

Town of Brookline

FFY 2019 (FY 2020)

*Consolidated Annual Performance and Evaluation Report
(CAPER)*



TOWN OF BROOKLINE, MASSACHUSETTS

Reporting Period: Fiscal Year FFY 2019 (FY 2020)

July 1, 2019 to June 30, 2020

September 9, 2020

DRAFT

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.

In FY 2020, the Town's Community Planning staff served as the steward of CDBG funds, which were effectively administered to over 1 subrecipients. As in past years, program success was measured by the extent to which subrecipients met local needs as defined in their contracts, mirroring priorities put forth in the Town's Consolidated and Annual Actions Plans. As of June 30th, 2020 the Town had a .XX program funding ratio.

Public Facilities: The Town's goal to enhance public facilities in a highly-traveled corridor, continued as part of the Gateway East project on Route 9 and Washington Street. The public works project moved to the construction phase in July 2019, which continued over the course of FY 20. The Town's Engineering and Planning staff worked with the Massachusetts Department of Transportation and VHB, an engineering consultant, to oversee all phases of construction. The project was scheduled to be substantially complete by the end of calendar year 2020, but due to the COVID-19 pandemic and unforeseen site conditions on Route 9, the construction schedule has shifted and more time will be required to complete it. When complete, the Washington Street/Rt. 9 corridor near Brookline Village will be much safer for pedestrians and bicyclists through enhanced pedestrian crossings and protected bicycle accommodation, along with substantial landscaping and additional green space.

Affordable Housing: Brookline's affordable housing policies and programs reflect the Town's commitment to create and/or preserve rental and affordable housing. 2Life Communities (formerly JCHE) acquired a long-term ground lease utilizing CDBG funds for their project which, when complete, will provide affordable senior housing units in Coolidge Corner. In FY 20, the Town was able to close on Town Funding for this senior housing project, enabling 2Life to start project construction in July 2019. In addition, the Town allocated CDBG funding for capital projects at developments owned by the Brookline Housing Authority, enabling them to undertake improvements needed to increase security of residents. Housing Staff also continued to work with the BHA to support the preservation and possible expansion of its federal public housing portfolio through HUD's Rental Assistance Demonstration (RAD) program. Staff continued to work with the Select Board-appointed Kent/Station Street Affordable Senior Housing Committee to explore the potential for air rights development of affordable senior housing over the Kent-Station Street Parking Lot, with retention of the public parking on the site. The Committee helped create a Request for Proposals (RFP), which was released to prospective developers in July 2019 after numerous public meetings and a public hearing. Finally, the Town will continue to work with the Brookline Improvement Coalition to use CDBG to implement capital projects at a six unit affordable housing complex.

Public Services: The Town continued to make public services to its residents a high priority. The Town's seven CDBG-funded social programs

serve a diverse constituency and offer a wide array of services, ranging from employment resources to counseling and literacy, serving youths, the elderly, those learning English as a second language and those who need assistance with job search and job readiness skills. In addition, due to the COVID-19 pandemic, the Brookline Center for Community Mental Health was awarded and oversaw the use of \$500,000 in funding, which included both reprogrammed prior year CDBG and CDBG-CV dollars, to address emergency housing and subsistence needs of those affected by the pandemic.

Supportive services to the homeless and at-risk of homeless: In FY 20, the Brookline Center for Community Mental Health was awarded ESG funds to provide homeless prevention, rapid re-housing, outreach, and shelter to individuals and families that were homeless or at-risk of homelessness. BCCMH also received CDBG funding for multi-sevice child and adolescent programs that provide short term emergency shelter, transitional housing,, provide case management and/or financial assistance to individuals and families who are homeless or at high risk of eviction and who meet income guidelines.,As noted, CDBG and CDBG-CV funds helped to expand BCCMH’s capacity to assist residents affected by the pandemic.

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
Affordable Housing - Homebuyer Assistance	Affordable Housing		Homeowner Housing Added	Household Housing Unit	6	9	150.00%			
Affordable Housing - Inclusionary Homeownership	Affordable Housing		Rental units constructed	Household Housing Unit	0	0				

Affordable Housing - Inclusionary Homeownership	Affordable Housing		Homeowner Housing Added	Household Housing Unit	0	0				
Affordable Housing - Inclusionary Rental	Affordable Housing		Rental units constructed	Household Housing Unit	0	0				
Affordable Housing - Marian Street	Affordable Housing		Rental units constructed	Household Housing Unit	0	0				
Affordable Housing - Rehab Rental	Affordable Housing	CDBG: \$380000	Rental units constructed	Household Housing Unit	0	0				
Affordable Housing - Rehab Rental	Affordable Housing	CDBG: \$380000	Rental units rehabilitated	Household Housing Unit	31	253	816.13%	200	253239	126.50%
Affordable Housing - Rehab Rental	Affordable Housing	CDBG: \$380000	Homeowner Housing Rehabilitated	Household Housing Unit	0	0		0	0	
Affordable Housing - Rental Preservation	Affordable Housing		Public Facility or Infrastructure Activities for Low/Moderate Income Housing Benefit	Households Assisted	0	0				
Affordable Housing - Rental Preservation	Affordable Housing		Rental units rehabilitated	Household Housing Unit	0	0				

