



Town of Brookline, MA
Five Year Consolidated Plan and Strategy
(FY2016-FY2020)

and

FY2016
Annual Action Plan

May 15, 2015

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Executive Summary

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

1. Introduction

The Town of Brookline receives annual federal funding from the U.S. Department of Housing and Urban Development (HUD) for the Community Development Block Grant Program (CDBG). As an entitlement community, funds are received directly from HUD for projects that primarily benefit low and moderate income individuals and families. Under HUD requirements, the Town must submit a Five Year Consolidated Plan and Strategy which outlines housing and non- housing community development needs and long term strategies to address them. The Consolidated Plan is for program years 2016 -2020. Effective use of the funding through the first Annual Action Plan will commence on July 1, 2015 upon grant approval. Although the Town receives a HOME funding allocation, the Town is part of the West Metro HOME Consortium, with the City of Newton as the lead entity.

The Plan developed addresses and prioritizes needs critical to meeting housing and non-housing community development needs which will utilize all federal formula grants available to the Town and other resources.

2. Summary of the objectives and outcomes identified in the Plan

The Town of Brookline engaged a variety of stakeholders past and future anticipated, residents, neighboring communities, and agencies to gain public input into the planning process to develop the Consolidated Plan for its submission to HUD.

Objectives identified in the citizen participation process will continue to align with the Department of Housing and Urban Development (HUD) National Objectives of the Community Development Block Grant (CDBG) program to provide decent housing, a suitable living environment, and economic opportunity for low and moderate -income persons.

The Town's goals and objectives identified are as follows: Affordable Housing*- a) Increase rental unit construction; b) Develop and expand rental housing opportunities; c) Preserve existing rental housing as affordable; d) Expand number of affordable housing units; e) Increase homeownership opportunities.

Non Housing Community Development: Public services- a) Increase/maintain mental health services; b) increase/maintain services for youth; c) Provide assistance to food banks; d) Increase and maintain

* The Housing portion of this document can be found in the WestMetro HOME Consortium's Five Year Consolidated Plan and Strategy, City of Newton, MA.

transportation services. Public facilities/ Infrastructure- a) Create sidewalk improvements and accessibility; b) Improve public infrastructure amenities and accessibility for sidewalks; c) Provide and expand drainage improvements in eligible areas; d) Facilitate street lighting improvements; and e) Continue to incorporate energy efficiency into town/public infrastructure. Economic Development- a) Expand economic opportunities to low and moderate income business owners; and b) Identify and expand opportunities for economic investment through use of Section 108 program

3. Evaluation of past performance

The Town of Brookline compared its proposed versus actual outcomes for the 2010-2015 Consolidated Plan. In the category of affordable housing, the actual number of rental units anticipated to be built/renovated was less than proposed. However, in the new five year plan, expected and actual will be met because a number of projects are underway. Homeownership housing units added slightly exceeded the Town's estimate, while capital improvements for public housing improvements likewise met expected goals given the improvements undertaken at a number of public housing developments. One specific area which the Town could not meet expected/actual goals was for homebuyer assistance. The lack of interest on the part of potential clients, primarily related to market influences, meant that potential homebuyers could not meet tighter housing standards. The Town will look to provide this opportunity in coming five year period while trying to maximize public investment.

One area the Town far exceeded expected goals was in the area of assisting persons with public services/programs. Most agencies who have received funds have successfully year after year during the course of the Consolidated Plan leveraged resources at an at least 2 to 1 ratio. Recipients have made it a fine art in recognizing their needs within the context of an ever decreasing funding pool and increased competition by agencies for the same funding. The Town annually commits the maximum to public service programs not only for resources they bring to the table, but for the needed services they provide. When renewing public service applications, the Town does take into consideration additional resources the agencies are able to leverage for their programs.

3. Evaluation of past performance

During the previous Con Plan, the Town was successful in helping to develop 24 units of affordable housing at Olmsted Hill. It is comprised of 2 and 3 bedroom units in three buildings, including 12 (6 funded with HOME funds to serve families with incomes up to 80% of AMI and 12 families served with incomes up to 110 percent of AMI. Through inclusionary zoning, two other developments added 6 new affordable condominiums.

During this same period, the town worked to support, sustain, and help local small businesses grow through a Microenterprise Assistance Pilot Program. Town was able to help new businesses minimize issues related to growing, help others either stabilize or expand. A total of 8 businesses were provided

with technical assistance, and three businesses completed a general business plan; financing plan; and/or marketing plan. Although participation was low, the Economic Director is open and willing to revisit how to help sustain business for the purpose of creating economic opportunities.

Approximately 2,059 low/moderate income residents of the town were served by funding allocated to facilities improvements. Elders saw improvements to the senior center for expanded food service, better classroom space, and equipment to meet their physical needs. Two non-profits, the mental health center and a group home for adults with mental/physical disabilities, were provided improvements to help meet building codes; maintain state licensure; and create accessibility to spaces for the continuation of quality living environment.

4. Summary of citizen participation process and consultation process

Through a variety of methods, which included surveys, public meetings, and advertising, the town solicited information and public input as part of the citizen participation to help identify priority needs. Through the survey, citizens were asked to identify priority needs in the program areas of affordable housing, public facilities, public services, and economic development. As part of this consultation process, interviews were conducted with department directors and/or staff where appropriate, non-profits, and for-profit entities. The housing needs assessment was conducted from July to September, 2014, and the Non-Housing Community Development needs from early November 2014 to February, 2015. Public meetings were held to share the identified needs and additional input was recognized and acknowledged. Each of the public hearings held as part of the needs assessment presented facts and data, followed by facilitated discussion used to identify any additional non-housing community development needs.

5. Summary of public comments

The Town received a number of public comments. A summary of comments are included in this document. Additional public meetings were held as the Town issued an RFP for the use of FY16 CD funding. The first fifteen minutes of meeting discussions took place on what Con Plan process was; how needs were identified; how goals and objectives defined; and priorities/strategies for moving forward next five years as well as upcoming action year.

Notices were placed in local newspaper, the Brookline Tab, which published on April 2, 2015, notifying citizens and interested parties of five Year Plan and Annual Action Plan availability; 30 day comment period; and notification of date when the Board of Selectmen would entertain vote on acceptance of Five Year Consolidated Plan and approval of budget of FY2016 Annual Action Plan, and plan for submission to HUD.

PR-15 summarizes all public comments on the Plan.

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

Approximately 150 organizations and/or individuals were sought out as part of community outreach. Neighboring communities, whether part of the WEST Metro HOME Consortium, the Continuum of Care, or participating stakeholders in the Emergency Solutions Grant through the City of Newton, were invited to engage in conversation on the process. To date, all comments expressed have been accepted.

Once all the priority needs for the Plan were identified, staff developed goals to address each of the priority needs in the Plan.

7. Summary

As required as part of the Consolidated Plan process, the Town of Brookline examined the past performance related to the use of CDBG funding to meet the community's needs and conducted an assessment of the Town's current Housing and Non-Housing Community Development Needs. The needs assessment was conducted through the examination of a variety of sources including the American Community Survey (ACS), Comprehensive Housing Affordability Strategy (CHAS), census data, local resources, as well as consultation with citizens and stakeholders through a survey and meetings. All information and comments have been taken into consideration for the Consolidated Plan's identification of needs. Following identification, goals and strategies have been created to address stated needs during the next five years. The Strategic Plan outlines the goals and strategies that will guide the activities to be funded over this same five year period.

The Process

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

1. Describe agency/entity responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source

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

Agency Role	Name	Department/Agency
Lead Agency	BROOKLINE	
CDBG Administrator		Department of Planning and Community Development
HOPWA Administrator		
HOME Administrator		
HOPWA-C Administrator		

Table 1– Responsible Agencies

Narrative

Within the Department of Planning and Community Development, the Community Development Division is the entity responsible for the administration of the CDBG program, including the Consolidated Plan. The Division works with the Planning department as well as other town departments, committees and town agencies. The primary mission of the Division is to enhance the lives of low and moderate income residents within the community through the preservation and development of affordable housing, infrastructure, community facilities, economic development, and support of social services to improve the quality of life.

Consolidated Plan Public Contact Information

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PR-10 Consultation - 91.100, 91.200(b), 91.215(I)

1. Introduction

The Town of Brookline consulted with numerous organizations, local government agencies, and the Town departments throughout the consolidated planning process. The Town solicited information from the community through a questionnaire that was available on the town's website, Facebook and Twitter accounts, and through several public meetings. The town also obtained information through a variety of sources including but not limited to the American community Survey, the Comprehensive Housing Strategy data, and town resources.

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

All projects and activities, depend upon the cooperative efforts of public and private institutions who coordinate various related activities and actions through a network of public and private contacts.

- The Brookline Community Mental Health Center (BCMHC) works in collaboration with the Brookline Housing Authority (BHA) to provide case management services for many of its residents, which include assisting those who are homeless.
- Many of the Town's affordable housing projects are owned and operated by non-profits who have case management staff to assist residents with health, mental health, and a myriad of other services vital to the clientele who need assistance. These agencies include Pine Street Inn, Hebrew Senior Life, the Barry Price Center, HEARTH, the Brookline Improvement Coalition, and housing operated by the State's Department of Mental Health or Department of Developmental Services.
- Case managers at the Brookline Health Department's Human services division work with residents to assist in accessing emergency shelter, SNAP benefits, health insurance and medical care and fuel assistance.
- Stakeholders whose services benefit populations that are homeless or about to be homeless are encouraged to participate in the Continuum of Care. Many of the staff who oversee the town's CDBG funded activities attend monthly meetings and take the lead in ventures that benefit the four communities - such as lead of 2 communities in the point-in-time survey.
- Stakeholders who provide a myriad of services to all populations housed in public housing developments, working with them to extend collaboration into single unified entity, helping to locate space appropriate to fit needs within BHA developments.

Describe coordination with the Continuum of Care and efforts to address the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans, and unaccompanied youth) and persons at risk of homelessness

The Town of Brookline is a member of the BNWW Continuum of Care. No federal funds are received directly by the town for homelessness prevention. However, the City of Newton, who receives an Emergency Solutions Grant (ESG), has awarded the Brookline Community Mental Health Center (BCMHC), a Town of Brookline CDBG grantee, with funding to conduct outreach. The aim of the grant is to actively search out unsheltered individuals and families to connect them with emergency shelter, housing, critical services, and provide non-facility based care for those reticent or unable to access appropriate housing needed. The C of C is hopeful that this outreach program will prove successful so it can continue.

Within the Continuum of Care structure, a Coordinated Entry System has been developed whereby each service provider utilizes a standardized intake and assessment process. This process allows each provider to conduct general assessment of an individual's needs and connect them through the appropriate referral with housing and/or needed services.

Also in the C of C there are other stakeholders, such as Pine Street Inn, who have projects with experienced outreach teams who are able to engage persons not willing to be admitted to a shelter, but are able to provide them with resource/referral information relative to food/clothing, healthcare services, or what meets their immediate needs.

The Town recognizes the need to create and preserve permanent affordable housing for many populations within the Town, including the homeless. Guidance from the U.S. Interagency Council on Homelessness is in line with Town goals to ensure that this population remains housed, has economic security and improved health. Expanding and preserving existing rental units as affordable are two of the Town's affordable housing goals.

Within the BNWW Continuum of Care, multi-family housing partners have committed to prioritizing their supportive housing beds to chronically homeless individuals when turnover occurs. There are four organizations, including the City of Newton, who this is applicable to.

The C of C "Ten Year Plan to End Homelessness" serves as the guide to set goals to reduce barriers and identify effective strategies that not only prevent homelessness, but focus on strategies to support those that are homeless or threatened with homelessness. Additionally, in July, 2014, the C of C published a comprehensive "Resources-Service Guide" to assist with addressing and try to ensure that persons who are homeless or at risk of homelessness, and providers of service to this population, have access to a "first response" list. Goals within the Ten Year Plan and the Annual Action Plan are the

building blocks of the C of C's coordination to address homeless needs given resources available, particularly ESG.

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

The Town does not receive any Emergency Solutions Grant (ESG) funding. It is however a member of the Continuum of Care serving the communities of Brookline, Newton, Waltham, and Watertown. Stakeholders who are part of the Continuum of Care do benefit from allocations of ESG funding which is received and awarded by the City of Newton. Stakeholders within the continuum meet monthly to address the needs of homeless individuals and families and collaborate on refining goals and objectives set in Annual Action Plan for addressing homelessness. The Ten Year Plan to End Homelessness serves as a guide, and annually when the Point-In-Time is conducted, tabulated data helps to document need.

