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STATE OF NEW HAMPSHIRE

ACTION PLAN

2013

UPDATE TO THE 2011-2015 CONSOLIDATED PLAN

Distributed by: New Hampshire Housing
Policy, Planning, and Communications Group
PO Box 5087, Manchester, NH 03108

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Executive Summary

New Hampshire's Consolidated Plan is developed by the Housing and Community Development Council, which was established by Executive Order and is staffed by New Hampshire Community Development Finance Authority, New Hampshire Housing, and the Bureau of Homeless and Housing Services. In order to receive allocations of Community Development Block Grant, HOME Investment Partnerships, and Emergency Solutions Grant funds from the US Department of Housing and Urban Development, the state is required to submit a Consolidated Plan. Among other things, the plan must assess the state's housing, homeless, and community development needs, establish priority needs, and explain how they will be addressed with HUD and other funding. The current Consolidated Plan covers calendar years 2011-2015. The following is a brief review of priorities by program as published in the Consolidated Plan.

HOME Investment Partnerships funding from HUD, administered by New Hampshire Housing, is a valuable resource which contributes to the production of new affordable rental housing and the preservation of existing affordable housing via energy efficiency improvements. The housing priorities for 2011-2015 are:

High

- Develop and preserve affordable rental housing for low and very low income families.
- Serve very low income special needs populations.

Medium

- Develop and preserve affordable housing for very low income elderly.
- Develop and preserve affordable housing for very low income unrelated individuals.
- Develop and preserve affordable rental housing for moderate income families.

HUD McKinney-Vento Emergency Solutions Grant funds are used by the Bureau of Homeless and Housing Services to support shelter operational costs, housing relocation and stabilization, rapid re-housing, and homelessness prevention throughout New Hampshire as well as Homeless Management Information System support.

Homeless priorities for 2011-2015 are:

High

- Prevention of Homelessness
- Rapid Re-Housing
- Increase supply of permanent affordable housing

Medium

- Seasonal response to winter emergency shelter needs

The CDBG program helps address multiple community development needs. Community development priorities for 2011-2015 include:

High

- Housing

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- Economic Development
- Water Facilities
- Sewer Facilities
- Childcare Facilities
- Transitional Housing Facilities
- Regional Economic Development Capacity Building

Medium

- Center Facilities
- Other Public Facilities
- Removal of Architectural Barriers

The 2013 Action Plan explains how the Consolidated Plan’s priorities will be utilized in determining what specific activities will receive HOME, ESG, and CDBG funding over the coming year, and also serves as our annual grant application to HUD. Utilization of a HUD-prescribed performance outcome measurement system became a requirement in 2007, and it has been integrated into the Consolidated Plan process so that it can clearly state numeric goals and accomplishments. This system utilizes the broad objectives and outcomes of the Community Development Block Grant Program in order to help HUD quantify program performance and outcomes on a national level, but it also provides a glimpse of anticipated annual outcomes by the three programs. These outcomes relate to activities or projects completed and closed out in IDIS during the program year. Be advised, however, that due to several complicating factors, this is simply an estimate based upon our best guess of project completion dates. Consolidated Annual Performance Evaluation Reports from previous years contain detailed information on project commitments and completions each year. The commitment of funding to projects is fairly even and predictable, and all three programs typically commit funds as outlined in the Action Plan corresponding to any given year. However, since most HOME and CDBG-funded projects involve construction, completion rarely occurs during the year of commitment, and project completion and closeout timing can vary considerably. Over time, increases in the cost of project components including such things as real estate acquisition and construction may affect performance as well.

Specific Objective #	Specific Annual Objectives	Sources of Funds	Performance Indicators	Year	Expected Number
SL-1 Accessibility of Suitable Living Environment					
SL-1.1	Address the need for suitable living environment for homeless households by providing access to emergency shelter.	ESG CDBG	1) Number of homeless persons given emergency and transitional shelter. 2) Number of homeless persons benefitting from shelter rehab.	2013	4,900 0
SL-1.2	Improve the living environment of homeless individuals and households by providing essential services.	ESG	1) Number of homeless persons assisted with essential services.	2013	4,900

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SL-1.3	Address the need for suitable living environment for low and moderate income households by providing access to infrastructure water/sewer improvements.	CDBG	<ol style="list-style-type: none"> 1) Number of persons served by improved water service. 2) Number of households served by improved water service. 3) Number of housing units provided improved sewer systems. 4) Number of persons served by improved wastewater service 	2013	<p>284</p> <p>67</p> <p>79</p> <p>1,018</p>
DH-2 Affordability of Decent Housing					
DH-2.1	Address the need for affordable decent housing for low and moderate income households by financing new construction, rehabilitation and preservation of affordable rental housing.	HOME CDBG	<ol style="list-style-type: none"> 1) Number of new units of affordable rental housing created via new construction. 2) Number of units of affordable rental housing developed via rehabilitation. 3) Number of units of affordable rental housing preserved through rehabilitation and refinancing. 4) Number of units of affordable rental housing preserved through energy efficiency improvements. 5) Number of years of affordability. 6) Number of units occupied by elderly. 7) Number of units designated for chronically homeless. 8) Sitework and infrastructure in support of housing. 	2013	<p>70</p> <p>42</p> <p>20</p> <p>20</p> <p>20</p> <p>42</p> <p>0</p> <p>153</p>
DH-2.2	Address the need for affordable decent housing for special needs populations by providing technical assistance and project financing to organizations who desire to provide service-enriched housing to low, very low, and extremely low income special needs households.	HOME	<ol style="list-style-type: none"> 1) Number of units of affordable special needs rental housing rehabilitated or created. 2) Number of years of affordability. 3) Number of units occupied by elderly. 4) Number of units designated for chronically homeless. 	2013	<p>0</p> <p>20</p> <p>42</p> <p>0</p>
DH-2.3	Address the need for affordable decent housing for low and very low income households by providing assistance to prevent homelessness.	ESG	<ol style="list-style-type: none"> 1) Number of homeless households assisted with ESG-funded homeless prevention services. 2) Number of households assisted with ESG-funded Rapid Re-Housing Services 	2013	<p>44</p> <p>70</p>

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EO-3 Availability/Accessibility of Economic Opportunity					
EO-3.1	Enhance the accessibility of economic opportunity by creating and retaining low to moderate income jobs.	CDBG	1) Total number of jobs created and/or retained.	2013	81
EO-3.2	Enhance the accessibility of economic opportunity by providing Micro-Enterprise assistance (businesses).	CDBG	1) Provide low-mod income individuals with training, technical assistance, and access to capital through peer lending program.	2013	181
EO-3.3	Enhance the accessibility of economic opportunity by providing access to child care for low and moderate income households.	CDBG	1) Provide financing for new childcare facilities benefiting low-mod income households. 2) Improve or upgrade existing childcare facilities.	2013	0 155

Evaluation of Past Performance

Per the preceding explanation, performance measured by project completions varies year to year. The former Emergency Shelter Grant funds were historically both committed and spent during the same year, but HUD’s transition into the new HPRP-like activities allowable through the new Emergency Solutions Grant created a backlog of FFY 2011 and 2012 funds that were not available to BHHS for distribution until Substantial Amendments to the 2011 and 2012 Action Plans were approved by HUD in August, so those funds are expected to be distributed shortly.

New Hampshire Housing’s HOME commitments to rental production and Greener Homes during the current program year total \$5,564,550. As this year’s allocation was only \$3m, this total includes a substantial amount of program income. Similarly, \$6,172,377 of the Community Development Finance Authority’s FFY 2012 CDBG allocation has been committed to date. New Hampshire’s state grants of CDBG, HOME and the Emergency Solutions Grant have consistently been committed and spent in a timely manner, and have never been subject to recapture by HUD.

Detailed reporting on past performance can be found in each year’s Consolidated Annual Performance Evaluation Report. The previous program year’s Consolidated Annual Performance Evaluation Report is always posted online at http://www.nhhfa.org/rl_consolidated.cfm . Earlier reports are available upon request of New Hampshire Housing’s Office of Planning, Policy, and Communications.

2013 Action Plan

Introduction

The State's Consolidated Plan is the five-year plan for the use of Community Development Block Grant, HOME Investment Partnerships, and Emergency Solutions Grant funds. These funds are granted to the State by the U.S. Department of Housing and Urban Development. At the core of this plan is the premise that housing, community development, economic development and services for the homeless and special populations are distinct but highly related components of a coherent approach to sustaining communities of populations diverse in their experience, objectives, and needs. Past and present compartmentalization of funding sources has, to some degree, encouraged proliferation of distinct service delivery systems. While there remains a need to understand and respond to the specific needs of individuals and communities utilizing specific expertise and carefully crafted delivery mechanisms, there is also a need to better coordinate these activities toward their common objectives through more comprehensive planning. The Consolidated Plan provides a venue for the identification of homeless, housing, and community and economic development needs and issues and for the development of coordinated responses to them. There are three major components in the Consolidated Plan: Need, Strategic Plan, and Action Plan. The Need sections form the basis for setting the priorities outlined in the Strategic Plan while the Action Plan serves as the basis for distributing the grant funds. The Action Plan also serves as the State's application for funds and must be updated and submitted to HUD annually.

Of the three major components in the Consolidated Plan (Needs, Strategic Plan, and Action Plan) the Action Plan must be updated and submitted to HUD annually. The Action Plan serves as the basis for distributing State Community Development Block Grant, Emergency Solutions Grant, and HOME Investment Partnerships grant funds in the upcoming program year. The Action Plan also serves as the State's application for those funds.

The Consolidated Planning Process

Lead Agency

In May of 1997 Governor Jeanne Shaheen issued Executive Order 97-3 establishing the Housing and Community Development Planning Council (the Council). The Council was charged with the preparation of the State's Consolidated Plan.

The Executive Director of New Hampshire Housing is the chairperson of the Council and provides staff support for the Council to coordinate and facilitate various aspects of the development of the Plan and related performance reports. Therefore, New Hampshire Housing is the lead agency for the development of the plan.

The Council's Steering Committee is made up of representatives of the three agencies administering the grant funds (New Hampshire Housing, New Hampshire Community Development Finance Authority, the Bureau of Homeless and Housing Services) and the Office of the Governor. Two of the three administering agencies have a policy or decision making body that was created by State statute. They are: the Community Development Advisory Committee, and the New Hampshire Housing Board of Directors. The Steering Committee members bring information about their respective grant programs to the Council,

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which assures that policies and priorities developed at the program level and the Consolidated Plan level will be consistent. The Council acts as a sounding board for public input as well a forum for sharing ideas and information on addressing the needs of the State.

Consultation

Council membership (see next page) includes representatives from state agencies representing the housing needs of specific populations, state agencies representing economic and community development related issues, local housing authorities, community development agencies, local governments, regional planning agencies, non-profit and for profit lenders to housing, economic, and community development projects, homeless and social service providers for specific populations, each Continuum of Care within the State, public and private agencies that address victim services, employment and education needs of low-income individuals and families, of homeless individuals and families, including homeless veterans, youth, and/or other persons with special needs. Additionally, publicly funded institutions and systems of care that may discharge persons into homelessness as well as business and civic leaders are included as well. Six members of the Housing and Community Development Planning Council also serve on either the Manchester, Nashua, or Balance of State Continuum of Care.

