

**TOWN OF YARMOUTH**  
CONSOLIDATED ANNUAL PERFORMANCE EVALUATION REPORT (CAPER)  
For the  
CDBG and CDBG-CV PROGRAMS  
DRAFT September 1, 2021

**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.

The Town of Yarmouth has prepared this CAPER to report on the accomplishments of two US HUD funded programs, the Community Development Block Grant (CDBG) and the Community Development Block Grant-CV (CDBG-CV). The CDBG-CV Program provides for activities in Yarmouth which prevent, prepare for, and respond to the spread of the COVID-19 virus.

**CDBG:** Town of Yarmouth has completed its CDBG Program Year 2020 (PY2020), which ran from July 1, 2020 to June 30, 2021 and was funded by U.S. HUD with a Community Development Block Grant of \$128,965. The program carried over \$171,240 from previous years and received \$1,702 in Program Income. This brought the total amount of funds available in PY2020 to \$301,907.

In PY2020 program expended \$180,695 of CDBG Funds on Public Services, Affordable Housing and Program Administration. The Administrative Cap (20% of the annual entitlement grant) and the Public Service Cap (15% of the annual entitlement grant) were both met. Timeliness goals were met under the *Federal Register Notice FR-6218N-01 Program Rules, Waivers, and Alternative Requirements Under the CARES Act for Community Development Block Grant Program Coronavirus Response Grants, Fiscal Year 2019 and 2020 Community Development, Block Grants, and for Other Formula Programs.*

The following accomplishments were made in PY2020 with CDBG Funds:

Public Services:

- Meals on Wheels delivered over 30,0000 meals to 251 Yarmouth seniors.
- Septic Pumping funds assisted one (1) homeowner.

Affordable Housing:

- Rehabilitated one affordable rental unit acquired in the previous program year.
- Acquired two affordable rental units, to be rehabilitated in the upcoming program year.
- Completed the rehabilitation one (1) failed septic systems serving a low-income homeowner, and started the rehabilitation of another failed system.

- Acquisition funds helped to create one (1) affordable rental unit
- Rehabilitation funds were used to repair a failed septic system of a duplex serving low- to moderate-income households.

#### Economic Opportunities

- The program offered financial assistance to small business to retain and create low- to moderate-income jobs.

**CDBG-CV:** Also in PY2020 the Town expended CDBG-CV funds awarded by US HUD as authorized by the CARES Act of 2020. In total the Town has been awarded 318,195. To date the Town has expended \$35,130 of CDBG-CV Funds, or 11% of the total award.

#### Public Services:

- The Program provided 500 households with improved food security in response to the COVID-19 pandemic.
- The program provided job training to 10 low- to moderate-income workers who had been impacted by a reducing in hours due to COVID-19 and were returning to work or an improved work schedule.
- The program assisted one (1) moderate-income homeowner with mortgage and utility assistance, and one (1) low-income renter with rent and utility assistance. Both households experienced loss of work or work hours due to COVID-19.

#### Economic Opportunities

- The program offered financial assistance to small business to retain and create low- to moderate-income jobs.

All Town of Yarmouth CDBG and CDBG-CV activities funded met at least one national objectives and met at least one local objectives identified in the Town’s CDGB and CDBG-CV PY2020 Action Plan. 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 2020 Program Year, as over 700 Yarmouth residents benefitted from the CDBG and CDBG-CV Programs combined. The Town also significantly expanded economic opportunities for local businesses in direct response to the COVID-19 state of emergency. These COVID relief activities will most like be funded in out-months as the Town of Yarmouth acts to prepare for, prevent, and present a response to the spread of COVID-19. Other activities will be introduced as well.

## **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.

**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
DECENT HOUSING	Affordable Housing Public Housing Homeless	CDBG: \$90,000	Rental units constructed	Household Housing Unit	2	2	100%	1
DECENT HOUSING	Affordable Housing Public Housing Homeless	CDBG: \$40,754	Rental units rehabilitated	Household Housing Unit	6	1	16%	1
DECENT HOUSING	Affordable Housing Public Housing Homeless	CDBG: \$9,309	Homeowner Housing Rehabilitated	Household Housing Unit	15	1	7%	4
DECENT HOUSING	Affordable Housing Public Housing Homeless	CDBG: \$	Direct Financial Assistance to Homebuyers	Households Assisted	2	0	0.00%	1
DECENT HOUSING	Affordable Housing Public Housing Homeless	CDBG: \$	Housing for Homeless added	Household Housing Unit	0	0		0
DECENT HOUSING	Affordable Housing Public Housing Homeless	CDBG: \$	Housing for People with HIV/AIDS added	Household Housing Unit	0	0		0
EXPAND ECONOMIC OPPORTUNITIES	Non-Housing Community Development	CDBG: \$	Jobs created/retained	Jobs	50	0	0.00%	19
EXPAND ECONOMIC OPPORTUNITIES	Non-Housing Community Development	CDBG: \$	Businesses assisted	Businesses Assisted	5	0	0.00%	1
EXPAND ECONOMIC OPPORTUNITIES	Non-Housing Community Development	CDBG: \$	Buildings Demolished	Buildings	2	0	0.00%	0
SUITABLE LIVING ENVIRONMENT	Homeless Non-Homeless Special Needs Non-Housing Community Development	CDBG: \$15,208	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	1510	251	16.62%	310

