strategic Plan	Actual – Strategic Plan	Percent Complete	Expected – Program Year	Actual – Program Year	Percent Complete
DECENT HOUSING	Affordable Housing Public Housing Homeless	CDBG: \$	Rental units constructed	Household Housing Unit	2	2	100.00%			
DECENT HOUSING	Affordable Housing Public Housing Homeless	CDBG: \$	Rental units rehabilitated	Household Housing Unit	6	4	66.67%	3	3	100.00%
DECENT HOUSING	Affordable Housing Public Housing Homeless	CDBG: \$	Homeowner Housing Added	Household Housing Unit	0	1		0	0	
DECENT HOUSING	Affordable Housing Public Housing Homeless	CDBG: \$	Homeowner Housing Rehabilitated	Household Housing Unit	15	5	33.33%	3	1	33.33%
DECENT HOUSING	Affordable Housing Public Housing Homeless	CDBG: \$	Direct Financial Assistance to Homebuyers	Households Assisted	2	2	100.00%	2	2	100.00%
DECENT HOUSING	Affordable Housing Public Housing Homeless	CDBG: \$	Housing for Homeless added	Household Housing Unit	0	0		0	0	

DECENT HOUSING	Affordable Housing Public Housing Homeless	CDBG: \$	Housing for People with HIV/AIDS added	Household Housing Unit	0	0		0	0	
EXPAND ECONOMIC OPPORTUNITIES	Non-Housing Community Development	CDBG: \$	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	0	0				
EXPAND ECONOMIC OPPORTUNITIES	Non-Housing Community Development	CDBG: \$	Facade treatment/business building rehabilitation	Business	0	0				
EXPAND ECONOMIC OPPORTUNITIES	Non-Housing Community Development	CDBG: \$	Jobs created/retained	Jobs	50	0	0.00%			
EXPAND ECONOMIC OPPORTUNITIES	Non-Housing Community Development	CDBG: \$	Businesses assisted	Businesses Assisted	5	0	0.00%			
EXPAND ECONOMIC OPPORTUNITIES	Non-Housing Community Development	CDBG: \$	Buildings Demolished	Buildings	2	0	0.00%			
EXPAND ECONOMIC OPPORTUNITIES	Non-Housing Community Development	CDBG: \$	Other	Other	0	0		1	0	0.00%
SUITABLE LIVING ENVIRONMENT	Homeless Non-Homeless Special Needs Non-Housing Community Development	CDBG: \$	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	1510	958	63.44%	292	400	136.99%

SUITABLE LIVING ENVIRONMENT	Homeless Non-Homeless Special Needs Non-Housing Community Development	CDBG: \$	Public service activities for Low/Moderate Income Housing Benefit	Households Assisted	80	9	11.25%	8	5	62.50%
SUITABLE LIVING ENVIRONMENT	Homeless Non-Homeless Special Needs Non-Housing Community Development	CDBG: \$	Other	Other	10	0	0.00%			

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

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

The Town effectively expended CDBG and CDBG-CV Funds to address priorities and specific objectives in its Annual Action Plan for PY22, including affordable housing and public services. These two priorities are on track to meet the Town’s five-years performance goals set by the Town’s Five-Year Consolidated Plan. All Town of Yarmouth CDBG and CDBG-CV activities met at least one national objectives set by US HUD and at least one local objectives identified in the Town’s CDGB PY2022 and CDBG-CV Action Plans. The Town met the requirements of the CDBG Program including eligibility requirements, environmental reviews, reporting requirements, and spending caps. The Town is proud with the results of 2022 Program Year as 417 Yarmouth residents benefitted from the CDBG and and over 1,0000 Yarmouth residents benefitted from the PY2022 CDBG-CV Programs. In PY2022, the Yarmouth CDBG Program expended funds on \$229,861 Affordable Housing activities, as listed below here including the repair of one septic system of a home serving a moderate-income homeowner, the rehabilitation of three (3) affordable rental units, and the provision of homebuyer assistance to two income eligible households.