Housing and Community Development Planning Council 2012

Dean J. Christon*, NH Housing (Chair, HCDPC)
Elizabeth Gray*, Office of the Governor
Katharine Bogle Shields*, NH Community Development Finance Authority
Maureen Ryan*, Bureau of Homeless and Housing Services, Department of Health and Human Services
Erik Riera, Bureau of Behavioral Health, Department of Health and Human Services
Justin Slattery, NH Department of Resources and Economic Development
Kerry Nelson, Division of Family Assistance, Department of Health and Human Services
Tracey Tarr, Division of Elderly and Adult Services, Department of Health and Human Services
Dan Feltes, NH Legal Assistance
John Hoyt, Concord Housing Authority
Laurel Bestany, Regional Economic Development Center of Southern New Hampshire
Clifford Sinnott, Rockingham Planning Commission
Michael LaFontaine, N.H. Community Loan Fund
Maureen Beauregard, Families in Transition
Linda Harvey, Laconia Area Land Trust
Susan Howland, Granite United Way
Gregg MacPhearson, USDA Rural Development
Max Makaitis, Tri County CAP
Dennis McCann, Southeast Economic Development Corporation
Sarah Hopkins, Granite State Independent Living
Laurie Saunders Jewett, Southwestern Community Services
Laura Vincent Ford, Childhood Lead Poisoning Prevention Program, Department of Health and Human Services
Mary-Jo Landry, Berlin Housing Authority
Lara Rice, Bridges: Domestic and Sexual Violence Support
Robert Tamposi, Harbor Homes Veterans Programs

*Steering Committee Member

Council Staff: George Hunton, NHCDFA Martha Young, BHHS and
William Guinther, NHH

The Council is the primary source of agency consultation. In addition, steering committee staff members consulted with a variety of other agencies and organizations such as the nine Regional Service Delivery Systems within the Balance of State Continuum of Care and the New Hampshire Department of Health and Human Services. The consultation process for this plan began early in 2012 and was continuous until the publication of the final plan.

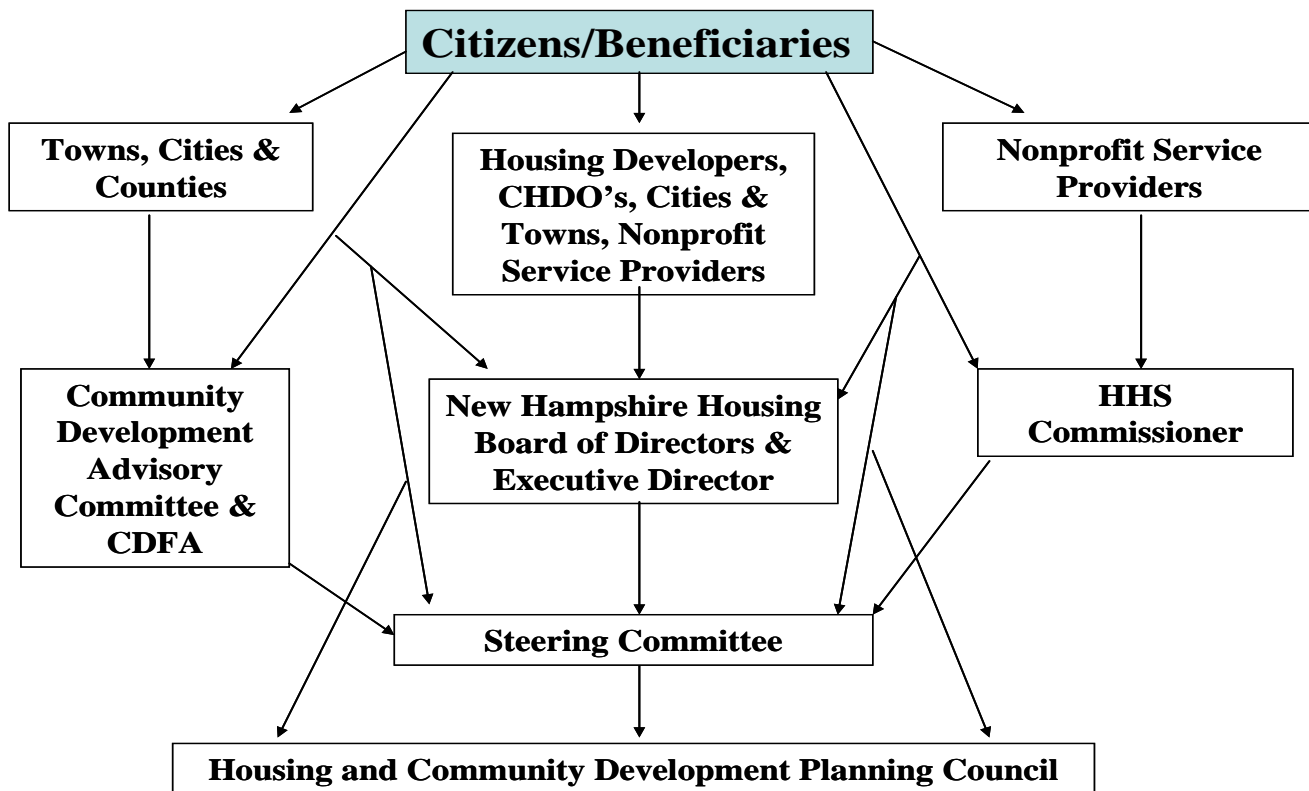
Citizen Participation

Citizen participation is an integral part of consolidated planning. New Hampshire’s strategy for encouraging this vital activity can be seen in the Citizen Participation Plan located in Appendix A of this document. The Citizen Participation Plan is reviewed annually and modified as needed. The most recent significant changes were made in July of 2010, and they pertained to the continuing movement toward greater utilization of email and internet technologies for the notification of colleagues and the public about the availability of draft plans and reports and to solicit and receive input. The development of the 2011-2015 Consolidated Plan was aided by the use of an online survey concerning housing, homeless, and community development priorities. A blog was also initiated during that planning cycle in order to seek additional input and engagement of the public in the Consolidated Planning process.

Consultation by units of government and other agencies is another important aspect of consolidated planning, and this is accomplished primarily by the Housing and Community Development Planning Council.

Throughout the year, the Balance of State Continuum of Care was developing the State’s competitive Supportive Housing Program application. That process involved over 100 grass roots community-based organizations that provide homeless services in every part of the State. Through a Coordinating Committee, needs were estimated and priorities set.

The public has continuous access to the Consolidated Planning process. The diagram below indicates that all citizens and beneficiaries have many avenues to comment on the planning process as well as the implementation of the programs.



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Finally, State statute requires each applicant for CDBG funds to hold locally sponsored public hearings where the range of eligible Community Development activities is presented. This can be the basis for citizens to look further into the sources and uses of the HUD funds available in the State. State statute also requires public hearings in the development of State Administrative Rules that are used by the three agencies to award grant funds. This brings additional input from the public to the administering agencies that directly affects the policies of the programs.

Due to some changes for 2012 in the Qualified Allocation Plan for the Low Income Housing Tax Credit program, most notably an earlier project application due date, the 2013 HOME rules were established concurrently with the QAP. Meetings were held with the development community and the public at large to solicit and discuss ideas on policy changes on February 8, 2012 and February 15, 2012. A thirty day formal public comment period on QAP and HOME program changes was announced on March 14, 2012 and a public hearing was held on March 27, 2012. Below is a summary of comments received during the public comment period which are attached in their entirety in Appendix I.

<u>Commentor</u>	<u>Comment</u>	<u>Response</u>
Otis Perry, Developer	Current scoring seems to offer disincentive for acceptance of donated funds	A contribution of donated funds is very rare. These funds are now treated the same way as other "soft" money sources.
Elaine Miller, Laconia Area Land Trust Board	Supports the proposed restoration of resident services scoring advantage. Current scoring appears to favor larger scale projects in more expensive markets where subsidy is not required, which seems to put us at a disadvantage.	5 points was restored for Resident Service Coordination. Projects with "soft money" commitments still have an advantage over "non-subsidy" project applicants.
Mike LaFontaine, Community Loan Fund	Restore five scoring points for service enriched family housing. Eliminate Section 7 scoring advantage to locations with higher rents. Exclude the cost of projects which failed to be funded from the calculation of average project cost.	5 points was restored for Resident Service Coordination. Average project costs have to be calculated for all projects being scored, in order to derive the winners. A second level of scoring based on costs has been rejected.
Keith Thibault, Southwestern Community Services	SCS concurs with and supports all important changes being considered for the 2013 QAP, especially the increase in the Senior Setaside. Restore 5 points for Resident Service Coordination.	5 points was restored for Resident Service Coordination.
Linda Harvey, Laconia Area Land Trust	Restore the 5 points for Resident Service Coordination. Don't penalize rural projects for higher cost per unit and higher subsidy needs.	5 points was restored for Resident Service Coordination.
Michael Bodaken, National Housing Trust	Allow a wider range of preservation projects to apply for competitive 9% tax credits. Provide more incentive for projects located in close proximity to transit. Create separate green standards for preservation vs new construction	No changes made.

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The public comment period pertaining to the remainder of the 2013 Action Plan began on September 17, 2012 and a public hearing was held from 4 to 6 pm on September 26, 2012 at New Hampshire Housing. In addition to staff, two individuals, Ms. Helen Clement and Mr. Cleo Castonguay from the Saint Vincent DePaul Society of Exeter, NH attended to learn more about resources that their clients might make use of. They indicated that their food pantry has recently been serving increasing numbers of homeless families, several within a recent week, previously a rare occurrence. The food pantry is described as being large and well-stocked with food items that are given to clients as needed so they can use their limited cash to pay other essential expenses including housing through financially difficult times. Some cash assistance for other emergency needs is also available. Volunteers work with clients to develop budgets and plans that will lead them out of financial crisis. Saint Vincent DePaul in Exeter has a new Community Assistance Center where it was able to set up an expanded food pantry, and they donate some space there to Rockingham Community Action so that organization can have a presence in the community that is convenient to their clients. Discussion of various community needs ensued, including how owner/residents of a local cooperative mobile home park might be able to better control their home heating costs if a natural gas line could be brought into the park as a CDBG-funded infrastructure improvement. Information about how that program works, how to apply, and who to speak with to obtain more information was provided. Information about the Emergency Solutions Grant and State Homeless Grant In Aid was also provided. No comments on the 2013 Action Plan were received during the month-long public comment period pertaining to CDBG and ESG.

HOME Investment Partnership Funds

1. Distribution of Funds and Assistance Goals

The federal allocation of HOME funds to the state for fiscal year 2013 is \$3,000,000. Additional HOME funds will be available as HOME-funded loans are repaid. The cities of Manchester and Nashua receive their own allocations directly from HUD. HOME investment will be matched in accordance with regulatory requirements. Match will be generated primarily from New Hampshire Housing and private investment of resources that are leveraged by HOME investment in multifamily projects. Up to 10% of the allocation may be used for administrative costs. The following initiatives are planned.

a. Rental Housing Development

New Hampshire Housing will operate a rental housing development program to provide nonprofit and for-profit developers and owners with access to acquisition and/or rehabilitation assistance with HOME funding. This initiative is described as follows.