SUITABLE LIVING ENVIRONMENT	Homeless Non-Homeless Special Needs Non-Housing Community Development	CDBG: \$280	Public service activities for Low/Moderate Income Housing Benefit	Households Assisted	80	1	1%	80
SUITABLE LIVING ENVIRONMENT	Homeless Non-Homeless Special Needs Non-Housing Community Development	CDBG \$	Other	Other	10	0	0.00%	40
SUITABLE LIVING ENVIRONMENT	Homeless Non-Homeless Special Needs Non-Housing Community Development	CDBG-CV \$20,235	Other	Other	0	500	100%	0
SUITABLE LIVING ENVIRONMENT	Homeless Non-Homeless Special Needs Non-Housing Community Development	CDBG-CV \$4,542	Other	Other	0	2	0.00%	0
SUITABLE LIVING ENVIRONMENT	Homeless Non-Homeless Special Needs Non-Housing Community Development	CDBG-CV \$400	Public service activities for Low/Moderate Income Housing Benefit	Other	0	10	0.00%	0

**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 most priorities and specific objectives in the plan, 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. In order for the Town to address its economic opportunity objectives, the Town will need to continue to prioritize these activities and promote these opportunities in order to meet established performance standards. One modification would be to expand the program and add activities which are undertaken directly by the Town, such as infrastructure

installation.

## CR-10 - Racial and Ethnic composition of families assisted

### 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	650
Black or African American	69
Asian	0
American Indian or American Native	0
Native Hawaiian or Other Pacific Islander	0
<b>Total</b>	<b>719</b>
Hispanic	0
Not Hispanic	719

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

### Narrative

The total number of the families assisted in the PY2020 CDBG and CDBG-CV Program year was 719. Of these 69 (or 9.6%) were minority families and no families were Hispanic. This is a significant increase in the program's percent minority served, and close to the 10% goal set to match the Barnstable County's percent minority of 10%. All of the minority households participated in food security programs. This indicates food-security programs are a way to increase participation by minority households in the Town's CDBG Program. The Town will continue to fairly and affirmatively market programs including public services, affordable housing and economic opportunities. The purpose of the outreach is to ensure minority persons and households have increased access to these opportunities.

## 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	\$301,907	\$180,695

Table 3 - Resources Made Available

### Narrative

### Identify the geographic distribution and location of investments

Target Area	Planned Percentage of Allocation	Actual Percentage of Allocation	Narrative Description

Table 4 – Identify the geographic distribution and location of investments

### Narrative

In PY2020 the CDBG program expended \$180,695 of CDBG Funds on Public Services, Affordable Housing and Program Administration. The Administrative Cap (20% of the annual entitlement grant) and the Public Service Cap (15% of the annual entitlement grant) were both met; and the Town met timeliness.

According to the PR26 report, the Town used 17% of the PY2020 CDBG Entitlement for Program Administration which is below the 20% spending cap, and 11% of the PY2019 CDBG Entitlement for Public Services which is below the 15% spending cap.

Timeliness goals were met under the *Federal Register Notice FR-6218N-01 Program Rules, Waivers, and Alternative Requirements Under the CARES Act for Community Development Block Grant Program Coronavirus Response Grants, Fiscal Year 2019 and 2020 Community Development, Block Grants, and for Other Formula Programs.*

The PY2020 CDBG-CV Program began in Yarmouth on May 22, 2020 with the execution of a grant agreement with US HUD. To date the Town has been awarded \$318,195 of CV Funds by US HUD. CDBG-CV funds must be used to prepare for, prevent and present a response to the spread of the new coronavirus COVID-19. From July 1, 2020 – June 30, 2021 the Town expended \$24,081 of CDBG-CV Funds. \$6,452 was spent on Program Administration, \$13,305 was provided as public service funds to the Yarmouth Food Pantry and the Yarmouth Senior Center to improve food security of Yarmouth residents, \$400 was spent on job training for working returning to work places re-opening after COVID restrictions where lifted, and \$4,542 was spent on mortgage, rent and utility assistance to residents with a financial hardship due to COVID-19. The CDBG-CV Program spent 2% of the CDBG-CV Grant on Program Administration and 9% of the CDBG-CV grant on Public Services.