2. Describe Agencies, groups, organizations and others who participated in the process and describe the jurisdictions consultations with housing, social service agencies and other entities

Table 2– Agencies, groups, organizations who participated

1	Agency/Group/Organization	BROOKLINE HOUSING AUTHORITY
	Agency/Group/Organization Type	Housing PHA Services - Housing Service-Fair Housing
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Public Housing Needs
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Address needs of PHA residents long and short term. Involvement in management of public housing, coordinate efforts on future housing projects.
2	Agency/Group/Organization	Brookline Council on Aging
	Agency/Group/Organization Type	Housing Services-Elderly Persons Services-Employment
	What section of the Plan was addressed by Consultation?	Housing Need Assessment public services relative to health and other aging needs

	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Agency provides services to low income and other elderly households in the Town. Separate focus meetings on elderly needs whether housing or services. Agency consulted how CDBG funds can be used most effectively.
3	Agency/Group/Organization	Brookline Housing Advisory Board
	Agency/Group/Organization Type	Housing
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Public Housing Needs Market Analysis Fair Housing
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	An advisory board appointed by the Board of Selectmen charged with making recommendations on housing policy for the Town. Consulted on likelihood of use of federal funds, present and future housing needs, how to preserve existing housing and create affordable housing. Developing targeted goals toward meeting housing needs.
4	Agency/Group/Organization	Brookline Human Relations/Youth Resources Commission
	Agency/Group/Organization Type	Housing Service-Fair Housing
	What section of the Plan was addressed by Consultation?	Housing Need Assessment
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Agency consulted to continue on-going dialog on fair housing within the Town, and impediments to fair housing. Outcome is input on education needs of local landlords, tenants, dissemination of information on fair housing.
5	Agency/Group/Organization	BROOKLINE COMMUNITY MENTAL HEALTH CENTER
	Agency/Group/Organization Type	Services-homeless Services-Health Services-Education Mental Health

	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homelessness Strategy Homeless Needs - Chronically homeless Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Mental Health Needs
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Agency received Emergency Solutions Grant funds to deliver services to the four communities in the Brookline-Newton-Waltham-Watertown Continuum of Care relative to homeless needs and case management. In addition, agency input as to needs of community on current and projected needs of Brookline populace relative to mental health issues that need to be addressed. Outcome is improving mental health services to affected groups while engaging new partners.
6	Agency/Group/Organization	City of Newton Planning and Development Department
	Agency/Group/Organization Type	Other government - Local Planning organization
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homelessness Strategy Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	The City of Newton is the participating jurisdiction for the West Metro HOME consortium and lead city of the Brookline-Newton-Waltham-Watertown Homelessness Consortium. The anticipated outcomes of consultation is cohesive administration of HOME and Homelessness grants; greater outreach to stakeholders, and highest use of all funding available to all communities to meet affordable housing and homelessness needs.
7	Agency/Group/Organization	CENTER COMMUNITIES OF BROOKLINE
	Agency/Group/Organization Type	Housing Services-Elderly Persons Property Mnager

	What section of the Plan was addressed by Consultation?	Housing Need Assessment Non-Homeless Special Needs
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	The organization was consulted through direct communication. Residences offer affordable senior living and health care in the Town near the central business district-Coolidge Corner. The outcome of consultation was additional input on needs of seniors as to how to better promote and stimulate independence for seniors, affordable housing, and access to health care.
8	Agency/Group/Organization	Pine Street Inn, Inc.
	Agency/Group/Organization Type	Services-Persons with Disabilities Services-homeless Services-Employment Service-Fair Housing
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homelessness Strategy Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Pine Street Inn is an active partner with the Town in developing affordable housing for individuals with very low income who very often are homeless or have been homeless and now reside in permanent supportive housing. The anticipated outcomes of consultation includes affordable housing needs, and how to most effectively utilize CDBG, HOME, and C of C funding to meet their and the town's planning and development of community facility needs.
9	Agency/Group/Organization	Brookline Community Foundation
	Agency/Group/Organization Type	Community Organization Foundation
	What section of the Plan was addressed by Consultation?	Housing Need Assessment

	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Brookline Community Foundation was consulted through direct consultation. The consultation assisted the Housing Division with identifying needs, and developing housing strategies which embody the needs of Brookline citizens and help create viable means to address affordable housing needs of the Town's residents.
10	Agency/Group/Organization	Brookline Health Department
	Agency/Group/Organization Type	Services-Health Town Department
	What section of the Plan was addressed by Consultation?	Housing Need Assessment
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	This town department was consulted relative to lead-paint issues as it relates to housing availability, affordability, and needs of town residents. The anticipated outcomes of consultation include better identifying lead paint and educating the public, landlords, and tenants of rights, as well as fair housing.
11	Agency/Group/Organization	MassHousing
	Agency/Group/Organization Type	Regional organization
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Public Housing Needs
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Active participant in some development projects, so sought information on unknown projects within the community as a well as ways to forge on in the future with projects that come along particularly in affordable housing.

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

All entities were consulted. Agencies consulted have been participating in planning and execution of last five year plan, as well as playing role in 2016-2020 plan. Overall stakeholders in all aspects of Plan including homeless, updated on an on-going basis, and engaged in conversations.

Other local/regional/state/federal planning efforts considered when preparing the Plan

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care	Brookline-Newton-Waltham-Watertown Continuum of Care	The four members of the C of C meet monthly with stakeholders and others to discuss how the C of C carry forth with policies established in the Ten Year Plan to End Homelessness, and Action Plan. These policies and strategies developed are the basis for ending homelessness in the municipal communities and their service agencies. As members of the C of C the Town is more effective in helping to meet needs of homeless and chronically homeless as it relates to providing housing and other services.
Unaccompanied Youth Count	Massachusetts Department of Housing and Community Development	The state of Massachusetts was the first state in the nation to conduct a unaccompanied youth count in 2014. The BNWW C of C participated because homelessness among unaccompanied youth is a growing problem. By understanding the level of the problem, the C of C and the Town can better understand needs and develop strategies to cope with the issue. In 2015, Unaccompanied Youth Count was done in conjunction with the annual PIT count to gauge homelessness /services needed among this population.
Regional Analysis of Impediments to Fair Housing C	Metropolitan Area Planning Council	The Town and the West Metro HOME Consortium will utilize assistance from MAPC when Analysis of Impediments to Fair Housing Choice will be developed from a regional perspective for the Consortium.
Sustainable Communities Regional Grant	Citizens' Housing and Planning Association	The Fair Housing and Equity Assessment developed by CHAPA through a HUD grant, has data and findings which will be part of the Regional Analysis of Impediments to Fair Housing Choice.
Brookline Comprehensive Plan	Town of Brookline Planning and Community Development Office	The Plan recommended the creation of "Gateways" to the Town which should be both visual and practical. The Gateway East and Rte.9 Pedestrian Crossing , part of the Emerald Necklace Crossing, assist in addressing solutions to improve the area.

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Gateway East Public Realm Plan	Town of Brookline Planning and Community Development Office	The plan moves forward recommendations of Comprehensive Plan and has created conceptual projects some of which have been completed but a number are under design review.
Emerald Necklace Master Plan	MA Department of Conservation and Recreation	The plan sets forth how to take this parkland designed by Frederick Law Olmsted and adhere to goals in plan which include re-establishing a multi-use greenway path system from end to end of the Emerald Necklace.
Mass. Statewide Bicycle Transportation Plan	US Dept. of Transportation and MA Exec. Office of Transportation	Transportation improvements are prioritized to meet the needs of the Commonwealth's residents and visitors. Some of these improvements fall within scope of transportation needs of Town.
Strategic Transportation Plan	MASS Department of Transportation (MassDOT)	Plan aimed at improving transportation throughout the State through prioritizing. Town planning efforts met successfully with such.
Green Routes Bicycle Network Plan/Master Plan	Brookline Bike Advisory Committee	Plan notes that the Emerald Necklace Path is interrupted by the dangerous crossing of Route 9. For the Muddy River Route, the plan advocates for reconnecting all sections of the Emerald Necklace.
Brookline Open Space Plan	Department of Parks and Open Space, Town of Brookline	The most recent plan notes that bicyclists have identified the crossings at Rte. 9 and Riverway as difficult and problematic due to vehicle volume and lack of an adequate crossing. The plan advocates for a bike/pedestrian crossing to connect the Muddy River Park System.
Analysis of Impediments to Fair Housing Choice	WestMetro Home Consortium and MAPC	MAPC will produce a Regional AI for the WestMetro HOME Consortium, which includes Brookline and twelve other communities. It will incorporate input on fair housing issues and actions to remove impediments to fair housing choice from stakeholders in local and regional organizations and government agencies.

Table 3– Other local / regional / federal planning efforts

Describe cooperation and coordination with other public entities, including the State and any adjacent units of general local government, in the implementation of the Consolidated Plan (91.215(I))

The Town of Brookline is within the Metropolitan Urban Ring, which includes many cities and towns. The Town participates in the West Metro HOME Consortium with twelve other cities and towns, and also participates in the Continuum of Care for homelessness with the cities of Newton and Waltham, and the Town of Watertown. In addition because of funding, either allocated directly, or sought out particularly from the state, the Town engages in on-going dialogue. The Town because of its formula allocations must cooperate and coordinate how grants are allocated as well as identifying how implementation of the Consolidated Plan and other plans interface.

In addition, the Department of Planning and Development, through its Community Development and Housing division, works closely with a number of Town commissions, boards, and committees in implementing the Consolidated Plan. These include but are not limited to engaging with public and assisted housing providers, private and government health, mental health, foundations, and service agencies aimed at enhancing coordination efforts.

Narrative

The Town worked with numerous social service and housing agencies in the development of the Consolidated Plan. Coordination was completed through smaller meetings. Housing providers, social service providers, private housing professionals, social service agencies, financial institutions and other local funders were consulted in the development of the Consolidated Plan.

PR-15 Citizen Participation - 91.401, 91.105, 91.200(c)

1. Summary of citizen participation process/Efforts made to broaden citizen participation Summarize citizen participation process and how it impacted goal-setting

The Town of Brookline has employed a variety of citizen participation processes and efforts to broaden citizen participation regarding the creation of the FY 2016-2020 Consolidated Plan. Starting in the fall of 2014, the Community Development Division solicited information from citizens, stakeholders, and public departments regarding the needs of the Town. Notification to citizens was through the local newspaper (the Tab), flyers, and on the Town's webpage, Facebook and Twitter accounts. Outreach was conducted through two public meetings where information was presented and a dialogue encouraged. The division also created a questionnaire to solicit information. The questionnaire was put online on the Town's webpage, Facebook and Twitter account as well as a hard copy in the Planning Department and in the town's Main library. Opportunities to meet and discuss the Consolidated Plan also took place on an informal basis with several stakeholders to gather information.

The Division also provided a detailed outline of the Consolidated Planning process online on the department's webpage providing citizens with an account of the past, current, and future events. The page included Powerpoints, information about the Con Plan process, HUD, and contact information if they had questions.

Since the Town of Brookline is one of thirteen members of the West Metro Home Consortium, with the City of Newton as the lead, planning and execution of HOME material pertinent to the Consortium's Con Plan was developed in advance of the Town's given the size and scale of material to be derived.

The Housing Division of the Town of Brookline's Department of Planning and Community Development presented the HOME Housing Needs Assessment at a September 18, 2014 meeting of the Housing Advisory Board. This presentation also included the marketing analysis of the Town's housing market (cost, public and assisted housing, conditions, etc.) These variables and more were used to best define housing needs in the Town for the next five years. Staff met or discussed with ten agencies and/or departments what were the needs including fair housing, affordable housing, and homelessness. Through this means, needs and subsequent strategies for use of housing funds were identified.

List-serv notices to 150 organizations and individuals

Power Point presentation online

2 Press releases

3 Newspaper ads

2 Flyers posted at several public buildings

Town's Face Book and Twitter and Town web site

The citizen participation process was successful in obtaining information regarding the needs of the community. Citizens provided information verbally during meetings and from responses recorded from the questionnaire. The town received 58 responses to the questionnaire and 67 people attended a variety of meetings and public hearings, and numerous other people participated in the public process.

Citizen Participation Outreach

Sort Order	Mode of Outreach	Target of Outreach	Summary of Response/ Attendance	Summary of Comments received	Summary of comments not accepted and reasons	URL (if applicable)
1	Public Meeting	Housing Stakeholders	There were ten people in attendance. Participants discussed specific changes that had occurred over the five year Consolidated Plan period as it related to housing needs. Noted that there were increased housing costs for moderate-income households and a larger number of seniors aging in the community who were looking for housing opportunities to stay in Brookline.	Members of the Housing Advisory Board noted that the Town has to be opportunistic and maximize resources.	There were no comments not accepted.	

Sort Order	Mode of Outreach	Target of Outreach	Summary of Response/ Attendance	Summary of Comments received	Summary of comments not accepted and reasons	URL (if applicable)
2	Public Hearing	Non-targeted/broad community	Four people were ultimately participating. Extreme inclement weather experienced in Northeast has had a profound effect upon attendance even with mass mailings, emails, and newspaper notification. Those there did discuss changes over the last five years within the non-housing community development assessment area. What changes in need did occur; what were the top needs identified; impact of low mod summary data on the process for area benefit activities; what was process moving forward for Con Plan; were HUD deadlines realistic; and impact when entitlement received.	One individual who did comment after the meeting closed, was to discuss plausibility of a project; the number of stakeholders involved; the low-mod population this planned activity had; the number of "players" to this activity; how could or would this be an eligible activity; etc. Participant did mention impact CDBG has had on activities this project concerned, given it represented a collaborative venture.		

Sort Order	Mode of Outreach	Target of Outreach	Summary of Response/ Attendance	Summary of Comments received	Summary of comments not accepted and reasons	URL (if applicable)
3	Internet Outreach	Minorities Non-targeted/broad community Residents of Public and Assisted Housing Stakeholders for formula grants; C of C	59 responses received from internet survey.	Survey to identify needs: affordable housing; public services; community facilities/public improvements; and economic development identified.	There were none not accepted.	

Sort Order	Mode of Outreach	Target of Outreach	Summary of Response/ Attendance	Summary of Comments received	Summary of comments not accepted and reasons	URL (if applicable)
4	Staff Meeting	<p>Minorities</p> <p>Persons with disabilities</p> <p>Non-targeted/broad community</p> <p>Town projects involving comprehensive planning that would involve formula funding.</p>	<p>Division meeting. Three persons in attendance. Identification of Town needs with department oversight.</p>	<p>Parks and public facilities need rehab and accessibility for the disabled.</p> <p>Roadway projects on regional corridor, how to meet transportation and mobility needs within area; Use of CDBG funding for all major facilities projects; Use of funds for smaller-scale street, sidewalk and tree planting projects; Use of funds for future corridor planning studies that identify areas of need and investment; How assist Brookline Housing Authority; and use old Section 108 program as a funding source for major public facilities project.</p>		

Sort Order	Mode of Outreach	Target of Outreach	Summary of Response/ Attendance	Summary of Comments received	Summary of comments not accepted and reasons	URL (if applicable)
5	Newspaper Ad	Minorities Persons with disabilities Non-targeted/broad community Residents of Public and Assisted Housing Continuum of Care stakeholders	Those who responded would be found in referenced above (3) relative to internet outreach.	Some individuals called to receive more information about Con Plan process. No count was taken of inquiries of surveys those who wished to participate would.	There were no comments not accepted.	

Sort Order	Mode of Outreach	Target of Outreach	Summary of Response/ Attendance	Summary of Comments received	Summary of comments not accepted and reasons	URL (if applicable)
6	Public Hearing	Stakeholders applying RFP, other interested parties.	<p>Sixteen people were in attendance for this meeting which for the first fifteen (15) minutes discussed Con Plan, process, needs, and development thereafter of AAP.</p> <p>The balance of the meeting was agencies who responded to RFP's, for fiscal year 2016 CDBG funding gave their presentations.</p> <p>The CDBG Advisory Committee who is charged with making recommendations on the grant to BOS, asked questions according regarding requests submitted.</p>	<p>The CD Administrator gave a presentation, and comments received from Erin Gallentine, Director of Parks and Open Space. She recognized Ms. Lewis's work on grant and requests – how difficult to manage funds, paper work, etc.</p> <p>Rhonda Glymann with Center Communities of Brookline thanked Ms. Lewis for guidance, as a first time applicant. Encouraging participation and advocating.</p> <p>Recipients applying for public service funds from grant and committee members expressed disappointment that can't expand beyond 15% CAP given vital need fill. People in audience were reminded HUD regulations prohibit such expansion.</p>	N/A	

Sort Order	Mode of Outreach	Target of Outreach	Summary of Response/ Attendance	Summary of Comments received	Summary of comments not accepted and reasons	URL (if applicable)
7	Public Meeting	Stakeholders applying through RFP process, and interested citizens	Fifteen people attended meeting. First fifteen dedicated to discussing Con Plan process, and AAP. The remainder of meeting was dedicated to RFP's agencies applying for. The Committee charged with making recommendations on grant discussed with specific agencies their applications, and asked follow up questions. At the end of the presentation, the advisory committee made recommendations on grant to submit to Board of Selectmen.	Someone in the audience inquired about Section 108 loan guarantee program. CD Administrator explained how separate application from entitlement, with separate application as well. it is borrowing against future entitlement monies if don't have a project that provides income to pay loan. Comments for RFP process were really limited to how grant has assisted, populations served, and how without grant couldn't provide services to the level they do.		