- It is anticipated that up to \$4.5m of the 2013 allocation plus proceeds from HOME loans repaid during the year will be used to support rental housing development and energy conservation activities.
- Nonprofit and for-profit entities are eligible applicants for rental housing development funds. A minimum of 15% of the total HOME allocation will be reserved for CHDO's through their rental housing development activities.
- Up to 25% of the rental housing development funds (including non-HOME resources) shall be used for projects meeting the needs of housing for families and persons with special needs sponsored by nonprofit entities. These funds are intended to be blended with other New Hampshire Housing funds.
- New Hampshire Housing will directly administer all funds allocated to rental housing development (with the exception of any sub allocation).
- New Hampshire Housing shall implement program rules that, at a minimum, ensure that all applicable federal regulations are met.
- Applications, except those for the Special Needs Housing Program below, will be accepted in accordance with the following schedule:

<u>Round</u>	<u>Application Deadline</u>	<u>Funds Allocated</u>
1	August 29, 2012	Up to 100% of the competitive rental housing allocation including senior set-aside.

Although tentative award decisions are anticipated by October, 2012, project closings and actual commitment of HOME funds will not occur until 2013.

- The Authority may consider reserving HOME funds for projects submitted after Round 1, provided there are adequate resources and no otherwise eligible and/or appropriately-sized projects remaining from the annual funding round.
- Applications for HOME resources shall be reviewed and approved with associated Low Income Housing Tax Credit applications. Nonprofit and for-profit entities are eligible

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applicants.

- In order to limit the amount of additional over 55 age-restricted affordable housing developed in New Hampshire, a limit of \$900,000 in Low Income Housing Tax Credits for over 55 age-restricted housing has been established as a set-aside this year. Additional over 55 age-restricted affordable housing projects may be considered if there are credits available at the end of the program year.
- Applications for the Special Needs Housing Program funds, which may include HOME funds if program income from previous years' grants is received as loan repayments, will be accepted two times per year in accordance with the following schedule:

<u>Round</u>	<u>Application Deadline</u>	<u>Funds Allocated</u>
1	March 29, 2013	Up to 75% of Special Needs Housing allocation
2	September 27, 2013	The remainder of the set-aside.

- Review and approval of Special Needs Housing Program funding requests will be coordinated with other New Hampshire Housing-administered housing development resources and the State CDBG Program.
- All applications will be reviewed with consideration of the appropriate strategic priorities and funding availability.
- Projects meeting the housing needs of families and persons with special needs will receive priority.
- All rental units assisted by HOME must be occupied by households that have incomes at or below 60 percent of the median income for the area, as determined by HUD with adjustments for smaller and larger families.
- All rental housing supported with HOME funds shall, where feasible, provide for a minimum of a 20-year commitment to targeted groups. Furthermore, programs proposing to commit to terms beyond the minimum requirements shall be given priority.
- Projects shall be required to maintain the specified commitment period independent of the status of the original financing. Transfers of property are allowable to parties willing to maintain the respective commitment to affordable housing. Failure to maintain the specified commitment to affordable housing shall constitute a default under the project mortgage and regulatory agreement.
- Funding can be provided to viable proposals in any area of the state where needs are demonstrated. In communities that receive a direct allocation of HOME funds from HUD, New Hampshire Housing shall provide assistance to projects only when local programs do not address the specific need identified, or if local HOME funds are insufficient to support the proposed development.
- An amount up to 5% of the total HOME allocation may be provided in the form of operating assistance grants to qualified Community Housing Development Organizations. Approximately 3 CHDO's may receive operating assistance grants.
- Pre-development/feasibility loans may be made to qualified CHDOs that receive a reservation of HOME funds from New Hampshire Housing. The total amount of these loans shall not exceed 10% of the total amount of funds reserved for CHDOs.
- Approximately 70 rental housing units will receive funding commitments during the year.

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b. Greener Homes/Energy Retrofit Program and Energy Innovations Fund

Up to \$1m of HOME including HOME loan repayments will be available for the Energy Retrofit Program which will finance energy efficiency improvements to existing affordable housing in return for extending affordability restrictions, thereby preserving affordability, with priority given to projects in New Housing's portfolio. Rising energy costs are stressing the operating budgets of many existing assisted housing projects. This program will provide an opportunity to greatly improve building energy efficiency for projects that cannot afford or otherwise do not wish to participate in the more extensive rehabilitation that would be required under a traditional Authority refinancing.

- A project must, at a minimum, have 50% of the total units occupied by residents having incomes at or below 60% of the median area income for the area in which the project is located.
- Funding is limited to the lesser of \$20,000 per unit or \$600,000 per project.
- All participating projects must have an initial energy audit completed by a qualified third-party energy consultant as determined by Authority staff. The audits are required in order to establish baseline performance data and arrive at a scope of work. All projects will be required to submit annual energy consumption data to the Authority in order to monitor the impact of funded improvements.
- Projects with less than 20 years remaining on their existing land use agreement will be required to commit to a 20 year extension beyond the expiration date of the existing covenant.
- Funds will be provided in the form of a deferred payment loan that will be payable upon sale, refinance, or in the event of non-compliance with program requirements.
- Applications for the program will be accepted continuously.

The Energy Innovations Fund will finance one or two projects during 2013 that will pay for the use of innovative energy technologies in either new or existing affordable housing stock with a total of \$300,000 in HOME funds.

2. HOME Other Forms of Investment

No forms of investment other than those specifically permitted in the regulations (grants, amortizing loans, deferred loans, etc.) are proposed. If and when New Hampshire Housing identifies a need for non-standard form of investment it shall seek approval from the U.S. Department of Housing and Urban Development. Final action will be reviewed by the HCDPC and will require review and approval by the New Hampshire Housing Board of Directors.

3. HOME Affirmative Marketing

The following actions will be taken by New Hampshire Housing and its HOME sub-recipients to meet the requirements for affirmative marketing and minority and women business participation as defined in the HOME regulations at 92.350 and 92.351.

a. Minority and Women Business Outreach Plan

New Hampshire Housing shall establish and carry out a minority and women owned business outreach program to enhance the participation of women and minorities and entities owned by

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women and minorities in the HOME program. The following types of firms and expertise shall be included without limitation to other types of services needed: real estate firms, underwriters, accountants, management firms, financial institutions, investment banking firms, appraisal firms, providers of legal services, and construction and related trade firms.

The following efforts shall be made to enhance participation:

- collection of existing lists of minority and women owned enterprises
- outreach to new or previously un-contacted business groups for such lists
- annual update and publication of a minority and women owned business solicitation list (which shall also contain listings of Section 3 firms)
- distribution of business solicitation lists to applicants for HOME resources for multifamily projects
- require project sponsors to use such lists in their construction bid processes
- require project sponsors to track and report on minority and women business enterprises and Section 3 businesses

Information about these and more specific requirements imposed through the New Hampshire Housing's HOME program shall be provided to potential applicants through the application. Program rules and separate description of MBE/WBE requirement and Section 3 are included in the application package.

b. Affirmative Marketing

New Hampshire Housing shall impose requirements on HOME funded projects to meet compliance with affirmative marketing regulations. Pursuant to regulations requirements will apply to HOME-assisted housing containing five or more housing units.

The following actions shall be made:

- Tenants of buildings assisted with HOME funds will be notified of New Hampshire Housing's policy for affirmative marketing.
- The Equal Housing Opportunity Statement or logo will appear in all published notices of fund availability, solicitations of bids, signs and other public notices related to HOME fund investment
- Within the Owners' Performance Agreement executed for every HOME-assisted rental project, the owner will be required to take specific steps with respect to affirmative marketing. These include: notifying public housing authorities and other social services, housing assistance and/or fair housing groups in the vicinity of the project about available vacancies. The owners shall maintain records of agencies contacted and whether households or individuals referred to the project occupied the available unit(s). All advertisements for units available shall contain the "Equal Housing Opportunity" logo or statement. An annual report of affirmative marketing activities including copies of advertisements published will be required to be submitted to New Hampshire Housing or its sub-recipient. Failure of owners to comply with these requirements will be considered a breach of the owners' obligation subjecting the owners and property to appropriate measures of action set forth in the contracts
- All HOME sub-recipients using HOME funds for multifamily housing shall certify that they will comply with affirmative action requirements of the HOME regulations.

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- Instructions for developing a project-specific affirmative fair housing marketing plan shall be distributed with the program applications
- Each project awarded assistance shall be required to submit for review and approval, a fair housing marketing plan.
- Potential applicants shall be informed of New Hampshire Housing's resident selection policy for the HOME program through information provided in the application packet.
- Periodically, New Hampshire Housing shall review its affirmative marketing policies to determine the success of its actions.

4. HOME Program Income

HOME Program Income received during 2013 will be added to available funds to be used for current HOME activities.

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Emergency Solutions Grant

The allocation of HUD McKinney Emergency Solutions Grant (ESG) funds to the state is \$673,813 for 2013. Of this amount, \$573,813 will be matched with State Grant in Aid Funds. NH funds emergency shelter program operations and essential services at an annual level of more than \$1,000,000.

Process for Making Sub recipient Awards

BHHS has, and is, conducting separate and distinct application processes for the ESG Rapid Re-Housing and Prevention Programs and the ESG Emergency Shelter Programs. Eligible applicants include units of local government and nonprofit organizations including community and faith-based organizations. Applications for funding include a summary of the activities proposed including the dollar amount requested for each, whether the initiative is new or a continuation, the projected number of persons served, and the types of populations served for a two-year period. Applications also include: narrative describing the activities and use of funds; identification of the CoC existing in the community and the relationship of proposed activities to the CoC; and a budget which outlines ESG funds, State Grant In-Aid, full operating budget and matching resources. The specifics of each process are outlined below.

Rapid Re-Housing and Prevention Programs

BHHS intends to utilize a competitive RFP process to solicit applications for the funding of the ESG Rapid Re-Housing and Prevention program. The RFP will be released once the Federal budget is finalized and funding levels for ESG are announced by HUD. We anticipate this will occur in the first quarter of calendar year 2013.

Proposals will be evaluated and ranked by a review committee comprised of New Hampshire Department of Health and Human Services staff from multiple divisions. Proposals will be reviewed and ranked based on: consistency with the RFP requirements and review criteria, including how effective the proposed activity will be in providing homeless prevention and/or rapid re-housing services; alignment with goals in the NH Consolidated Plan 5 year Plan and the 2013 Action Plan; CoC strategic goals; and the national goals and objectives outlined in Opening Doors: Federal Strategic Plan to End Homelessness. The specific scoring criteria to be used is outlined below:

- 1) The program complies with statutes, rules and contract provisions (8);
- 2) Soundness, or practicality, of (program) approach. (10);
- 3) Staff experience and credentials (8)
- 4) CoC and Local Service Delivery Area coordination (12);
- 5) Collaboration and demonstration of effective access and capacity to link participants to mainstream resources (10);
- 6) Target population and activities meets ESG focus (12);
- 7) Plan to ensure accurate and timely utilization of HMIS (10);
- 8) The program demonstrates an understanding of, and plan to achieve, established performance measures and outcomes (10);
- 9) The applicant clearly describes the sources to be used as match including: the specific dollar amount, specific source, and proposed use of match dollars (10); and
- 10) The detailed budget and identified leveraged resources can support the capacity of the ESG program proposed (10).

NH intends to meet the 60-day commitment of funds to sub recipient requirement by issuing a rapid turnaround RFP, and a letter of award to the sub recipient committing those funds to the project. Contract execution with the sub-recipient will be approximately 60 days from the time the sub recipient receives the award letter from BHHS.