Affordable Housing - Rental Preservation	Affordable Housing		Homeowner Housing Rehabilitated	Household Housing Unit	0	0		0	0	
Affordable Housing - Rental Preservation	Affordable Housing		Housing for Homeless added	Household Housing Unit	0	0				
Affordable Housing - Rental Preservation	Affordable Housing		Housing for People with HIV/AIDS added	Household Housing Unit	0	0				
Affordable Housing- New	Affordable Housing	CDBG: \$242305 / HOME: \$173735 / Town: \$2083960	Rental units constructed	Household Housing Unit	0	0		62	0	0.00%
Affordable Housing- New	Affordable Housing	CDBG: \$242305 / HOME: \$173735 / Town: \$2083960	Homeowner Housing Rehabilitated	Household Housing Unit	0	0		0	0	
Economic Development	Non-Housing Community Development		Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	0	0				
Homelessness Services	Homeless		Homelessness Prevention	Persons Assisted	100	85	85.00%			

Homelessness Services	Homeless		Other	Other						
Public Facilities/Public Improvements	Non-Housing Community Development		Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	12540	12540	100.00%			
Public Services	Non-Homeless Special Needs	CDBG: \$199061 / Public Service Agencies: \$800000	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted				0		
Public Services	Non-Homeless Special Needs	CDBG: \$199061 / Public Service Agencies: \$800000	Public service activities for Low/Moderate Income Housing Benefit	Households Assisted	0	0		962	580	60.29%

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.

Overall, in FY 2020 the Town succeeded in addressing the priorities and specific objectives set forth for the fiscal year in its FY 2020 Annual Action Plan.

Brookline continued to work with its nonprofit grantee 2Life Communities, formerly Jewish Community Housing for the Elderly (JCHE), to obtain local and state funding needed to build its 62-unit elderly development in the heart of the Coolidge Corner Neighborhood. State funds and federal Low Income Housing Tax Credits were awarded in July of 2018. Closing on project financing and construction started in July of 2019 and continued throughout the pandemic. To date, the Town has committed \$3 million to the project, including \$807,028 in HOME funds and \$726,153 in CDBG funds for acquisition of a long term ground lease. The Harold and Ronald Brown Family House will house 62 1-bedroom and 2-bedroom apartments with 1,085 square feet of retail space. Even though the COVID-19 pandemic has presented the construction contractor with challenges to implement safety protocols in order to protect workers and contain the spread the COVID -19 at the job site, construction is currently at greater than 85% of progress with full occupancy expected to occur in September 2020. New 52 one-bedroom and ten two-bedroom apartments will be added to the State's Subsidized Housing Inventory and targeted to individuals or families with a member 62+ years old as part of this friendly 40B project which will produce 11 HOME units.

Consistent with prior years, Planning staff worked with for- and non-profit agencies to preserve existing affordable rental housing and provided technical assistance related to the creation of new units. In FY 2020, staff administered the programming of approximately \$436,000 in CDBG funds for BHA capital improvement projects at several sites, enabling the BHA's modernization staff to undertake much-needed replacement of exterior doors, frames and locking mechanisms, which greatly increases resident security. In addition, planners administered the programming of approximately \$59,000 in CDBG funds to the Brookline Improvement Coalition (BIC) for capital improvements at its Boylston Street property, which has six affordable units. The scope of work will increase resident safety and address needed envelope and roofing repair. Planners also worked with Hebrew Senior Life to plan for senior affordable housing, assisted living, and expanded community space at 108 Center Street, including a potential partnership with the Brookline Senior Center.

The Town continued working with the Brookline Housing Authority in its Preservation Initiative that started with the renovation of 61 Park Street, and next project will be 90 Longwood Avenue. The 90 Longwood Project is a 99-unit elderly/disabled, high-rise, elevator building that includes 29 parking spaces and grounds located at 90 Longwood Avenue in Brookline. The Brookline Housing Authority manages and operates the property and plans on major renovations as identified in the five-year capital improvement plan. This project encompasses significant rehabilitation to address all repair needs for the long-term and residents' ability to age in place at 90 Longwood. Rehabilitation needs are

currently projected to a total of \$19,377,660, including contractor profit, overhead, general requirements, a 10% hard cost contingency, and payment and performance bonds. The project is expected to be financed with low income housing tax credits through the LIHTC program.

All 98 revenue-producing units will be restricted to residents earning no more than 60% of area median income under the Low Income Housing Tax Credit Program (LIHTC). There will be a total of three (3) floating HOME-assisted units with an allocation of \$452,927 in HOME funds.

No new inclusionary zoning projects added affordable units to Brookline's inventory in FY20. However, cash payments from obligations derived from the inclusionary zoning by-law are used to supplement state and federal funds for new affordable housing projects in the Town.

Finally, Brookline has met the state's 10 percent minimum for affordable housing units, temporarily putting a hold on 40B projects. Brookline has now 2,674 affordable housing units out of 26,201 total units surpassing the 10% threshold. Developers can still submit 40B applications, but the Town review process can impose stricter review guidelines.

CDBG projects funded in FY 2020 represent the fifth year of the Town's latest Five Year Consolidated Plan (2016-2020). The Town continued to carefully assess past needs with new requests for funding to ensure that identified goals and needs would continue to be met in the fifth year of the plan.