Sort Order	Mode of Outreach	Target of Outreach	Summary of Response/ Attendance	Summary of Comments received	Summary of comments not accepted and reasons	URL (if applicable)
8	Final public hearing – Notice provided in local newspaper with 30 days comment period for review of 5 year and Annual Action Plan	Citizens of the Town who were interested in Con Plan and Annual Action Plan Process; stakeholders; and those applying for grant funds.	<p>Nineteen (19) people including Board of Selectmen (BOS), Recording Secretary, Town Administrator in attendance. Balance of public in attendance either for this meeting item or that next on agenda.</p> <p>Joe Viola discussed process 5 year and 1 year action plan. How stakeholders and public consulted. First public hearing held by Housing Advisory Board. CDBG Advisory Committee held meetings in March 2015 and made their recommendations to BOS. Elements of caps on grant, specifically 15% on public services discussed. These limitations impact services to be provided and scale.</p>	<p>Neil Wishinsky, Chairman, BOS: Interested difference for Gateway FY2016 request and CDBG Advisory Committee not voting – how would this effect project moving forward.</p> <p>Joe Viola: At one point Town expected project to be part of FY2016 at state level. Now have time to deal with public process, also not able to spend money have for FY2015 this year except small engineering piece.</p> <p>Nancy Daly, Selectman: Commented on 15% cap on public services. Push made at CDBG Advisory Committee meeting to give more funding to Brookline Community Mental Health Center (BCMHC) in light of Town push to</p>	N/A	

				<p>diminish its funding to agency.</p> <p>She discussed recommendations on allocations to Brookline Housing Authority and Centre Communities of Brookline.</p> <p>Jammy Colon, member of CDBG Advisory Committee spoke/commented on it was about wants and needs of BCMHC. Money recommended to avoid future problems, i.e. prison, because don't have services they need.</p> <p>Benjamin Franco, Selectmen: Commented on this allocation to public services was an investment in future, and helps to save money in long term.</p> <p>Bernard Greene, Selectmen: Commented on police not being able to handle mental health issues in young peoples and giving funds to</p>		
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				<p>BCMHC would help to address.</p> <p>Joe Viola: In response to question from Selectmen on \$300,000 from Children’s Hospital, updated the board on whether funds had been reallocated. They had not because DPW original quote to remove bridge, much larger after DPW engaged bridge demolition contractor.</p> <p>Thought is to keep \$300,000 in tack until bridge comes down. This is thought of both Planning and DPW.</p> <p>Nancy Heller, Selectmen: Commented that did not feel advertising in Tab far reaching. Joe Viola responded that Con Plan/Annual Action Plan employed social media, email list serve, meetings to engage public in discussion on process, etc.</p>		
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Table 4– Citizen Participation Outreach

Needs Assessment

NA-05 Overview

Needs Assessment Overview

During the months of October 2014 through early February 2015, the Town of Brookline conducted a Needs Assessment as required by the Department of Housing and Urban Development for the 2016-2020 Consolidated Plan. To identify and analyze the needs of the community, the Town's Community Development Division obtained data and information from federal, town and local reports and plans and input from a townwide survey using an original questionnaire, consultations with stakeholders and meeting with the public. Based on criteria which included data, anticipated financial resources available, capacity and urgency within the town, priority needs were then identified. The priority needs serve as the basis for the Goals and Objectives of the Strategic Plan of the Consolidated Plan, and the criteria for which the town will utilize in making decisions regarding the selecting of activities to fund over the next five years. Through this process, the Town has identified priority needs in affordable housing, public services, public facilities, and economic development. Priority needs will be further addressed in the following section.

NA-50 Non-Housing Community Development Needs - 91.415, 91.215 (f)

Describe the jurisdiction's need for Public Facilities:

The jurisdiction has a number of needs for Public Facilities anticipated for the planning period of FY 2016-2020. Public facilities such as senior center, parks, playgrounds, and recreational facilities serve as focal points and play a large role in uniting the community.

How were these needs determined?

Public facilities needs were identified through a variety of methods and citizens. Information was obtained from citizens through public meetings and a questionnaire available online and in hard copy and from meetings with town departments and review of town plans.

Describe the jurisdiction's need for Public Improvements:

The Town of Brookline's public improvements needs include improvements and creation of sidewalks, drainage systems, parks, street lighting, playgrounds, and street improvements. These needs will greatly improve accessibility for the disabled, the elderly, and all wishing to utilize the town in a safe fashion.

How were these needs determined?

These needs were determined by identifying the census tracts that entitlement funds can be used in based on ACS data as well as information obtained from town department recommendations based upon current plans (Open Space and Recreation), current CDBG projects that have additional needs (Gateway East), an online survey, state plans whose catchment area includes the town, Capital Improment Plan for the Town, Comprehensive Plan, and meeting with stakeholders and citizens.

Describe the jurisdiction's need for Public Services:

Whether through meetings or questionnaires, public services have always garnered strong opinions as to need. As to CDBG funding, the 15% cap on public services always addressed by the public with frustration on inability to spend more on services, in high demand/need, than the grant will allow. The town's Public Service needs include ability to maintain and increase the level of services for youth, seniors, people who are mentally ill, accessibility, those experiencing homelessness, experiencing domestic violence, who may need employment training, literacy skills and placement, and are food insecure.

How were these needs determined?

The Public service needs were identified through information obtained and analyzed from online questionnaire, consultation with stakeholders, and public meetings.

Based on the needs analysis above, describe the State's needs in Colonias

Not Applicable.

Housing Market Analysis

MA-05 Overview

Housing Market Analysis Overview:

According to Zillow, housing prices in the Town are expected to increase by 2.4% during calendar year 2015. This will make housing even less affordable within the town. Brookline does not have enough housing affordable to low and moderate income households. With some of the highest housing costs in the Commonwealth, the majority (70%) of all renters are paying more than 30% of their incomes towards rent, with 2/3 of these paying more than 50% of their incomes towards rent. Low and moderate income homeowners also face significant cost burdens.

- Over 36% of all Brookline households pay more than 30% of household income towards housing costs and nearly 18% of all Brookline households pay more than 50% of household incomes toward housing costs. Renters significantly affected with 44% paying more than 30% and 1/4 of all renters pay more than 50% towards rent. Homeowners are likewise affected with 27% of all homeowners paying more than 50% of income towards housing costs.
- Middle-income households earning between 80% and 120% of area median income (AMI) are also being priced out of the current rental market, with average two-bedroom units renting for \$2,500-\$3,000.
- Moderate and middle-income households earning between 70% and 120% of AMI are priced out of the current homeownership market with average 2-bedroom condominiums selling for \$568,000 and median price of single family houses being \$1.4 million.
- Long waiting lists for public housing and Section 8. Need exists to provide public housing serving the very low-income populations earning less than 30% and 50% of AMI. This includes families, seniors, and persons with disabilities.
- Long waiting lists for affordable senior housing, as well as independent senior housing serving all income levels.
- 2014 Fair Market Rents are significantly lower than market rents and Brookline Housing Authority payment standards for section 8's are also significantly below market rate, making it very difficult for voucher holders to obtain units in Brookline.

MA-45 Non-Housing Community Development Assets - 91.410, 91.210(f)

Introduction

Within the Town of Brookline, there are a number of public and private non-housing community development assets. Residents of all incomes in Brookline have easy access to a variety of open space areas, public transportation modes and convenient travel corridors. Residents are able to enjoy the legacy of Fredrick Laws Olmsted with access to walking and bicycle paths through the parts of the "Emerald Necklace" which runs through the Town. Three major trolley lines traverse through the Town and several major bus lines run throughout the town offering residents easy access to surrounding communities. Route 9, which runs through the town offers residents a convenient travel route to commute in and out of the town for employment and leisure activities.

Economic Development Market Analysis

Business Activity

Business by Sector	Number of Workers	Number of Jobs	Share of Workers %	Share of Jobs %	Jobs less Workers %
Agriculture, Mining, Oil & Gas Extraction	0	0	0	0	0
Arts, Entertainment, Accommodations	15	0	7	0	-7
Construction	5	0	2	0	-2
Education and Health Care Services	69	0	34	0	-34
Finance, Insurance, and Real Estate	36	0	18	0	-18
Information	4	0	2	0	-2
Manufacturing	19	0	9	0	-9
Other Services	7	0	3	0	-3
Professional, Scientific, Management Services	40	0	20	0	-20
Public Administration	0	0	0	0	0
Retail Trade	1	0	0	0	0
Transportation and Warehousing	2	0	1	0	-1
Wholesale Trade	3	0	1	0	-1
Total	201	0	--	--	--

Table 5 - Business Activity

Data Source: 2007-2011 ACS (Workers), 2011 Longitudinal Employer-Household Dynamics (Jobs)

Labor Force

Total Population in the Civilian Labor Force	33,968
Civilian Employed Population 16 years and over	32,479
Unemployment Rate	4.38
Unemployment Rate for Ages 16-24	14.68
Unemployment Rate for Ages 25-65	3.08

Table 6 - Labor Force

Data Source: 2007-2011 ACS

Occupations by Sector	Number of People
Management, business and financial	15,261
Farming, fisheries and forestry occupations	874
Service	1,399
Sales and office	4,869
Construction, extraction, maintenance and repair	317
Production, transportation and material moving	308

Table 7 – Occupations by Sector

Data Source: 2007-2011 ACS

Travel Time

Travel Time	Number	Percentage
< 30 Minutes	15,444	53%
30-59 Minutes	12,254	42%
60 or More Minutes	1,671	6%
Total	29,369	100%

Table 8 - Travel Time

Data Source: 2007-2011 ACS

Education:

Educational Attainment by Employment Status (Population 16 and Older)

Educational Attainment	In Labor Force		Not in Labor Force
	Civilian Employed	Unemployed	
Less than high school graduate	207	56	277
High school graduate (includes equivalency)	979	206	451
Some college or Associate's degree	1,828	95	929
Bachelor's degree or higher	23,448	651	3,569

Table 9 - Educational Attainment by Employment Status

Data Source: 2007-2011 ACS

Educational Attainment by Age

	Age				
	18–24 yrs	25–34 yrs	35–44 yrs	45–65 yrs	65+ yrs
Less than 9th grade	0	53	70	140	461
9th to 12th grade, no diploma	210	54	26	197	314
High school graduate, GED, or alternative	863	294	434	908	1,131
Some college, no degree	2,776	238	658	1,016	867
Associate's degree	101	257	212	471	274
Bachelor's degree	2,471	4,880	1,801	3,665	1,535
Graduate or professional degree	267	4,905	4,434	7,983	3,096

Table 10 - Educational Attainment by Age

Data Source: 2007-2011 ACS

Educational Attainment – Median Earnings in the Past 12 Months

Educational Attainment	Median Earnings in the Past 12 Months
Less than high school graduate	21,250
High school graduate (includes equivalency)	30,205
Some college or Associate's degree	39,283
Bachelor's degree	57,579
Graduate or professional degree	76,153

Table 11 – Median Earnings in the Past 12 Months

Alternate Data Source Name:

American Community Survey 2009-2013

Data Source Comments:

Based on the Business Activity table above, what are the major employment sectors within your jurisdiction?

According to the breakdown of occupation by sector and of business activity, Brookline residents are employed in a wide range of industries. Approximately 95.62 % of the civilian labor force over the age of sixteen years is employed. Education/Health Care and Professional, Scientific, and Management Services industries account for the largest shares of employees with 34% and 20% respectively. The next three largest industries include Finance, Insurance, and Real Estate (18%), Manufacturing (9%), and Arts, Entertainment, and accommodations (7%). The remaining sectors are represented, however, they do not account for significant percentages of the Brookline labor force.

Describe the workforce and infrastructure needs of the business community:

Based on American Community Survey (ACS) 2007 to 2011 five year estimate data, Brookline is home to a well-educated and high-earning workforce engaged in high-skill positions requiring the completion of advanced education. This is evident from the industries most prevalent in Brookline, including Education, Health Care, Professional Services, Finance, Insurance and Real Estate. Of those over the age of 25 years, 35 % hold a bachelor's degree and over 60.1 % hold a graduate degree or higher. Only 1.7% of the population over 25 years old do not have high school diplomas.

As a result of their high level of educational attainment, a majority of Brookline residents earn high incomes. According to the 2012 ACS 5-year estimate data, median earnings for those with a bachelor's degree over the age of 25 were over \$56,000 for the past twelve months and those with a graduate degree had earned median incomes over \$81,000 during the same period.

According to the State Department of Labor, Brookline's unemployment rate had remained steady at approximately 3.0% +/- during the first nine months of calendar year 2014, which is approximately half the state, and federal unemployment rate during the same time frame.

For that small segment of the Brookline population with less than 9th grade education , and 9th to 12th grade, no diploma, it would be there is a need to create educational attainment of a diploma or GED. At the very least it would allow them to complete at entry level non-skilled jobs. As job opportunities open up with the new commercial developments, ie hotel, those workers in this range who traditionally would be of low income, would be provided service-industry sector employment. Relating to adjunct needs of this population would be adequate transportation to and from jobs, but child care which is needed to sustain jobs by most. While there is public transportation within the Town through access to busses or trolley lines, people need to be able to afford this cost which "eats up a portion of salaries" although not as significant as housing, is a burden after shelter and food.

Describe any major changes that may have an economic impact, such as planned local or regional public or private sector investments or initiatives that have affected or may affect job and business growth opportunities during the planning period. Describe any needs for workforce development, business support or infrastructure these changes may create.

Over the past year, three major commercial development projects have begun to take shape including a new hotel, a mixed use hotel/retail development and expansion of an existing commercial property owned by Boston's Children's Hospital that will include a mix of medical/general offices, retail, and restaurant. All of these projects are the result of significant private investment in three of the Town's most underutilized areas. All three projects were facilitated by the Town's Economic Development Advisory Board and town staff charged with planning, networking, marketing, and advocating for the redevelopment of the sites in conjunction with the guiding principles of the Town's Five Year Economic Development Plan.