Emergency Shelter Programs

An application for ESG Emergency Shelter Program funds is considered to be a request for Emergency Shelter State Grant-In-Aid funds, and this state program, designed to compliment the ESG, is funded at a level of approximately \$3.2 million for SFY 2013.

Federal regulations require each state to make ESG funds available to recipient organizations within 60 days of the date of the grant award. Since the state contracting process can take longer than 60 days, the RFP process has typically begun months ahead of the receipt of the grant award. Because the homeless service provider network doesn't change much from year to year, the Bureau of Homeless and Housing Services (BHHS) has adopted a policy of soliciting applications biannually (every other year).

The RFP for 2013 ESG and State Grant-in-Aid funding was released on October 13, 2010. The RFP was also posted on the NH Department of Health and Human Services website, and e-mail notification was provided to all known homeless service providers, Continuum of Care members, and other interested parties throughout the state.

Immediately following receipt of all applications, staff and expert external reviewers commenced with a review of the applications. All responsible and responsive proposals received by the submittal deadline were evaluated on the basis of evaluation factors set forth below:

- 1) Program design and need for project (15 points);
- 2) Use of outcome/performance measures and outcomes achieved (15 points);
- 3) Cost effectiveness and leveraging of resources (15 points);
- 4) Local Service Delivery Area coordination/collaboration (15 points);
- 5) Soundness of (program) approach (10 points);
- 6) Accurate and timely utilization of HMIS (10 points);
- 7) Compliance with rules, statutes, and life safety codes (5 points);
- 8) Staff experience and credentials (10 points);
- 9) Proposal includes all elements and is assembled as required (5 points);
- 10) Increase in bed capacity (5 Bonus Points); and
- 11) Increase in prevention intervention or essential services (10 Bonus Points).

Increase in bed capacity, services and/or reviewer ratings of applications contribute to establishing funding recommendations for both ESG and Emergency Shelter State Grant-In-Aid allocations.

Funding Priorities

New Hampshire has three Homeless Continuums of Care (CoCs): the Greater Nashua Continuum of Care (GNCoC); the Manchester Continuum of Care (MCoC); and the Balance of State Continuum of Care (BoSCoC). NH conducted extensive consultation with each COC in the state during the spring and

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summer of 2012 and elicited feedback which went into developing the 2011 and 2012 Substantial Amendments, and the 2013 Action Plan. All three CoCs were consulted with on determining how to allocate ESG funds for eligible activities. BHHS conducted formal presentations which included review of the ESG Interim Rule, expected available funds and possible examples of how to allocate ESG funds for eligible activities, likely and/or expected performance standards and measurements, HMIS policies and procedures and solicitation of feedback and discussion regarding information presented.

New Hampshire's Consolidated Plan is developed by the Housing and Community Development Planning Council, which was established by Executive Order and is staffed by the New Hampshire Community Development Finance Authority, New Hampshire Housing, and BHHS. The Council membership includes representation from each NH CoC. The Plan assesses the state's housing, homeless, and community development needs, establishes priority needs, and explains how they will be addressed.

The NH 2011-2015 Consolidated Plan, pages 29-32, describes NH's process for assessing the state's homeless needs and how these priorities were established. The Strategic Plan (page 64) identified three primary objectives that NH would focus on in an effort to prevent and reduce homelessness:

- prevent homelessness whenever possible;
- house those who become homeless as quickly as possible; and
- expand and enhance services through a coordinated statewide effort.

The planned utilization of the 2013 ESG funds will allow New Hampshire to build on and expand initiatives developed with ARRA-funded HPRP Programs to prevent homelessness and rapidly re house homeless persons. These objectives and priorities are in alignment with the Opening Doors: Federal Strategic Plan to Prevent and End Homelessness; in particular, objectives 3.a., 3.c., and 6.a.

Eligible Activities

ESG funds will be used for the following activities:

1. Emergency Shelter Operations
2. Homelessness Prevention
3. Rapid Re-Housing
4. Housing Relocation and Stabilization
5. Homeless Management Information System (HMIS)

The total amount that may be used for emergency shelter operations will not exceed 60% of NH's fiscal year grant or the amount of FY'10 grant funds (\$469,961) committed for homeless assistance activities, whichever is greater. No more than 7.5% of ESG funds will be utilized for Administrative Activities. The remaining funds will be allocated to Homeless Prevention, Rapid ReHousing, Housing Relocation and Stabilization and HMIS Services.

Emergency Shelter Operations

Operation of any facility, the primary purpose of which is to provide temporary or transitional shelter for the homeless in general or for specific populations of the homeless, including: payment for shelter maintenance, operation, rent, repairs, security, fuel, equipment, insurance, utilities, food, and furnishings. ESG funding supports the operations of 15 Emergency Shelters serving individuals and/or families.

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Homeless Prevention

Homeless Prevention Services funded through the ESG grant will consist of medium term (up to 6 months) rental assistance necessary to prevent an individual or family from becoming homeless. Homeless Prevention Rental Assistance Services will be provided to eligible households together with Housing Relocation and Stabilization Services to ensure households receive the support and assistance needed to establish and maintain housing stability. This assistance will be provided to individuals and families who meet the “at risk of homelessness” definition in CFR 576.2 and have an annual income below 30% of the area median income (AMI). It is anticipated that 44 households at risk of becoming homeless will become stably housed with assistance from the ESG funded Homeless Prevention Program

Rapid ReHousing

ESG funds will be used to provide medium term rental assistance (up to 6 months) to assist homeless individuals and families move as quickly as possible into permanent housing and achieve stability in housing. Rapid ReHousing Rental Assistance Services will be provided to eligible households together with Housing Relocation and Stabilization Services to ensure households receive the support and assistance needed to establish and maintain housing stability. This assistance will be provided to individuals and families who meet the criteria under paragraph 1 of the “homeless” definition in CFR 576.2. It is anticipated that 70 homeless households will access permanent housing and become stably housed with assistance from the ESG funded Rapid ReHousing Program.

Housing Relocation and Stabilization Services

Housing relocation and Stabilization Services will consist of: Housing Search and Placement Services; Financial Assistance such as rental application fees, last month’s rent, utility deposits, utility payments, and/or moving costs; Housing Search and Placement Services; and Housing Stability Case management. Housing stability and case management services will be provided for the 6-month period financial assistance is provided for Homeless Prevention or Rapid ReHousing, and for the 6 months after financial assistance has concluded. It is anticipated that 114 households will receive ESG funded housing Relocation and Stabilization services to assist them in maintaining housing stability

HMIS

ESG funds will support HMIS eligible activities (as described in CFR 576.107), ensuring compliance of the HMIS data requirements of all ESG sub recipients.

Centralized or Coordinated Assessment System

BHHS will require ESG-funded Rapid Re-Housing and Prevention Service Programs to utilize a standardized intake and assessment tool, which is in development. NH received the 2011 (2nd allocation)& 2012 ESG grant agreements in mid August anticipate projects will begin operations 11/1/12.

BHHS funds NH 211, a statewide information and referral service. Individuals and Families who are homeless or at Risk of becoming homeless are directed to NH 211 for referral to homeless services in their geographic region, callers are asked about the specifics of their current situation and referred to appropriate outreach, shelter, homeless prevention or housing services. NH 211 also facilitates direct linkages of homeless or at risk persons to NH Homeless Outreach and PATH workers, however the primary role of Outreach Program Staff is reaching out to homeless persons who are unsheltered, assessing their needs and assisting them in connecting with services, which include access to food, MH care, health care, shelter, or housing resources.

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NH does not currently have a centralized or coordinated intake and assessment system, but will be looking to develop one in the future through a coordinated effort with the three NH CoCs and NH 211 building on the infrastructure currently in place.

Standards for provision of ESG Assistance

All ESG funded programs are contractually obligated to enter data in the NH-HMIS and will be required to comply with meeting those standards set forth in the NH-HMIS Policy and Procedure Manual, which will be updated with those changes mandated in the 24 CFR Parts 91, 576, 580 and 583 NH-HMIS system requirements proposed rule, when said rule is finalized.

Rapid Re-Housing and Prevention Programs

BHHS intends to set standards for the provision of assistance under these programs to ensure the program meets guidelines and regulations for eligibility established in 24 CFR, parts 91 and 572 Homeless Emergency Assistance and Rapid Transition to Housing; Emergency Solutions Grants Program and Consolidated Plan Conforming Amendments. Additionally, BHHS intends to set basic standards for the following:

- total amount or maximum amount of rental assistance of \$3,000 per household;
- total duration of rental assistance to be a maximum time frame of six months;
- total duration of time for providing Housing Relocation and Stabilization Assistance to not exceed 13 months (one month pre rental assistance, six months of rental assistance, and six months of post rental assistance); and
- program eligibility evaluation for Homeless Prevention assistance every 3 months and Rapid ReHousing annually.
- program participants must have a current lease agreement with the landlord.

BHHS has been notified as of this writing (August 2012) that the Substantial Amendments to the 2011 and 2012 Action Plans have been approved, and the HUD grant agreements have been received. BHHS is currently working with sub recipients of those funding awards (2011 and 2012) developing written standards, which will be the same written standards implemented for 2013.

These written standards, development of which is in process, will include the following:

- standards for identifying potential program participants;
- standard policies and procedures for evaluating individuals and families eligibility for assistance under ESG;
- policies and procedures for determining and prioritizing which eligible families and individuals will receive homeless prevention and/or rapid re-housing assistance;
- standards used for identifying risk factors that will be used to determine those most in need;
- standards for determining the type of housing relocation and stabilization services that will be provided;
- standards for determining the amount of rent and utility costs each participant household must pay;
- standards for determining how the amount of rental assistance will be adjusted over the six-month period;

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- policies and procedures for coordination among emergency shelters, essential services, homeless prevention and rapid re-housing services, and mainstream resources including housing providers; and
- standards for ensuring coordination with the CoCs and other community-wide stakeholders.

Performance Standards

Emergency Shelter Program

BHHS is in the process of working with Emergency Shelter Programs to establish performance standards in the following areas: reducing the average length of stay in emergency shelters, and increasing exits to permanent housing. BHHS is currently engaged in the first step of this process which entails utilizing NH HMIS data to identifying current performance, and using these current performance levels to establish a baseline for each metric. Step 2 will involve discussions with shelter providers regarding establishing the benchmark as a goal and expected outcome. Step 3 will include establishment of the benchmark goal and contract language establishing these expectation. Step 4 will involve ongoing discussion, training and support to assist providers in meeting these goals given current conditions which include the challenges of a poor economy and limited low income housing resources for individuals and families earning less than 30% of the AMI.

Rapid Re-Housing and Homeless Prevention

The following performance standards have been established for Rapid ReHousing and Homeless Prevention Programs funded through ESG

Housing Stability

Goal: 70% of program participant households will achieve housing stability for six months following the end of rental assistance.

Measurement: Percentage of program participant households who maintain their tenancy and remain in the program for six months following the end of rental assistance.

Increased Income

Goal: 50% of program participant households will have increased their income (employment, cash benefits or other income) at program exit, demonstrating sufficient income to maintain housing. (Expectation is not all households will need to increase income, or have the capacity to due to disability.)

Measurement: Percentage of program participant households whose income is higher at successful program exit, than at program entry.

Recidivism

Goal: 70% of program participant households will experience housing stability as evidenced by no subsequent episode of homelessness.

Measurement: Total number of adult head of household program participants with successful exits from the program (with a successful housing outcome) that did not experience and emergency shelter stay of at least one night within six months of exiting the program. HMIS data will be used to measure progress toward this goal.