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	434
Black or African American	158
Asian	114
American Indian or American Native	4
Native Hawaiian or Other Pacific Islander	0
Total	710
Hispanic	76
Not Hispanic	634

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

Narrative

The numbers of individuals/families assisted by race and ethnicity during FY 2020 reflect those activities/projects that were completed by the close of the fiscal year. There were 548 individuals served over the course of the year, broken down in the above table, which does not account for 52 multi-racial/other individuals served.

There are other on-going activities that are either in the permitting and planning stages or had not been completed by June 30, 2020.

(Update numbers)

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	1,665,691	1,477,258
Housing Trust Fund	public - local	2,083,960	0
Other	public - federal	1,104,273	930,538
Other	public - local	1,104,273	930,538

Table 3 - Resources Made Available

Narrative

The Town continues to find that the best way to maximize the formula grant funding it receives (CDBG and HOME) is to utilize it to leverage other local, state, federal and private dollars. The figures above reflect the Town's ability to encourage and participate in a process to leverage significant resources far and above the amount of Town-administered federal funding committed.

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

There is no specific geographic distribution of federal funds or resources within the Town. Activities that receive Town-administered resources, including federal funding, have received commitments because the project met a local need and will achieve a strategic goal as set forth in the Consolidated Plan and current Annual Action Plan.

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.

HUD strongly encourages entitlement communities to maximize the impact of CDBG funds at the local level by utilizing federal dollars to leverage other resources and investment. For its part, the Town consistently echoes the importance of leveraging when funds are awarded to grantees during the Town's yearly competitive RFP process. Over time, applicants have come to understand that program sustainability is an important criterion to the Town, and potential grantees receive favorable consideration for award if their programs and projects leverage additional resources. Depending on the nature of the project, CDBG funds and HOME funds have helped grantees access Brookline Housing Trust funds, Town CIP dollars and other private funding from lending institutions and foundations.

As noted, the Town committed \$3.0 million to 2Life Communities' affordable senior housing project, a project with a total development cost of greater than \$25 million dollars. For this project, the Town's commitment included \$719,686 in HOME funds and \$726,136 in CDBG funds - which was used toward the acquisition cost of a minimum 75 year ground lease for the site on which affordable senior housing will be built. As with every Town-sponsored housing project, the Town's investment leverages significant public and private resources – including low income housing tax credits, state-controlled resources, private funds and developer equity.

In FY 2019, the Town provided the Brookline Housing Authority with access to \$400,000 in revolving loan funds via the Brookline Housing Trust, which have been used to fund pre-development expenses related to redevelopment projects at the following properties: O'Shea, 61 Park Street and the Morse Apartments, 90 Longwood Avenue. It is expected that the Town/BHA and partnership funds will support predevelopment activities associated with the redevelopment of the BHA's federal portfolio under its recently approved RAD application, which will lead to the rehabilitation of hundreds of affordable units and, potentially, the creation of new affordable units. The Town will continue to use CDBG and HOME dollars, where applicable, to facilitate these projects, as it did with the Morse project in 2020 where three (3) floating HOME-assisted units were created with an allocation of \$452,927 in HOME funds.

Historically, requests from public service agencies for CDBG funding are two to three times more than the Town can fund given the fifteen percent cap on public services. Nevertheless, time and again, agencies have met these funding challenges by leveraging resources for their programs, which in FY 2020 was at almost a 4 to 1 ratio. CDBG funding allocated for public services in FY 2020 was \$205,690, with upwards of \$1,000,000 expended as matching funds for public services.

For the Gateway East project, which is still under construction, the Town's commitment of prior and current year CDBG funding for the acquisition of permanent and temporary construction easements was matched by Town funds. Brookline Town Meeting authorized the use of \$500,000 in Town dollars for the project at May 2018 Town Meeting; \$250,000 was to be used for right-of-way acquisition costs and an additional \$250,000 was allocated to bridge the gap toward the Town's \$1.0 million construction match to the Massachusetts Department of Transportation. The Town's match was combined with a previously obtained \$750,000 private sector contribution, and the \$1.0 million match leveraged approximately \$6.8 million from the Commonwealth of MA for construction.

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	0	0
Number of households supported through Rehab of Existing Units	86	86
Number of households supported through Acquisition of Existing Units	0	0
Total	86	86

Table 6 – Number of Households Supported

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

Goals and projections do not always align with the realities of housing development and rehabilitation projects. There are instances, such as in the 2Life Communities project, where Town-controlled funding is committed early on and where the development horizon of the project is years after the Town's initial commitment. This occurs because affordable housing developers often have to compete for scarce public resources, early funding commitment is critical to the project receiving other public funding. Therefore, there are often gaps between the time when the Town commits funds and when the project moves to its construction phase. Overall, however, with the assistance of CDBG funds, the Town was able to meet other affordable housing goals in the nearer term, such as through funding

capital projects undertaken by the Brookline Housing Authority and the Brookline Improvement Coalition.

Other projects, such as the Gateway East project – which moved to construction in FY 20 after many years of planning and design - face similar hurdles when construction is dependant on dollars leveraged from public sources. The design review process for roadway (public facility) projects of a certain scale is very intensive and construction is highly dependant on the availability of construction dollars administered by the Boston MPO. A major public facility project necessarily has a long horizon and must go through sequential action steps such as community process, design review, jockeying for limited funding at the Boston MPO, and, finally, financial commitments at the local level for right-of-way acquisition and construction. While the outcome results in substantial improvements to an area with a significant LMI population, it takes time and commitment to shepherd a project through the local and state process.