CR-10 - Racial and Ethnic composition of families assisted

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

91.520(a)

	CDBG
White	355
Black or African American	47
Asian	15
American Indian or American Native	0
Native Hawaiian or Other Pacific Islander	0
Total	417
Hispanic	8
Not Hispanic	0

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

Narrative

For the CDBG PY2022, 417 persons were assisted. Of these, 8 were Hispanic, 47 were Black/African American, were 15 were Asian. In total, 62 residents, or 14.87% of all persons benefitting from the PY2022 CDBG Program, were a racial minority. This percentage is more inline with the percent minority of 20% in Barnstable County than compared to prior year data. All of the minority persons were assisted through the CDBG Public Service Program and indicates that the Food Pantry and Meals on Wheels are plausible ways to access and communicate with minority households in Yarmouth to affirmatively advertise programs which are designed to benefit low- and moderate-income minority households.

CR-15 - Resources and Investments 91.520(a)

Identify the resources made available

Source of Funds	Source	Resources Made Available	Amount Expended During Program Year
CDBG	public - federal	351,218	265,894

Table 3 - Resources Made Available

Narrative

PY2022 CDBG funds were available town-wide and not restricted to Target Areas. The Town has three areas, Yarmouth Port, South Yarmouth, and West Yarmouth. These areas roughly match the census tracts 118 (Yarmouth Port), 120 (South Yarmouth) and 121 (West Yarmouth). All three area have similar community needs. Public services and Affordable Housing activities were accomplished in all three parts of Yarmouth: South Yarmouth, West Yarmouth, and Yarmouth Port.

Identify the geographic distribution and location of investments

Target Area	Planned Percentage of Allocation	Actual Percentage of Allocation	Narrative Description
Route 28 Economic Corridor Town of Yarmouth	50		Economic Corridor
Town-wide Program for Town of Yarmouth	50	100	Tonw-wide

Table 4 – Identify the geographic distribution and location of investments

Narrative

Leveraging

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

Over \$970,000 town, state, federal and private funds were leveraged by these CDBG programs including affordable housing acquisition and rehabilitation, food security program, and program administration. The most significant leverages were: the Elder Nutrition/Meals on Wheels Program leveraged \$339,210 of federal, state and private funds; the Town's Affordable Housing Trust provided \$419,146 of affordable housing acquisition funds for the purchase of affordable rental units which also received CDBG acquisition and/or rehabilitation funds, and Program Administration leveraged over \$200,000 in town salary.

The Town of Yarmouth has a strong history of using town-owned land for the creation of affordable housing. For example, three affordable housing neighborhoods, German Hills, Shetucket Pines and Simpkins Residences, were all built on town-owned land or property. This resulted in 42 affordable homeownership units and 57 affordable rental units. There are also several scattered sites used for one or two unit developments on land donated by the Town on Town House Road and Cedar Road. Most recently, in 2014 the Town of Yarmouth disposed of a 1.22 acre lot on West Yarmouth Road to a non-profit builder of affordable housing, Our First Home, Inc. which constructed two (2) new affordable homes. The Town will continue to look at land and property it controls for use for community development and affordable housing. For example, the Yarmouth Affordable Housing Trust is currently investigating the feasibility of using Town-owned land on West Great Western Road for affordable housing, and has established a committee to study the possible reuse of the recently decommissioned Mattacheese School on Higgins Crowell Road for affordable housing amongst other uses. The Town also complements the CDGB Program with initiatives such as the Affordable Housing Program, Board of Health Human Services grants, the Yarmouth Age-Friendly Sharing Housing initiative, and the Community Preservation Program.

CR-20 - Affordable Housing 91.520(b)

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

	One-Year Goal	Actual
Number of Homeless households to be provided affordable housing units	0	0
Number of Non-Homeless households to be provided affordable housing units	0	0
Number of Special-Needs households to be provided affordable housing units	0	0
Total	0	0

Table 5 – Number of Households

	One-Year Goal	Actual
Number of households supported through Rental Assistance	0	0
Number of households supported through The Production of New Units	1	0
Number of households supported through Rehab of Existing Units	6	4
Number of households supported through Acquisition of Existing Units	0	2
Total	7	6

Table 6 – Number of Households Supported

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

In Program Year 2022 the Town's produced or benefitted 6 affordable housing units, one unit below the one-year goal of seven (7) units. This is a increase in units assisted compared to other years showing the Yarmouth CDBG Program has sufficient capacity to address housing needs in Yarmouth. There was no opportunity to aquire new housing, but there was the opportunity to provide acquisition assistance to preserve two existing affordable homes. Also, there remains a lower than expected number of applications for septic rehabilitation assistance, most likely due to some households continuing to

hesitate to conduct home repairs since the COVID pandemic years. The Town intends to address this in out-years with increased advertising of the rehabilitation program and technical assistance to our community partners.