Each of the projects mentioned above will provide for job growth in a number of sectors and will provide new business opportunities for perspective tenants. The hotels will create new jobs for low and moderate-income workers as well as those with more education and skills. The location of these developments will spur additional public-private investment in other underutilized properties, creating even more jobs and business opportunities.

How do the skills and education of the current workforce correspond to employment opportunities in the jurisdiction?

Brookline residents are well educated and have a diverse range of skills that lend themselves to a number of employment industries. Many residents commute to places like Boston and Cambridge for their jobs in health care, education and finance industries, however, there are a number of smaller firms, professional service and retail opportunities that require the skills that Brookline residents have. Within the Town there are four family public housing developments, who the Brookline Housing Authority estimates that 65% of those residing in developments are employed. These residents are employed in the following industries: medical field (15%); retail (10%); child care (5%); hotel/hospitality (10%); school system (10% as teachers, teachers aides, etc.); and 50% within other industries. Combining employment of the low/moderate income residents of the Town and the well educated, the current workforce could easily respond to new or expanding employment opportunities that may arise in the Town.

Describe any current workforce training initiatives, including those supported by Workforce Investment Boards, community colleges and other organizations. Describe how these efforts will support the jurisdiction's Consolidated Plan.

The Town has always worked collaboratively with its local organizations, foundations, departments/agencies in how best to utilize resources and share for the collective good. Public service agencies collaborate and form partnerships to help secure needed services or how best to continue without a diminution in provision. It has long been understood with dwindling resources from private and public sources, that challenges are best met with better utilization of resources available such as Mainstream Resources, which in combination with other applications provides a broader stream of support for agency needs.

The CDBG program supports a number of agencies and their programs which help to create and protect jobs as well as providing access to develop needed job skills. Working with the Next Steps Program, adults unemployed, underemployed, those wishing to gain a GED or improve job prospects, are provided resource and referral services. The Job Opportunities for Brookline Seniors (JOBS) helps seniors who have connected with the Council on Aging, to receive training and subsequent employment so they have more economic means, are self-reliant, and contribute to society with added skill sets. Through the Steps to Success program, educational outcomes are enhanced for low-income Brookline students through high school. Three other resource programs are also available to add to work-force training and access to such. The Youth Employment Training Program provides training opportunities primarily in the summer, to assist 14 to 21 year olds to develop and become skill ready to be placed in job opportunities either in the Town or with outside agencies. With a network of programs such as Next Steps, the Brookline Adult and Community Education Program, and the Housing Authority's Family Learning centers, the Town has gained the means to educationally strengthen opportunities for job-training/resources, referrals, and access to programs. The effects of these programs strengthen the Town's job enrichment, development and placement through economic development.

Does your jurisdiction participate in a Comprehensive Economic Development Strategy (CEDS)?

No

If so, what economic development initiatives are you undertaking that may be coordinated with the Consolidated Plan? If not, describe other local/regional plans or initiatives that impact economic growth.

N/A

Discussion

The Town of Brookline has a five year Economic Development Plan aimed at enhancing the commercial tax base and aiding the growth of existing businesses and attracting new ones. This plan has helped to guide the development projects mentioned above, as well as smaller on-going initiatives designed to help businesses continue to thrive. These activities assist in providing places of employment for residents of all incomes.

MA-50 Needs and Market Analysis Discussion

Are there areas where households with multiple housing problems are concentrated? (include a definition of "concentration")

Brookline does not have any areas where households with multiple housing problems are concentrated. There is a need for affordable housing in the Town, with long waiting lists for such units by -individuals, families, seniors, and the disabled. 36% of all Brookline households earn less than area median income- 55% of all renter households and 18% of all homeowner households.

Are there any areas in the jurisdiction where racial or ethnic minorities or low-income families are concentrated? (include a definition of "concentration")

In the Town of Brookline, there are no areas with concentrations of racial and ethnic groups. However, in analyzing census tracts throughout the Town, there does *not* seem to be a high concentration of any minority or ethnic group in any one area of the Town. The total population of non-Whites is 23.3% and Hispanic make up 5% of the population. Minorities comprise between 16.6% and 33.7% of each census tract in Brookline. African-Americans comprise between 3.9% and 7.8% of each census tract. Census block groups with higher minority populations tend to be co-located with block groups that have a lower household income, a greater percentage of rental units and a lower percentage of single family homes.

What are the characteristics of the market in these areas/neighborhoods?

Brookline has an affordable housing problem. It has some of the highest housing costs in the Commonwealth and these are costs which continue to rise. Over half of all Brookline residents earning less than 80% of area median income pay more than 50% of household income towards housing costs. Renter households, which make up majority of low income families, pay more than 30% and one-quarter of all renters pay more than 50% towards rent. Although there are more low and moderate income renters than homeowners, overall, costs burdens affect both low income renters as well as homeowners.

In areas where there are considerable numbers of low and moderate income households, you will find them located in census tract block groups which have a number of public housing developments. The housing authority although it has a low vacancy rate of less than 2%, they have waiting lists of 1,500 for seniors, 1,300 for family housing, and many thousands on the list for Sec. 8 assistance.

Are there any community assets in these areas/neighborhoods?

Throughout the Town of Brookline there are community assets in every census tract, to a greater or lesser degree. In one of the upper quarter areas of low and moderate income persons is the Emerald Necklace, which is parkland connecting the Back Bay with Brookline, Jamaica Plain, and Roxbury. A bicycle network runs within this system to allow local and regional residents alike park and recreational use. This contiguous linear park was designed by Frederick law Olmsted. Other individual playgrounds made up of passive and active open space can also be found in some of these neighborhoods.

The town offers residents and commuters alike access to other cities and towns within the regional corridors of Route 9 (connecting to Worcester) and Beacon Street (connecting Boston to Newton through the Town). Regional and local transit service for trolleys and busses, affords those without vehicles or those who wish to promote energy conservation to have a means to get to work, or enjoy recreational activities. The MBTA green line trolleys provide services of the B, C, and D lines through the Town. The buses cover routes 60, 51, 65, and 66 through the town as well.

Another neighborhood with a significant population of low and moderate income persons abuts the Boston line on Commonwealth Avenue. Boston University, a linear campus which stretches from Kenmore Square to the upper campus near Babcock Street, provides opportunities for residents to receive services from the university. Several other colleges are located in the Town, but not in those areas, Pine Manor College, Newbury College, Wheelock College classrooms, and Lesley College classrooms.

Also affording low and moderate income persons proximity to Boston is a census tract block group located near to the Longwood Medical Area. Where Brookline Avenue ends on the Town line, the Boston section of this street begins and so do all the following world renowned facilities: Brigham and Women's Hospital; Beth Isreal Deaconess Hospital; Dana Farber Cancer Center; Children's Hospital; Joslin Diabetes; Harvard Medical School. There are also the following colleges and schools located near the Longwood area: Windsor School; Emmanuel College; Simmons College, and Wheelock College.

Available to all populations including those of low and moderate income are the Main Library and two branches; Health Department; and the Public Safety Building which houses the main offices of the Police and Fire, along with 3 fire stations. Assets within the Town are spread out to the benefit of all and supplemented when overriding need prevails.

Are there other strategic opportunities in any of these areas?

The town has determined in the area of housing that affordability is the greatest need. Preserving affordable housing because the town doesn't have enough to meet the needs of very low income, low

income, and moderate income is a strategic plan for the use of formula grant funds the town receives. Specifically the creation of affordable housing for renters (including public housing, elderly, those with physical and mental disabilities, and others), and homeowners, when the opportunity arises. Additional opportunities for commercial development are occurring and the Town encourages this. Currently there are development projects underway in the Town that include a new hotel, a mixed use hotel/retail development, and expansion of existing commercial property owned by Children's Hospital, which is located in the Town's highest percentage of low and moderate income persons. This latter property is adjacent to the MBTA Riverside trolley line. Several bus lines also run past this property. This investment opens opportunities for those who provide service industry employment to others with defined skill sets relevant to the industries that will be going in the spaces of the property upon completion.

Strategic Plan

SP-05 Overview

Strategic Plan Overview

This section contains the Strategic Plan for the Town as a participating grantee that will help to guide the Town of Brookline's investment of the Community Development Block Grant (CDBG) and HOME funding for the 2016-2020 planning period. The Town's priority needs were identified through a long public input process. Goals were developed from priority needs identified for housing and non-housing community development through the public input process. All priority needs and goals reflect identification through the context of eligible uses of HUD funding. The Town will maximize all resources identified, any additional one that become available in this period, to achieve goals identified in the Plan and address priority needs.

SP-10 Geographic Priorities - 91.415, 91.215(a)(1)

Geographic Area

Table 12 - Geographic Priority Areas

General Allocation Priorities

Describe the basis for allocating investments geographically within the state

Although the Town is an HUD defined "exception" community, there are no target neighborhoods or target geographic areas within the Town. Nevertheless, the Town looks for opportunities to develop and preserve affordable housing, create economic development opportunities for all residents, and maximize the citizen participation in all aspects of identifying needs and subsequent strategies to create the maximum benefit to the Town.

The Town is also constricted because demographics also preclude specific investment in commercial areas that would benefit from CDBG funding.

SP-25 Priority Needs - 91.415, 91.215(a)(2)

Priority Needs

Table 13 – Priority Needs Summary

1	Priority Need Name	Affordable Housing - Rental
	Priority Level	High
	Population	Extremely Low Low Moderate Middle Large Families Families with Children Elderly Public Housing Residents Individuals Elderly Frail Elderly Persons with Mental Disabilities Persons with Physical Disabilities Persons with Developmental Disabilities Persons with Alcohol or Other Addictions Persons with HIV/AIDS and their Families Victims of Domestic Violence Non-housing Community Development
	Geographic Areas Affected	
	Associated Goals	Affordable Housing - Rehab Rental
	Description	Over half of all households earning less than 80% of area median income pay more than 50% of their incomes towards housing costs- including 25% ALL renters in Brookline.
	Basis for Relative Priority	Meetings with stakeholders, survey results, discussions with staff.
	2	Priority Need Name
Priority Level		High

	Population	Extremely Low Low Moderate Large Families Families with Children Elderly Public Housing Residents Individuals Elderly Frail Elderly Persons with Mental Disabilities Persons with Physical Disabilities Persons with Developmental Disabilities Persons with Alcohol or Other Addictions Persons with HIV/AIDS and their Families Victims of Domestic Violence
	Geographic Areas Affected	
	Associated Goals	Affordable Housing- New Affordable Housing - Marian Street
	Description	Identify and begin at least one new affordable rental project serving either elderly; families with children, homeless individuals, and/or persons with disabilities. Implement inclusionary zoning projects.
	Basis for Relative Priority	Supported by survey, meetings, and identified needs.
3	Priority Need Name	Affordable Housing - Rehab Existing
	Priority Level	High

	Population	Extremely Low Low Families with Children Elderly Public Housing Residents Elderly Frail Elderly Persons with Mental Disabilities Persons with Physical Disabilities Persons with Developmental Disabilities Persons with Alcohol or Other Addictions Persons with HIV/AIDS and their Families Victims of Domestic Violence Non-housing Community Development
	Geographic Areas Affected	
	Associated Goals	Affordable Housing - Rental Preservation
	Description	Support preservation efforts at two expiring use properties. Work with the Brookline Housing Authority (BHA) to make capital improvements to existing stock. BHA properties in need of major capital repairs. Long waiting lists and strain from outdated building systems drives up operating costs. Work with non-profits to support rehab for elderly, disabled. Work with non-profits to support rehabilitation work which preserves properties for elderly and disabled.
	Basis for Relative Priority	Devised as a result of survey data, and meetings with stakeholders.
4	Priority Need Name	Affordable Housing - Acquisition of Existing Units
	Priority Level	Low
	Population	Moderate Middle Large Families Families with Children Elderly Public Housing Residents
	Geographic Areas Affected	

	Associated Goals	Affordable Housing - Inclusionary Rental Affordable Housing - Inclusionary Homeownership Affordable Housing - Homebuyer Assistance
	Description	Condominium units may be purchased off the market with subsidies through the Homebuyer Assistance program. Median price of a condo in Brookline in 2014 was \$534,000.00 - significantly above the level of affordability for moderate and middle income households.
	Basis for Relative Priority	Market analysis, realtors, developers, staff, recommendations....
5	Priority Need Name	Homelessness Prevention
	Priority Level	High
	Population	Extremely Low Low Moderate Large Families Families with Children Elderly Public Housing Residents Rural Chronic Homelessness Individuals Families with Children Mentally Ill Chronic Substance Abuse veterans Persons with HIV/AIDS Victims of Domestic Violence Unaccompanied Youth Elderly Frail Elderly Persons with Mental Disabilities Persons with Physical Disabilities Persons with Developmental Disabilities Persons with Alcohol or Other Addictions Persons with HIV/AIDS and their Families Victims of Domestic Violence Non-housing Community Development

	Geographic Areas Affected	
	Associated Goals	Homelessness Services
	Description	To assist residents who are homeless or at risk of homelessness.
	Basis for Relative Priority	Participation in C of C meetings, state meeting on homelessness, meeting with ESG providers who are Brookline agency, and applications for homeless funding.
6	Priority Need Name	Fair Housing
	Priority Level	Low
	Population	Extremely Low Low Moderate Middle Large Families Families with Children Elderly Public Housing Residents
	Geographic Areas Affected	
	Associated Goals	
	Description	Need for education and enforcement for equal rights.
	Basis for Relative Priority	Survey data.
7	Priority Need Name	Public Services
	Priority Level	High

	Population	Extremely Low Low Moderate Large Families Families with Children Elderly Chronic Homelessness Individuals Families with Children Mentally Ill Chronic Substance Abuse veterans Persons with HIV/AIDS Victims of Domestic Violence Unaccompanied Youth Elderly Frail Elderly Persons with Mental Disabilities Persons with Physical Disabilities Persons with Developmental Disabilities Persons with Alcohol or Other Addictions Persons with HIV/AIDS and their Families Victims of Domestic Violence Non-housing Community Development
	Geographic Areas Affected	
	Associated Goals	Public Services
	Description	Support community based initiatives to improve marketing and utilization of existing and/or need public services.
	Basis for Relative Priority	Survey data, meeting with stakeholders, performance of past recipients, identified need.
8	Priority Need Name	Public Facilities/ Infrastructure
	Priority Level	High

	Population	Extremely Low Low Moderate Middle Large Families Families with Children Elderly Public Housing Residents
	Geographic Areas Affected	
	Associated Goals	Public Facilities/Public Improvements
	Description	Continued need for improvements to public facilities, infrastructure, and open space that best benefits low to moderate income residents of the town, in and around eligible census block groups in Town.
	Basis for Relative Priority	Survey data, staff recommendations.
9	Priority Need Name	Economic Development
	Priority Level	Low
	Population	Extremely Low Low Moderate Middle Large Families Families with Children Elderly Public Housing Residents
	Geographic Areas Affected	
	Associated Goals	Economic Development
	Description	Take advantage of section 108 program to facilitate infrastructure or economic development opportunities.
	Basis for Relative Priority	Staff recommendations.