Discuss how these outcomes will impact future annual action plans: Several projects are currently moving forward, including 2Life Communities and the Brookline Housing Authority's redevelopment of two large, state-owned public housing projects serving low-income families.

As noted, 2Life, an area non-profit with a strong track record in providing housing for low-income seniors, received a approval under the state's 40B Comprehensive Permit Law to build 62 units of rental housing serving low-income seniors. The project has secured a preliminary \$2.5 million dollar commitment from the Town and the sponsor worked with the Town to leverage other public sources and private financing needed to support this important development. Ultimately, the Town increased its commitment from \$2.5 million to \$3.0 million in FY 2020 to close the financing gap.. Funding commitments to projects that take a number of years to move to closing often prohibit the Town's ability to fund new projects, affecting projections included in the Town's Annual and Consolidated plans. As evidenced by the Town's increased subsidy commitment to 2Life, the Town must work closely with projects in development first before it can commit to other projects in the development pipeline.

In order to meet the needs of seniors, the Brookline Select Board appointed the *Kent/Station Street Affordable Senior Housing Committee* to explore the feasibility of redeveloping a Town-owned parking lot as the site as affordable senior housing. The Committee met eight times in FY 20 to review available information and data relevant to the potential for development of the site, including site history and zoning limitations and to establish goals for development on the site. In addition, the Committee had two public meetings, including with the Brookline Select Board, who authorized the release of a Request for Proposals for the disposition of the site, which was released in July 2019. While the RFP led to a number solid proposals from capable developers, Town-controlled funding will need to be committed early on and the development of the project could be years after the Town's initial committment. At the close of FY 2020, the Town was poised to begin preliminary negotiations with 2Life Communities, whose proposal was shortlisted for the Kent St. site. The negotiations will be centered on, first and foremost, the amount of subsidy the Town can commit tho the project preliminarily.

Aside from Town-sponsored projects, because of market conditions, the Town continues to experience tremendous development pressure -- with a number of developers planning to build additional housing units. There are currently 16 Ch 40B developments before the Town in various stages ranging from early planning to final permitting to construction. The Town will have at least three projects to administer under Inclusionary Zoning in addition to the numerous 40B development proposals, all of which will produce between 15 and 25 percent affordable units. These projects could produce a significant number

of affordable units for the Town. As the Town is permitting a number of 40B proposals, the total number of affordable units in the pipeline could significantly surpass the projections in the Five Year Consolidated Plan for this reason.

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	288	0
Low-income	39	0
Moderate-income	17	0
Total	344	0

Table 7 – Number of Households Served

Narrative Information

A number of LMI persons served through the CDBG program reside in developments owned and operated by the Brookline Housing Authority. The accomplishments of the BHA are detailed in section CR-30.

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 City of Newton, lead agent of the former Brookline-Newton-Waltham- Watertown Continuum of Care (BNWW CoC), continued its partnership with the MA Balance of State (BoS) CoC and the U.S Department of Housing and Urban Development. The merger has provided an opportunity to capitalize on existing administrative resources and, subsequently, former BNWW CoC agencies integrated within the BoS Coordinated Entry System.

The BoS-Coordinated Entry System provides a mechanism for housing the most vulnerable persons first, effectively focusing resources on those with the greatest need. Each provider within the CoC is able to conduct a comprehensive assessment of an individual, make the appropriate referral(s) to efficiently connect them with safe housing and/or the appropriate services, design individualized strategies accordingly and better understand homelessness in the Continuum and across the Commonwealth.

Addressing the emergency shelter and transitional housing needs of homeless persons

Although there is a clear need and benefit of providing the shelter services, the BoS continues to support programs that create housing stability and economic mobility as a means to end the need for shelters.

In FY20 (FFY19), the Brookline Center for Community Mental Health operated both Homelessness Prevention and Rapid Re-Housing Programs, providing case management and/or financial assistance to individuals and families who are homeless or at high risk of eviction and who meet income guidelines and who live in Brookline, Newton, Watertown and Waltham. In the last year, BCCMH served xx individuals in its Homelessness Prevention Program and xx individuals in Rapid Re-Housing.

In addition, BCCMH subcontracted with the Brookline Housing Authority to house homeless families in BHA apartments and provide case management and support to help them become stably housed. BCCMH served 10 homeless families in this program last year.

In each of these programs, BCCMH uses a Housing First model to help families and individuals stabilize in or relocate to affordable housing, and become active, productive participants in the community through work, educational and social activities. BCCMH's Case Managers work intensively with families and individuals who are homeless, court involved and facing imminent eviction, or at high risk of eviction to help them negotiate agreements with their landlords, guide them through the court process, secure more affordable housing if needed, create and maintain realistic budgets, and gain employment and emotional stability.

For those in the Rapid Rehousing Program, case managers initially focus on housing search and determining the needs of each applicant. Again, case managers assist participants in identifying affordable housing, completing housing and Section 8 applications, and working with landlords to

ensure timely move in. While working with these participants to locate permanent housing, staff offer information about and referral to emergency shelter, for those not currently sheltered.