Discuss how these outcomes will impact future annual action plans.

While progress is being made, the identified needs remain present in Yarmouth, such as housing acquisition and rehabilitation. In out-years programs meeting these needs will most likely remain in place and may be expanded. It is also likely increased marketing of the program to our residents will occur.

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

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

Table 7 – Number of Households Served

Narrative Information

In PY2022 six (6) moderate-income household was served with CDBG funded Affordable Housing. The lack of range in income levels shows a need for the program to ensure that all households are utilizing the benefits offered by the Yarmouth CDBG Program, and indicates a need to advertise the programs to low and extremely low income households. In out-years this can be accomplished with the promotion of the program through the Yarmouth Senior Center and the Yarmouth Food Pantry.

In PY2022, the Yarmouth CDBG Program expended funds on six (6) Affordable Housing activity, as listed below here. In order to avoid duplicate reporting, the Yarmouth CDBG Program reports an activity as complete when either the acquisition is completed or the rehabilitation is completed. This typically results in lower numbers being reported in the CAPER than the IDIS Reports.

The CDBG Program makes an effort to address “worse case needs” and progress in meeting the needs of persons with disabilities with the removal of architectural barriers and improvements to public facilities. With a modest CDBG budget as compared to the expense of these types of activities, there are years when these activities are not funded. However, the Town is considering the removal of architectural barriers at a public park system in a LMA of West Yarmouth along Route 28 and the Yarmouth Senior Center. In the past the program has funded an elevator and mobility beach mats.

“Worse case” housing needs are addressed with the creation of new rental units, typically with acquisitions for rehabilitation, such the acquisition and rehabilitation of the affordable rental housing duplex at 25/27 Wampanoag Road in South Yarmouth and 9 Circuit Road North in West Yarmouth.

The Town has an active Affordable Housing Program with a full-time program administrator and effective funding streams. The program buys existing dwelling units and converts them to affordable housing, preserve expiring affordable homes, acquires real property for the construction of affordable housing, and rehabilitates existing affordable housing. The Town also uses town-owned land and properties to produce affordable housing and several local zoning bylaws require an affordable housing inclusionary component. Lastly, the Town assists residents find housing solutions and provides technically assistance to developers of affordable housing.

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

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

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

The Town participates in the Continuum of Care (CoC) for Barnstable County, and as part of that structure is involved with homeless prevention activities. The Town is a member of the Regional Network to Prevent Homelessness Policy Board and on the review committee for the CoC's Coordinated Entry System (CES). The Town also participates in regional housing institutes and round tables, providing networking opportunities for client placements and peer-to-peer support of agencies in their desire to assist the homeless. The Town continues to encourage residents at risk of homelessness to utilize services provided by local housing and public service providers. The Town works with local and regional human service providers to prevent homelessness in Yarmouth. These community partners include the Council of Churches Hands of Hope Outreach Center, Mass Department of Transitional Assistance, Housing Assistance Corporation, Cape Cod Healthcare, Catholic Charities, and the Duffy Health Care. Currently the Town provides funds to the Hands of Hope Outreach Center and Housing Assistance Corporation to prevent homelessness through rental assistance. The Town supports the development of more housing services for Yarmouth residents, such as Sharing Housing, where over housed older adults are matched with roommates, and the development of more housing units, such as the new Low-Income Housing Tax Credit developments at Yarmouth Commons in South Yarmouth and Yarmouth Gardens in West Yarmouth.