Other Activities

In addition to ESG funded activities, NH BHHS funds a number of homeless service activities with state funds, and supports and engages in activities and initiatives with a goal of assisting very low-income individuals and families who face housing instability.

NH funds 42 Shelter programs across the state which included domestic violence shelters, transitional shelters, specialty shelters and emergency shelters, of these 15 emergency shelters receive ESG funding for Operations. BHHS conducts quarterly meetings with Emergency Shelter Providers and is working with them to identify benchmarks for programs for reductions in shelter length of stay and exits to permanent housing. BHHS is also working with providers to create an open HMIS system for emergency shelters, and expects the open system will be in place by January 2013. An open system will allow for an improved ability to ensure de-duplication and should also assist in tracking homeless recidivism rates.

BHHS has collaborated with the Bureau of Behavioral Health (BBH) and the Bureau of Elderly and Adult Services (BEAS) on a number of initiatives to address the needs of very low-income individuals and families who are being discharged from publicly funded institutions and systems of care. The following are examples of recent activities and initiatives:

- The Housing Bridge Subsidy Program was initially funded with federal American Recovery and Reinvestment Act (ARRA) funding from HUD, specifically Homeless Prevention and Rapid Re-Housing Program funds (HPRP), and continues with state funding of the temporary subsidies. The program is designed to address the needs of individuals with a severe mental illness who were either homeless or at risk for homelessness and unable to obtain safe affordable housing in the community. Eligible Individuals (or head of household for families) at the state hospital who were ready for discharge, and met the program eligibility criteria which parallel the Housing Choice Voucher Program criteria, are given the initial priority for acceptance into the program. Individuals contribute up to 30% of their income towards rent and BBH will continue to fund these individuals until they receive a Section 8 housing voucher or acquire other affordable housing.
- BBH and BHHS collaborated with NH Housing and Finance Authority (NHHFA) to establish a preference on the Housing Choice Voucher program for person's leaving the state hospital. NHHFA has agreed to establish 36 Vouchers in this preference.
- BHHS coordinated the NH DHHS's collaboration with NHHFA in July 2012 to submit an 811 funding application to HUD. If funded, beginning in 2013 (or when funding becomes available) this program would assist NH in addressing the housing needs of very low income disabled persons who are already receiving various services and supports from public and private agencies (although service connection is not a requirement for program eligibility).

Continuum of Care Strategic Planning

In addition to activities funded through ESG, and the initiatives noted previously, the state will continue to develop its Continuum of Care system. In addition to overseeing the administration of ESG funds, the Administrator of BHHS also acts as the Co Chair of the BoSCoC, ensuring coordination and collaboration

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between the two funding streams. Balance of State CoC membership includes private non profit funded through the CoC process as well as emergency shelter programs, health care, social services, BBH, Division of Family Assistance (DFA) which administers TANF and other entitlement programs, Division of Children Youth and Families (DCYF), and the Department of Education (DOE), and NHHFA. The diversity of membership and participation in the CoC ensures all relevant resources are identified as a means of assistance, and encourages interagency and public/private agency collaboration. The following excerpts from the New Hampshire Balance of State 2011 Continuum of Care application reflect current goals and action steps that are in progress:

Objective 1: Create new permanent housing beds for chronically homeless persons.

CoC is committed to increasing the supply of PSH for CHI as outlined in its 10 Year & 4 Yr Plan to End Veteran Homelessness. To increase new units in the short term the CoC has initiated several key tasks. The CoC will award additional points in any competition for funds it oversees to proposed projects that prioritize CHI. These points will ensure that focus will continue to be on creating housing resources for CHI. In addition, the CoC realizes that the amount of funds available for housing has been reduced & any progress toward creating CHI units must include dedicating existing units for CHI. The CoC will require each CoC funded provider to document quarterly contact w/local PHA and/or local housing developers to encourage them to prioritize their existing units for CHI.

The long-term strategy will include a more systematic & policy-based approach to lay the foundation for long-term creation of these needed units. Action steps will include a statewide interagency collaboration to create & fund a pipeline of new housing developments with set-asides for CHI. This interagency approach will include the DHHS, the VA, Bureau of Behavioral Health, NH Housing and the Department of Education. The interagency partnership will work to secure new 811 resources to provide project-based funding to developments that include some CHI units.

How many permanent housing beds do you currently have in place for chronically homeless persons? 58

In 12-months, how many permanent housing beds designated for the chronically homeless do you plan to have in place and available for occupancy? 58

In five years, how many permanent housing beds designated for the chronically homeless do you plan to have in place and available for occupancy? 65

In 10-years, how many permanent housing beds designated for the chronically homeless do you plan to have in place and available for occupancy? 75

Objective 2: Increase the percentage of participants remaining in CoC funded permanent housing projects for at least six months to 77 percent or more.

The BoSCoC has been successful in ensuring that participants are successful

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in PSH and stay there for at least 6 months or more. This success is based on strong programming, a regularly stated commitment to the goal, and regular trainings and interventions. To continue this success, the BoSCoC will continue to review data on a monthly basis to intervene quickly when a program seems to be experiencing higher vacancy rates and turnover. In addition, this data effort will be expanded to include a targeted assessment of why people leave programs, especially those who leave within 6 months. To date, anecdotal information has been used to inform CoC-wide policies. This more detailed and client-based data will inform CoC initiatives and interventions. PSH projects that consistently under perform in this area will be offered technical assistance to improve its practices. Accepting assistance will be a condition of renewal funding.

Based on the results of the detailed analysis of why households leave PSH within 6 months, the CoC will design new initiatives including treatment interventions, enhanced case management, specialized TH programs and other possible efforts directly responding to the causes of turnover. Moreover, the CoC will hold PSH providers to meeting these established performance measures through program contracts and will mandate technical assistance to address program weaknesses. Programs that refuse technical assistance as a means to improve performance may risk loss of funding so that funds can be reallocated to programs better suited to these established goals.

What is the current percentage of participants remaining in CoC funded permanent housing projects for at least six months? 89

In 12-months, what percentage of participants will have remained in CoC funded permanent housing projects for at least six months? 89

In 5-years, what percentage of participants will have remained in CoC funded permanent housing projects for at least six months? 89

In 10-years, what percentage of participants will have remained in CoC funded permanent housing projects for at least six months? 89

Objective 3: Increase the percentage of participants in CoC funded transitional housing that move into permanent housing to 65 percent or more.

The CoC has worked hard and today its percentage far exceeds the national goal. This work has resulted in significant increases in overall percentages. It has also resulted in an increased understanding of why and when participants do or do not move to Permanent Supportive Housing (PSH). Initial research indicates that many Transitional Housing (TH) residents fail their program just as they are about to enter PSH. As such, the Housing Subcommittee of the CoC will conduct research to explore why this happens and to then train TH staff on how to avoid these setbacks and to find resources

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to fund responses to these causes. In addition, the CoC will continue to conduct a monthly analysis of data from each program. Recent analysis indicates that the programs that struggle the most are those that target homeless persons with substance abuse disabilities. As such, the CoC will look into possible programming to strength substance abuse treatment services and long-term supports.

The long-term solution is to identify more affordable housing options that persons leaving TH can afford and where they will receive the services and supports they want and need. To work toward this outcome, the CoC will require all McKinney Vento TH Programs engage in quarterly communication with area landlords, developers, and PHAs to encourage them to seek residents of TH to fill vacancies in their programs. This outreach will be documented and verified. This requirement will be monitored by BHHS. By conducting outreach to the broader affordable housing community, the BoSCoC aims to expand access to the larger community of housing and not have TH providers rely on the finite PSH providers who alone cannot create the number of units needed. Other long-term steps will be to continue to work to incentivize financing of PSH through public forums.

What is the current percentage of participants in CoC funded transitional housing projects that will have moved to permanent housing? 84

In 12-months, what percentage of participants in CoC funded transitional housing projects will have moved to permanent housing? 84

In 5-years, what percentage of participants in CoC funded transitional housing projects will have moved to permanent housing? 84

In 10-years, what percentage of participants in CoC funded transitional housing projects will have moved to permanent housing? 84

Objective 4: Increase percentage of participants in all CoC funded projects that are employed at program exit to 20 percent or more.

As the economy continues to be depressed, the CoC must actively work to assist participants secure employment. The CoC will require that employment goals be a part of all Individual Service Plans as appropriate and monitor these programs to ensure that all staff see employment as a top priority. The CoC will review HMIS data monthly regarding employment and intervene immediately with programs where access to employment is not successful.

Long-term expansion of employment will require linkages with mainstream job training and education programs. Programs will be asked to document outreach to these programs and resources. Moreover, the CoC will dedicate resources to bring employment related programs and resources to CoC

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agencies and their staff so that all are knowledgeable of best practices and available resources and programs. The BoSCoC will work with the VA Homeless Coordinator to implement the Veterans Workforce Investment Program.

What is the current percentage of participants in all CoC funded projects that are employed at program exit? 33

In 12-months, what percentage of participants in all CoC funded projects will be employed at program exit? 33

In 5-years, what percentage of participants in all CoC funded projects will be employed at program exit? 33

In 10-years, what percentage of participants in all CoC funded projects will be employed at program exit? 33

Objective 5: Decrease the number of homeless households with children.

Although the 2011 PIT count identified an increase in homeless families over the 2010 PIT count, HMIS data indicates an 11% decrease in the number of families who were homeless and receiving emergency shelter services, from 597 in SFY 2010 to 528 in SFY 2011. The CoC will continue to prevent families from becoming homeless through new ESG funded Homeless Prevention Programs, State resources, and private funds. In addition the CoC will look to convene a summit of broader constituents including elected officials, legal services, and city welfare offices to identify strategies specifically to move families out of homelessness. Such strategies may include short-term rental assistance to bridge families until more permanent assistance is available.

Long-term success will involve the creation of more affordable housing and the creation of jobs that pay livable wages. This dual approach will include working with NH Housing to request set asides and specific incentives in its housing program funding rounds for programs that create housing for homeless families. PSH Programs will be required to document employment planning in all individual service plans and the CoC will conduct a broad based analysis of wages and housing costs to be used to advocate for resources.

What is the current total number of homeless households with children, as reported on the most recent point-in-time count? 140

In 12-months, what will be the total number of homeless households with children? 130

In 5-years, what will be the total number of homeless households with children? 100

In 10-years, what will be the total number of homeless households with children? 50

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Community Development Block Grant (CDBG)

1. Distribution of Funds and Assistance Goals

According to HUD the 2013 federal allocation to the New Hampshire State CDBG Program will be \$8,194,036 which corresponds to the housing, community development and delivery system needs identified in this document and also includes a transfer of \$100,000 from the Economic Development Grants Activity Line to the Emergency Grants Activity Line.