SP-35 Anticipated Resources - 91.420(b), 91.215(a)(4), 91.220(c)(1,2)

Introduction

Over the past years, both CDBG and Home Investment grant programs have declined in annual funding. This is particularly true for the Home program nationally, which has lost 51% of its allocation from 2010 to 2015. The Town did see some decrease in funding that may be due to ACS census data and changing demographics. The Town has accounted for the diminution in funding for projects in progress or planned. All goals set forth are based on estimated costs and resources to ensure such goals are achievable.

Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Reminder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	1,350,638	0	0	1,350,638	0	Based on HUD allocation for FFY 2015
Competitive McKinney-Vento Homeless Assistance Act	public - federal	Other	293,572	0	0	293,572	0	Represents Brookline stakeholders funded with McKinney-Vento funds. C of C funding requires a match and leverage for each grantee.

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Reminder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
Housing Trust Fund	public - local							Inclusionary housing projects, whose dollars allocation controlled by housing advisory Board. This is dependent on overall development and payment in-lieu of opportunity driven.
		Housing	100,000	0	0	100,000	0	
Other	private							Commitment from CCB from their replacement reserves to match CDBG funding allocation for 112 Centre Street Window replacement Project.
		Housing	75,000	0	0	75,000	75,000	

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Reminder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
Other	public - federal	Acquisition Admin and Planning Housing	236,700	0	0	236,700	0	Assuming 10% cut each year given grant lost 10% each year since 2010.HOME program requires a 25% match for every \$1.00 HOME funds invested.
Other	public - state	Public Improvements	6,650,000	0	0	6,650,000	0	Represents commitment of State Transportation Improvement Program and Department of Conservation and Resources. Balance of funds for construction.
Other	public - local	Admin and Planning	210,000	0	0	210,000	0	the portions of salaries for personnel that work on CDBG for specific projects paid out of grant. Sum represents balance of salaries paid from town.

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Reminder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
Other	public - local	Housing Other	9,036,199	0	0	9,036,199	0	Resources available for 51-53 and 55-57 Beals Street.
Other	public - local	Public Improvements	886,000	0	0	886,000	0	Town funding provided by Town's capital Improvements Plan for design; landscape improvements; new accessible play equipment and surfacing; utility improvements, etc.

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Reminder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
Other	public - local	Public Services	762,203	0	0	762,203	0	As part of RFP, town encourages potential recipients to leverage funds. Leveraging on RFP's represents 25 points in scoring. These resources significantly contribute to meeting service needs of various programs provided by these public services.

Table 14 - Anticipated Resources

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

Leveraging additional resources to support affordable housing projects and programs remains a priority for the Town. Federal funds are matched by a variety of local, state, and private funding sources, including Brookline's Affordable Housing Trust, have provided over \$8.2 million dollars for affordable housing since 2000. In addition, the state has also provided funding through its Department of Housing and Community Development's Affordable Housing Trust Fund, Housing Innovations Fund, Housing Stabilization Fund, HOME Fund, and Massachusetts Tax Credit proceeds. The Federal Home Loan Bank has provided grant funds and the Massachusetts Housing Partnership and several private banks have provided advantageous permanent loans for affordable housing projects. Given development in the town over the next five years will be contingent as is has in the past on opportunity, funding for affordable housing programs will continue to utilize all available/applicable state funding and other federal sources as appropriate to the project at hand.

As a requirement of the Request For Proposals process for applying for CDBG funding, the Town scores each applicant. 25 points is given to activities applying that provide leveraged resources.

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

Not applicable.

Discussion

The Town of Brookline is currently very dense with very little buildable land. That being said, the Town has exhibited creative use or reuse of land for several affordable housing developments both past, and present. In 2012, Olmsted Hill development was built. It was formerly a town owned reservoir, and Dummer Street project for 32 units of rental housing is under construction. It was developed on an underutilized parking lot. Also two lodging houses are being converted into enhanced SRO units for 31 individuals. The town will continue to look for opportunities to meet the needs of the community.

SP-40 Institutional Delivery Structure - 91.415, 91.215(k)

Explain the institutional structure through which the jurisdiction will carry out its consolidated plan including private industry, non-profit organizations, and public institutions.

Responsible Entity	Responsible Entity Type	Role	Geographic Area Served
Town of Brookline Board of Selectmen	Other	Non-homeless special needs Ownership Planning Rental	
City of Newton Planning and Development Department	Government	Non-homeless special needs Ownership Planning Rental	Jurisdiction
Federal Home Loan Bank of Boston	Other	Rental	Region
Brookline Housing Advisory Board	Other	Ownership Rental	Jurisdiction
BROOKLINE HOUSING AUTHORITY	PHA	Public Housing Rental	Jurisdiction
BROOKLINE IMPROVEMENT COALITION INC	CBDO	Homelessness Rental	Jurisdiction
Pine Street Inn, Inc.	Non-profit organizations	Homelessness Rental	Region
BROOKLINE COMMUNITY MENTAL HEALTH CENTER	Non-profit organizations	Homelessness Non-homeless special needs	Jurisdiction
Brookline Health Department	Government	Non-homeless special needs public services	Jurisdiction
Brookline Council on Aging	Government	Non-homeless special needs	Jurisdiction
CENTER COMMUNITIES OF BROOKLINE	Non-profit organizations	Rental public facilities public services	Jurisdiction

Responsible Entity	Responsible Entity Type	Role	Geographic Area Served
Brookline Veterans Services	Government	Homelessness Non-homeless special needs public services	Jurisdiction
Caritas Communities	Non-profit organizations	Rental	Jurisdiction
Brookline Community Foundation	Community/Faith-based organization	Non-homeless special needs Planning	Jurisdiction
MassHousing	Government	Ownership Rental	State
Massachusetts Housing Partnership	Government	Ownership Rental	State
MASSACHUSETTS DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT	Government	Homelessness Non-homeless special needs Ownership Public Housing	State
METROPOLITAN AREA PLANNING COUNCIL	Public institution		Region
CEDAC	Public institution	Ownership Rental	State
Metropolitan Boston Housing Partnership, Inc.	Non-profit organizations	Ownership Public Housing Rental	

Table 15 - Institutional Delivery Structure

Assess of Strengths and Gaps in the Institutional Delivery System

The institutional structure developed in the Town relies on continuous contact, discussions, and referrals to successfully implement a complex housing and social service delivery program. If a gap should occur, it will be identified and eliminated as part of the normal process of providing affordable and supportive housing programs, as well as non-housing community development needs.

The Town expects to strengthen, and improve the co-ordination and integration of this townwide institutional structure over time to insure that all facets of developing and integrating such a complex and far reaching mix of programs into a functional whole, is achieved.

Availability of services targeted to homeless persons and persons with HIV and mainstream services

Homelessness Prevention Services	Available in the Community	Targeted to Homeless	Targeted to People with HIV
Homelessness Prevention Services			
Counseling/Advocacy	X	X	X
Legal Assistance	X	X	
Mortgage Assistance			
Rental Assistance	X	X	
Utilities Assistance		X	
Street Outreach Services			
Law Enforcement	X	X	
Mobile Clinics			
Other Street Outreach Services	X	X	
Supportive Services			
Alcohol & Drug Abuse	X	X	
Child Care			
Education	X		
Employment and Employment Training	X		
Healthcare	X	X	
HIV/AIDS	X		X
Life Skills	X	X	
Mental Health Counseling	X	X	
Transportation	X	X	
Other			
Food; clothing	X		

Table 16 - Homeless Prevention Services Summary

Describe how the service delivery system including, but not limited to, the services listed above meet the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth)

Brookline Community Mental Health Center (BCMHC) serves as the primary facilitator of services targeted to homeless persons and those threatened with homelessness in the Town of Brookline. They have applied and received funding for services from the CDBG program, Emergency Solutions Grant through the City of Newton, and McKinney- Vento funds through the B-N-W-W Continuum of Care. The primary function of BCMHC is to offer mental health treatment to all in need, but their programs are far reaching and include: case management; domestic violence services; temporary shelter; vocational referrals; financial assistance; teen shelter program; life-skills services in conjunction with other services; and helping individuals and families transitioning to permanent housing with support services and counseling.

In July, 2014, the Brookline-Newton-Waltham-Watertown Continuum of Care produced a resource-services guide to aid in identifying services homeless individuals/families may need or for those on the brink of homelessness. Services identified range from alcohol or drug abuse services, case management, child care to veterans needs.

Describe the strengths and gaps of the service delivery system for special needs population and persons experiencing homelessness, including, but not limited to, the services listed above

Brookline has a strong service delivery system to assist homeless persons or persons at risk of becoming homeless. Programs and counseling are available through the Brookline Community Mental Health Center. The strength of the Town's current delivery system is that gaps are kept to a minimum due to collaborative meetings of the C of C which are held monthly.

While many services exist within the C of C boundaries, accessing services to and from for special needs or those experiencing homelessness can be difficult, and trying. Add that services needed by these populations may not be in one community. Well coordinated systems must be added to and refined continually to build a integrated system of providers. Once the coordinated entry system is further refined from its current developed state, this will aid/strengthen service delivery.

The most significant gap in the delivery system experienced by members of the Continuum of Care communities is related to the insufficient number of staff and organizational structures to effectively meet C of C needs.

Provide a summary of the strategy for overcoming gaps in the institutional structure and service delivery system for carrying out a strategy to address priority needs

The Town will work towards overcoming gaps in the institutional structure and service delivery system by continually reaching out to new possibilities of funding and services by educating entities about the CDBG program and encouraging subrecipients to search for additional funding to leverage. The town has received CDBG funding since FY 1977, and since that time, the town's Community Development Division has worked in collaboration with a variety of town departments, committees, and agencies to address the community's needs, utilize the federal funding wisely, and search for additional funding. Particular efforts include:

- Regular meetings with stakeholders
- Project review meetings
- Coordination on project management

SP-45 Goals - 91.415, 91.215(a)(4)

Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Affordable Housing - Rehab Rental	2014	2017	Affordable Housing		Affordable Housing - Rental		Rental units constructed: 31 Household Housing Unit
2	Affordable Housing- New	2016	2020	Affordable Housing		Affordable Housing - New Units		Rental units constructed: 35 Household Housing Unit
3	Affordable Housing - Rental Preservation	2016	2020	Affordable Housing		Affordable Housing - Rehab Existing		Rental units rehabilitated: 100 Household Housing Unit
4	Affordable Housing - Inclusionary Rental	2016	2020	Affordable Housing		Affordable Housing - Acquisition of Existing Units		Rental units constructed: 6 Household Housing Unit
5	Affordable Housing - Inclusionary Homeownership	2016	2020	Affordable Housing		Affordable Housing - Acquisition of Existing Units		Homeowner Housing Added: 6 Household Housing Unit
6	Affordable Housing - Marian Street	2015	2017	Affordable Housing		Affordable Housing - New Units		Rental units constructed: 16 Household Housing Unit
7	Affordable Housing - Homebuyer Assistance	2016	2020	Affordable Housing		Affordable Housing - Acquisition of Existing Units		Homeowner Housing Added: 6 Household Housing Unit
8	Homelessness Services	2016	2020	Homeless		Homelessness Prevention		Other: 600 Other

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
9	Public Services	2016	2020	Non-Homeless Special Needs		Public Services		Public service activities other than Low/Moderate Income Housing Benefit: 2500 Persons Assisted
10	Public Facilities/Public Improvements	2016	2020	Non-Housing Community Development		Public Facilities/Infrastructure		Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 15000 Persons Assisted
11	Economic Development	2016	2020	Non-Housing Community Development		Economic Development		Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 5000 Persons Assisted

Table 17 – Goals Summary

Goal Descriptions

1	Goal Name	Affordable Housing - Rehab Rental
	Goal Description	Funds to be used to rehabilitate rental units at 51-57 Beals Street which will provide housing for homeless individuals earning less than 30% of AMI.
2	Goal Name	Affordable Housing- New
	Goal Description	Funds to be used to develop new rental housing opportunities for extremely low, low, and moderate income households
3	Goal Name	Affordable Housing - Rental Preservation
	Goal Description	Funds will be used to preserve affordable rental housing for extremely low, low, and moderate income households.
4	Goal Name	Affordable Housing - Inclusionary Rental
	Goal Description	Market rate rental housing development will include 15% affordable units.
5	Goal Name	Affordable Housing - Inclusionary Homeownership
	Goal Description	Market rate ownership will include 15% affordable units.
6	Goal Name	Affordable Housing - Marian Street
	Goal Description	Funds to be used to develop new rental housing opportunities for extremely low, low, and moderate income households.
7	Goal Name	Affordable Housing - Homebuyer Assistance
	Goal Description	Funds will be used to write down costs of condominium units in order to make them affordable.
8	Goal Name	Homelessness Services
	Goal Description	Supportive services for individuals/ families that are homeless or at risk of homelessness.
9	Goal Name	Public Services
	Goal Description	Provide financial support to agencies and organizations to continue, expand or provide new services needed for individuals, households, elderly, employment training, children, teens, families, but not limited to these. Overall services that support those in need.
10	Goal Name	Public Facilities/Public Improvements
	Goal Description	Provide funding to meet infrastructure needs, the need for public improvements to public facilities, parks, playgrounds and open space that will be of the most benefit to the very low, low, and moderate income households within and around the town particularly in income-eligible areas.

11	Goal Name	Economic Development
	Goal Description	Utilization of Section 108 loan program for corridor or other opportunity driven improvements.