Addressing the emergency shelter and transitional housing needs of homeless persons

While formal homeless facilities are not available in Yarmouth, and are most readily available in Hyannis, a village of the Town of Barnstable, the issue of homelessness remains as individuals and households continue to utilize a number of Yarmouth motels as housing in the absence of anywhere else to go. The Town of Yarmouth will continue to work with community partners to support programs assisting homeless individuals and families. This includes providing funds to the Hands of Hope Outreach Center to be used for first and last month's rent for households leaving a Yarmouth motel. The Town has also started a partnership with the Veterans Center of Cape Cod and Islands regarding the placement of a group home in Yarmouth for individual veterans who are homeless or at high risk of homelessness. The Town has in the past provided funds to rehabilitate affordable rental units used to house homeless families in transition.

Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: likely to become homeless after being discharged from publicly funded institutions and systems of care (such as health care

facilities, mental health facilities, foster care and other youth facilities, and corrections programs and institutions); and, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs

The Town of Yarmouth relies on Elder Services, Mass Department of Transitional Assistance, Housing Assistance Corporation, Cape Cod Healthcare, Duffy Health Care, Catholic Charities, and other local public service providers to assist with these specialized services. The Town continues to encourage residents at risk of homelessness to utilize service provided by local housing and public service providers, and provides information on how to gain access to assistance to residents. The Town works closely with the Council of Churches Hands of Hope Outreach Center to prevent homelessness in Yarmouth, and participates with the Regional Network to Address Homelessness.

Currently none of these agencies formally provide employment or educational services or assistance. The Barnstable County Network to Address Homelessness, which administers the Continuum of Care, provides limited youth services. The Continuum of Care tracks those who are discharged for the program via the homeless management information system (HMIS) and coordinated entry.

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

The Town of Yarmouth offers both technical and financial assistance to low/moderate income households transitioning to permanent housing. The Town provides local Community Preservation funds to the Cape Cod Council of Churches Hands of Hope Outreach Center for the provision of financial assistance to low/moderate income households towards the first and last rental payment often required by landlords. The Town also offers information regarding current affordable housing opportunities and real estate listings. Lastly, the Town refers households to programs that can provide subsidies for food, utilities and health care. These subsidies can help free up household income for housing costs.

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

Actions taken to address the needs of public housing

The public housing in Yarmouth is managed by the Yarmouth Housing Authority, which owns and maintains 40 units of senior and disabled housing located at Long Pond Plaza in South Yarmouth. The Authority also administers 248 Section 8 Mobile Voucher. The Town solicits the Authority for comments on its CDBG Program, and encourages its residents to do likewise. The Authority is also given the opportunity to apply for CDBG funds. Previous applications for funding have been rated highly advantageous to the Town. In 2016, the Housing Authority renewed its request for CDBG funds for the rehabilitation of the building's exterior paint. The exterior painting work was procured in PY2016 and completed in PY2017. Rehabilitation is a priority for the existing units at Long Pond Plaza, one that may be continually addressed by the CDBG Program. Other needs, such as rental assistance for Section 8 Mobile Voucher holders, are provided through the Hands of Hope Outreach Center Rental Assistance Program funded by the Yarmouth Community Preservation Program. The Town also assists the Section 8 voucher holders with directions on how to locate and apply for rental housing, and by creating new affordable rental opportunities with program like the Town's Ready Renters wait list (a affirmatively marketed fair wait list generated by lottery) and direct subsidies from the Town for the acquisition or construction of new affordable rental units.

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

Notice of affordable homeownership opportunities are provided to the property managers of the affordable rental complexes located in Yarmouth, such as Long Pond Plaza, John Simpkins School and Swan Pond Village. Local affordable rental complexes are responsible to hold Board and/or resident meetings independent of Town efforts. Information on Affordable Housing Opportunities are available at Town Hall and on the Town's website.

Actions taken to provide assistance to troubled PHAs

There are no troubled PHA's in Yarmouth.

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

Actions taken to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment. 91.220 (j); 91.320 (i)

In Program Year 2022 the Town continued to address any negative effects of public policy that may serve as a barrier to affordable housing. The Yarmouth Department of Community Development works closely with the Planning Board, the Community Housing Committee, and the Affordable Housing Trust to create zoning bylaws that encourage the development of affordable housing, while maintaining and improving the local character of Yarmouth. These bylaws include the Accessory Apartment Bylaw, the Motel Bylaw, the Village Center Overlay Districts Bylaw, and the Affordable Housing Bylaw. Department staff meet with local property owners, business owners, and residents upon request regarding the potential and benefits of these bylaws.