DISTRIBUTION OF 2013 CDBG FUNDS BY ACTIVITY

2013 Allocation	\$8,194,036
Feasibility Grants (up to 2% of the allocation, not to exceed \$100,000)	\$100,000
State Administration and State Technical Assistance to Municipalities and Non-Profits (up to 3% of the allocation plus \$100,000)	\$345,821
Emergency Grants	\$600,000
Economic Development Grants (\$240,000 for Economic Development capacity development grants for regional development corporations and \$340,000 for microenterprise development)	\$3,524,107
Housing and Public Facilities Grants	\$3,624,108

According to HUD, the State may use \$100,000 plus up to 50% the costs it incurs for program administration, up to a maximum of 3 percent of its CDBG allocation. The State may expend up to 3% of its CDBG allocation on technical assistance activities. However, the total the State spends on both administrative and technical assistance expenses may not exceed 3% of the State's allocation. The Community Development Finance Authority (CDFA) is proposing a budget of \$179,550 in state funds to match the federal funds for its administrative budget for the 2013 program year. Federal regulations limit the maximum funds which can be used for CDFFA administrative costs, municipal administrative costs and Feasibility Grants to 20% of the total allocation to the state for each grant year. The state allocation of resources for administration serves as match.

2. Administration and Method for Allocation

The following describe the objectives, projected use and method for allocating funds during the 2013 program year.

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- a. Pursuant to state legislation and the state Administrative Procedures Act, the Community Development Finance Authority (CDFA) and the Community Development Advisory Committee have adopted regulations as required for fund distribution and program administration. These rules were adopted pursuant to the state Administrative Procedures Act. Specific fund distribution criteria are published in Appendix A – CDBG Grant Categories and Selection Process and include references to additional information in appendices available from CDFA. Economic Development projects may use up to \$20,000 of CDBG funds per job created and must have \$1 of matching non-CDBG funds for every \$1 of CDBG funds.

- b. CDFFA anticipates the award of funds under its ninth year of administering this program. CDFFA will be in a position to accept CDBG applications on January 28, 2013. Housing and Public Facility (Community Development Grants) applications are accepted on January 30, 2013 (first application round) and on July 29, 2013 (second application round). Economic Development and Emergency Grant applications will be accepted continuously until all set-aside funds are allocated. Any remaining funds shall be carried forward as of January 1, 2014. Feasibility Grant applications will be accepted during two application rounds in 2013, ending April 30, and October 31. Program Income shall be distributed in the Community Development Grants round immediately following its receipt. Other funds carried forward from previous federal fiscal years (including unused Emergency Grant and Economic Development Grant funds, Housing and Public Facility Grant funds, and recaptured funds returned to the state) shall be distributed in the Community Development Grants round immediately following its receipt, but a portion may be held and distributed in the second application round following its receipt for the purpose of balancing the amounts available in each application round. A portion may also be held in order to fund Economic Development applications that are under consideration by CDFFA. Administrative or Technical Assistance funds carried forward from previous federal fiscal years shall remain in their respective categories.

- c. The state legislation requires that CDFFA solicit applications from all eligible municipalities and to award funds through a competitive allocation system (RSA 162-L:17, Procedures for Administration). The intent is to increase the number of municipalities participating in this program.

- d. Five New Hampshire cities are currently eligible to receive funds directly from HUD under the Metropolitan Cities CDBG entitlement program and, therefore, are not eligible under the state administered State CDBG program. These cities are Dover, Manchester, Nashua, Portsmouth, and Rochester. The remaining 229 incorporated New Hampshire municipalities and the ten county governments are eligible for the State CDBG Program. The CDBG Grant Categories and Selection Process published in Appendix A provides a detailed method of fund distribution to eligible applicants.

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- e. Joint applicants may apply where there is an inter-municipal cooperative agreement pursuant to RSA 53:A.

- f. Title I of the Housing and Community Development Act at Section 104(b)(3) provides that each activity funded shall meet one of the three national objectives. Federal regulations at 24 CFR 570.483 define standards for each of the three national objectives:
 - Benefit to low- and moderate-income persons.
 - Eliminate slums or blighted areas.
 - Eliminate an urgent need (serious and immediate threat).

- g. CDBG Rules require that at least 51% of the funds requested for Housing and Public Facilities and 60% for Economic Development shall be used for direct benefit to low- and moderate-income persons. Low and moderate income is defined as the most current low and moderate income determinations of the Department of Housing and Urban Development for eligibility under the Section 8 Housing program. CDFA may accept applications for projects where the majority of the funds requested will be used to eliminate a threat to the health and welfare of one or more municipalities jeopardizing the economic stability of a region.

- h. All grants awarded under the program must be in contract form approved by the Attorney General's Office, the Comptroller's Office and the Governor and Executive Council. The legislation establishes a ten member Community Development Advisory Committee to include the Chair of the board of directors of the Community Development Finance Authority (or designee) as Chairman; the Director of the Division of Economic Development of the Department of Resources and Economic Development; the Executive Director of the New Hampshire Housing Finance Authority; Director of the Office of Energy and Planning; and six public members, at least three of whom are municipal officials, who shall be appointed by and serve at the pleasure of the Governor. The major duties of the Advisory Committee shall be to review and to concur with the proposed rules regarding the administrative process, particularly the selection process criteria for Community Development Grants and Feasibility Grants, and to review and to concur with all grant awards recommended by the executive director of the Community Development Finance Authority. The legislation requires that funds be awarded through a competitive process.

- i. The executive director of the Community Development Finance Authority is responsible for the administration of this program and has authority to withhold or seek the return of funds

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due to non-compliance with the grant requirements or with state and federal laws, rules, and regulations.

- j. A municipality or county may apply for an administrative review of its application as provided in the State Administrative Rules, except that Feasibility Grants are not subject to review.

- k. Grant applications for housing and public facilities projects may not be subject to ranking or scoring if:
 - Federal funding for the fiscal year plus any additional funds carried forward from previous years (including unused Emergency Grant and Economic Development Grant funds, recaptured funds and program income returned to the state) equals or exceeds the aggregate amount requested by qualified municipalities or counties, and

 - The grant applications meet the statutory required thresholds, pursuant to RSA 162-L:14, as well as the Housing and Community Development Act of 1974, as amended, 24 CFR 570.483 and the CDBG Program Rules.

 - It can be expected that requests for Community Development Block Grant funds will exceed the total amount available. The limited resources of the CDBG Program require the setting of program priorities so that the merits of all applications can be measured. Priority will be given to applications which address as many of the following nine factors as appropriate:
 - 1) those projects and activities which provide direct benefit in the form of improved housing, public facilities and employment opportunities to low- and moderate-income individuals and households;
 - 2) those community development activities for which existing public or private programs or sources of funds are not otherwise available;
 - 3) those activities which preserve and promote existing neighborhoods and community centers, i.e. “Smart Growth”;
 - 4) those activities which protect and preserve historically and culturally valuable structures and sites;
 - 5) those projects and activities which successfully raise or match dollars and resources from other public and private sources;

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- 6) those projects which solve community problems with long-term benefit and innovative solutions;
 - 7) those activities which eliminate slums and blight;
 - 8) those projects which are part of a long-range community development strategy, conform to the municipality's master plan and ordinances, and implement the municipality's housing and community development plan; and
 - 9) those projects that utilize energy efficiency and/or conservation measures including compliance with New Hampshire Energy Codes.
- l. Municipalities and counties shall show evidence of at least a 51% direct benefit to low- and moderate-income people (determined by using Section 8 income standards) for counties and metropolitan areas or evidence of a threat to the regional economic stability (where Economic Development Projects are considered under the Urgent Need National Objective), indicate they will be capable of administering the grant, and certify compliance with all applicable federal and state laws and regulations in their application in order to receive funding. Important additional federal and State requirements for applicants include a housing and community development plan, minimizing displacement, citizen participation, affirmatively furthering fair housing, and adequate performance on prior CDBG grants, if any.
- m. More specifically, during the next three years, the State CDBG program expects to create or retain 89 jobs using federal fiscal year 2013 funds. This is based on the requirements of Appendix A, and the amount of the 2013 federal allocation set-aside for Economic Development (\$3,184,107). The microenterprise portion of the Economic Development funds (\$340,000) will primarily provide technical assistance to low- and moderate-income beneficiaries and therefore the final estimated number of jobs to be created or retained is not affected and has been subtracted from the total Economic Development budget for this calculation. Since New Hampshire requires that, within one to three years, one job be created or retained for every \$20,000 awarded to a municipality, the estimated maximum number of jobs would be 159. This number was then adjusted downward by 20% based on an estimated rate of failure of projects and/or business funded and again adjusted downward by 30% to reflect any potential under-utilization of the Economic Development set-aside. As in past years, the Community Development Advisory Committee may re-allocate unused Economic Development funds to Housing and Public Facility projects. This results in an estimate of jobs created amounting to 89. This estimate would be higher if less funds are allocated to Housing and Public Facilities projects.
- n. Assuming level funding of the CDBG program and the continued level of need for Economic Development in relation to other needs, the average annual job creation or retention for the next five-year period would be 89.

3. Ineligible Activities

The following are examples of activities which are ineligible to receive CDBG program funds under federal law and regulations: buildings used for the general conduct of government (except for the removal of architectural barriers), general government operating and maintenance expenses, political activities, most equipment and vehicles (except fire and solid waste equipment and vehicles), most furnishings and personal property, and construction of new housing and income maintenance (except in very limited circumstances).

4. Program Income

Federal regulation defines program income at 24 CFR 570.489(e) and CDFA 311.01(c) of the rules governs the use of program income as follows:

- a. **Project Use.** The grantee shall use program income for project activities when it becomes available before drawing down other funds or shall deposit this income into a revolving loan fund approved by CDFA.
- b. **Semi-Annual Reports.** Active CDBG projects shall include a semi-annual financial report identifying disposition and use for all program income received during that reporting period.
- c. **Use After Project Completion.** After completion of the project, but before closeout, the grantee shall use program income only for eligible activities approved in writing by CDFA.
- d. **Use After Closeout.** The CDFA-grantee project closeout agreement shall specify how the grantee shall use program income. At a minimum, such income shall be used for eligible activities, especially those benefiting low- and moderate-income persons and households.

5. Strategic Planning

CDFA is undergoing a strategic planning process which could result in meaningful changes to the CDBG rules and procedures as adopted pursuant to the state Administrative Procedures Act starting in 2013. The changes, if any, will be outlined in subsequent updates to the Action Plan as necessary and will follow proper consultation and citizen participation.

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Geographic Distribution

ESG, CDBG, HOME, LIHTC and other available resources are distributed primarily by competitive application processes therefore it is impossible to predict the ultimate geographic distribution of funds. However, programmatic responses are developed and coordinated to assure that the shelter, housing, and community development needs identified in urban and rural areas may be addressed through efficient and appropriate models. For example, the Tax Credit application scoring system which relates to the use of HOME allows for added points for projects in municipalities which have a lower percentage of rental housing (see Appendix A).

Other Actions

During the coming year the State plans to take the following actions:

Meet Under-served Needs

Continue to seek funding for priority needs, finance the development affordable family housing, continue a security deposit guarantee program and a security deposit grant program, and continue to train staff and contractors in concepts and techniques of building and maintaining healthy housing.

Foster and Maintain Affordable Housing

Expand the affordable housing supply giving families and individuals a stable and secure place to live. Maximize the term of affordability for housing developments. Continue to coordinate the use of Low Income Housing Tax Credits (LIHTC) with HOME, CDBG and other resources to achieve affordable housing development.

Remove Barriers to Affordable Housing

New Hampshire Housing, through its Housing Awareness Program, continues to provide concerned citizens and public officials with information on the state's housing needs and conditions and the factors that contribute to these circumstances.

The Housing Awareness Program is an ongoing public information and education campaign that seeks to promote a greater understanding of the need for a balanced supply of housing and greater opportunities for affordable housing development. The Program is a coordinated effort of many New Hampshire groups that believe housing is essential in creating vibrant communities attracting a talented workforce and supporting a strong and diverse economy.