The Center also currently administers the Safety Net Fund, which provides emergency financial assistance to low-income Brookline residents in need, helping with basic expenses such as rent, utility shutoffs, medical bills, transportation, and food. In calendar year 2019, which encompasses part of CDBG FY 2020, the BCCMH Safety Net program received 686 emergency inquiries from members of our community. Of these, we were able to provide 416 low-income families/individuals with assistance. As the Covid-19 Pandemic took hold in early 2020, the Town reprogrammed prior year CDBG funds, CDBG-CV funds and other Town resources to be used for housing stabilization purposes. BCCMH staff report that requests for emergency funds have dramatically increased since March, 2020.

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

Following the previous merger of the BNWW CoC with the BoS CoC, efforts were quickly undertaken to ensure integration into the BoS Coordinated Entry System. Comprised of over 80 communities, the BoS provided the BNWW CoC with access to the many agencies already established within the BoS. The merger effectively maximizes and expands existing regional resources to better connect at-risk individuals and families with information, referrals and assistance.

The Continuum continued to strengthen engagement of participating stakeholders, as well as reaching out to new partners who would advance the promotion of housing stability, particularly among low-income veterans and their families who are homeless or at risk of homelessness. At the local level, the Brookline Center for Community Mental Health, as noted above, was able to assist clients via its Homelessness Prevention Program and Rapid Re-Housing programs.

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

Brookline worked to implement its Housing Production Plan (HPP) to exceed the Chapter 40B 10 percent goal of affordable housing stock. In FY 2020, Town staff continued its work with the Selectboard-appointed Kent Street/Station Street Committee and helped an evaluation committee review developer proposals for the reuse of the site. Over the course of FY 2020, the committee met numerous times to review project assumptions, to interview developers and to make a

recommendation. As of May 2020, the Committee recommended that the Town negotiate with 2Life Communities to determine if the parties can reach agreement. In addition, staff completed survey work, appraisals and a Phase I environmental Assessment to facilitate the disposition of the site.

Strategies to retain and possibly increase lodging house stock in Brookline (often SROs), occupied by very low-income persons will continue to be explored through partnerships with Pine Street Inn, Caritas, and Communities to End Homelessness. As with the Pine Street Inn's Beals Street project, the Town's goal is to purchase and renovate lodging houses in the pursuit of creating permanently affordable housing.

Collaboration continued with McKinney-Vento local educational authorities and school districts during FY20. The Brookline Center for Community Mental Health contacts each school district homeless liaison at least once a week to discuss families or youth that may be at risk of homelessness and need prevention intervention.

To assure that homeless veterans have better access to services and housing to , the New England Center for Homeless Veterans has assigned its Housing Stabilization Operations Coordinator to the BNWW region. The coordinator works with local providers to identify the few homeless veterans in the BNWW region to ensure they are connected to VA services.

- HEARTH operates the Ruth Cowin House Permanent Housing (PH) Program which has 8 units for formerly homeless elders.
- Pine Street Inn operates a PH at 1754 Beacon Street for 13 formerly homeless persons.
- Pine Street Inn operates a PH at 51-57 Beals Street for 30 formerly homeless persons.
- Pine Street Inn operates the Brookline Rental Assistance for the Chronically Homeless PH in partnership with the Brookline Housing Authority. The project is designed to serve 4 persons.
- Pine Street Inn operates Jenks House PH at 1043-1045 Beacon Street for 24 formerly homeless persons.
- Pine Street Inn operates the Sarah Wallace House PH at 1017 Beacon Street for 16 formerly homeless persons.
- VinFen operates the Brookline Supported Housing Leasing PH for 2 formerly homeless persons.
- Family Aid Boston operates a family shelter in Coolidge Corner Emergency Aid for Congregate Shelter at 32 Centre Street, which serves 35 families/100 children and parents

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

Actions taken to address the needs of public housing

The Brookline Housing Authority (BHA) plays a key role in providing affordable housing in the Town of Brookline. It provides the largest number of affordable apartments of any property owner in the Town. It is the mission of the Brookline Housing Authority to provide low-income families, seniors, and people of all abilities with safe, decent, accessible, and affordable places to live in a community rich with opportunities. The BHA works in collaboration with government and civic organizations to support and encourage the well-being and economic self-sufficiency of BHA residents; to sustain a diverse population in Brookline; and to maintain attractive residential neighborhoods. This mission statement was updated in 2015 to reflect a completed long-range Strategic Plan. The BHA was able in FY 2019 to complete the following capital improvements: (to be updated)

- Replace Exterior Stairs & playground improvements High Street Veterans Apts. (CDBG funding)
- Installation of Security Cameras at Colonel Floyd Apts. (CDBG funding)
- Office/reception area security renovations at Morse Apts./BHA offices (HUD CFP funding)
- Replacement of Community Room carpet at Sussman Apts. (HUD CFP funding)
- Replacement of roof top fans at Sussman, Morse & Kickham Apts., replacement of electrical circuit panels at Morse Apts., and replacement of generators at O'Shea, Morse and Kickham Apts. (HUD CFP funding)

The BHA is always looking at ways or the means to undertake resident services that will strengthen the lives of its residents. In FY 2019, the BHA undertook the following initiatives to continue their investment in the residents of their properties:

- Operated a multi-year federal grant for resident self-sufficiency programming at the 22 High Street development under the Resident Opportunity and Self-Sufficiency (ROSS) program;
- Continued family service coordination to the Egmont St., Trustman, and High St. Veterans housing developments through the Brookline Center for Community Mental Health;
- Extended the Brookline Center's Healthy Lives initiative to BHA residents, providing home-based intensive care coordination for adults with complex medical and mental health conditions.
- Continued year-round afterschool homework and literacy support programming at High St. Veterans and Trustman Family Learning Centers;

- Continued work with the Brookline Early Education Program (BEEP) and Brookline Parent Child Home Program (PCHP);
- Created and distributed a resident services newsletter in both English and Spanish;
- Provided free English classes at several family and senior properties, with support from CDBG and other funders;
- In collaboration with the Allston Brighton Community Financial Management program, the BHA expanded its tax preparation and financial counseling service to serve residents at its properties year-round;
- Provided technology access and education through the provision of computer classes sponsored by the national nonprofit Tech Goes Home;
- Promoted workforce development through co-sponsoring several job and education fairs with the Brookline Police Department, Brookline High School, and Duet (a University of Southern New Hampshire program);
- Springwell and the BHA expanded the site-based care coordination and socialization programming at its senior developments to include the buildings dedicated to seniors in its mixed family/senior developments at the Walnut Street Apartments and Trustman Apartments.
- Jewish Family and Children Services (JF&CS), in conjunction with Springwell and other partners, offered a variety of special programs for BHA seniors at several properties over the past year;
- In collaboration with the Greater Boston Food Bank (GBFB), the BHA continued distribution of food to its senior citizens under the GBFB's Commodity Food Distribution Program;
- The Brookline Food Pantry continues to maintain the food distribution site at the Egmont Street Veterans development. The BHA now also provides a second, fully-equipped facility for use by the fast-expanding Brookline Thrives weekend food sack program for children.

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

Within the BHA, there is the Town-Wide Resident Association, an elected body, with representatives from each of the BHA public housing developments. The BHA encourages the president to hold various meetings throughout the year to foster resident participation. At the BHA Board of Commissioners meetings, the TWTA president and/or other association officers represent the views of the resident population as a whole. The Resident Association was established in the 1960's to support positive change within the Housing Authority. This association has supported the BHA's efforts to create and maintain the highest quality of housing for the residents it serves, as well as strengthen social service programming and self-sufficiency opportunities. The association is the vehicle through which the BHA can efficiently communicate with residents with respect to important initiatives, policies and practices; and allows residents to challenge the BHA with independent ideas and concerns. Under the Open Meeting Law, all residents are welcome to attend a variety of BHA meetings to remain informed and share individual viewpoints.

When homeownership opportunities have been promoted, the Town's Planning Department alerts the BHA about this, and the BHA publicizes these opportunities to the residents. The Steps to Success programs and the Next Step program offer BHA residents the ability to strengthen their careers and increase their incomes, which can lead to homeownership.

Actions taken to provide assistance to troubled PHAs

The Brookline Housing Authority has not been designated a "troubled PHA". As such, no actions are

required to assist it in that realm.

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)

The Town of Brookline serves income-qualified renters by working with developers of rental properties obligated to provide units under the Town's inclusionary zoning requirements or through the State's Chapter 40B Comprehensive permit process.

The Town continues to use Zoning By-law provisions to work with developers proposing new projects to maximize affordable housing outcomes. The parking provisions of the Zoning-By-law allow for reduced parking requirements for affordable units. The Public Benefits Incentives within the By-law allow a limited density bonus for developers who are providing affordable units in excess of what is required. The Town is in the process of reviewing its Inclusionary Zoning by-law to ensure that it maximizes the number of onsite units provided and/or maximizes the amount that developers pay in payment-in-lieu of units. As well, the Town's Housing Advisory Board sponsored and Town Meeting passed a zoning by-law amendment to allow accessory dwelling units.

Some Town Boards and Commissions are engaging residents and constituents through the Municipal Engagement Initiative led by CHAPA in a 2020 Forum to focus on strategies for production and preservation of affordable housing. Boards and Commissions are looking to engage a diverse base of constituents to discuss barriers to affordable housing and how to streamline the housing production system.

The Housing Advisory Board and the Planning Board are examining current inclusionary zoning by-laws to allow for changes that increase production of affordable housing while strengthening regulation for developers.

The impact of high taxes on the cost of owning property in Brookline continued to be partially mitigated, for owner occupants through a residential exemption. The residential exemption is a dollar amount of value that is exempt from taxation. For example, a qualified homeowner eligible for a residential exemption will have \$246,775 deducted from the property's assessed value for purposes of calculating the tax bill. Furthermore, where affordable housing is deed restricted, the property will be assessed at the permitted resale price, further reducing taxes. The Town continues to work with affordable condominium buyers to take advantage of these tax savings when seeking financing. In addition, the Town will continue to subscribe to several State-authorized measures to provide tax relief for homeowners who are low-income, seniors, surviving spouses and children, veterans, and/or blind. (*update)

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

Housing Division staff continued to work with other Town departments, public and private affordable

developers, and local private agencies to both assess housing needs and to serve those who need housing services.