Also in PY2022 the CDBG Program assisted with the Dept. of Community Development with an update to the Town's Housing Production Plan, which identifies and addresses barriers to the creation of affordable housing, identified strategies and actions to bring more affordable housing online in Yarmouth. The Housing Production Plan is due to be finalized in PY2023.

The Director of Community Development is a Department Head and as such meets weekly with the Town Administrator and other Department Heads. Through these meetings, the Director is aware of new or proposed policies, zoning, or fee schedules, and may comment on how they affect affordable housing. Furthermore, on an annual basis, the Board of Selectmen sets policy goals, which is forwarded to the Director and staff for review and comment. It should be noted that the increase in affordable housing stock has been a priority goal of the Selectmen for the last 7 years. Housing is also a primary goal of the Age-Friendly Yarmouth initiative spear headed by the Town's Division of Senior Services with support from other Town departments including the Department of Community Development's Affordable Housing Program.

The Department worked closely with several developers in PY2022 to plan new affordable units on-line, mostly on privately owned, developable lots in the Route 28 economic corridor. In response, the Town's Affordable Housing Trust issued established a fund to assist with pre-development costs of projects producing affordable housing. The Department expects the Trust to fund at least one project in PY2023. The Department will continue to assist private development with the potential to create affordable housing.

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

The primary obstacle to meeting the needs of the underserved is limited funding, which in turn impacts staff capacity. The Town maintains and promotes partnerships with local human services providers,

such as with Duffy Health Care, Independence House, local food pantries and the Council of Churches, SMOC Home Modification Loan Program, and their Hands of Hope Outreach Center to address the underserved. The Town also promotes the development of funding streams for these efforts, taking advantage of programs benefiting Yarmouth residents such as CDBG and the Massachusetts Community Preservation Act Program.

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

In carrying out CDBG Activities, the Town of Yarmouth makes every effort to address Lead Based Paint (LBP) hazards in accordance with Federal laws and regulations with the goal of increasing access to housing without LBP hazards. The Town of Yarmouth complies with the Requirements for Notification, Evaluation and Reduction of Lead-Based Paint Hazards in Federally Owned Residential Property and Housing Receiving Federal Assistance as set forth by 24 CFR part 35. LBP hazards are considered during the environmental review of each activity funded by CDBG. Properties built before 1978 which are acquired with CDBG Funds are tested for the presence of LBP. If a property built before 1978 is rehabilitated with CDBG funds, and paint will be disturbed during this rehabilitation, the property is likewise tested for the presence of LBP. If an LBP hazard is detected, actions are taken to remove the hazard through remediation or stabilization. Remediation is preferred. The removal and stabilization of LBP hazards is also an eligible use of the Town's CDBG Rehabilitation and Emergency Repair Program. The Town will continue to enforce federal lead-based paint regulations for all activities.

In PY2019 the CDGB Program assisted with the real property purchase of 9 Circuit Road North in West Yarmouth to serve as an affordable rental unit. The property was built in 1972 and tested for LBP. This home was tested and no LBP hazard was detected. In PY2020 the CDGB Program assisted with the real property purchase of 25/27 Wampanoag Road in South Yarmouth to serve as an affordable rental unit. The property was built in 1955 and tested for LBP. Lead at a concentrations above the allowed limit in Massachusetts has been detected on some exterior surfaces of this duplex and the owner is in the process of notifying the current tenant and removing this lead paint hazard. Only one of the two units at 25/27 Wampanoag are occupied, and the vacant unit shall remain vacant until after the property comes into compliance with respect to LBP.

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

Households at or below the poverty-level are eligible for CDBG funded programs, including public services and affordable housing. The Town provides information to residents on the benefits of the CDBG Program, as well as other resources, such as food pantries, food stamps, WIC, rental subsidies, health care subsidies and programs, fuel assistance and other resources that can help improve their household budget. Human service assistance is offered to Yarmouth residents through Hands of Hope Outreach Center and other programs of the Council of Churches, Duffy Healthcare Services, Housing Assistance Corporation, Harwich Ecumenical Council for Housing, local food pantries and churches. These agencies are very active.