Estimate the number of extremely low-income, low-income, and moderate-income families to whom the jurisdiction will provide affordable housing as defined by HOME 91.315(b)(2)

The Town of Brookline is currently completing two rental projects(86 Dummer Street and 51-53 and 55-57 Beals Street) that will provide a total of 61 new rental units for extremely low-income (<30% of AMI) and low-income (<50% of AMI) households. Over the next few years, the Town will seek opportunities to identify another new rental housing development that will serve approximately 35 extremely-low, low- and moderate -income households. Funds may also be used to preserve approximately 100 rental housing units at the Brookline Housing Authority as well as in two expiring use properties that have been identified as losing affordability over the next four to thirteen years. These projects tend to serve very-low and low-income households. While there are currently no new development projects that will include affordable units as part of the Town's inclusionary zoning by-law, it is, likely that one or two projects may be proposed over the next five years. The Town continuously looks for opportunities to engage developers to increase affordable housing with each new development contemplated. If such a project is proposed, the Town anticipates up to six rental units and/or six homeownership units serving moderate-income households (<80% of AMI). One 40 B proposal containing 13 affordable rental units is expected to begin construction in calendar year 2015. These units will be primarily studio and one-bedroom apartments. Lastly, if funding is available, the Town may again fund its Homebuyer Assistance Program to assist up to six moderate -income households with writing down the costs of purchasing a unit on the market.

SP-65 Lead-based Paint Hazards - 91.415, 91.215(i)

Actions to address LBP hazards and increase access to housing without LBP hazards

The Town of Brookline follows a set of protocols to reduce the risks of lead-based paint poisoning to its residents, particularly prevention in young children under the age of six: Under Massachusetts State Law, whenever a tenant files a complaint regarding their housing or if an inspection is required through the State Sanitary Code for a housing unit occupied with children under 6, the Brookline Health Inspector must perform a lead determination; When a property owner seeks a compliance letter for removal/abatement of lead, the Town receives notice of lead removal within units; The Health and Building Departments follow the Environmental Protection Agency Renovation, Repair, and Painting Rule (EPA RRP), to assure contractors meet safe work practices when working on residential properties built before 1978; and Town requires lead paint abatement as part of renovation involving housing which is undertaken by private developers using public resources.

How are the actions listed above integrated into housing policies and procedures?

Lead paint abatement is a requirement of renovation programs for family housing when undertaken by private developers using public funds/resources. For over twenty years, the Town has continued as an approved agency for the MassHousing "Get the Lead Out" program to help determine if borrowers meet eligibility for assistance with lead abatement. This State appropriated program provides low cost financing from zero to 2% to owners of buildings with one to four units. This includes owner occupants whose incomes fall below determined low and upper moderate income limits, and investor/non-profit owners who serve income-eligible tenants. If eligibility is met, the Town assists borrower in completing loan package and later with lead abatement oversight as required under Massachusetts State Laws. Although low income households qualify for affordable homeownership in Brookline, this is strictly through purchase of condominiums. As such, the MassHousing program requires common areas to be done and this greatly restricts such condo owners from participating in the program. Nevertheless, it is an avenue for income eligible households.

SP-70 Anti-Poverty Strategy - 91.415, 91.215(j)

Jurisdiction Goals, Programs and Policies for reducing the number of Poverty-Level Families

Poverty is the condition of having insufficient resources, particularly a steady source of income. In its extreme form, poverty leads to a lack of access to resources required to meet basic human needs such as adequate food, clothing, housing, water and health services.

Anti-poverty strategies to be effective must incorporate a variety of initiatives to help people build assets, to increase access to housing, to build equity through homeownership, to encourage the use of savings program, and any other pro-active means which increase assets. There are no panaceas, only a means to diminish the level of poverty. In reality a combination of strategies is more effective, to address poverty, possibly with the following programs and services: a) decrease cost burden of affordable housing; b) maintain services and programs in job training/employment; c) greater support of food banks; d) integration of services and programs which bring progress toward self/sufficiency; e) support Section 3 programs of housing authority and developers of affordable housing developments; and e) support services directly or indirectly which increase households incomes.

The Town of Brookline has always provided the maximum allowable funding to public service activities, who primarily benefit low to moderate income persons/households, so that CDBG funding in consort with other resources, helps to support collaborations/innovations to address poverty within the community. The 2009-2013 American Community Survey (ACS) identifies 11.5% of the Town's residents have incomes below the poverty level. This percentage is within the State's below poverty level of 11.4%.

The Town will continue to support economic development opportunities that create greater job opportunities for low/mod income residents and overall Town residents to reduce poverty as is exhibited by economic development achievement to be attained with the three major commercial developments taking shape in the Town's new hotel, mixed use hotel/retail development, and expansion of existing commercial space owned by Boston Children's hospital.

Additionally, the Town will continue to reduce poverty by funding such programs as: Steps to Success which provides low-income youth with a comprehensive support network designed to achieve college graduation and meaningful training leading to employment: a) Family Learning Centers which provide computer instruction and homework support for residents at all Brookline Housing Authority sites. b) Next Steps, which provides job search assistance and professional life-skills development for adults living in the Town of Brookline, particularly those residing in Brookline Housing Authority properties; c) Brookline Learning Project which offers free English Language Learner classes to prepare non-English speaking adults with skills to address education needs, life-skills, and employment; d) Youth Employment Training Program provides job readiness training skills to youth with employment

opportunities thereafter; e) JOBS program of the Council on Aging trains and provides employment opportunities for elders; f) The Brookline Community Mental Health Center, through individual counseling and group programs, works with adults, children, adolescents and families to handle crisis, substance abuse, domestic abuse, mental illness, anger management, and financial literacy.

How are the Jurisdiction poverty reducing goals, programs, and policies coordinated with this affordable housing plan

A number of Brookline's programs serving poverty-level and Low/Moderate-income households are run by the Brookline Housing Authority (BHA) and/or the Brookline Community Mental Health Center. Some of the programs are in conjunction with the BHA, including Family Learning Centers. The BHA is also fiscal manager for programs that include the Next Steps Program, the Youth Training Program, and Brookline Learning Program. These programs are designed to improve, and address needs of its residents and others who reside in the community who may be at poverty level.

SP-80 Monitoring - 91.230

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

Housing/HOME: Brookline's affordable housing projects are monitored on an on-going basis in one of several ways, depending on project type. For affordable rental developments, a deed rider and/or an owner's performance agreement is established at loan closing, outlining the period for which the property is to remain affordable and the household income levels that the project will serve. The Town requires all sub-recipients to provide annual income verifications on tenants living in affordable rental units as well as information on rents charged, including the tenant paid portion of those receiving Section 8 subsidies. All affordable homeownership units have deed restrictions that detail resale or recapture provisions in the case of unit transfer and are monitored annually for primary residence. If any unit is found to be not in compliance, staff of the Housing Division work with the Town's Legal Office to initiate resale of the unit to be a qualified household.

Overall the Town follows the monitoring objectives of the West Metro HOME Consortium of which the Town is part of for HOME funded activities. They are as follows: a) Identifying and tracking program and project results; b) Identifying technical assistance needs of member communities, CHDO's, and subrecipient staff; c) Ensuring timely expenditure of HOME funds, as well as compliance with comprehensive planning, and minority business outreach as applicable; d) Documenting compliance with program rules; e) Preventing fraud; and f) Identifying innovative tools and techniques that support affordable housing goals.

Non-Housing Community Development: The Town of Brookline monitors all community development activities carried out by sub-recipients on an annual basis to ensure strict compliance with applicable HUD laws, regulations, and program guidelines. Sub-recipients whose projects involve Davis-Bacon Labor Standards are sent prior to the execution of their contract, a letter stating their requirement to administer and enforce federal labor provisions, including Davis-Bacon wage and reporting requirements. The latest edition of "Making Davis Bacon Work - A Contractor's Guide to Prevailing Wage Requirements for Federally Assisted Construction projects prepared by HUD is sent to them. Arrangements are made with the sub-recipient to go over these requirements and accompanying documentation.

Beginning the third quarter of the fiscal year, public service recipient agencies are monitored. Prior to the first invoice request for funds, these sub-recipients are required to forward documentation on client eligibility. This pre-monitor helps to expedite the monitoring when it occurs later in the fiscal year, review information for appropriateness, and identify any issues the recipient may be experiencing. For all agencies/projects., a risk analysis is performed prior to monitoring. This risk analysis takes into consideration past performance (recent or prevalent problems), organizational capacity, staff changes, new agencies receiving block grant funding, etc. Throughout the quarterly reporting periods, problems and/or issues encountered with recipients or identified by the Town in its oversight of the activities, are evaluated and technical assistance provided. However, when the actions of the sub-recipients are not consistent with their contracts, the sub-recipients are duly notified of their inability to meet requirements, technical assistance is provided on how to comply, and thus they are required to re-examine how to meet HUD compliance.

FFY2015 (FY2016) Annual Action Plan

Expected Resources

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

Introduction

Over the past years, both CDBG and Home Investment grant programs have declined in annual funding. This is particularly true for the Home program nationally, which has lost 51% of its allocation from 2010 to 2015. The Town did see some decrease in funding that may be due to ACS census data and changing demographics. The Town has accounted for the diminution in funding for projects in progress or planned. All goals set forth are based on estimated costs and resources to ensure such goals are achievable.

Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Reminder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	1,350,638	0	0	1,350,638	0	Based on HUD allocation for FFY 2015
Competitive McKinney-Vento Homeless Assistance Act	public - federal	Other	293,572	0	0	293,572	0	Represents Brookline stakeholders funded with McKinney-Vento funds. C of C funding requires a match and leverage for each grantee.

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Reminder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
Housing Trust Fund	public - local	Housing	100,000	0	0	100,000	0	Inclusionary housing projects, whose dollars allocation controlled by housing advisory Board. This is dependent on overall development and payment in-lieu of. Opportunity driven.
Other	private	Housing	75,000	0	0	75,000	75,000	Commitment from CCB from their replacement reserves to match CDBG funding allocation for 112 Centre Street Window replacement Project.

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Reminder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
Other	public - federal	Acquisition - Admin and Planning Housing	236,700	0	0	236,700	0	Assuming 10% cut each year given grant lost 10% each year since 2010.HOME program requires a 25% match for every \$1.00 HOME funds invested.
Other	public - state	Public Improvements	6,650,000	0	0	6,650,000	0	Represents commitment of State Transportation Improvement Program and Department of Conservation and Resources. Balance of funds for construction.

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Reminder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
Other	public - local	Admin and Planning	210,000	0	0	210,000	0	the portions of salaries for personnel that work on CDBG for specific projects paid out of grant. Sum represents balance of salaries paid from town.
Other	public - local	Housing Other	9,036,199	0	0	9,036,199	0	Resources available for 51-53 and 55-57 Beals Street.
Other	public - local	Public Improvements	886,000	0	0	886,000	0	Town funding provided by Town's capital Improvements Plan for design; landscape improvements; new accessible play equipment and surfacing; utility improvements, etc.

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Reminder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
Other	public - local	Public Services	762,203	0	0	762,203	0	As part of RFP, town encourages potential recipients to leverage funds. Leveraging on RFP's represents 25 points in scoring. These resources significantly contribute to meeting service needs of various programs provided by these public services.

Table 18 - Expected Resources – Priority Table

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

Leveraging additional resources to support affordable housing projects and programs remains a priority for the Town. Federal funds are matched by a variety of local, state, and private funding sources, including Brookline's Affordable Housing Trust, have provided over \$8.2 million dollars for affordable housing since 2000. In addition, the state has also provided funding through its Department of Housing and Community Development's Affordable Housing Trust Fund, Housing Innovations Fund, Housing Stabilization Fund, HOME Fund, and Massachusetts Tax Credit proceeds. The Federal Home Loan Bank has provided grant funds and the Massachusetts Housing Partnership and several private banks have provided advantageous permanent loans for affordable housing projects. Given development in the town over the next five years will be contingent as is has in the past on opportunity, funding for affordable housing programs will continue to utilize all available/applicable state funding and other federal sources as appropriate to the project at hand.

As a requirement of the Request For Proposals process for applying for CDBG funding, the Town scores each applicant 25 points is given to activities applying that provide leveraged resources.

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

Not applicable.

Discussion

The Town of Brookline is currently very dense with very little buildable land. That being said, the Town has exhibited creative use or reuse of land for several affordable housing developments both past, and present. In 2012, Olmsted Hill development was built. It was formerly a town owned reservoir, and Dummer Street project for 32 units of rental housing is under construction. It was developed on an underutilized parking lot. Also two lodging houses are being converted into enhanced SRO units for 31 individuals. The town will continue to look for opprtunities to meet the needs of the community.

Annual Goals and Objectives

AP-20 Annual Goals and Objectives - 91.420, 91.220(c)(3)&(e)

Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Affordable Housing - Rehab Rental	2014	2017	Affordable Housing		Affordable Housing - Rental Affordable Housing - New Units	Housing Trust Fund: \$1,981,355 LITC; State; FHLB: \$8,699,280	Rental units rehabilitated: 32 Household Housing Unit
2	Affordable Housing - Rental Preservation	2016	2020	Affordable Housing		Affordable Housing - Rental Affordable Housing - Rehab Existing	CDBG: \$147,658 HOME: \$500,000 LITC; State; FHLB: \$40,972,790 State: \$3,000,000	Public Facility or Infrastructure Activities for Low/Moderate Income Housing Benefit: 31 Households Assisted
3	Affordable Housing - Inclusionary Homeownership	2016	2020	Affordable Housing		Affordable Housing - New Units		Rental units constructed: 6 Household Housing Unit
4	Affordable Housing- New	2016	2020	Affordable Housing		Affordable Housing - New Units		Rental units constructed: 35 Household Housing Unit
5	Affordable Housing - Inclusionary Rental	2016	2020	Affordable Housing				Rental units constructed: 6 Household Housing Unit
6	Affordable Housing - Marian Street	2015	2017	Affordable Housing		Affordable Housing - New Units		Rental units constructed: 16 Household Housing Unit

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
7	Affordable Housing - Homebuyer Assistance	2016	2020	Affordable Housing		Affordable Housing - Acquisition of Existing Units		Homeowner Housing Added: 6 Household Housing Unit
8	Homelessness Services	2016	2020	Homeless		Homelessness Prevention		Homelessness Prevention: 100 Persons Assisted
9	Public Services	2016	2020	Non-Homeless Special Needs		Public Services	CDBG: \$202,000 Public Service Agencies: \$762,203	Public service activities other than Low/Moderate Income Housing Benefit: 500 Persons Assisted
10	Public Facilities/Public Improvements	2016	2020	Non-Housing Community Development		Public Facilities/Infrastructure	CDBG: \$150,000 Town: \$886,000	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 3000 Persons Assisted
11	Economic Development	2016	2020	Non-Housing Community Development		Economic Development		

Table 19 – Goals Summary

Goal Descriptions

1	Goal Name	Affordable Housing - Rehab Rental
	Goal Description	
2	Goal Name	Affordable Housing - Rental Preservation
	Goal Description	
3	Goal Name	Affordable Housing - Inclusionary Homeownership
	Goal Description	
4	Goal Name	Affordable Housing- New
	Goal Description	
5	Goal Name	Affordable Housing - Inclusionary Rental
	Goal Description	
6	Goal Name	Affordable Housing - Marian Street
	Goal Description	
7	Goal Name	Affordable Housing - Homebuyer Assistance
	Goal Description	
8	Goal Name	Homelessness Services
	Goal Description	
9	Goal Name	Public Services
	Goal Description	
10	Goal Name	Public Facilities/Public Improvements
	Goal Description	
11	Goal Name	Economic Development
	Goal Description	

AP-35 Projects - 91.420, 91.220(d)

Introduction

To address the priority needs identified in the Strategic Plan of the Fy 2016-2020 Consolidated Plan, the town of Brookline will invest CDBG funding in projects that increase affordable housing, a variety of services for mental health, youth and seniors as well as public infrastructure and facilities improvements, in addition to research regarding future use of CDBG funds. Together these projects will address the priority needs of housing, public services, public facilities and infrastructure, and economic development within the town.