Housing Awareness Program staff provides technical assistance to municipalities and deliver presentations at events and forums about housing issues throughout the year. Staff also provides resources and guidance to six regional workforce housing coalitions engaged in housing education and advocacy at the grassroots level. The regional workforce housing coalitions have a unique perspective on local

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housing issues and are at the front line focusing on improving public understanding of the state's housing needs and the conditions and actions necessary to address those needs, particularly community resistance to housing production. Part of this work includes building relationships with local employers that have been outspoken supporters of workforce housing and in supporting legislation at the state level that promotes greater housing diversity. In addition, the regional coalitions are effective in educating legislators at the state level that has helped to protect New Hampshire's workforce housing law that became effective on January 1, 2010.

The Housing Awareness Program continues to provide tools and resources to support ongoing education and advocacy efforts:

- The **Mini Grant** program provides funds to local grass roots organizations for the development of informational materials, targeted advertising and locally-focused research and other innovative activities and methods aimed at reducing community resistance to housing development. These grants of up to \$5,000 each have been instrumental in local dialogue and awareness of housing efforts.
- **“Homes for New Hampshire's Future”** contains key housing messages and is designed to be customized and used by regional housing coalitions. Inserts provided through the Housing Awareness Program provide information on topics such as Housing and Economic Development, Conservation and Housing, Housing and School Enrollment, Land Use Tools for Affordable Housing and Summary of the Workforce Housing Law.
- **“Meeting the Workforce Housing Challenge-A Guidebook for New Hampshire Municipalities”** was created to assist local land use boards. The Guidebook, created in 2010, provides recommendations for analyzing a municipality's land use ordinances and regulations and outlines approaches to understanding issues of economic viability, a component of the new law. Its use has been effective in educating local land use boards about ways to modify ordinances that foster affordable housing creation.
- **Long Term Affordability Model.** One of the many concerns municipalities have in the development of workforce housing is the ability to retain affordability over the long term. While tools exist, New Hampshire Housing devoted considerable effort to create a model that would provide benefit to the owner, allow market appreciation, attract financing and be flexible to work within a dynamic housing market.
- **Compact Design Videos.** While higher density development is an important element in affordable housing creation, it often carries with it many negative perceptions, such as being inconsistent with New Hampshire's rural landscape. The videos are designed to be used together or separately in a variety of group settings and sizes. The videos are a catalyst for deeper discussion and increased understanding of the value of higher density development especially as New Hampshire communities seek to preserve historic places and open spaces.
- **The Workforce Housing Council Website (www.workforcehousingnh.com).** This website contains many of the tools and messages contained in printed material. The site is updated with recent news coverage on housing issues, updates on housing events and forums and provides links

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to partner organizations. The website also provides an easy way to download educational materials and tools for use by housing advocates throughout the state.

These resources will continue to be employed as part of a comprehensive approach to increase understanding of New Hampshire's housing challenge and foster creative and enduring solutions.

New Hampshire Housing will continue to operate a single family mortgage program, a down payment assistance program, a home ownership counseling program, the Section 8 program and a family self sufficiency program. New Hampshire Housing will also continue to participate with other financial institutions in the Northern New England Housing Investment Fund (\$12 million equity pool for the purchase of Tax Credits).

Evaluate and Reduce Lead-based Paint Hazards

All rehab work funded with CDBG or HOME must include remediation of any lead-based paint hazards per 24 CFR 35, the HUD Lead Regulation. New Hampshire Housing's construction standards require lead testing and abatement of all lead-based paint encountered in the course of rehab work, which in some cases is a higher standard than is required under federal law. New Hampshire Housing is beginning a third, three year Lead-Based Paint Hazard Control Grant from HUD which will result in another 200 units of lead-safe housing available to low and very low income renter and owner households in New Hampshire, approximately 60 of which are expected to be completed during 2013. Additionally, the Cities of Manchester and Nashua currently administer HUD lead hazard control grants. New Hampshire Housing remains an active partner with the NH Healthy Homes and Lead Poisoning Prevention Program, the NH Asthma Program, and the Asthma Regional Council of New England in advancing the prevention of housing-based health problems through proper design, rehab, and maintenance through education and training, and is actively working with the state lead and asthma programs as they transition to a more holistic healthy homes approach.

Reduce the Number of Poverty-level Families

CDBG funds will be used to expand economic opportunities for low and moderate income households through assistance to regional development corporations fostering job growth and through assistance to micro-enterprises.

Develop Institutional Structure to Enhance Coordination Between Housing and Social Services

As in the past year, State agencies and interest groups will continue to work together in areas such as affordable and special needs housing. In addition, the Department of Health and Human Services, New Hampshire Housing and New Hampshire Community Development Finance Authority will attend various continuum of care meetings in the State to discuss funding priorities, service needs and gaps and sources of funding while the Housing and Community Development Web page facilitates communication between the groups.

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Address the needs of Public Housing

Several Public Housing Authorities in New Hampshire are active as developers of affordable housing using Low Income Housing Tax Credits, Tax-Exempt Bond financing, and other resources. At least one public housing authority has been awarded Greener Homes/Energy Innovations Funds for a major energy conservation project to help sustain affordability. None of New Hampshire's Public Housing Authorities are designated as "troubled" by HUD.

Activities to Address the Housing and Supportive Service needs of Persons who are not Homeless but have other Special Needs

Two supportive housing efforts are anticipated for 2013:

The first is the rehab of a five unit multifamily rental building owned by Fellowship Housing in Concord, successful developer/owner of multiple supportive housing projects serving individuals living with mental illness. The rehab will improve capacity and extend affordability.

The second is the Section 811 PBRA demonstration project that New Hampshire applied for in a competitive application process that would provide project-based rental assistance for people with targeted disabilities who are receiving Medicaid-funded services from the New Hampshire Department of Health and Human Services. The targeted disabled populations include people living with mental illness, people living with acquired brain syndrome or a developmental disability, and people with physical disabilities living who are able to transition back into the community from institutionalization. Rental assistance for 50 individuals was applied for, and award decisions are anticipated shortly. No other new supportive housing projects are known to be in the pipeline at this time. Supportive housing (aka service-enriched housing) projects compete favorably within New Hampshire Housing's project scoring for HOME and Low Income Housing Tax Credit projects.

Plan Monitoring

Monitoring for compliance with the Consolidated Plan and applicable federal and state laws and regulations will generally be the responsibility of each federal resource administrator.

The New Hampshire Community Development Finance Authority will be responsible for compliance and monitoring with respect to the Community Development Block Grant program. In addition to requiring semi-annual reporting by all sub-recipient municipalities, NHCDFFA will conduct annual monitoring visits to each active project. Checklists covering each major area of compliance will be used to assist in the reviews by NHCDFFA and as a technical assistance tool for municipal staff. Finally, desk reviews of each payment request will continue to be conducted by NHCDFFA Grant Representatives assigned to each project.

The Bureau of Homeless and Housing Services shall be responsible for compliance and monitoring with respect to the Emergency Solutions Grants. The BHHS contract manager will conduct monitoring to ensure timely and effective utilization of ESG grant funds and develop a monitoring tool to be used for site visits as is described in the 2011-2015 New Hampshire Consolidated Plan relative to monitoring of ESG activities. Planned monitoring activities will include monthly review of HMIS data reports to monitor the use of funds and persons served, monitoring of performance standard outcomes, monthly billing statements/invoices, and annual site visits.

New Hampshire Housing shall be responsible for compliance and monitoring with respect to HOME Investment Partnerships resources. Staff construction analysts monitor all multi-family construction financed directly by NHH, starting with consultation at the conceptual stage and culminating in detailed project underwriting in order to make certain that HOME funds are awarded only to project sponsor. This is part of the beginning of a long oversight process which helps insure that projects help developers design viable projects and make certain that funds are committed to viable projects that will be developed by entities with adequate capacity. Multi-family construction conducted by sub-recipients is monitored by the sub-recipient and annual reports are submitted to NHH. Following the completion of construction, multi-family projects are turned over to the Housing Management Division of New Hampshire Housing. That division works closely with property managers and employs a system to determine long-term compliance with all the requirements (including federal) applicable to the projects. This would include income certifications and on-site inspections for compliance with Housing Quality Standards and lead-based paint standards.

New Hampshire Housing shall coordinate compliance certifications for other federal resource applications required by regulation to be consistent with this plan.

New Hampshire Housing shall be responsible for coordinating information necessary for performance reporting, although it, together with the Bureau of Homeless and Housing Services and New Hampshire Community Development Finance Authority shall be responsible for developing plan performance reports. The Housing and Community Development Planning Council shall review annual reports. Other activities and recommendations established in this plan (e.g. actions with respect to regulatory and fair housing issues) shall be coordinated among the three agencies.

Performance Measurement

The use of a standardized performance outcome measurement system for the programs governed by the Consolidated Plan became a HUD requirement with publication of 24 CFR Parts 91 and 570, Consolidated Plan Revisions and Updates; Final Rule on February 9, 2006. The purpose for adopting this system is to help HUD better quantify and articulate program accomplishments on a national scale, as well as to comply with the Government Performance and Results Act of 1993 (GPRA). The system was developed collaboratively by representatives from HUD, the Office of Management and Budget (OMB), and public interest groups including the Council of State Community Development Agencies (COSFDA) and the National Council of State Housing Agencies (NCSHA). For New Hampshire, its implementation begins with this Action Plan.

The core components of this system are objectives, outcomes, and indicators. The objectives are based on the broad statutory purposes of the CPD programs, which are 1) creating suitable living environments, 2) providing decent housing and 3) creating economic opportunities. The outcomes in this system help further refine the objectives and capture the nature of change or the expected result. They are availability/accessibility, affordability, and sustainability. Availability/accessibility applies to activities that make services, infrastructure, public services, public facilities, housing, or shelter available or accessible to low and moderate-income people. Affordability applies to activities that provide affordability in a variety of ways to low and moderate-income people. Sustainability applies to activities that are aimed at improving communities or neighborhoods, or helping to make them livable or viable by providing benefit to low and moderate income people.

One of the more difficult aspects of this Performance Outcome Measurement System is that it requires the quantification of planned annual and multiple year program outcomes in considerable detail including project completion and beneficiary data. This is a much easier task for entitlements, as they are able to plan uses for HUD funding years ahead. State-administered programs such as New Hampshire's are instead required by HUD to utilize competitive annual award processes. By utilizing competitive scoring systems which favor specific types of projects, funds are awarded to projects targeting our highest priorities, but advance estimation of unit production and beneficiary counts is nothing more than a guess when considering the unpredictable nature of large-scale construction projects, the use of mixed beneficiary targeting, and a host of other complicating factors.

The following chart reflects New Hampshire's goals for HOME, CDBG and ESG within this performance outcome measurement framework. Annual reporting of accomplishments will incorporate this new framework, but the reporting of commitments and completions for each funding source will continue as has been done in the past.