With the spread of the new coronavirus COVID-19 into Yarmouth and Barnstable County, the need for food security increased dramatically and CDBG-CV Funds were quickly allotted and awarded to the Yarmouth Food Pantry and the Yarmouth Senior Center Food Program.

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

The Town of Yarmouth maintained a suitable staff capacity for its CDBG Program. Staff was supported with office space at Yarmouth Town Hall, training opportunities, and a supportive management structure. For special and urgent activities, such as activities preventing or responding to the spread of the new coronavirus COVID-19, additional staff members have supported the CDBG-CV program, including the Director of Community Development, the Economic Development Coordinator, the Director of Health and the Assistance Director of Health.

The Town of Yarmouth Health Department staff assists the program with housing inspections and management of the technical aspects of the Septic Repair program. It is possible that in out-years, actual hours worked by the Health Department staff will be reimbursed by the CDBG Program.

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

The Town of Yarmouth actively promoted the availability of CDBG funding, and other Town funding, for housing and human services to local private and public organizations. These agencies are encouraged to fully engage in the CDBG Program by participating in the development of strategic plans, and when eligible, by applying for funds. The Town participates regionally with these agencies through the Cape and Islands Network to Address Homelessness and the Cape Cod Commission, the region's planning commission.

The Cape Cod Health Care now offers targeted case management services to vulnerable Medicaid patients leaving the local hospitals. The Town's CDBG Program keeps the housing case manager of this program informed by email of any new housing opportunities in the Yarmouth area.

Due to the state of emergency caused by the spread of the new coronavirus COVID-19 the Town's CDBG Program has reached out directly to human service providers to gauge the impacts of COVID-19 and identify any new or increased needs. This information will be considered as the CDBG-CV activities are programmed in Yarmouth in out-years.

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

The Barnstable County HOME Consortium 2010 Fair Housing Plan Including Analysis of Impediments identifies several issues surrounding fair housing opportunities, including:

- Housing discrimination exists in the County
- Disabled people are stigmatized by some housing providers
- Minority applicants are denied home financing at a greater rate than white applicants
- Linguistic barriers are prevalent in the affordable and assisted housing delivery system
- Hearing barriers present an impediment for the disabled
- Decision making boards for land use regulation and tax policy do not reflect the diversity in towns' populations

Through its Block Grant, the Town of Yarmouth reduced barriers to fair housing by engaging several techniques to ensure that equal access is given to:

- Written description of the Elder Nutrition and Affordable Housing Programs in Spanish and Brazilian Portuguese are readily available at Town Hall
- The Department of Community Development displays the US Census Language Identification Flashcard
- Fair Housing pamphlets in English and Spanish are on display in the Department of Community Development
- Translational services and special accommodations are available upon request
- Residents housing difficulties are referred to Legal Services, Housing Assistance Corporation and/or Hand of Hope Outreach Center, in efforts to prevent homelessness, evictions and/or foreclosure. Massachusetts Commission Against Discrimination is also a resource.

CR-40 - Monitoring 91.220 and 91.230

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

The Department of Community Development shall monitor all funded activities for compliance with CDBG and CDBG-CV as required by 24 CFR Part 85 and 24 CFR 570.501–503. Sub recipients shall be monitored upon completion of their first year, and at least once every three years afterwards. A monitoring visit may be required sooner if any problems or concerns become apparent during the course of the grant year for any subgrantee. Monitoring Process shall include a Notification Letter, Entrance Conference, Documentation and Data Acquisition, Exit Conference and a Monitoring Letter.

The Department of Community Development shall monitor all funded activities for compliance with CDBG Program Requirements as required by 24 CFR Part 85 and 24 CFR 570.501–503. Sub recipients shall be monitored upon completion of their first year, and at least once every three years afterwards. A monitoring visit may be required sooner if any problems or concerns become apparent during the course of the grant year for any subgrantee. Monitoring Process shall include a Notification Letter, Entrance Conference, Documentation and Data Acquisition, Exit Conference and a Monitoring Letter.