#	Project Name
1	CD Administration
2	Comprehensive Planning
3	Affordable Housing
4	Energy Efficiency, Resident Security, and Landscape Renewal Projects
5	Housing Division
6	112 Centre Street Window Replacement
7	Brookline Avenue Playground Landscape Improvements
8	BCMHC Adolescent Outreach Program
9	Comprehensive Services For Children and Families
10	Brookline Elder Taxi System
11	Next Steps Program

Table 20 – Project Information

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

Based on the FY 2016-2020 Consolidated Plan, the Town of Brookline has identified the goals and objectives of the CDBG and other funding anticipated to be received by the town. Activities are considered for funding based on meeting these goals and objectives. The primary obstacles to addressing underserved needs are a lack of funding to leverage with the block grant funds.

AP-38 Project Summary

Project Summary Information

1	Project Name	CD Administration
	Target Area	
	Goals Supported	Affordable Housing - Rehab Rental Affordable Housing- New Affordable Housing - Rental Preservation Affordable Housing - Inclusionary Rental Affordable Housing - Inclusionary Homeownership Affordable Housing - Marian Street Affordable Housing - Homebuyer Assistance Homelessness Services Public Services Public Facilities/Public Improvements Economic Development
	Needs Addressed	Affordable Housing - Rental Affordable Housing - New Units Affordable Housing - Rehab Existing Affordable Housing - Acquisition of Existing Units Homelessness Prevention Fair Housing Public Services Public Facilities/ Infrastructure Economic Development
	Funding	:
	Description	Grant oversight is required to effectively carry out entitlement regulations. This activity is required of entitlements to ensure that program management and the administration of the grant is in conformance with regulations promulgated for the CDBG entitlement. Funding will be used to pay reasonable program administration costs and carrying charges related to the planning and execution of community development assisted in full or partially by funds provided by the CDBG grant given performance measure and other grant conditions are met.
	Target Date	6/30/2016
	Estimate the number and type of families that will benefit from the proposed activities	All participants of programs served under the grant that qualify as low and moderate income persons. Administration of the grant is presumed to benefit low and moderate income persons.
	Location Description	333 Washington Street, Brookline, MA 02445

	Planned Activities	Grant and fiscal management, oversight of the entire entitlement grant.
2	Project Name	Comprehensive Planning
	Target Area	
	Goals Supported	Public Facilities/Public Improvements
	Needs Addressed	Public Facilities/ Infrastructure
	Funding	Town: \$20,390
	Description	Staff under program will work on community facilities activities which tie into the Town's Comprehensive Plan and Five Year Consolidated Plan projects, which pertain to major planning projects and activities.
	Target Date	6/30/2016
	Estimate the number and type of families that will benefit from the proposed activities	Family type to benefit range from extremely low to very low to moderate, and some market rate households. Design must be concluded before the true numbers of who wo benefit is derived.
	Location Description	Along Route 9 corridor from High Street to Muddy River.
	Planned Activities	Staff will work on projects meeting transportation and mobility needs on infrastructure projects the Town has committed to including recent roadway projects which help leverage \$8 to \$9.00 in construction dollars of CDBG committed funds to design.
3	Project Name	Affordable Housing
	Target Area	
	Goals Supported	Affordable Housing - Rehab Rental
	Needs Addressed	Affordable Housing - Rental Affordable Housing - New Units Affordable Housing - Rehab Existing
	Funding	Housing Trust Fund: \$234,600 HOME: \$500,000 LITC; State; FHLB: \$4,101,279 State: \$3,000,000
	Description	Funds will be used to create and preserve affordable housing at 51-53 and 55-57 Beals Street, which is located in the North Brookline section of Town. Construction gap subsidy financing.
	Target Date	6/30/2016
	Estimate the number and type of families that will benefit from the proposed activities	There will be upon completion of construction, 31 units of permanently affordable "enhanced" SRO" housing with support services. The housing will be primarily targeted to persons with incomes under 30 percent of AMI and one unit under 60 % of AMI>
	Location Description	51-53 and 55-57 Beals Street, Brookline, MA 02446

	Planned Activities	Pine Street Inn (PSI) is the owner of the properties, and the funds will be used for financing to assist project with additional gap subsidies needed to meet increased costs in construction.
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4	Project Name	Energy Efficiency, Resident Security, and Landscape Renewal Projects
	Target Area	
	Goals Supported	Affordable Housing - Rental Preservation
	Needs Addressed	Affordable Housing - Rental
	Funding	:
	Description	Funds will support the upgrade of an out dated surveillance system at one family housing development-High Street Veterans operated by the Brookline Housing Authority and energy efficient boilers installed at the elderly/disabled Col. Floyd development, and Walnut Street Low-Rise Apartments.
	Target Date	6/30/2016
	Estimate the number and type of families that will benefit from the proposed activities	60 households of elderly/ and or disabled at Col. Floyd; 24 units of elders and 8 units of family at Walnut Street Low-Rise; 177 units at High Street Veterans development
	Location Description	Col. Floyd Apartments: Marion and Foster Streets Walnut Street Low-Rise Apartments: Walnut and Juniper Streets High Street Veterans Development: Chestnut and High Streets
Planned Activities	Installation of cameras at High Street Veterans; Energy efficient boilers installed at Col. Floyd and Walnut Street Apartments.	
5	Project Name	Housing Division
	Target Area	
	Goals Supported	Affordable Housing - Rehab Rental Affordable Housing- New Affordable Housing - Rental Preservation Affordable Housing - Inclusionary Rental Affordable Housing - Inclusionary Homeownership Affordable Housing - Marian Street Affordable Housing - Homebuyer Assistance Homelessness Services
	Needs Addressed	Affordable Housing - Rental Affordable Housing - New Units Affordable Housing - Rehab Existing Affordable Housing - Acquisition of Existing Units Homelessness Prevention Fair Housing
Funding	Town: \$20,390	

	Description	The program consists of supporting staff of the Housing Division who help to create and preserve housing in the Town.
	Target Date	6/30/2016
	Estimate the number and type of families that will benefit from the proposed activities	Staff will help with assisting the BHA moving forward on construction of Dummer Street which is 32 units of new rental housing. The Town is supporting 51-53 and 55-57 Beals Street project which will create 31 enhanced SRO units as it moves toward construction. The Pine Street Inn units will accomodate individuals, not families.
	Location Description	Locations to be assisted by staff (which are definitive): 1) 86 Dummer Street; 2) 51-53 and 55-57 Beals Street; 3) 45 Marion Street (40B process); and 4) other locations when developmnet is viable.
	Planned Activities	1) Working with the BHA to complete construction; 2) Work with Pine Street Inn to start and complete construction at 51-53 and 5-57 Beals Street; 3) Work on proposed 40B development of 65 unit rental building containing 16 units to serve households earning less than 80% of AMI; 4) When funding available work to write down costs of condominium units to make affordable to potential homebuyers; and 5) At such time when a viable inclusionary project development is established, work to develop affordable units whether rental or homeowner.
6	Project Name	112 Centre Street Window Replacement
	Target Area	
	Goals Supported	Affordable Housing - Rental Preservation
	Needs Addressed	
	Funding	Center Communities of Brookline: \$75,000
	Description	Town is providing financial assistance to Centre Communities of Brookline (CCB), to improve energy efficiency and lower the cost of electricity for their economically insecure residents. Desire of CCB to ensure health, comfort, well-being and economic security for 116 residents that reside at 112 Centre Street in Brookline.
	Target Date	6/30/2016
	Estimate the number and type of families that will benefit from the proposed activities	All residents are extremely low income. All residents are either senior or young disabled adults.
	Location Description	112 Centre Street, Brookline, MA 02446
Planned Activities	Replacement of energy inefficient windows.	
7	Project Name	Brookline Avenue Playground Landscape Improvements
	Target Area	
	Goals Supported	Public Facilities/Public Improvements

	Needs Addressed	Public Facilities/ Infrastructure
	Funding	Town Capital Improvements Plan: \$886,000
	Description	Proposed landscape improvements to this existing playground to improve active and passive recreational opportunities.
	Target Date	6/30/2016
	Estimate the number and type of families that will benefit from the proposed activities	44.02 percent low and moderate income persons are served by this public facility
	Location Description	Brookline Avenue Playground is located at the corners of Aspinwall Avenue and Brookline Avenue.
	Planned Activities	Proposed improvements to this existing playground include renovation to the ballfield and backstop; new site furniture and drinking fountains; new accessible play equipment for ages 2 to 5 to 12 years old with accessible resilient safety surface, replacement fencing, new plantings, and improved park entries.
8	Project Name	BCMHC Adolescent Outreach Program
	Target Area	
	Goals Supported	Public Services
	Needs Addressed	Public Services
	Funding	Public Service Agencies: \$304,500 State: \$65,438
	Description	This program provides counseling, crisis-intervention, mediation, short term emergency shelter, transitional housing, case management, legal, consultation, and educational services to 395 Brookline teens and family members in a given fiscal funding year.
	Target Date	6/30/2016
	Estimate the number and type of families that will benefit from the proposed activities	Program overall will serve a total of 395 teens and their family members. Anticipate 105 teens and families in individual, group, and family counseling. Of the later number, 55% will receive CDBG subsidies.
	Location Description	41 Garrison Road, Brookline, MA 02446
	Planned Activities	The BCMHC offers through this program the following services: Transition to Independent Living (TILP); the Brookline Resilient Youth Team (BRYT); New Pathways Emergency Shelter Program; Therapeutic Mentoring; In-Home Therapy; a diversity program for black and latino boys; and more.
9	Project Name	Comprehensive Services For Children and Families
	Target Area	

	Goals Supported	Public Services
	Needs Addressed	Public Services
	Funding	Public Service Agencies: \$175,465 State: \$113,800
	Description	The Brookline Community Mental Health Center services over 295 Brookline children ages 3-12 years with crisis-intervention, counseling, case management, services to the homeless, consultation, and educational services.
	Target Date	6/30/2016
	Estimate the number and type of families that will benefit from the proposed activities	Overall the program will serve 295 children ages 3 to 12 years. The counseling component will serve 105 of whom 55% are expected to receive CDBG subsidies.
	Location Description	41 Garrison Road, Brookline, MA 02446
	Planned Activities	Anticipate low and moderate income children and family members to be served in individual, group, and/or family therapy. CD funds will be used to support this program component by offering subsidies to children and families, who are uninsured or under insured, income-eligible, with no other means to access services.
10	Project Name	Brookline Elder Taxi System
	Target Area	
	Goals Supported	Public Services
	Needs Addressed	Public Services
	Funding	Public Service Agencies: \$43,000
	Description	The Brookline Elder Taxi system (BETS) program is designed to provide low and moderate income elders of the Town with a 50% discount coupon to be used on taxi fare rides. Over 540 low/moderate income elders are served annually.
	Target Date	6/30/2016
	Estimate the number and type of families that will benefit from the proposed activities	The program will serve elderly low to moderate income households who reside in the Town, whose incomes range from 0 to 80% of AMI.
	Location Description	Discount coupons are purchased by elders at the Council on Aging, located at 93 Winchester Street, Brookline, MA 02446
	Planned Activities	Each month income eligible elders can purchase \$50.00 worth of taxi voucher coupons for \$25.00. The cab companies contribute 25% discount towards the returned tickets.
11	Project Name	Next Steps Program

Target Area	
Goals Supported	Public Services
Needs Addressed	Public Services
Funding	Public Service Agencies: \$18,000
Description	The Next Steps program is a resource/referral program that provides young adults and adults with counseling support and on-going assistance of access to resources and referrals. Located in the Family Learning Center at Trustman Apartments, persons are able to establish or advance their life plans, continue education; learn financial management; obtain job-readiness; establish eligibility and enroll in job training programs; seek employment; or build towards a better or new career.
Target Date	6/30/2016
Estimate the number and type of families that will benefit from the proposed activities	Anticipate serving 35 low to moderate income clients during the fiscal year.
Location Description	Office of program is located in the Family Computer center located at the Trustmen Apartments in North Brookline. The Coordinator will arrange to meet clients at home, other Family Computer centers, or areas convenient for client discussion.
Planned Activities	The program coordinator to see 5 to 8 clients each month, with 20-30 new clients added by the end of the program year. Assistance will be provided to short and long term needs of clients, needs of returning clients, and new clients. Those who return reflect the challenges faced by many low-wage job seekers, although the program serves everyone of various educational attainment.

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

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

There are no geographic areas within the town with minority concentrations. No allocations have been based on such.

Geographic Distribution

Target Area	Percentage of Funds

Table 21 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

Not Applicable

Discussion

There are no areas in the community where resources will be geographically directed given the distribution of low and moderate incomes within the Town as identified through ACS data. Funds will be dispersed throughout the community for a variety of projects and programs based on need, funding availability, resources brought to the table by the recipient. Funds are awarded to eligible activities based on meeting national objective, eligibility, and identification of needs and resources.

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

Introduction

This section discusses the Town's efforts in addressing underserved needs, expanding and preserving affordable housing, reducing lead-paint hazards, and developing institutional structure for delivering housing and community development activities.

Actions planned to address obstacles to meeting underserved needs

With obstacles identified, the Town will move forward with the following actions to address underserved needs: a) Subsidizing rental units to make them affordable to low-income and very low-income single person households and family households.; b) Subsidizing owner units to make them affordable to moderate-income small and large families.(dependent on availability of sufficient project funding); c) Use Zoning By-Law provisions with developers proposing new projects in order to maximize affordable housing outcomes.; d) Use the Housing Trust as a vehicle to assist non-profits to respond readily to market opportunities, with HOME, CDBG, and the Housing Trust to write-down costs. This may include reinvesting proceeds from the sale of units originally assisted with the CDBG/HOME funded homebuyer assistance program which are not subject to resale restrictions. ; e) Outreach to owners of appropriate properties with potential non-profit operators/developers to familiarize and update lenders on Brookline programs offered.