**Identify the geographic distribution and location of investments**

Target Area	Planned Percentage of Allocation	Actual Percentage of Allocation	Narrative Description

**Table 5 – Identify the geographic distribution and location of investments**

**Narrative**

PY2020 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. In past years, economic opportunities were prioritized for the Route 28 economic corridor, but with the urgency of COVID-19, all economic opportunities were offered town-wide. Public services were accomplished in all three parts of Town through the Meals on Wheels and Food Security Programs. Affordable Housing Activities were also accomplished in South Yarmouth and West Yarmouth.



## 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.**

Town, state, federal and private funds were leveraged by these program including affordable housing acquisition, affordable rental rehabilitation, septic repair, elder nutrition, and program administration. The most significant leverages were: the affordable housing acquisition at 9 Circuit Road North leveraged a \$175,000 loan from the Yarmouth Affordable Housing Trust; the Elder Nutrition/Meals on Wheels Program leveraged over \$350,000 of federal, state and private funds; and Program Administration leveraged \$160,000 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 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. 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
<b>Total</b>	<b>0</b>	<b>0</b>

Table 6 – 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	1
Number of households supported through Rehab of Existing Units	6	3
Number of households supported through Acquisition of Existing Units	0	0
<b>Total</b>	<b>7</b>	<b>4</b>

Table 7 – Number of Households Supported

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

In Program Year 2020 the Town's actual affordable housing production number was four (4) units, three (3) units shy of the one-year goal of seven (7). This is due to a lower than expected number of applications for septic rehabilitation assistance. This will be addressed in out-years with increase advertising of the program.

**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.

New needs created by the spread of the new coronavirus COVID-19, such as rental assistance, utility assistance and mortgage assistance, are being assessed and will be addressed in PY2021 with CDBG-CV funds, most likely with public service programs.

**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.**

<b>Number of Households Served</b>	<b>CDBG Actual</b>	<b>HOME Actual</b>
Extremely Low-income	2	0
Low-income	1	0
Moderate-income	1	0
<b>Total</b>	<b>4</b>	<b>0</b>

**Table 8 – Number of Households Served**

**Narrative Information**

In PY2020 one (1) moderate-income household, one (1) low-income household and two (2) extremely low-income households benefitted from the CDBG Affordable Housing Program. This range shows that income limited households as well as working families benefit from this program.

## **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.

**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 PHAs in Yarmouth, MA

## **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 2020 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.

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 2019 to bring new affordable units on-line as listed below:

- The Town continues to administer the Motel Redevelopment Program, which funds the development of new affordable rental units produced through the redevelopment of aging and blighted motels on Route 28 in South and West Yarmouth. In 2019, the redevelopment of the former Cavalier Motel into affordable housing was complete when the new development named Yarmouth Commons opened. Located at 881 Route 28, South Yarmouth, Yarmouth Commons is an affordable housing rental development with 69 high quality, low income housing tax-credit apartments, a playground, a community center and an on-site wastewater treatment facility. Over 600 households applied for these 69 units through lottery, and currently there is a waitlist of over 400 households.
- Also through the Motel Redevelopment program the Town continued to support the redevelopment of the Yarmouth Gardens Motor Lodge located at 497 Rt 28 in West Yarmouth into 40 units of affordable rental housing. Again the development consists of low-income housing tax credit apartments, a playground, a community rooms, and an on-site waste water treatment

facility. The Motel Redevelopment Program is considered an economic improvement of the Route 28 economic corridor with affordable housing.

The Town also sponsored a successful Affordable Housing Buy Down programs and converted three (3) existing homes to deed-restricted affordable homes serving larger, moderate-income households.

**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 there was a real property purchased at 9 Circuit Road North which was built in 1972. This home will be inspected and tested for lead based hazards; if a lead paint hazard is detected the Town's CDBG Program will act to remove the hazard.

**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.

With Town Hall being closed in 2020 in an effort to prevent the spread of the COVID-19 this information will be placed online on the Town's webpage.

## **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 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 6, 2021 the public was notified of CAPER public hearing and document availability through the newspaper, Town Clerk, Town's website, local public access cable television, and through

direct email to local public and private organizations. The legal notice was published in the newspaper on August 12, 2021. The Town held a public hearing on the PY2020 CAPER on August 30, 2021 . The draft CAPER was made available for comment period starting on September 1, 2021. The public comment period on the draft CAPER ended on \_\_\_\_\_ 2021. 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 accomodations were requested.

The following comments were received during the Public Hearing: None

The following comments were received on the draft CAPER: \_\_\_\_\_

These comments were addressed in the following manner: \_\_\_\_\_

### **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.**

The PY2020 Annual Action Plan was not amended. However, it should be noted that the program spent considerable time promoting economic opportunities and COVD relief programs when it was noticed that performance numbers were low. In out-years the Town may add programs where the activity is carried out directly by the Town and sub-contractors, such as public infrastructure, as to not depend solely on applications for assistance from residents or business owners.

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

No

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