The Department of Community Development is responsible for ensuring that all CDBG related activities undertaken by the Town comply with HUD regulations. This is accomplished by the following:

- Reviewing and understanding the laws and regulations established by HUD and by attending periodic training courses on new rules and procedures for the CDBG program;
- Review all proposed projects for compliance with program priorities and conformance with Consolidated Plan goals and objectives;
- Develop and execute subrecipient agreements that clearly outline the scope of services, national objectives, and compliance with HUD laws and regulations;
- Issue subrecipient reports to obtain information about the on-going projects and activities, and to ensure that they are meeting their national and local objectives;
- Perform periodic site visits to document progress and to ensure that all HUD laws and regulations are being adhered to; and
- Establish a permanent record of all projects and activities with corresponding documents and photographs to document that projects were completed

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

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

Beginning on August 11, 2023 the public was notified of CAPER public hearing and document availability through the newspaper, Town Clerk, Town's website, and through direct email to local public and private organizations. The legal notice was published in the newspaper on August 17, 2023. The Town held a public hearing on the PY2022 CAPER on September 7, 2023. The draft CAPER was made available for comment period starting on September 11, 2023. The public comment period on the draft CAPER ended on September 27, 2023. Through this advertisement and additional outreach, Yarmouth residents were encouraged to participate in drafting and commenting on the CAPER.

Special accommodations were readily available upon request include hearing aids and translations services which can be readily provide by multi-lingual Town Hall staff into Spanish, Portuguese, Russian and Ukrainian. Translational services into other languages would arranged through the local school or health systems. Town Hall's CDBG Office also displays a chart where residents with limited English skills can point to the language(s) they speak. No special accommodations were requested.

The following comments were received during the Public Hearing:

The following comments were received on the draft CAPER:

CR-45 - CDBG 91.520(c)

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

There were no changes to the juristiction's program objectives.

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

No

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

CR-45 - CDBG 91.520(c)

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

There were no changes to the jurisdiction's program objectives.

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

No

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

CR-58 – Section 3

Identify the number of individuals assisted and the types of assistance provided

Total Labor Hours	CDBG	HOME	ESG	HOPWA	HTF
Total Number of Activities	0	0	0	0	0
Total Labor Hours	0				
Total Section 3 Worker Hours	0				
Total Targeted Section 3 Worker Hours	0				

Table 8 – Total Labor Hours

Qualitative Efforts - Number of Activities by Program	CDBG	HOME	ESG	HOPWA	HTF
Outreach efforts to generate job applicants who are Public Housing Targeted Workers	0				
Outreach efforts to generate job applicants who are Other Funding Targeted Workers.	0				
Direct, on-the job training (including apprenticeships).	0				
Indirect training such as arranging for, contracting for, or paying tuition for, off-site training.	0				
Technical assistance to help Section 3 workers compete for jobs (e.g., resume assistance, coaching).	0				
Outreach efforts to identify and secure bids from Section 3 business concerns.	0				
Technical assistance to help Section 3 business concerns understand and bid on contracts.	0				
Division of contracts into smaller jobs to facilitate participation by Section 3 business concerns.	0				
Provided or connected residents with assistance in seeking employment including: drafting resumes, preparing for interviews, finding job opportunities, connecting residents to job placement services.	0				
Held one or more job fairs.	0				
Provided or connected residents with supportive services that can provide direct services or referrals.	0				
Provided or connected residents with supportive services that provide one or more of the following: work readiness health screenings, interview clothing, uniforms, test fees, transportation.	0				
Assisted residents with finding child care.	0				
Assisted residents to apply for, or attend community college or a four year educational institution.	0				
Assisted residents to apply for, or attend vocational/technical training.	0				
Assisted residents to obtain financial literacy training and/or coaching.	0				
Bonding assistance, guaranties, or other efforts to support viable bids from Section 3 business concerns.	0				
Provided or connected residents with training on computer use or online technologies.	0				
Promoting the use of a business registry designed to create opportunities for disadvantaged and small businesses.	0				
Outreach, engagement, or referrals with the state one-stop system, as designed in Section 121(e)(2) of the Workforce Innovation and Opportunity Act.	0				
Other.	0				

Table 9 – Qualitative Efforts - Number of Activities by Program

Narrative

The Yarmouth PY22 CDBG Program did not trigger Section 3 requirements.