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Specific Objective #	Specific Annual Objectives	Sources of Funds	Performance Indicators	Year	Expected Number
SL-1 Accessibility of Suitable Living Environment					
SL-1.1	Address the need for suitable living environment for homeless households by providing access to emergency shelter.	ESG CDBG	1) Number of homeless persons given emergency and transitional shelter. 2) Number of homeless persons benefitting from shelter rehab.	2013	4,900 0
SL-1.2	Improve the living environment of homeless individuals and households by providing essential services.	ESG	1) Number of homeless persons assisted with essential services.	2013	4,900
SL-1.3	Address the need for suitable living environment for low and moderate income households by providing access to infrastructure water/sewer improvements.	CDBG	1) Number of persons served by improved water service. 2) Number of households served by improved water service. 3) Number of households provided improved sewer systems. 4) Number of persons served by improved wastewater service.	2013	284 67 79 1,018

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DH-2 Affordability of Decent Housing					
DH-2.1	Address the need for affordable decent housing for low and moderate income households by financing new construction, rehabilitation and preservation of affordable rental housing.	HOME CDBG	1) Number of units of affordable rental housing created via new construction. 2) Number of units of affordable rental housing developed via rehabilitation. 3) Number of units of affordable rental housing preserved through rehabilitation and refinancing. 4) Number of units of affordable rental housing preserved through energy efficiency improvements. 5) Number of years of affordability. 4) Number of units occupied by elderly. 5) Number of units designated for chronically homeless. 6) Sitework and infrastructure in support of housing.	2013	70 42 20 20 20 42 12 153
DH-2.2	Address the need for affordable decent housing for special needs populations by providing technical assistance and project financing to organizations who desire to provide service-enriched housing to low, very low, and extremely low income special needs households.	HOME	1) Number of units of affordable special needs rental housing rehabilitated or created. 2) Number of years of affordability. 3) Number of units occupied by elderly. 4) Number of units designated for chronically homeless.	2013	0 20 42 12
DH-2.3	Address the need for affordable decent housing for low and very low income households by providing assistance to prevent homelessness	ESG	1) Number of homeless persons assisted with ESG-funded homeless prevention services. 2) Number of households assisted with ESG-funded Rapid Re-housing Services	2013	44 70
EO-3 Availability/Accessibility of Economic Opportunity					
EO-3.1	Enhance the accessibility of economic opportunity by creating and retaining jobs for low to moderate income individuals.	CDBG	1) Total number of jobs created and/or retained.	2013	81
EO-3.2	Enhance the accessibility of economic opportunity by providing Micro-Enterprise assistance (businesses).	CDBG	1) Provide low-mod income individuals with training, technical assistance, and access to capital through peer lending program.	2013	181

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EO-3.3	Enhance the accessibility of economic opportunity by providing access to child care for low and moderate income households.	CDBG	1) Provide financing for new childcare facilities benefiting low-mod income households. 2) Improve or upgrade existing childcare facilities.	2013	0 155
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Table - Resources Available For Housing, Community Development And Economic Development Activities

PROGRAM	TARGETING & USE	LOCAL SOURCE	RESOURCES
FEDERAL PROGRAMS -HOUSING AND URBAN DEVELOPMENT			
Community Development Block Grant (formula grant)	Supporting local community development and housing activities	<u>State CDBG</u> New Hampshire Community Development Finance Authority <u>Entitlement CDBG</u> Dover Nashua Portsmouth Rochester Manchester	<u>FFY 12</u> \$7,740,815 <u>FFY 12</u> \$246,557 \$547,387 \$475,235 \$225,961 \$1,595,621
HOME Investment Partnerships Program (formula grant)	Wide spectrum of housing assistance activities	New Hampshire Housing City of Manchester City of Nashua	<u>FFY 12</u> \$3,000,000 \$535,754 \$245,272
McKinney-Vento Emergency Solutions Grant (formula grant)	Assistance to homeless and those at risk of being homeless	Office of Homeless, Housing and Transportation Services City of Manchester	<u>FFY 12</u> \$887,687 \$149,692
Section 8 Rental Vouchers	Rental assistance to very low income households	New Hampshire Housing and 18 local public housing authorities	<u>CY 08</u> Approximately 9,338

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PROGRAM	TARGETING & USE	LOCAL SOURCE	RESOURCES
Supportive Housing For The Elderly (Section 202)	Provides capital advance grants and rental assistance to develop housing and supportive services for the low income elderly.	U.S. Dept. HUD	FFY 2012 pending.
Supportive Housing For Persons With Disabilities (Section 811)	Provides capital advance grants and rental assistance to develop housing and supportive services for the low income disabled.	U.S. Dept. HUD <u>Project Location</u> No awards this year	Awards for the FFY 12 811 program are pending, New Hampshire Housing submitted an application in partnership with HHS.
Public Housing	Units managed by local housing authorities to assist low income households with affordable units.	Local Housing Authorities	As of 2008 Assisted Housing Survey, 4521 units total (3280 elderly, 1241 family)
Shelter Plus Care	Housing assistance combined with supportive services funded from other sources to maximize independence for disabled homeless people.	Office of Homeless, Housing, and Transportation Services	<u>FFY 12</u> pending
Low Income Housing Preservation	Preservation of 221d3 and 236 projects	U.S. Dept. HUD	Approximately \$50,000/yr.
FHA Multi-Family Risk Sharing	Partial loan guarantees for multifamily units.	New Hampshire Housing	Guarantees, not cash.

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PROGRAM	TARGETING & USE	LOCAL SOURCE	RESOURCES
MCKINNEY - Supportive Housing	Grants to assist the homeless through the provision of transitional housing, permanent housing for homeless with disabilities, supportive services, and innovative approaches to assisting homeless persons in transition from homelessness.	U. S. Department of HUD Balance of State Continuum of Care Manchester Continuum of Care Nashua Continuum of Care	Competitive application process, <u>FFY 11</u> \$2,864,899 \$1,073,557 \$1,696,355 All 1 yr. renewal awards
MCKINNEY - Surplus Housing To Assist The Homeless	Homeless providers may obtain the use of unutilized federal properties (land or buildings) through lease or permit (for nominal rent) or through donation.	U.S. Dept. of HUD	Not yet utilized in NH.
Housing For Persons with AIDS	Provides and promotes permanent housing solutions for persons with HIV/AIDS and their families	US Dept of HUD	<u>FFY 11</u> BHHS received a three year \$966,900 renewal grant for Merrimack Valley Assistance Project to serve multiple locations throughout NH.
FEDERAL PROGRAMS - RURAL DEVELOPMENT			
Rural Development (FmHA) Section 515	Assists in the development of affordable housing in rural areas.	Rural Development	<u>FFY 11</u> pending
Rural Development (FmHA) Section 502	Direct loans to eligible home buyers for the purchase of a primary residence within "rurally" designated areas.	Rural Development	<u>FFY 11</u> Pending

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PROGRAM	TARGETING & USE	LOCAL SOURCE	RESOURCES
Rural Development (FmHA) Section 504	Loans assist very low income rural homeowners, including those on leasehold land, to make repairs to improve or modernize their homes to make them safer and/or more sanitary. Grants to very low income elderly.	Rural Development	<u>FFY 11</u> Pending
FEDERAL PROGRAMS – OTHER			
Internal Revenue Service Low Income Housing Tax Credits	Federal tax credits for developers of affordable housing	New Hampshire Housing	Approximately 2,000,000/yr.
Federal Housing Administration Section 203B	A mortgage insurance program that allows qualified home buyers to secure loans with minimal down payment reserves.	Qualified Lenders	Varies, not a cash outlay
Federal Home Loan Bank Affordable Housing Fund, Community Improvement Program and New England Fund	Assists lenders to provide subsidized financing and grants for production of affordable housing, economic development and public improvements.	Home Loan Bank Member Institutions	Varies

PROGRAM	TARGETING & USE	LOCAL SOURCE	RESOURCES
STATE AND LOCAL PROGRAMS - NH HOUSING FINANCE			
Multifamily Bond Financing	When excess bond capacity presents itself, NHHFA will target larger scale multifamily projects for this development assistance	New Hampshire Housing	\$25,000,000 annually & carry forward
Single Family Mortgage Program	Low interest mortgages to income-targeted first time home buying households.	New Hampshire Housing Qualified Lenders	<u>FY 12</u> Budgeted for 797 mortgages totaling \$130,000,000.
Feasibility - Predevelopment Assistance Program	Assists non-profit housing developers with the production of affordable housing	New Hampshire Housing	\$175,000 annually
Home Ownership Education and Counseling Program	Educate first time homebuyers.	New Hampshire Housing & Consumer Credit Counseling	<u>FY 11</u> \$108,294
Family Self-Sufficiency Grant and Loan Program	Assistance to help Section 8 households achieve self-sufficiency goals	New Hampshire Housing	<u>FY 12</u> \$40,000
Resident Education and Assistance Program	A program that addresses the needs of residents in senior housing who are abusing or mismanaging alcohol or drugs including prescription and over the counter medications.	New Hampshire Housing	<u>FY 12</u> \$55,000

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PROGRAM	TARGETING & USE	LOCAL SOURCE	RESOURCES
STATE AND LOCAL PROGRAMS – OTHER			
New Hampshire State Grant In Aid	Appropriation to BBH for addressing homeless needs within the state.	Office of Homeless, Housing, and Transportation Services	<u>SFY 12</u> pending
New Hampshire Affordable Housing Fund	A fund established by the General Court in 1988 for the acquisition, development, and preservation of low income housing.	New Hampshire Housing	<u>FY 12</u> \$500,000 is allocated for use during FY 12
Security Deposit Loan Guarantee Program	Guarantee to Landlords of one-month security deposit, repayable by the tenant.	CAP Agencies, The Way Home, and Nashua Pastoral Care	\$2 million in loan commitment authority
Northern New England Housing Investment Fund	Investor consortium designed to increase the availability of equity funds for the Low Income Housing Tax Credit Program.	Northern New England Housing Investment Fund	\$12 million equity pool for purchase of tax credits

PROGRAM	TARGETING & USE	LOCAL SOURCE	RESOURCES
STATE AND LOCAL PROGRAMS NH COMMUNITY DEVELOPMENT FINANCE AUTHORITY			
Housing Futures Fund	General operating support for nonprofit housing development organizations.	New Hampshire Community Development Finance Authority	<u>FY 12</u> pending
Community Development Investment Program	NH state tax credits are allocated to nonprofits, municipalities, and cooperatives to help fund affordable housing, community development projects, initiatives and programs to benefit low and moderate income New Hampshire citizens.	New Hampshire Community Development Finance Authority	Annual tax credit authority of \$5 m.
Regional Development Corporations Capacity Fund	Long-term commitment to help regional community development organizations build capacity.	New Hampshire Community Development Finance Authority	<u>FY 12</u> Distribution pending

Appendix A

Community Development Block Grant Program Rules

<http://www.nhcdfa.org/block-grants/cdbg-resources>

HOME Investment Partnerships Rental Production Program Rules

<http://www.nhhfa.org/about/rules/multifamily/HFA105-2013.pdf>

Qualified Allocation Plan 2013

http://www.nhhfa.org/rental/devdocs/LIHTC/QAP/2013/2013_QAP_FINAL_5-17-12.pdf

Special Needs Housing Program

<http://www.nhhfa.org/about/rules/multifamily/hfa112.pdf>

Citizen Participation Plan

http://www.nhhfa.org/data-planning/planning/conplan/CitizenParticipationPlanDraft_7-27-10.pdf

Comments on Proposed 2013 Qualified Allocation Plan and HOME Rules

http://www.nhhfa.org/data-planning/planning/conplan/QAP_HOME2013publiccomments.pdf

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Appendix B

Certifications

SF-424s