During FY 20, staff maintained their support for working with developers to meet the needs of the underserved. With Town assistance, 2Life Communities (formerly Jewish Community Housing for the Elderly), a mission based housing developer, received a funding commitment from the Massachusetts Department of Housing and Community Development and closed on its financing in July 2019. Housing and Community Development staff will continue to work with the Brookline Housing Authority to accomplish the preservation of its housing stock through the provision of CDBG and HOME funds for capital improvements, and to access Town - and state-controlled project-based subsidies for projects under development. Starting in FY19 and continuing into future years, Staff will assist with the BHA's multi-year Strategic Preservation Initiative to take advantage of HUD's Rental Assistance Demonstration Program as well as federal and state tax credits and state and local subsidies to rehabilitate and preserve nearly 500 units of affordable public housing in six different properties.

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

The Town continued to reduce the risks of lead-based paint poisoning both for publicly funded properties, as well as in private housing. Whenever a tenant filed a complaint or if any inspection was required by the State Sanitary Code and the unit is occupied children under the age of six years, Brookline's health inspector performed a lead determination. The Health and Building Departments also ensure that contractors followed the EPA Renovation, Repair, and Painting Rule (RRP Rule) entailing safe work practices when working in residential properties built before 1978

According to the Massachusetts Department of Public Health Childhood Lead Poisoning Prevention Program, 1,379 (61%) of Brookline children under the age of four were screened for lead poisoning during the period of 1/1/17 to 12/31/17. Of that number, one was confirmed to have elevated lead poisoning levels over the 10 micrograms per deciliter limit established by the State Lead law. This is significant given that 86 percent of the Town's housing stock was built before 1978.

The Housing Division continued to act as the authorized processing agency for the MassHousing "Get the Lead Out", a low cost loan program for lead removal. The program provides zero to two percent financing to owners of buildings with one to four units. This includes owner occupants whose incomes fall under certain low- and upper-moderate income limits and investor/non-profit owners who serve income-eligible tenants. The Town does an initial eligibility determination, assists the borrower in completing the loan package, and then assists the borrower in the lead abatement process required under Massachusetts State Law. However, while the Division receives inquiries (3 inquiries in FY19), the usefulness of this program in the town is limited due to the high proportion of condominium and rental units that are in relatively large buildings where access to common area testing and abatement may be more complicated. Some have even found the program daunting due to elements involved in the process. In addition, as housing costs continue to go up, many households do not meet the income eligibility standards set for this program.

Collaboration will continue between the Planning and Community Development Department, the Health and Building Departments to disseminate information and resources available to at-risk populations and key stakeholders.

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

One of the most challenging issues facing households living below the poverty line in Brookline is the high cost of rental housing. Brookline continues to work to provide housing opportunities for very low-income households earning less than 30 percent of area median income. As in prior years, the Town used CDBG funding to support capital improvements at properties owned by the Brookline Housing Authority (BHA).

The Town supports a number of programs through the CDBG program, particularly public services focused on benefitting low- and moderate-income households. These programs include, but are not limited to, the Next Steps Program, the Brookline Learning Project, the Parent Child Home Program, and the Brookline Community Mental Health Center. These programs and agencies have created programs needed to meet the ever-growing need of very-low income households to help them address quality of life issues.

The Brookline Commission for Women, a non-profit, holds a winter clothing drive for Dress For Success and offers services and supplies to underprivileged women entering the workforce. They work with the Jennifer A. Lynch Committee Against Domestic Violence to sponsor the Making Cent\$ of money series of money management seminars for women.

The Town's Steps to Success (STS) program, with a mission to end generational poverty, one student at a time, assisted low-income public school students with year-round academic support and summer training experiences. The BHA, in conjunction with STS, sought to engage residents of the Town who experience language barriers by providing ESOL classes. The program engaged partner agencies as a core aspect of its mission for a comprehensive, community-based approach to adult learning in Brookline.

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

Housing and Community Development staff continued to collaborate with a number of Town departments, including the Health Department, which enforces health and sanitary codes and provides oversight in the area of lead paint and asbestos issues, as well as permitting for lodging houses. Staff works with the Council on Aging to explore housing models for meeting the needs of Brookline's aging population and to meet the continued need for elder mobility options. Collaboration continues with the Brookline Center for Community Mental Health, a stakeholder in the former Brookline-Newton-Waltham-Watertown (BNWW) Continuum of Care(C of C) before the move to balance-of-state. As a recipient of Emergency Solutions Grant (ESG) funding, BCMHC provides services to the four former Continuum of Care communities with homeless prevention programs. Lastly, Housing staff continued engagement with the Town employees, including the Veteran's office and School Department personnel, in promoting new affordable housing opportunities.

Housing and Community Development Staff continue to collaborate and liaise with the former BNWW C of C communities in order to inform policies and strategies to ensure homeless individuals and families receive needed services and move into permanent supportive housing.

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

The Brookline Center for Community Mental Health and the Town's Diversity, Inclusion and Community Relations Department provide on-going case management to households that are homeless or at risk of being homeless, and links them to specific needed resources such as the Brookline Safety Net (providing

short term emergency cash assistance which is available from the Brookline Community Foundation), and/or government entitlement programs such as fuel assistance, Section 8, public housing, SNAP benefits, and MassHealth. All mainstream resources are sought by public, private housing, and social services agencies since they continue to collaborate to help meet the needs of vulnerable populations.

With a limited pool of ever-shrinking resources available to these and other agencies, the most efficient way to meet the on-going needs of different populations is to foster collaboration among public, private, and social service agencies. Subrecipients of the grant are encouraged to share their respective expertise to benefit their peers, and there is an ongoing history of regular meetings among Town agencies to discuss collaboration and coordination of resources.

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

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

Please update the FY19 narrative below:

In FY20 the WestMetro HOME Consortium continued to advance the actions and strategies identified in the WestMetro HOME Consortium Regional Fair Housing Plan. In FY20, - Brookline is working closely with the Consortium to prepare the FY2020-2025 Analysis of Impediments to Fair Housing Choice (AI), a five-year plan that analyses barriers in access to housing opportunities throughout the twelve member communities and identifies priorities and goals to address these issues.

Each community in the consortium also works individually to promote fair housing and overcome impediments. Brookline works with the Commission on Diversity, Inclusion, and Community Relations to promote fair housing. The Commission's mission is to support a welcoming environment by encouraging cooperation, tolerance, and respect among and by all persons who come in contact with the Town of Brookline by advancing, promoting and advocating for the human and civil rights of all through education, awareness, outreach and advocacy.

The Housing Advisory board promotes the production and preservation of housing affordable to low-, moderate-, and upper-moderate income households. One of the goals of the board is to make recommendations to the Planning Board and Zoning Board on affordable housing needs, policies and programs. Many of the policies are in alignment with the oversight of federal and state fair housing laws.

Building a Better Brookline is a coalition between the Commission on Diversity, Inclusion & Community Relations, the Housing Advisory Board, and the Economic Development Advisory

Board. Two town-wide forums on housing affordability and housing equity has been delivered during FY20 with the expectation to expand the conversation of housing affordability and racial equity among the Brookline community. The initiative was born from the CHAPA's Municipal Engagement Initiative, and the plan intends to open up a conversation on access to affordable housing by eliminating barriers, one main barrier is the limited conversation between community groups and residents, and municipal leadership.

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

HOME: HOME-funded projects in Brookline require on-site inspection is required every two years. Housing staff completed xxxHousing Quality Standards (HQS) HQS inspections in FY 2020. Tenant re-certifications are done on an annual basis, and took place in fiscal year 2019 as well.

Additionally, all homeowners who have received financial assistance through the Homebuyer Assistance program (or have deed restrictions under the Town-sponsored programs) are monitored on an annual basis to verify continued owner occupancy. The Brookline Homebuyer programs require that all units purchased with HOME funds remain buyer-occupied throughout the term of the mortgage. Each buyer is contacted by certified mail with a return receipt request. The owner must sign and return an enclosed certification that s/he still occupies the unit as his/her primary residence and that s/he is in compliance with all terms, conditions, and requirements set forth in the mortgage and promissory note.

Owner occupancy is also confirmed through an Assessor's Office determination that the owner continues to qualify for the Town's residential exemption, and through review of annual Town-generated street listings. If an unit is found to be out of compliance, Housing Division staff will work with Town Counsel to initiate foreclosure and recapture the unit. All current participants continue to comply with the requirements under the program regulations.

CDBG: The Town offers technical assistance to subrecipients in the first quarter of the fiscal year and as needed over the course of the Year. The Town monitors recipients early within the third quarter of the program fiscal year. If risk analyses dictate the on-going program review is necessary, ongoing monitoring is undertaken. After offering technical assistance early in the fall of 2019, there were no programs deemed to be at risk and no remediation plans were implemented. However, the pandemic held up a number of projects that would have moved forward.

Initial technical assistance meetings with subrecipients helps staff to evaluate programs and to identify issues to determine if ongoing technical assistance is needed. These initial meetings help expedite monitoring when it occurs later in the fiscal year, particularly with public service subrecipients, who are required to submit income eligibility documentation for review prior to the first invoice.

Subrecipients whose projects involve Davis-Bacon labor standards are sent -- prior to the execution of their contract -- a communication stating their requirement to administer and enforce federal labor provisions. The latest edition of "Making Davis-Bacon Work - A Contractor's Guide to Prevailing Wage Requirements for Federally Assisted Construction Projects-2012" (prepared by HUD) is sent to recipients in electronic copy. Staff meet and discuss/clarify these requirements with project managers as needed.

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.

Program regulations mandate citizen participation throughout the fiscal year as well as notification on specific documents or actions. A legal ad was placed in the September 09, 2020 edition of the **Brookline TAB** to inform members of the Brookline community of the opportunity to comment on the FY 2020 Consolidated Annual Performance and Evaluation Plan (CAPER). The **TAB** is available for free in print and online to all residents of the Town. Beginning September 09 to September 24, 2020, the term of the 15 day comment period for this report, no comments were received (to be updated). Since Town Hall was closed to the public, this CAPER was available on the Town’s Planning and Community Development Office web page.

Persons with disabilities who need either auxiliary aids and services for effective communication, written materials in alternative formats, or reasonable modifications in policies and procedures in order to access programs and activities of the Town of Brookline are invited to make their needs and preferences known to the Town's ADA Coordinator. All meeting notices posted on the Town web site and the Legal Notice posted in the ***Brookline Tab*** provide contact information to the Town’s Office of Diversity, Inclusion and Community Relations.

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.

During the course of FFY 2019 (FY 2020) there was no necessity to change program objectives slated the Town's latest Five Year Plan (2016-2020) and/or Annual Action Plan for FY 2020.
Not applicable.

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)

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