Actions planned to foster and maintain affordable housing

Brookline will continue to use its Zoning By-Law in a proactive manner to encourage affordable housing as part of market rate projects through the inclusionary zoning provisions. These projects require an affordable housing benefit from all developments of six or more units.

The Town will work with the property owner to pursue state funds to preserve a 116 units senior building, which is part of a 307 unit expiring use property within the Town. The owner has received permission to prepay the mortgage on this property, but has agreed to work with Town officials to apply for financing to refurbish and preserve affordability in this portion of the property for at least another thirty years.

Support will continue to be given to the Brookline Housing Authority, who are the owner and manager of the largest affordable and assisted housing units in the Town. There is a long term policy within the Town to rely on the continued cooperation with and support the BHA to preserve, upgrade when feasible, and increase the Town's supply of affordable housing units as is exemplified with the construction now of 32 rental housing units by the BHA.

Less than 10% of Brookline's residential building stock is designated as affordable. For this reason, Brookline has experienced recent development proposals that utilize the comprehensive permitting process established by Massachusetts General Law, Chapter 40B. Town Departments will continue to provide organized input when these proposals occur, with the intent to produce affordable housing that appropriately and effectively meets the needs of all Town residents.

Actions planned to reduce lead-based paint hazards

The Town will continue to act as the authorized processing agency for the MassHousing "Get the Lead Out" program, a low-cost loan program for lead removal.

The Health department of the Town will continue to respond to reported violations of the EPA Renovation, Repair and Painting Rule (RRP Rule), which requires contractors to follow safe work practices when working in residential properties built before 1978. In addition, the Town will continue to require lead paint abatement as part of renovation programs for family housing undertaken by private developers using public funds when such housing is to serve families with children.

Actions planned to reduce the number of poverty-level families

Brookline's goal is to help individuals and families increase and/or maintain self-sufficiency through acquiring and maintaining the services of permanent affordable housing, health care, food assistance, or mainstream resources, and any combination of these which offers the most meaningful way to achieve a reduction in the number at or below poverty.

The town recognizes that those families in poverty or on the fringe includes work to reduce homelessness through supportive services which are funded through CDBG, Continuum of Care and ESG. Creating and protecting jobs, as well as providing job skill services are sustainable ways to keep people from the brink of poverty or out of poverty. The Town continues to support funding to dynamic service programs serving poverty-level or other low-income households, including the Steps to Success program; Next Steps (resource/referral); the Brookline Learning Project (English as a Second Language); Youth Training Program(academic support and training leading to job development); JOBS (senior training leading to employment); and programs offered by the Brookline Community Mental Health Center which impact all those in need of some form of support for families/individuals dealing with crisis, and mental health needs.

The Town partners with non-profits to provide social service programs to a diverse, changing, and growing population. The Parent Child Home Program also helps low-income families with young children at risk of delayed emotional or intellectual growth/development. The program gives children a more comprehensive early education, books, toys, and parenting advice and guidance, along with skills at

integration into the community.

The town strives to consistently offer programs through municipal agencies that help families to improve their housing standard of living. It is the Town's intent that the support of low-income rental projects will provide poverty level families with stable homes at affordable price.

Within the next year there are actions taken by the town which support economic opportunities that will create job opportunities to help reduce poverty-level families, but also assist low to moderate and those over 100% AMI. A new hotel is under construction, and the plans by Children's Hospital to expand the existing commercial space into mixed -use retail is on-going.

Actions planned to develop institutional structure

There is an institutional structure in place within the Town. The Community Development Division is responsible for overseeing and management of the FY 2016-2020 Consolidated Plan and FY 2016 Annual Action Plan. The Town is part of the West Metro HOME Consortium with the City of Newton as the lead agency. Further, the Town is a member of the Brookline-Newton-Waltham-Watertown Homelessness Consortium, which the City of Newton is also the lead. Because of these structures, the Town is proactive in meeting grant requirements, identifying needs of populations seeking service or needing assistance, and reaching out to agencies that will agree to form new collaborations that address gaps and weaknesses in the structure.

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

A number of Brookline's programs serving low-income households are run by the Brookline Housing Authority. In addition, the Brookline Community Mental Center (BCMHC) provides services to a number of households living in affordable housing throughout the Town. The BCMHC engages weekly with other service providers and funders to collaborate and see how to be more effective, share experiences, and look for opportunities that meet present public/private needs.

Discussion

Brookline is a highly desirable community that experiences extreme market pressures, which increase the cost of housing at every level. The lack of vacant land in multi-family districts as well as the high cost of existing multi-family buildings makes development of new housing extremely expensive. Nevertheless, the Town continues to attract households because of the reputation of schools, access to public transportation, proximity to medical area, etc. The cost of projects in the town always far exceeds the amount of entitlement annually received from both CDBG and HOME funds.

Program Specific Requirements

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

Introduction

Projects planned to utilize CDBG funds expected to be available during the year are identified in the projects table. The following identifies program income that will be available for use that is included in projects to be carried out.

Community Development Block Grant Program (CDBG) Reference 24 CFR 91.220(I)(1)

Projects planned with all CDBG funds expected to be available during the year are identified in the Projects Table. The following identifies program income that is available for use that is included in projects to be carried out.

1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed	19,860
2. The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan.	0
3. The amount of surplus funds from urban renewal settlements	0
4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan	0
5. The amount of income from float-funded activities	0
Total Program Income:	19,860

Other CDBG Requirements

1. The amount of urgent need activities	0
2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan.	82.50%

Discussion

The Town of Brookline will receive an annual allocation in fiscal year 2016 (FFY2015) of \$1,350,638, in Community Development Block Grant funding from the Department of Housing and Urban Development (HUD) for the development of a vibrant community, principally assisting low to moderate income residents. FY 2016 (FFY 2015) funding will be allocated to (15) fifteen activities that address a variety of needs that align with the FY2016-2020 Consolidated Plan. Activities address needs regarding housing, public facilities, public services, and program planning/management of the entitlement grant.

Appendix A - Alternate/Local Data Sources

1	Data Source Name American Community Survey 2009-2013
	List the name of the organization or individual who originated the data set. U.S. Census
	Provide a brief summary of the data set. Data information did not pre-populate so had to go to American Community Survey to find appropriate data information.
	What was the purpose for developing this data set? Did not develop. Data from American Community Survey . see above.
	Provide the year (and optionally month, or month and day) for when the data was collected. 2009-2013 % Year American Community Survey data
	Briefly describe the methodology for the data collection. See above.
	Describe the total population from which the sample was taken. See above.
	Describe the demographics of the respondents or characteristics of the unit of measure, and the number of respondents or units surveyed. See above.

Appendix B – Citizen Participation Plan

I. Introduction

In an effort to strengthen public and private partnerships, to assist in developing a unified vision for community development actions and, to develop an integrated application for federal funding for formula grant programs the Town of Brookline has been required by the U.S. Department of Housing and Urban Development (HUD) to have a detailed Citizen Participation Plan that contains the Town’s policies and procedures for public involvement in the Consolidated Plan process and the use of Community Development Block Grant (CDBG) Funds and HOME Investment Partnerships (HOME) Funds.

The public involvement process seeks to determine how well housing, human and economic development funds are meeting the needs of the Town; types of resources and services needed in the future, and help to develop priorities.

II. Citizen Participation

The Citizen Participation Plan encourages public participation through:

- Facilitation of involvement of low and moderate income people, residents of public and assisted housing developments, especially those residing in areas or neighborhoods where CDBG or HOME funds might be spent.
- Public hearings being held at all stages of the funding process. Public hearings that give residents a chance to state community needs, review the proposed use of funds, and comment on the past uses of these funds as part of annual performance reviews.
- Take actions that are appropriate to encourage involvement from people of color, people who do not speak English and people with disabilities.

HUD declares that the primary purpose of the programs covered by this Citizen Participation Plan is to improve communities by providing: decent housing, a suitable living environment, and expanded economic opportunities – all principally for low- and moderate-income people. It is necessary that the Consolidated Planning Process genuinely involve low income residents who experience such for meaningful participation to take place at all stages of the process.

III. Access to Information

The Citizen Participation Plan informs the public about procedures for public access and influence on the Consolidated Plan, Annual Action plans, and Consolidated Annual Performance and

Evaluation Report, as well as the proposed scheduling for development and submission of the plan. Information shall be made available to citizens and all public and private agencies, so as to provide:

- A copy of the proposed plan or summary of any amendment or performance report, with at least 30 days to receive comments on the plan, amendment, or report that is to be submitted to HUD, and
- Reasonable access to records, including a description of how the Town plans to minimize displacement and how it plans to assist those displaced,
- Easy access to draft documents and hearing transcripts,
- Hearings at convenient times and in barrier-free facilities that are easily accessible by public transportation.

IV. Technical Assistance

Technical assistance will be provided to groups representing low-income persons who require assistance in developing proposals for funding consideration. Town staff will work with organizations and individuals to determine the level and type of assistance, but this does not include any provision of funds to such.

V. Notice of Public Hearing

Attendance at the hearings is promoted, particularly for low- and moderate-income citizens and citizen groups located in low income areas of the town in which entitlement grant program funds are directed. The Public Hearings are announced through the publication of a Public Hearing Notice, containing the date, time, location, and subject matter of the Public Hearing, and shall be provided once certain documents are available, such as the Proposed Annual Action plan or Consolidated Plan, any proposed and final substantial Amendment to the Action Plan or Consolidated Plan, and the Annual Performance Report. Notice will be published in legal sections of newspaper and online at least ten days prior to the date of each hearing.

VI. Public Hearings

Public hearings are held in order to obtain the public's views. A minimum of two public hearings must be held to provide the citizens of the Town with the opportunity to review the identified housing and community development needs, review the proposed use of funds, and review programs' performance, i.e. to review what was accomplished with the use of funds spent during the past program year.

VII. Access to Meetings

The Town of Brookline will provide citizens, public agencies and other interested parties with reasonable and timely access to local meetings relating to the Consolidated Plan process. All public hearings will be held at locations accessible to persons with disabilities. Provisions will be made for people with disabilities when requests are made in advance of the hearing. For those persons that do not speak English, translators will be provided through requests made in advance of meeting.

VIII. Publishing the Plan

A summary of the proposed Consolidated Plan and Annual Action plan will be published in the Brookline TAB, and will be available at the Brookline Library, Town Hall, and other public places, describing the contents and purpose of the Consolidated Plan, including a list of the locations where copies of the entire plan can be examined.

IX. Annual Performance Report

Nicety days after the close of the program year, the Town of Brookline must send HUD an Annual Action Plan. The Consolidated Performance Report (CAPER) describes how funds were actually used and the extent to which these funds were used for activities that benefited low and moderate income people.

The Town of Brookline will provide public notice that an Annual Performance Report is available so that residents will have an opportunity to review it and comment on it. Specifically there will be a fifteen (15) day comment period once the Annual Performance Report is made available to the public prior to submitting the report to HUD; and copies of the Annual Performance Report (CAPER) will be available at locations indicated in Section VIII.

Prior to submission to HUD consideration will be given to all comments and views expressed by the public, and a summary of citizen's comments and views will be included.

X. Comments

Citizens are provided information in a timely manner at all stages of the process. The citizen participation plan was available to the public for comment from March 17, 2005 through April 17, 2005, prior to the submission of the Consolidated Plan, during which no comments from citizens we received for consideration when preparing the final consolidated submission. The Town also held a final public hearing on April 26, 2004 in the Board of Selectmen's hearing room in the Town

Hall and Selectmen Sher commented that the homeless portion of the Five Year Consolidated Plan was exceptional.

XI. Complaints

Any complaints made by citizens or general units of local government regarding the process for developing the Consolidated Plan shall be answered in writing by the appropriate agency within fifteen days of receipt of the complaint where practical.

XII. Substantial Amendments

The federal Consolidated Plan regulations require the inclusion of specific criteria in the Citizen Participation Plan for determining what constitutes a change in programmatic activity significant enough to be classified as a “Substantial Amendment” to the Consolidated Plan. A change in federal rules or regulations that mandates an alteration in current programmatic operations is no considered a substantive amendment, but rather a conforming regulatory requirement. Changes deemed “Substantial Amendments” must be subjected to citizen review and comment before implementation.

A substantial change is defined, in accordance with 24 CFR 91.505(a), as:

- A substantial change in allocation priorities (any change greater than 25 percent in an individual project budget) or a substantial change in the method of distribution of funds;
- An activity (including those funded exclusively with program income) not previously covered by the Consolidated Plan or Annual Action Plan; or a
- Substantial change in the purpose, scope, location or beneficiaries of an activity.

XIII. Criteria

The following criteria are used to determine whether a programmatic change constitutes a Substantial Amendment to the Consolidated Plan:

- A change which results in a major alterations of the purpose, location, or beneficiaries of an activity; or
- A change in the allocation priorities of program funds greater than 25 percent in an individual project budget or a change in the method and distribution of funds; or
- A change in the use of CDBG funds from one eligible activity to another.

Procedure:

Prior to adoption of any substantial amendment to the Town’s Consolidated Plan, the Town shall publish in the Brookline TAB, a “Notice of Substantial Amendment to the Consolidated Plan”,

which will identify the activities involved and the nature of the substantial amendment to be implanted. The notice will advise citizens that they have a period of thirty days to seek additional information or to comment on the change.

XIV. Residential Anti-Displacement and Relocation Assistance Policy

The Town of Brookline will work with developers/owners to take all reasonable steps to minimize relocation and/or displacement that may occur as a result of the creation of affordable housing. It will do so by taking the following actions:

- Considering relocation needs during the pre-development phase of project feasibility analysis;
- Identifying potential relocation needs and resources – financial, staffing and alternative housing – early in the development process;
- Assuring whenever possible, that residents are offered an opportunity to return to their original building and, if feasible and desirable, their original unit;
- Planning rehabilitation projects, where possible, to include staging, in order to minimize temporary relocations;
- Where temporary relocations is necessary, making every effort to temporarily relocate within the resident's original building;
- Providing notification such that families do not leave prematurely because they have not been informed about planned projects or their rights;
- Paying reasonable out-of-pocket costs, as required and/or as feasible.

In addition, for relocation in projects supported by federal Community Development Block Grant (CDBG) or HOME monies, the Town will comply with all relevant requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended.