

APPENDICES

APPENDIX A

Public Participation Process

Public Comment Statement & Written Comments Received

Public Notices, Hearing Minutes, Meeting Handouts

FY47 Grant Application, Grant Guidelines, Outreach

Public Comment Statement

Appendix A contains all documents and information provided to the public and applicants during the public participation process at the public hearing and after the 30-day public comment period.

Any written comments on the Program Year 47 FY21 Annual Action Plan during the 30-day public comment period beginning on May 27, 2020 and ending June 26, 2020 will be posted to the ECD website with the City's Annual Action Plan submission to the U.S. Department of Housing and Urban Development, Office of Community Planning and Development (CPD), 20 Church Street, 10th Floor, Hartford, CT 06103-3220

CITY OF MILFORD
Notice of Public Comment
Community Development Block Grant (CDBG)

With this 30-day public notice the City seeks comment on its FY21 Annual Action Plan prepared within the framework of the goals and objectives set in the 2020-2024 Five Year Strategic Consolidated Plan and with consultation from the Housing Partnership Committee and input from local agency leaders and the public.

The U.S. Department of Housing and Urban Development (HUD) awarded \$533,354 in Community Development Block Grant (CDBG) Entitlement funds to the City of Milford, Connecticut to complete the FY21 Annual Action Plan activities summarized below. The FY21 Annual Action Plan is available for review on the City's Economic & Community Development (ECD) webpage at <https://www.ci.milford.ct.us/economic-and-community-development/pages/cdbg-annual-grant-applications-reports-public-information> and in the ECD Office, Parsons Government Complex, 70 W. River Street, 2nd floor, Milford, CT 06460. Written comments will be accepted between May 27, 2021 and June 26, 2021. All comments received will be included with AAP and presented to the Board of Alderman in July for acceptance and prior to electronically submitting the Plan to HUD on or before August 16, 2021.

Program Year 21 Annual Action Plan Budget

BBeth El Center, No-Freeze Emergency Shelter Staff	\$ 17,800
Beth El Center, Soup Kitchen Coordinator	\$ 14,000
Boys & Girls Club, After-school Program staff	\$ 11,500
Milford Adult Education, Job Skill Training Scholarship Funds	\$ 2,000
Literacy Volunteers of S.C., English Language Tutor, Coordinator	\$ 3,000
Milford Transit District, Transportation	\$ 11,500
Department of Human Services, Rent & Mortgage Assistance	\$ 14,000
Rape Crisis Center of Milford, Inc., 24/7 Victim Hotline Service	\$ 3,500
Bridges Healthcare Inc., New Roof (includes project delivery costs \$10,000)	\$ 60,000
CT Audubon Milford Point Coastal Center, ADA Ramp Improvements	\$ 22,198
DPW, Public Improvements, ADA Curb & Sidewalk	\$ 75,787
Milford Redevelopment & Housing Partnership, Catherine McKeen Code Updates	\$122,000
Single-Family Residential Repair Program	\$ 40,000
Residential Repair Program, Administration	\$ 30,000
Grant Administration & Planning	\$106,069
Grant Administration & Planning	<u>\$106,069</u>
TOTAL	<u>\$533,354</u>

The City of Milford accepts an additional CARES Act CDBG-CV3 Entitlement award from the U.S. Department of Housing and Urban Development (HUD) in the amount of \$303,743. CDBG-CV applications are available to eligible applicants on an open-ended basis until the funds are fully expended or the grant period ends. Grants are considered if the applicant has been economically impacted by COVID and funds will prevent, prepare for, or respond to the Coronavirus public health and economic crisis. CDBG-CV3 will be allocated in accordance with CARES Act regulations and HUD guidance and budgeted to eligible activities within these category's.

Public Services	\$ 152,135
Microenterprise Business Assistance	\$ 80,000
Public and Private Building Improvements	\$ 10,860
Grant Administration & Planning	<u>\$ 60,748</u>
	<u>\$ 303,743</u>

This award constitutes an additional substantial amendment to Milford's FY2019-20 Annual Action Plan. CDBG-CV3 funds will be available upon acceptance by the Board of Alderman in July. CDBG-CV1 grant applications are available on the ECD webpage. A CDBG Program Schedule is located on the ECD webpage. Given reasonable notice, an individual with a disability may request assistance to participate in the meetings by contacting the ECD at (203)783-3230

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CITY OF MILFORD
Public Participation Process Schedule
Program Year 47 CDBG Award & Annual Action Plan
CDBG-CV (CARES Act) Award II
Fiscal Year 2021-22 *revised 5/26/21*

<u>DATE:</u>	<u>ACTIVITY:</u>
February 19, 2021 Friday	Public Notice of Funding Availability (NOFA) with Letter on PY47 Application and Public Hearing to Subrecipient & Public List
February 25, 2021 Thursday	Public Notice of Funding Availability (NOFA), Public Hearing, FY21 applications. (15-day Notice ends March 12, 2021)
<i>March 26, 2021 Friday</i>	<i>PY47 Application Due Date</i>
<i>April 14, 2021 Wednesday 5:30 p.m. Virtual Zoom Hearing</i>	<i><u>Virtual Public Hearing</u> to solicit comment on community and housing needs, goals and objectives for Milford.</i>
April 20 - May 21, 2021	FY21 Application review and recommendation process
May 27 – June 26, 2021	30-day Notice of Public Comment, PY47 Annual Action Plan & CDBG-CV3.
June 28, 2021	Submit FY21 & CDBG-CV3 Resolution for BOA agenda
<i>July 12, 2021 Monday</i>	<i>Board of Aldermen Meeting</i> – Acceptance of FY21 CDBG award, PY47 Annual Action Plan and CDBG-CV3 (CARES Act) award.
July 13 – August 5, 2021	HUD system submittal PY47 Annual Action Plan, Budget, Project/Activity Set Up.
August 5, 2021	HUD system submission, PY47 Environmental Record Review & Request of Funding
August 2, 2021 Monday	HUD Grant Ratio Deadline – 1.5 Expenditure to Grant Ratio
August 16, 2021 Monday	Due to HUD Hartford Office - PY47 Annual Action Plan
September 1, 2021	Due to ECD – Final Subrecipient Activity Payment Request & Report.
September 1- 15, 2021	PY46 (2020-21) End of Year Reconcile and Prepare CAPER by HUD year end 9/20/21
September 25, 2021	Prepare PY47 Subrecipient Agreements
September 28, 2020	End of HUD 45-day review period.
October 1, 2021	Program Year 47 Begins
October - December 2021	Prepare PY46 CDBG & CDBG-CV CAPER
<i>December 15 or 22, 2021</i>	<i>Notice of 2nd Public Hearing to Solicit Comment & Review CAPER</i>
December 29, 2021	PY46 Program CAPER Due to HUD Due 90 days from 9/30/21 ** All CDBG Applications, Notices, Reports posted to City website on ECD webpage

**City of Milford
Community Development Block Grant Program (CDBG)
FY21 PY47 CDBG Grant Minutes**

**Community Development Block Grant (CDBG) Virtual Public Hearing
April 14, 2021**

Zoom Meeting April 14, 2021

5:30 p.m. Milford, CT

<https://us02web.zoom.us/j/87345461416?pwd=cTJXY2U0NTUyREhaUGVGYXQxU0F5Zz09>

Meeting ID: 873 4546 1416

Present

- Sheila Dravis, City of Milford, Community Development Grant Administrator
- Diane Nytko CT Property Appraisers, CDBG committee member
- David Sulkis, Milford City Planner, CDBG committee member
- Joel Baldwin, Milford resident, CDBG committee member
- Gary Johnson, President, United Way of Milford, CDBG committee member
- Jorge Santiago, Executive Vice President, The Milford Bank CDBG committee member
- Christine Walsh, CDBG

Not Present: Julie Nash, Director of Economic and Community Development; Justin Rosen, Mayor's Office

Introduction

Sheila Dravis, CDGB Administrator, Department of Economic & Community Development, called the meeting to order at 5:37PM and presented the agenda to those in attendance.

Program Overview & Update

- HUD Annual CDBG Award: Annual Award is an estimate until HUD announces actual award based on % increase/decrease of annual award
 - 2020 performance deemed "satisfactory" by HUD
- CDBG Review of Grant Proposals - General Award based on HUD activity and income eligibility, overall public benefit, organizations financial and management capacity, and prior CDBG performance.
- Housing Crisis
 - COVID relief includes USDA services (i.e. public school meals program)
 - CDBG Security Deposit Program on standby until moratoriums are lifted
 - CT Eviction and mortgage moratoriums still in place until April 21
 - Federal moratorium (CDC) expires June 30

- CARES Act State Unite CT program offers Rental & Mortgage Assistance to CT residents
- Added resources listed on Community Development and Human Services websites
- Biden priorities will reinstate Fair Housing Act along with racial equity mandates

Public Comment

No public comments were received.

Grant Presentations

1. 5:54pm Tami Jackson, Executive Director, Literacy Volunteers of S. CT

- Funding Request: \$5,000 for English Tutoring
- \$5,000 request for programming (90% remote), tutor training, books/materials
 - 80-85% women tutored - 106 students, 65 tutors
- 25 years in operation
- 8,000 residents of Milford of Hispanic/Asian/other ethnicities, 45 different languages spoken in Milford (14% of the city's population)
- Small classes sizes, 1-1 tutoring
- Conducted tutor training via zoom - 2020
- Serve 100 students/ year = 31,000 hours of volunteering
 - Students are low-moderate income according to HUD guidelines

2. 6:05pm Anthony Vasiliou, Executive Director, MRHP

- Funding request: \$179, 000- Catherine McKeen; Safety & electrical upgrades
- MRPH in operation since November 1948
- Funds used for state housing within state-assisted housing portfolio
- Receives no operating subsidy from CT
- Federal government provides capital + operating subsidies (30% gross income)
- MRPH has some money to cover the balance (\$52,000)
- Committee will cover soft costs (including bids)
 - Project can be completed in stages through itemized bid process

Projects: Funding request: \$179, 000; \$127,000 = the total cost for the job

- External electrical lighting improvements @ 12 units at (ca. 1970/1972)
 - Meter banks and boxes
- Installation of pneumatic door closers on apartments and common area doors at Catherine McKeen
 - a. Health and safety issue to prevent fire from spreading
 - b. Resident complaints regarding current pneumatic door closers - difficult for elderly residents
 - c. Catherine McKeen village door closures - common stairwells

3. 6:21pm Jennifer Fiorillo, President & CEO, BRIDGES Health Care, filling in for Marcy Hotchkiss

- Funding Request: \$50,000: Roof replacement at 949 Bridgeport Ave
 - a. 30 year old roof, 100 employees at location
 - b. Bridges budgeted \$29,800 towards the rood replacement roof replacement project
- Bridges - 64 years in Milford: Enhanced care clinic, local mental health authority
- 80% clients are low-income, 70% Medicaid
- Multiple sites:
 - Bic Drive, Young Adult Services in West Haven
- Mental Health and Substance Use Services to adults, families, and children
 - Case management now includes children
- COVID- Provide telehealth to all clients
 - 70-80% elderly clients (70% adults using video platform)
 - telephonic access
 - still providing in-person intakes
 - 100% child clients through telephonic access
- Greater demand for services during COVID
 - Increase in mobile crisis service
- Service 14,000 Milford residents annually

4. 6:32pm Steve Johnson, Assistant Director, DPW

- Funding Request: \$60,000 for curb cuts
- Recent project: 2 ADA access ramps and curb cuts (\$4,200 project) near shop rite complex
- Purpose: Improve quality of life for residents; make the city more walkable

5. 6:37pm Margaret Pisano, Director of Victim Services/ MDT and Anthony Vitti, Executive Director, Rape Crisis Center

- Funding Request: \$15,000 victim services, staff
 - Lost one staff member, hired second Spanish-speaking advocate
- COVID increased need for technology upgrades (laptops/server)
- Continued services throughout COVID
 - Connected through social media, phone calls
- Connected with schools virtually through community education program
 - future rollout program for parents and children
- 24/7 crisis management agency
- Conducted a lot of outreach, increased/maintained client numbers in 2020
 - Staff includes Spanish-speaking and male-advocates
- Support group #s increased over zoom (2020)
 - Rollout Spanish speaking support group soon
- 565 new clients in 2020/ regional

6. 6:50pm Henry Jadach, Executive Director, Milford Transit District

- Funding request: \$25,000 - Transportation, Driver
- ADA and senior transportation program
- Did not charge bus fares for almost a year
 - Some employees partially furloughed
 - 2020: CDBG funds supported construction of bus shelter in Devon =

7. 6:57 pm Megan Altomare, Executive Director, Boys & Girls Club

- Funding Request: \$20,000- After-school program, staff
 - Increased staffing (36 part-time staff) for increased client based
 - 3 full-time staff
- March 13 – state mandate to close operation
- March 16- transitioned to full-virtual programming
 - Partners - Subway, west haven, meal drop-offs
 - Phone check-ins with kids
- June 22, 2020- August: Operated summer camp, longest ever (12 wks)
- Serve kids from 8 different elementary schools
 - Boys & girls club opened in each of the 8 elementary to accommodate for covid-19
- Membership numbers decreased 2020
- Greater number of clients in afterschool program served
- Summer camp goal 2021: 120 kids
 - Free teen leadership program - job readiness, financial literacy, STEM programming
 - Working towards learning activities for summer (incl. social and emotional health)

8. 7:10pm Joyce Leiz, Director of Development, CT Audubon, filling in for Shari Greenblatt, SW Regional Director

- Funding request: \$49,315: ADA Exterior Building Improvements
 - Parking lot potholes (regrading and stone); wheelchair ramp; front door replacement to make building more energy efficient
- Coastal Center at Milford Point
 - Visitation - 14,000 visitors from across state
 - Osprey camera reinstated through private donors
 - Provided educational outreach for 3,000 school children
 - 2020: school children unable to come to center
 - Transitioned to virtual programming: Earth Day event “Bioblitz”
 - Increased students supported by 50% in the last year
 - Increased visitation to Milford Point 2020
 - Summer camp scheduled for ⅔ capacity
 - ctaduobon.org/fundingcamera
 - Staff would oversee the project and follow CDBG standards

9. 7:30pm Barbara Bellucci, , Family Violence Victim Advocate Program Supervisor, and Ellyn Popielski, , Family Violence Victim Advocate at the Milford Court filling in for Maria Rivera, BHCare Inc, Domestic Violence

- Funding request: \$12,350: DV Court Advocacy/ TRO
- Ellyn: Court-based advocacy (Derby, Milford, New Haven)
 - Family violence referrals for Milford and West Haven
 - Criminal court intervention
 - COVID isolation - huge increase in family violence cases, including more serious cases
 - Priority 1 business operation criminal and family courts - only handling arraignments for criminal court
 - No referrals being made after protective order
 - March 2020: 26 courts consolidated into 6 regional courts; all business conducted remotely
 - Family court halted // emergency custody + restraining orders
 - Fielding many panic calls; all court hearings are virtual
 - Thousands of back-logged cases (8,000 new haven, 1,000 Milford)
 - LAP program - Lethality Assessment Program// Identify high-risk clients
 - Adopted statewide, Center has trained law-enforcement throughout state
 - Working remotely for 4 months

10. 7:49pm Deepa Joseph, Director of Health, Dept. Health & Human Services

- Funding request: \$23,000 for Emergency Rent & Mortgage Assistance
 - Increased requests from families “on the edge” from eviction, foreclosure etc. due to impact from COVID (illness, caregivers taking time off from work)
 - Wish to serve approx. 30 households
 - Current rent and mortgage moratorium - behind more than 3 months’ rent
 - Historically provided one months’ worth of rent
 - Question from Joel Baldwin: Is the problem worse for renters or is there a greater number of individuals who require mortgage assistance
 - Seeing clients with delinquent mortgages to prevent default
 - Anticipate options after moratorium is lifted; working with clients and their landlord now before moratorium is lifted

11. 8:01pm Jennifer Paradis, Executive Director, Beth-El Center

- Funding request: Soup kitchen (\$21,000) and No-freeze shelter program (\$30,000)
- Operating meals-to-go since March 13,2020 (2x/day)
 - Mission: end homelessness and hunger
 - Shifted to some community group hot meal prep in evening

- Cornell Scott health hill-center primary care partnership - vaccine provider and tester in pandemic
- Increased food distribution
- Support from Dept. Housing + CDBG to move housing to Motel 6 as emergency shelter
 - 109 - 283 people/yr. in no-freeze program (2020)
 - Food insecurity increased - sustained over past 15 months - 40% increase
 - 10,000 more meals served in last year
 - No-freeze shelter programs leads to reduction in petty crimes
 - Homelessness tends to have its impact 1-2 yrs. after event
 - Anticipate more clients after moratorium is lifted
 - Question from Gary: What is the hotel payment schedule?
 - 100% reimbursable by FEMA until Sept. '21
 - No-freeze was closed this year, people placed in motel
 - 2 additional programs: Outreach and Engagement Services (expanded through dept. housing to a team of 1.5 - 24 hr. outreach partner); Diversion services (pre-shelter)
 - Planning to move back to 9 New Haven Ave in May 2021 in conjunction w/ vaccine rollout

12. 8:24pm Lori Hart, Director, BOE Adult Education Program

- Funding Request \$2,500 – Job training class skills
 - Increase technological literacy for students/job-skills
 - Work from home necessitates computer skills
- 2 components: GED/ESL/Citizenship courses; Enrichment
- Many classes held through Milford public school system
- Enrollments decreased
- Mandated classes still in operation // hybrid
- Serve clients ages 17-86/
- Pay instructors from tuition w/classes
- Classes offered in the Fall/Spring
- Question from Joel: Are instructors paid by hour (need at least 6 person/class)
 - Fees for the enrichment class subsidize the GED/ESL state-mandated program costs and underwrites other enrichment classes

Adjournment Handouts <https://www.ci.milford.ct.us/economic-and-community-development/pages/cdbg-annual-grantapplications-reports-public-information> PY47 Grant Request Worksheet CDBG PY47 Schedule HUD PY45 CAPER Review Response Letter

Next steps:

- Set timeline for application decision process
- Comment period must begin at the end of May
 - Sheila will send meeting schedule by next week (4/19)

The meeting was adjourned 8:43PM.

Respectfully submitted,

Sheila Dravis, CDBG Administrator

Community Development Block Grant Program PY47 GRANT REQUEST BINDER 2021

Content

Grant Request Worksheet
CDBG PY47 Schedule
HUD Review of PY45 CAPER
HUD FY21 Packet – NOFA, Award Guidance and Program Requirements

Public Service Requests

1. Beth-El Center, Inc. – No Freeze” Emergency Shelter, Staff
2. Beth-El Center, Inc. – Food service, Staff
3. Boys & Girls Club – After School Program, Staff
4. BHCare, Inc. Center for Domestic Violence – DV Court Advocate / TRO
5. Milford Adult Education Program – Job Training Class Skills, Scholarships
6. Literacy Volunteer of S.C. – Adult English Language Skills Program, Director
7. Milford Transit District – Public Transportation with Accessibility Feature
8. Milford Department of Human Services – Rental & Mortgage Assistance
9. Rape Crisis Center – 24/7 Victim Services and Education, Staff

Facility Improvements & Economic Development

10. Bridges Healthcare, Inc. – New Roof
11. CT Audubon Milford Coastal Center – ADA Exterior Building Improvements
12. Milford Department of Public Works – ADA Curb Cuts & Sidewalks
13. Milford Economic Development Program

Housing Improvements

14. Milford Redevelopment Housing Partnership – Catherine McKeen, Safety/Electrical Upgrades
15. Milford Housing Programs
 - Single Family Housing Program
 - Multi-Family Housing Program
 - Homeownership Program
 - Housing Admin Program, Project Manager & Administration

Program Administration & Planning

16. Milford Administrative Budget & Program Income

Public Hearing & HPC Meeting Handouts – To follow
CDBG Funding History 2007 - 2020
HUD/CDBG Proposed Activity Eligibility Table



FY 2021 INCOME LIMITS DOCUMENTATION SYSTEM

[HUD.gov](#) [HUD User Home](#) [Data Sets](#) [Fair Market Rents](#) [Section 8 Income Limits](#) [MTSP Income Limits](#) [HUD LIHTC Database](#)

FY 2021 Income Limits Summary

Selecting any of the buttons labeled "Explanation" will display detailed calculation steps for each of the various parameters.

FY 2021 Income Limit Area	Median Family Income Explanation	FY 2021 Income Limit Category	Persons in Family							
			1	2	3	4	5	6	7	8
Milford-Ansonia-Seymour, CT HUD Metro FMR Area	\$99,200	Very Low (50%) Income Limits (\$) Explanation	36,050	41,200	46,350	51,450	55,600	59,700	63,800	67,950
		Extremely Low Income Limits (\$)* Explanation	21,600	24,700	27,800	30,850	33,350	35,800	40,120	44,660
		Low (80%) Income Limits (\$) Explanation	55,950	63,950	71,950	79,900	86,300	92,700	99,100	105,500

NOTE: Milford town is part of the **Milford-Ansonia-Seymour, CT HUD Metro FMR Area**, so all information presented here applies to all of the **Milford-Ansonia-Seymour, CT HUD Metro FMR Area**. HUD generally uses the Office of Management and Budget (OMB) area definitions in the calculation of income limit program parameters. However, to ensure that program parameters do not vary significantly due to area definition changes, HUD has used custom geographic definitions for the **Milford-Ansonia-Seymour, CT HUD Metro FMR Area**.

The **Milford-Ansonia-Seymour, CT HUD Metro FMR Area** contains the following areas:
NEW HAVEN COUNTY, CT TOWNS OF Ansonia town, CT; Beacon Falls town, CT; Derby town, CT; Milford town, CT; Oxford town, CT; Seymour town, CT; and Seymour town, CT.

* The FY 2014 Consolidated Appropriations Act changed the definition of extremely low-income to be the greater of 30/50ths (60 percent) of the Section 8 very low-income limit or the poverty guideline as established by the Department of Health and Human Services (HHS), provided that this amount is not



New England

U.S. Department of Housing and Urban Development

Office of Community Planning and Development

Hartford Field Office

One Corporate Center 10th Floor

Hartford, Connecticut 06103-3220

Telephone (860) 240-9770

Fax (860) 240-4857

March 9, 2021

Julie Nash
Director of Economic and Community Development
The City of Milford
70 W. River Street 2nd Fl
Milford, CT 06830

Dear Ms. Nash:

Subject: Consolidated End-of-Year Review – Program Year 2019

The City of Milford received \$514,608.00 in Community Development Block Grant (CDBG) funds in Federal Fiscal Year 2019, the year covered by this report. This is the Department's assessment of the use of those funds.

The Housing and Community Development Act of 1974, as amended, and the National Affordable Housing Act of 1990, require that grant recipients submit annual performance reports for the programs covered under these Acts. The Acts also require the Secretary of HUD to determine annually that the grant recipient is in compliance with these statutes and has the continuing capacity to carry out the programs for which it received funds.

This review includes an analysis of each grantee's planning process; its management of funds; progress in carrying out the strategies and goals expressed in the Consolidated Plan; compliance with statutory and regulatory requirements; accuracy of required performance reports; and evaluation of its accomplishments in meeting key departmental objectives. This Annual Assessment is directed not only toward meeting the mandates of the statutes, but to provide the basis for working together collaboratively to achieve the revitalization goals of The City of Milford. HUD congratulates The City of Milford on the community's many accomplishments during this past year regarding the achievement of Departmental Objectives.

Noteworthy Accomplishments

The Town of Milford completed a total of three activities that served homeless individuals or families provided by Program Year 2019 CDBG funds. The three activities were Public Service programs, Public Facility projects and Housing. Under Public Service activities: Senior Services received \$14,000.00, Victims of Domestic Violence received \$11,400.00 and Child Care Services received \$8,590.00. For the Public Facility projects, Parks and Recreation received \$8,517.00, Water and Sewer Improvements received \$219,354.00. Under Housing Rehab, Single Family housing projects received \$21,030.00 and Public Housing Modernization received \$145,456.00.

Financial

The City of Milford does meet the standard that the Department uses to determine if communities are delivering program activities to residents in a timely manner. The grant recipient must have no more than 1.50 years of unexpended CDBG funds in its line of credit 60 days before the end of the program year. Milford's 60-day balance was .66 years of grant funding, which is below the 1.5 threshold. City's federal single audit for the period ending June 30, 2019, was submitted timely to the Federal Audit Clearinghouse (FAC).

In 2019, The City of Milford expended 100% of its CDBG funds on projects or activities that benefited low- and moderate-income individuals, exceeding the 70% requirement. Expenditures for planning and administration and public service activities were below the expenditure caps.

Public Access

If the City wishes to submit comments on this letter to HUD, please do so within 30 days of the date of this letter. HUD will consider any comments submitted and may revise the content of HUD's letter or attach comments received from the City. If the Department does not hear from the City, HUD will assume that the City concurs and has no objections to our letter. After the 30 days have expired, this letter must be readily available to the public. There are several ways to make it available to the public. The City can assist the Department in this regard by sharing HUD's letter with the media; with a mailing list of interested persons; with members of your advisory committee; or with those who attended hearings or meetings. HUD will make this information available to the public upon request.

Conclusion

The Department is rating our Connecticut grantees' overall performance in carrying out their programs as either satisfactory or unsatisfactory. This determination is based upon information available to this office and does not reflect a comprehensive evaluation of specific activities. The City of Milford's performance has been determined to be satisfactory. The Department further deems that the City of Milford has the continuing capacity to administer its programs.

If you have questions or would like to discuss any of these issues, please do not hesitate to call me or Ms. Brenda Turner, Community Planning and Development Representative, at (860) 240-9733.

Sincerely,

Alanna Cavanagh Kabel

Alanna Cavanagh Kabel
Director
Community Planning and Development

cc. Benjamin Blake, Mayor
Sheila Dravis, Community Development Block Grant Administrator

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May 27 – June 26, 2021	30-day Notice of Public Comment, PY47 Annual Action Plan & CDBG-CV3.
June 28, 2021	Submit FY21 & CDBG-CV3 Resolution for BOA agenda
<i>July 12, 2021 Monday</i>	<i>Board of Aldermen Meeting</i> – Acceptance of FY21 CDBG award, PY47 Annual Action Plan and CDBG-CV3 (CARES Act) award.
July 13 – August 5, 2021	HUD system submittal PY47 Annual Action Plan, Budget, Project/Activity Set Up.
August 5, 2021	HUD system submission, PY47 Environmental Record Review & Request of Funding
August 2, 2021 Monday	HUD Grant Ratio Deadline – 1.5 Expenditure to Grant Ratio
August 16, 2021 Monday	Due to HUD Hartford Office - PY47 Annual Action Plan
September 1, 2021	Due to ECD – Final Subrecipient Activity Payment Request & Report.
September 1- 15, 2021	PY46 (2020-21) End of Year Reconcile and Prepare CAPER by HUD year end 9/20/21
September 25, 2021	Prepare PY47 Subrecipient Agreements
September 28, 2020	End of HUD 45-day review period.
October 1, 2021	Program Year 47 Begins
October - December 2021	Prepare PY46 CDBG & CDBG-CV CAPER
<i>December 15 or 22, 2021</i>	<i>Notice of 2nd Public Hearing to Solicit Comment & Review CAPER</i>
December 29, 2021	PY46 Program CAPER Due to HUD Due 90 days from 9/30/21 <i>** All CDBG Applications, Notices, Reports posted to City website on ECD webpage</i>

Connecticut Post | Greenwich Time | New Haven Register | Stamford Advocate | The Middletown Press
The News-Times | The Norwalk Hour | The Register Citizen

Fairfield Citizen | New Canaan Advertiser | Shelton Herald | Shoreline Times | The Darien Times | The Dolphin | The Foothills Trader | The Litchfield County Times
The Milford Mirror | The Ridgefield Press | The Spectrum | The Trumbull Times | The Wilton Bulletin | West Hartford News | Westport News

CITY OF MILFORD
70 WEST RIVER ST
COMM DEVELOPMENT DEPT
MILFORD CT 06460

AFFIDAVIT OF PUBLICATION

STATE OF CONNECTICUT
COUNTY OF FAIRFIELD

CITY OF MILFORD

FY2021 Notice of Funding Availability (NOFA)
Community Development Block Grant (CDBG)
& CARES Act CDBG-CV3 Awards

With this Notice of Funding Availability (NOFA), the City of Milford, Department of Economic and Community Development (ECD) seeks public participation to prepare its Program Year 47 Community Development Block Grant (CDBG) Consolidated Annual Action Plan. The Annual Action Plan (AAP) process is designed to assess, and address Milford's housing and community needs within the framework of the goals and objectives set in the 2020-2024 Five Year Strategic Consolidated Plan.


The U.S. Department of Housing and Urban Development (HUD) has not announced the FY21 Entitlement Grant award. The City of Milford will proceed with the planning process and an award estimate of \$515,348, based on its FY20 award. The public will be notified of the actual award amount when it is known, and any allocations will be adjusted according to the percentage difference between the actual award and the estimate award.

Non-profit organizations and local agencies are invited to submit a FY21 CDBG Grant Applications in support of new or existing eligible activity. Please find the FY21 CDBG Grant Application and forms, the Program Guideline, and the FY21 CDBG Participation Schedule on the EDC webpage of the City's website <http://www.ci.milford.ct.us/economic-and-community-development/pages/community-development-block-grant-cdbg-program>. Applications are due on or before March 26, 2021 by 5:00 p.m. via USPS or in person during public building hours 10:00 am to 2:00 pm at Parsons Complex. Envelops should be clearly marked: TO: Sheila Dravis, Parsons Complex, Department of Economic & Community Development, 70 W. River Street, 2nd floor, Milford, CT 06460.

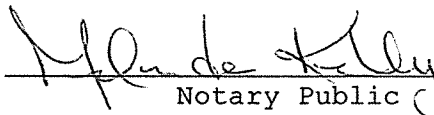
A virtual Zoom public hearing will be held on Wednesday, April 14, 2021 at 5:30 pm. A Zoom link will be posted on the ECD website in April. At that hearing ECD staff and the Housing Partnership Committee will hear public comment and grant proposals received by the due date. A proposed budget recommendation will be made to the City. The FY21 AAP and a proposed budget with hearing comments will be available for public review prior to the July review by the Board of Alderman. The final approved AAP is due to HUD by August 16, 2021 and an Environment Review, if required will follow.

The City of Milford announces it received a second award of CARES Act, CDBG-CV3 Entitlement funds from the U.S. Department of Housing and Urban Development (HUD) in the amount of \$303,743. The funds are available specifically for the purpose of preventing, preparing for, and responding to the Coronavirus public health and economic crisis. The City will substantially amend its PY45 Annual Action Plan to accept the funds. Information on how to apply for CDBG-CV funds will be posted on the ECD webpage in June 2021.

Given reasonable notice, an individual with a disability may request assistance to participate in the meetings by contacting the ECD at (203)783-3230.

I, 
Being duly sworn, depose and say
that I am a Representative in the
employ of HEARST CONNECTICUT MEDIA
GROUP, Publisher of the Milford
Mirror, that a LEGAL NOTICE as
stated below was published in the
Milford Mirror.

Subscribed and sworn to before me on
this 2nd Day of March, A.D. 2021.


Notary Public

My commission expires on 12-31-25

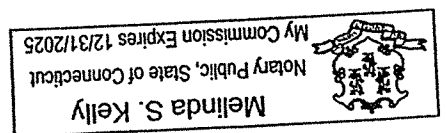
PO Number
FY2021

Ad Caption

Publication
Milford Mirror

Ad Number
0002613761-01

Publication Schedule
2/25/2021



CITY OF MILFORD
FY2021 Notice of Funding Availability (NOFA)
Community Development Block Grant (CDBG)
& CARES Act CDBG-CV3 Awards

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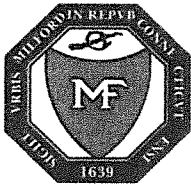
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City of Milford, Connecticut

Founded 1639

"A Small City With A Big Heart"

DEPARTMENT OF
ECONOMIC & COMMUNITY DEVELOPMENT

February 19, 2021

To All Interested Parties:

The City of Milford is announcing the start to its public participation process in preparation of its Program Year 47 Community Development Block Grant (CDBG) FY21 Annual Action Plan (AAP). The new Program Year begins October 1, 2021 and ends September 30, 2022.

Applications are due on or before March 26, 2021 by 5:00 p.m. via USPS or in person during public building hours 10:00 am to 2:00 pm at Parsons Government Complex. Envelops should be clearly marked *TO: Sheila Dravis, Parsons Government Complex, Department of Economic and Community Development, 70 W. River Street, 2nd floor, Milford, CT.*

To access the CDBG FY21 Grant Application and forms, the Program Guideline, and the FY21 CDBG Annual Participation Schedule go to the City website, Departments, Economic & Community Development webpage <https://www.ci.milford.ct.us/economic-and-community-development/pages/cdbg-annual-hud-grant-reports-public-information>. A CDBG Schedule and Notice of Funding Availability (NOFA) enclosed contains additional information on the application process.

To hear public comment and grant proposals the Department of Economic and Community Development will hold a Virtual Public Hearing. If you submit an application, I recommend you attend this hearing as it is an important opportunity for applicants to present and discuss their grant requests with the Housing Partnership Committee. A Zoom link will be posted in April on the ECD webpage.

Please feel free contact me with any questions.

Best Regards,

Sheila Dravis, CDBG Administrator
Direct Line 203-701-4479
sdravis@milfordct.gov

Enclosures

CITY OF MILFORD
Public Participation Process Schedule
Program Year 47 CDBG Award & Annual Action Plan
CDBG-CV (CARES Act) Award II
Fiscal Year 2021-22

<u>DATE:</u>	<u>ACTIVITY:</u>
February 19, 2021 Friday	Public Notice of Funding Availability (NOFA) with Letter on PY47 Application and Public Hearing to Subrecipient & Public List
February 25, 2021 Thursday	Public Notice of Funding Availability (NOFA), Public Hearing, FY21 applications. (15-day Notice ends March 12, 2021)
<i>March 26, 2021 Friday</i>	<i>PY47 Applications due 5 p.m.</i>
<i>April 14, 2021 Wednesday 5:30 p.m. Virtual Zoom Hearing</i>	<i><u>Virtual Public Hearing</u> to solicit comment on community and housing needs, goals and objectives for Milford.</i>
April 1- April 23, 2021	Mayor, ECD & Housing Partnership Committee review FY21 grant applications and recommend PY47 awards for the annual plan budget.
April 29 – May 31, 2021	30-day Notice of Public Comment on PY47 Annual Action Plan & Proposed Budget.
TBD	Board of Aldermen Acceptance of CDBG-CV (CARES Act) In response to COVID-19. Funds are allocated in an “open ended” application process until exhausted.
<i>July 12, 2019 Monday</i>	<i>Board of Aldermen Meeting – PY47 Action Plan & budget Presentation</i>
July – August 2021	Enter in IDIS PY47 Annual Action Plan Budget & Project/Activity Set Up. Environmental Record Review (ERR)
July 29 or August 5, 2021	15-day Public Notice ERR/Request for Release of Funds (RROF)
August 2, 2021 Monday	HUD Grant Ratio Deadline – 1.5 Expenditure to Grant Ratio
August 16, 2021 Monday	Due to HUD Hartford Office - PY47 Annual Action Plan
September 1, 2021	Due to ECD – Final Subrecipient Activity Payment Request & Report.
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December 29, 2021	PY46 Program CAPER Due to HUD Due 90 days from 9/30/21 ** All CDBG Applications, Notices, Reports posted to City website on ECD webpage

CITY OF MILFORD
COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM (CDBG)
PROGRAM 47
FY21 Program Guidelines

Application Instructions:

- **Submit eight (8) copies of the FY21 Application including all attachments. An original application is not required due to COVID-19.**
- The application and forms are available on the EDC webpage of the City's website <https://www.ci.milford.ct.us/economic-and-community-development/pages/community-development-block-grant-cdbg-program>
- ***Application Due Date Friday, March 26, 2021***
- Incomplete Applications will not be considered.
- Do not fax application.
- **APPLICATION ACCEPTED BY:**
USPS Mail with postmark date of *March 26, 2021*
HAND Deliver – Drop off at Parsons Complex receptionist desk between Public hours 10:00 a.m. to 2:00 p.m. or by appointment with Sheila Dravis sdravis@milfordct.gov
Clearly mark envelope TO: Sheila Dravis, Parson Complex, Economic & Community Development, 70 W. River Street, 2nd Floor, Milford, CT 06460

Application Attachments:

- ☐ CDBG Activity Budget - List all related budget financial resources.
- ☐ Current Operating Budget.
- ☐ Current Annual Financial Statement Report.
- ☐ Organizational Mission Statement, By-laws, and Board of Directors.
- ☐ Copy of IRS 501(c)(3) Tax Exemption Letter.
- ☐ Include the A-133 Single Federal Audit if \$750,000 in Federal funds was in 2019. If this is not applicable, include a written statement explaining the organization received less than \$750,000 or no federal funds last fiscal year.
- ☐ Current organizational membership form and/or program application form.
- ☐ Program service information and newsletter, if applicable.
- ☐ Client testimony, if possible.
- ☐ Project scope of work and cost estimate from a vendor

FY2120-2025 FIVE-YEAR STRATEGIC CONSOLIDATED PLAN GOALS AND OBJECTIVES

The overall goal of the Community Development Block Grant Program is to develop viable community programs that stabilize, secure and give opportunity to low- and moderate-income households.

Housing Strategy (High Priority / Level 1)

There is a need to improve the quality of the existing housing stock in the City and to increase the supply of decent, safe, and accessible housing for low- and moderate-income persons and families of all ages.

Objective: Promote residential housing choice for all ages of low- and moderate-income households. Increase the number of new homes and improve existing housing stock to create decent, safe, accessible housing environments and decrease eviction and/or homelessness rates.

Goals: The following housing goals are:

- **HSS-1 Single-Family Housing Rehabilitation** – Financial assistance to low- and moderate-income owners. Support includes but is not limited to energy efficiency, reconstruction, ADA modifications and code corrections.
- **HSS-2 Multi-Family Housing Rehabilitation** – Financial assistance to owners of existing multi-family homes secure with a deed restriction that ensures affordable rent that benefits low- and moderate-income households. Support includes but is not limited to energy efficiency, reconstruction, ADA modifications and code corrections.
- **HSS-3 Housing Service Program(s)** – Support new and existing housing services such as security deposits and subsistence payments including utility fees, mortgage and rent payments to stabilize housing and reduce the possibility of eviction and/or homelessness for low- and moderate-income households.
- **HSS-4 Affordable Housing** – Increase the supply of affordable housing options for low- and moderate-income households, specifically privately owned affordable elderly housing units.
- **HSS-5 Housing Education** – Provide Fair housing laws to combat housing discrimination. Promote HUD Housing Counseling centers where households can learn budget practices that improve credit and the savings opportunity.
- **HSS-5 Homeownership** - Assist eligible first-time buyers who wish to own a home with down payment assistance, closing cost assistance and HUD Housing Counseling.

Homeless Strategy (High Priority / Level 1)

There is an urgent need for housing and operational support to assist youth and adults experiencing homelessness and persons who are at-risk of becoming homeless.

Objective: Adopt a “Housing First” approach to rapidly re-house homeless persons, youth, families, and those who are at-risk of becoming homeless. Engage private residential property owners to assist the service providers to secure rental units, improve existing housing conditions and promote permanent supportive housing options.

Goals: The following homeless goals are:

- **HMS-1 Operational Support** – Continue support to providers with the operation of shelters and emergency shelters to house and offer support services to youth and adults experiencing homeless and persons who are at-risk of becoming homeless. Short-term support services - including financial assistance, housing search assistance, and targeted services- has shown tremendous promise in resolving the immediate crisis of homelessness for many families and preventing their future returns to homelessness.

- **HMS-2 Housing** – Provide funds to homeless service providers to rehabilitate and reconstruction of the shelter facility, emergency shelter, and a new permanent supportive housing unit for the chronically homeless persons.
- **HMS-2 Landlord Engagement** - Increase supply of rental property owners through existing service providers to support Federal and State Rapid Re-Housing efforts.

Other Special Needs Strategy (Priority / Level 2)

There is a growing need for affordable housing and facilities that benefit seniors, persons with disabilities, victims of domestic violence, persons with alcohol/drug dependency, person with development disabilities and persons with other special needs.

Objective: Improve the living conditions and services for seniors, persons with disabilities, victims of domestic violence, persons with alcohol/drug dependency, person with development disabilities, and all residents with other special needs.

Goals: The following special needs goals are:

- **SNS-1 Other Special Needs** - Support social service programs and facilities for persons with special needs.
- **SNS-2 Housing** – Support the addition of affordable, accessible, decent, safe, sound housing conditions for persons with special needs through rehabilitation of existing buildings and new construction.

Community Development Strategy (Priority / Level 2)

There is a need to improve the public and private property, neighborhood facilities and infrastructure, and expand public transportation services to improve the quality of life for of low- and moderate-income households.

Objective: Improve the private property to reduce blighted influences in neighborhood facilities. Enhance infrastructure and public service for low- and moderate-income persons and areas in the City of Milford.

Goals: The following community development goals are:

- **CDS-1 Infrastructure** - Promote improvements to residential and commercial private and public owned property through enhanced staffing of existing zoning enforcement. Receivership provides a mechanism for communities to allow private entities and nonprofits to invest in much needed repairs to transform abandoned and blighted buildings into productive reuse and to improve the quality of life for residents and neighbors. Rehabilitation, reconstruction, and/or new construction of public infrastructure such as sidewalks, curbs, street drainage and waste water systems to mitigate the threat of flooding due to rising sea level at the on the coast in eligible areas.
- **CDS-2 Community Facilities** – Promote community recreation such as walking trails, bike lanes and other eligible public facilities.
- **CDS-3 Accessibility Improvements** - Eliminate architectural barriers and continue to make ADA accessibility improvements to public facilities.

- **CDS-4 Public Services** – Increase and enhance public service programs that stabilize housing such as security deposits and subsistence payments, improve access to public transportation, and supplemental food resources to homebound households, and other public service programs.
- **CDS-5 Public Safety** - Improve pedestrian and public safety features including the City's ability to respond to emergency situations.
- **CDS-6 Open Space** - Preserve and improve open spaces throughout the City with new landscaping and passive recreational uses in eligible areas.

Economic Development Strategy (Priority / Level 3)

There is a need for employment opportunity, job skill training, small business development assistance and improvements to commercial property.

Objective: Improve and expand employment opportunities to empower low- and moderate-income employees and businesses in the City.

Goals: The following economic development goals are:

- **EDS-1 Economic Development** - Encourage commercial property improvement, development and expansion of City commercial corridors and transit-oriented routes through special economic financial assistance.
- **EDS-2 Employment** - Support and encourage job creation, job retention, workforce job training by employers and to unemployed and underemployed persons, including summer youth programs.
- **EDS-3 Financial Assistance** - Support micro-enterprise business assistance program.

Administration and Planning Strategy

To continue sound program administration practices, provide City support, when necessary, to facilitate and execute public facility and infrastructure improvements using Federal, State and local funded programs.

Objective: To manage and expend Federal, State, and local funds in a timely manner.

Goals: The following coordination, planning, and oversight goals are:

- **AMS-1 Overall Coordination** - Provide and promote funds to continue successful administration and compliance of Federal, State, and local funded programs including City project support and professional services to prepare HUD Plans and Reports.
- **AMS-2 Planning** - Provide and promote funds in support of the development of special plans and management activities.
- **AMS-3 Oversight** - Provide and promote funds in support of training, education, outreach, and monitoring to affirmatively further fair housing and the distribution of public information in the City of Milford and increased zoning enforcement oversight of private and public residential and commercial property.

APPLICANT CRITERIA

A Non-Profit 501(3)(c), public agency, public housing, or Faith Based organization that provide a public service to eligible participants and operate a public facility that is open to the public during regular business hours. Proposals must meet an activity category and a national objective and fulfill a Milford new five-year goal and objective as specified above.

Applicants should be relatively certain at the time of application that the program will serve participants for which 70% are income eligible based on the HUD 80% household income guidelines for Milford OR the program/ project meets an Area Benefit according to the census map attached or a service area. Data is required to substantiate benefits to low/moderate income households and to complete grant reporting requirements.

GRANT ELIGIBILITY OVERVIEW

Public Service (PS) Programs – A public service program is intended to assist new or improved service and is a highly competitive grant process due to the 15% funding cap. Requests for funds to support existing City employment position or indirect program operating costs such as organizational staff salary or office space costs are ineligible activities 570.207 (b)(2).

Housing Activity - Activities consist of but is not limited to, assist homeowners make home improvements, a non-profit or private property owner repair property or acquire real property, with the intention of creating rental unit to lease to an income eligible tenant at an affordable rate. Assist public housing authority make repairs and improvements.

Public Facility (PF) Projects – Funds toward a public facility project requires an organization to commit to its own project management to ensure the timely and correct completion of the project. If the organization hires a qualified project manager to prepare a scope of work and oversee the project on behalf of the organization then CDBG funds will be available to reimburse this cost up to \$1,000. Prior approval is required.

A public facility improvement project over \$2,000 invokes the Davis Bacon Act and Prevailing Wage Rates. A grant award is based on a current project estimate from the organization, the prevailing wage rate and a 3-10% project contingency, if necessary. The actual bid cost will determine whether the project is feasible. The CDBG staff will continue to manage the procurement process and offer guidance to complete the project. Administrative delivery costs may be budgeted in addition to the grant award.

ACTIVITY CATEGORY - A program/project must be eligible as an activity and a related national objective.

Eligible Activity examples to which CDBG funds may be allocated.

Public Services – rental/mortgage, security deposit, housing education, employment & training, childcare, senior services, homeless services, mental health, spousal abuse, and literacy. Public Service category is capped at 15% of the grant total.

Acquisition of Real Property – residential and commercial for public low- and moderate-income benefit.

Rehabilitation of Structures – privately owned residential or commercial repairs related to code upgrades, energy, accessibility and encapsulation of hazardous material, if required.

Exception: New construction not eligible unless in conjunction with CBDO Housing Development or rental housing site assemblage, clearance, and improvements.

Historic Preservation – rehabilitation, preservation, or restoration of historic properties, with approval from the State Historic Preservation Office.

First-Time Homebuyer Program - financial assistance toward down payment assistance and closing cost on a new home purchase by an eligible buyer.

Relocation – Health Department can request relocation funds to avoid displacement of tenants due to unhealthy or unsafe housing condition or hazards.

Clearance Activities – building demolition, environmental remediation and relocation of structures.

Disposition of Real Property – reasonable costs incurred through sale, lease donation, or temporary management of such CDBG acquired property.

Code Enforcement – City enforcement of zoning, housing and health codes in low/moderate income areas where enforcement along with public or private improvements are planned.

Public Facilities Improvements – reconstruction, repairs or upgrades such as new equipment for water and sewer facilities, sidewalks and curbs, neighborhood centers and recreation, cultural center, a public library, and ADA accessibility. The facility must meet a national objective including keep normal operating hours and be open to the public.

Special Economic Development Activities – loans or grants for an economic development activity to for-profit business: jobs, expansion, façade improvements, technical assistance.

Micro Enterprise Business Assistance – businesses with 5 employees, or less, apply grants for marketing, relocate, signage, business software or technical support.

Program Administration & Planning - staff costs related to administration of the CDBG Program cannot exceed 20% of the grant total. Planning costs include consultant fees to prepare a program Plan, an Analysis of Impediments to Fair Housing Choice, an environmental review, complete studies or architectural design/ engineering plans for a non-federally funded project.

Indirect Administration & Leveraging: Payment of non-Federal Share, Urban Renewal Completion, Housing Services, Technical Assistance

Special Non-Profit Community Development Activities:

Community Development Corporation – a CDC is a non-profit, independent group resolve a community need not addressed or cannot be met by local government, agencies, business. Form a steering committee and share your vision informally with community members and leaders you believe might be supportive, and incorporate their criticisms and priorities, hold a public forum and invite the public to discuss f the steering committee’s vision. A 501(c)3 status is required.

Community Based Development Organization – a CBDO is designated by local government to carry out specific activities to accomplish a goal that the grantee cannot adequately. These

activities might include Neighborhood Revitalization, Housing Development, Economic Development or Energy Conservation.

Other:

Interim Assistance- address improvements/repairs as a part of a comprehensive improvement plan or an emergency/public health or safety situation.

Reconstruction – rebuilding of a structure at the same site in the same manner.

In Rem – authorizes municipal to make essential repairs and pay operating expenses to maintain housing units acquired through tax foreclosure.

Ineligible Activity examples for which CDBG funding cannot be allocated.

Public Service - funds toward financial support of an existing City employment position and indirect program operating costs such as non-program staff salary or office space costs are ineligible activities § 570.207 (b)(2).

Furnishings and Equipment Property - purchase of equipment, fixtures, motor vehicles, furnishings, or other personal property not an integral structural fixture is generally ineligible. CDBG funds may be used, however, for eligible as firefighting equipment, or when items constitute all or part of a public service pursuant to § 570.201(e)

Operating & Maintenance Expenses – any expense associated with repairing, operating or maintenance of a public facility, improvements, and services is ineligible, including payment of salaries for staff, utility costs, and similar expenses necessary for the operation of public works facilities.

New Housing Construction – new construction to create or expand existing dwellings is currently prohibited.

Maintenance of buildings or portions thereof, used for the general conduct of government – however, the removal of architectural barriers or the acquisition of land is eligible.

General Government Expenses – the conducting normal government business.

Political Activities – such as political forums or voter registration.

NATIONAL OBJECTIVES – A program/project for CDBG funding must meet a national objective according to the eligible activity.

Direct Benefit At least 70% of person(s) participating in the program must meet the HUD 80% median income guidelines for Milford or fall under a “Presumed Benefit” category.

Person	L/M participants of public service and facilities need to complete a Household Certification Form when served. <u>Participants in activities that falls under the “Presumed Benefit” category</u> are assumed to be income eligible. Participants can fill out the Household Certification Form and skip the income section. “Presumed Benefit” activities assist abused children, battered spouse, elderly persons (defined by HUD as 62 years of age and above), homeless persons,
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severely disabled adults, illiterate adults, migrant farm workers, persons with AIDS.

Household	Provide gap funds toward new permanent supportive service housing, affordable housing choice, senior housing, modernization of public housing unit(s) and residential repair, first-time buyers, and property acquisition that benefit L/M households.
Jobs	Create and/or retain L/M jobs by offering special economic development business grants or loans, micro-enterprise grants and job skill training.

Area Benefit Projects benefiting person's living in L/M census tracts or a service area. HUD formula and Census Tract and Block Group data establish L/M income areas in each town. A Milford L/M Census map can be found on the ECD/CDBG webpage. Milford's total L/M household percentage is 35.37%.

Area	Improvements include, sidewalks and curbs, drainage, wastewater, neighborhood facilities, open space and ADA accessible upgrades.
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Prevent or eliminate slum and blight

Improvements might include, clearance of derelict/vacant property, convert a vacant lot to a community open space, façade improvements, removal of toxic materials.

<u>Urgent Needs</u>	Urgent assistance to meet a particular serious and immediate threat to health or welfare of the community whereby other financial resources are not available. Immediate needs from a catastrophe such as a flood or hurricane.
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FEDERAL COMPLIANCE

Grant Management – Reporting, Timeliness and Monitoring

In 2011 an Inspector General audit of the U.S. Department of Housing and Urban Development required HUD to institute mechanisms its online Integrated Disbursement & Information System (IDIS) to track Subrecipient activity progress to ensure reports and expenditures are completed within the program year and vital so that the City can meet its annual grant timeliness ratio. Grantees that do not meet the timeliness ratio receive a HUD Finding and possible recapture of grant funds. Additional requirements are referenced in the Subrecipient agreement signed at the time of award. The Subrecipient will maintain a grant program file including but not limited to; its agreement, its SAM Cage Code, all correspondence and program participant information, and reports for monitoring purposes.

System for Award Management (SAM.gov)

The Office of Management and Budget (OMB) established the uniform administrative Federal award requirement for all federally funded grantees, sub-recipients, vendors, contractors and subcontractors to obtain a Dun and Bradstreet Data Universal (DUNS) number and register in the System for Award Management at SAM.gov. Guidelines on the SAM registration requirements have been attached. The registration must be active to receive a CDBG grant agreement. A copy of the registration and the active Cage Code on file for yearly use by the organization.

Circular A-133 Single Federal Audit

HUD requires that Subrecipients meet OMB Circular A-133 *Audits of States, Local Governments, and Non-Profit Organization*.

Outcome Measurement

HUD's Office of Planning and Development, in response to a Federal Management Agenda, requests grantees to integrate a Performance Measurement System Components into the award process. The intent is to promote and award proposals that are "results oriented". Thus, creating a measure for which to assess and self-assess progress.

Under the outcome measurement section of the CDBG application please explain how the proposed project relates to each component. The five components are defined as follows:

- **Goals:** the proposed solutions to problems or needs identified by the community.
- **Inputs:** the resources dedicated to or consumed by the program such as money, staff, equipment and supplies.
- **Activities:** what the program does with the inputs to fulfill its mission. Activities include the strategies, techniques, and types of treatment that comprise the program's production process or service methodology.
- **Outputs:** the direct products of a program's activities. They are usually measured in terms of the volume of work accomplished, such as the number of low income households served, number of loan applications processed, number of units constructed or rehabilitated, linear feet of curbs and gutters installed, or number of jobs created or retained.
- **Outcomes:** the benefits that result from the program. Outcomes typically relate to a change in conditions, status, attitudes, skills, knowledge, or behavior. Common outcomes could include improved quality of life for program participants, improved quality of local housing stock, or revitalization of a neighborhood.

CITY OF MILFORD
COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM
PROGRAM 47
FY21 Application for Funding

1. **Applicant Information**

Organization Name _____

Address _____

Phone _____

Email: _____

Applicant Name & Title _____

Director of Organization (if different) _____

Phone _____

Email _____

Federal Tax ID (EIN) _____ DUNS Number _____

Registered in System for Awards Management (SAM) Yes ☐ or No ☐
SAM Cage Code? _____

2. **Program/Project Information**

Program/project Name _____

Program/project Address _____

Total cost of the program/project? \$ _____

Organization portion of program/project total cost? \$ _____

CDBG funding amount requested? \$ _____

Number of people to benefit directly from the program/project? _____

Total number of people served by the organization on an annual basis? _____

Is the program/project available during regular business hours to the public? Yes ☐ No ☐

If no, please explain.

Does the organization or program require a membership fee? Yes ☐ No ☐ If yes, please explain.

Describe how the program/project meets one or more of the 2020-2024 Consolidated Plan Goals and Objectives. See Goals and Objectives listed in the Program Guidelines.

Describe the program/project and how it will benefit the participant and the overall public.

How will the applicant market/advertise the program/project to the community?

3. Grant Eligibility

A CDBG allocation is based on meeting a five-year goal and objective, and eligibility of the activity and the national objective it serves. At least 70% of the program participant(s) must meet the HUD 80% median income guidelines for Milford or fall under a "Presumed Benefit" category.

Activity Category

Will the program/project meet one of these activity eligibility categories? (check one)

- ☐ Public Service ☐ Public Facility ☐ Public Housing ☐ Supportive/Permanent Housing
☐ Homeless Shelter ☐ Mental Health ☐ Acquisition ☐ Infrastructure ☐ Economic/Business Development
☐ Planning ☐ Other, Specify _____

National Objective

Which Direct or Area Benefit National Objective does the program/project meet? (check one)

☐ **Person/Household** assisted through public service, public facility, and housing activities.

OR

☐ **"Presumed Benefit"** persons assumed to be income eligible through participation in a activity category (check one). ☐ homelessness, ☐ elderly persons (62 + years), ☐ severely disabled adults ☐ illiterate adults, ☐ person(s) with AIDS, ☐ abused children, ☐ battered spouses, or ☐ immigrant farm workers.

☐ **Jobs category:** ☐ create new job(s) ☐ retain existing job(s)

☐ **Area category:** Benefits households living in eligible census tract(s) or a service area.

☐ **Prevent or eliminate slum and blight** – Improve, clear and/or convert derelict property to meet a goal and objective.

☐ **Urgent Need** – Meet an immediate threat to health or welfare of the community whereby other financial resources are not available or with an immediate public catastrophe such as a flooding and damage from due to a hurricane.

Direct Benefit - Will at least 70% of the program/project participant(s) meet the HUD 80% median income guidelines for Milford or fall under a "Presumed Benefit" category?

In (A), enter the approximate total number of person(s) served by the program/project.

In (B), enter the approximate number of low- and moderate-income person(s) served by the program/project.

If program/project serves a presumed benefit category, enter the total participants in column (A) and (B). The total served will equal 100%.

(A) Participants / Jobs	(B) Participants / Jobs
Total Person(s) Served	Total L/M Income Person(s) Served
(A) _____	(B) _____

Calculate: Divide (B) by (A) and enter the percentage of L/M income persons the expected to benefit.
_____ %.

Area Benefit - Is the program/project located in a L/M Area?

Area by Census Data

Projects benefiting person's living in L/M census tracts or a service area. HUD formula and Census Tract and Block Group data establish L/M income areas in each town. A Milford L/M Census map can be found on the ECD/CDBG webpage. Milford's total L/M household percentage is 35.37%.

		(A)	(B)
Census Tract # 1501-1512	Block Group #	Total Persons in Census Tract and/or Block Group	# of Low /Moderate Income Persons in
Total		(A)	(B)

Calculate: Divide (B) by (A) and enter the percentage of low- and moderate-income persons the project expects to serve _____ %.

Area by Service Area Boundary

If the program/project is not located in a L/M Area Census Tract and Block Group eligibility might be determined by its service area boundaries. Please provide an address list of the program/project participant(s) to determine a service area. The CDBG staff will have the City office of Information System enter it into a GIS program to produce a map.

Eligible by Survey Method

A special survey of residents in the area may be allowed to ascertain the percentage of L/M persons show that the Census information does not reflect current relative income levels in the area or the service area does coincide with Milford L/M area percentage according to the Census Bureau American Community Survey and HUD.
The survey itself requires HUD approval prior to use.

4. **Compliance & Management**

HUD requires program participant(s) to complete a Household Certification form once during the program year with demographics and income by household, if applicable. **Organizations that provide a service considered as "presumed benefit" or located a low/moderate area benefit are not required to request participants to complete a Household Certification form. .*

Does the applicant require program/activity participants to submit an annual application or intake form?

Yes ☐ No ☐

If no, please explain.

Program Management

Requests for funds to support existing City employment position or indirect program operating costs such as organizational staff salary or office space costs are ineligible activities 570.207 (b)(2).

Does the Organization have the resources to fill a financial gap in a program/project budget if the actual CDBG award is less than requested? Yes ☐ No ☐

If no, please explain. (List all other resources on the CDBG Budget form)

If the budget is fully financed, what other program/project details remain to be coordinated?

Funding towards a public facility project requires an organization to commit to its own project management to ensure the timely and correct completion of the project. If the organization hires a qualified project manager to prepare a scope of work and oversee the project on behalf of the organization then CDBG funds will be available to reimburse this cost up to \$1,000. Prior approval is required. The ECD staff will continue to manage the procurement process and offer guidance to complete project.

Does the organization accept this requirement to ensure a facility project is completed correctly and in a timely manner? Yes ☐ No ☐

What is the anticipated program/project Start Date? _____ **Completion Date?** _____

Provide the name and contact information for the program coordinator or project manager.

5. **Accounting Compliance**

Did the Organization file a A-133 Single Federal Audit because it received \$750,000, or more, in federal funds last fiscal year? Yes ☐ No ☐

6. **Outcome Measurement**

There are five performance components to the outcomes measurement model. Please explain how the proposed project relates to each component. Please refer to the application instructions for guidance with this section.

Goal: _____

Inputs: _____

Activities: _____

Outputs: _____

Outcomes: _____

7. **Application Signature**

Please review the FY20 Application & Program Guideline for instructions to submit a complete application.

Signature of Organization

Date

Printed Name

SubRecipient Activity Budget

City of Milford

Community Development Block Grant

SubRecipient/Organization Name:	
Grant & Program Year:	CDBG PY____ or CDBG-CV PY____
Activity Name:	
Date:	

Activity Budget Source(s)

Please specify all financial sources including CDBG contribution

Award Expense Item	Total Activity Cost	CDBG Award	SubRecipient Budget	Public/Private Resources	Donations or In-Kind Gifts
Public Service Activity					
Program Staff Salary / FICA	\$ -	\$ -	\$ -	\$ -	\$ -
Program Materials	\$ -	\$ -	\$ -	\$ -	\$ -
CDBG-CV COVID-19 Related Expense	\$ -	\$ -	\$ -	\$ -	\$ -
Subtotal:	\$ -	\$ -	\$ -	\$ -	\$ -
Facility or Housing Activity					
Project Vendor Estimate	\$ -				
Project Contractor Estimate	\$ -	\$ -	\$ -	\$ -	\$ -
Project Manager Fee	\$ -	\$ -	\$ -	\$ -	\$ -
Subtotal:	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL:	\$ -	\$ -	\$ -	\$ -	\$ -

Activity Funding Detail

SubRecipient Budget:

Public/ Private Resources:

Donations / In-Kind Gifts:

SubRecipient Activity Report

City of Milford

Community Development Block Grant Program

SubRecipient / Organization Name:	
Grant & Program Year:	CDBG PY____ or CDBG-CV PY____
Activity Name:	
Report Date:	
Quarterly or Monthly Report Period	From: _____ To: _____

Provide Activity Accomplishments for Report Period

Provide Participant Demographics	Sub-Total
White	0
Hispanic / Latino	0
Black/ African American	0
Asian	0
Asian White	0
Native Hawaiian/Other Pacific Islander	0
American Indian/Alaskan Native	0
American Indian/Alaskan Native & White	0
American Indian/Alaskan Native & Black/African American	0
Other Multi-Racial	0
Race/Ethnicity Not Provided	0
Total Statistic:	0

Number of Female Headed Households	
---	--

Extremely Low Income (under 30% of Median)	
Low Income (under 50% of Median)	
Moderate Income (under 80% of Median)	
Non-Low Moderate Income (over 80% Median)	
Income Level By Household:	0

Total Income = Total Statistic

Number of Disabled Individuals:	
--	--

I certify that the information being reported is correct and accurate to the best of our ability.

Program Director or Manager: _____

Signature: _____ Date: _____

SUBRECIPIENT REQUEST FOR PAYMENT

City of Milford

Community Development Block Grant Program

SubRecipient / Organization Name:	
Grant & Program Year:	CDBG PY____ or CDBG-CV PY____
Activity Name:	
Report Date:	
Quarterly or Monthly Report Period	From: _____ To: _____

APPROVED EXPENSE(S)	EXPENSE REQUEST	ALLOWABLE EXPENSE AMOUNT
Program Staff Salary	\$0.00	
Program Staff FICA (social security/medicare)	\$0.00	
Program Materials	\$0.00	
CDBG-CV COVID-19 Related Expense	\$0.00	
Project Vendor Cost	\$0.00	
Project Contractor Cost	\$0.00	
Project Manager Fee	\$0.00	
Total	\$0.00	

SUBMITTED BY:

Signature: _____

Name & Title: _____

Date: _____

APPROVED BY:

Signature: _____

Name & Title: _____

Date: _____

Household Certification Form

Participant Name: _____	[] Male [] Female
Address _____	
Number of Person(s) in the Household: []	Number of Children under the Age of 18: []
Female Headed Household Yes ____ No ____	
Number of Persons 62 years of Age or Older: []	Household with Disabled Person: []
U. S. Citizen? Yes ____ No ____ If no, please advise immigration status _____	
Student Status of Household Members Age 18 and Older.	
Household Member Name _____	F/T__ or P/T__ Student Age: ____
Household Member Name _____	F/T__ or P/T__ Student Age: ____
Household Member Name _____	F/T__ or P/T__ Student Age: ____

Please provide Direct Benefit Race/Ethnicity data by household (Check One Only).

- | | |
|---|--|
| [] White | [] Hispanic/Latino |
| [] Black/African American | [] Asian |
| [] American Indian/Alaskan Native | [] Asian White |
| [] American Indian/Alaskan Native & White | [] Native Hawaiian/Other Pacific Islander |
| [] American Indian/Alaskan Native & Black/African American | |
| [] Other Multi-Racial | |

Please provide Household Income by household (Check One Only).

The program participant certifies its total household income before taxes (AGI) does not exceed the HUD Income limits by household size. A household income includes all persons living in the home for at least 6 months, over the age of 18, not full-time students whether related or not. The program manager can verify household income if part of a standard procedure.

Range of Total Household Income (Check one box)	<u>HUD Income Limits by Household Size</u> Based on 80%, 50%, 30% Area Median Income 4/22/20
	\$1,020 to \$12,000
	\$12,001 to \$22,750
	\$22,751 to \$32,450
	\$32,451 to \$37,899
	\$37,900 to \$54,100
	\$54,101 to \$78,500
	\$78,501 to \$103,650

CERTIFICATION:

I / We hereby certify that the information on this form is complete and correct to the best of my knowledge.

Participant Signature _____ Date _____

Participant Signature _____ Date _____

This information is required to receive Federal funds to assist this organization to continue to offer this program or activity. The information on this form is confidential and will not be shared with an agency other than the Grantor, the Department of Community Development, which regulates use of Community Development Block Grant funds for the City of Milford. This information is used to determine program eligibility and the statistical information of the participant to ensure that CDBG funds assist low and moderate-income individuals and families.

Certified Resolution

THIS IS TO CERTIFY that the Board of Directors of _____
(Name of Agency), at a meeting held on _____ (Date of meeting),
authorized by _____ (Authorized Official & Title),
to execute a contract on behalf of _____ (Name of Agency) with the City
of Milford, Connecticut, for the purpose of receiving Community Development Block
Grant (CDBG) program funds to provide _____
(Activity Name & Contract #) and to bind and obligate _____ (Name of
Agency) in connection therewith.

THIS WILL ALSO CERTIFY that such action of the said Board of
Directors has not been modified, rescinded, amended or revoked in any way and remains
in full force and effect as of the date hereof.

Dated this ____ day of _____, 2020.

Secretary of the Corporation

[SEAL]

City of Milford

70 West River Street, Milford, CT 06460

Phone 203 783-3230 Direct Line 203-701-4479

Website www.Milfordct.gov

Memo

To: Applicants, Subrecipients, Vendors, and Contractors

From: Sheila Dravis, Administrator
Community Development Block Grant (CDBG)
Department of Economic and Community Development

Re: Federal Award Requirement - System for Award Management (SAM).

On October 1, 2010, following the requirements of the Federal Funding Accountability and Transparency Act of 2009 and the American Reinvestment and Recovery Act of 2009, the Office of Management and Budget (OMB) established new uniform administrative Federal award terms that require all organizations that conduct business with the U.S. Federal government to obtain a Dun and Bradstreet Data Universal (DUNS) number and register in the System for Award Management (SAM).

If your organization does not have a DUNS number please begin the process to obtain one and provide me with your DUNS number so that it can be used to verify your registration in SAM. To obtain/search/update a DUNS number go to <http://fedgov.dnb.com/webform> **D&B D-U-N-S Number for US Government Contractors or Grantees**. For technical difficulties contact govt@dnb.com or (866) 705-5711. There is no charge for assistance through DNB.

When you have obtained a DUNS number use the same information provided in DUNS to create a SAM registration via <http://www.sam.gov/> as a new user. To renew or activate an inactive SAM or CCR registration follow the instructions on the user guides provided on the SAM.gov. For technical difficulties, go to Help and contact the SAM helpdesk at <http://www.fsd.gov> or (866) 606-8220. There is no charge for assistance by the Federal Service Desk (SAM Helpdesk).

Thank you for your assistance, completing this process will avoid a delay in receiving CDBG activity or project funding.

Melissa Yang Agency on Aging of S.Central CT 117 Washington Ave Suite 17 North Haven, CT 06473	Beverly Kidder Agency on Aging, S.Central CT 117 Washington Ave Suite 17 North Haven, CT 06473	Jennifer Paradis Beth El Center 90 New Haven Avenue New Haven, CT 06460
Esperina Stubblefield BHCare, Inc. 127 Washington Ave North Haven, CT 06401	Maria Rivera BHCare, Inc. 127 Washington Ave North Haven, CT 06401	Roberta Cook BHCare, Inc. 127 Washington Ave North Haven, CT 06401
Megan Altomare Boys & Girls Club of Milford P.O. Box 2294 14 Benham Avenue Milford, CT 06460	Jennifer Fiorillo Bridges Healthcare, Inc 949 Bridgeport Avenue Milford, CT 06460	Marcy Hotchkiss Bridges Healthcare, Inc 949 Bridgeport Avenue Milford, CT 06460
Carla Weil Capital4Change 171 Orange Street Suite 3 New Haven, CT 06510	Anthony Giannattasio City of Milford 58 Rosebrook Road Milford, CT 06461	Anthony D. Sutton City of Milford 8 Lynmoor Street Milford, CT 06460
Philip J. Vetro City of Milford 10 Carmen Road North Milford, CT 06460	Raymond G. Vitale City of Milford 48 Founders Way Milford, CT 06460	Lori Hart City of Milford, Adult Education Parsons Complex Inter-Office Milford, CT 06460
Steve Johnson City of Milford, DPW 70 W. River Street Inter-Office Milford, CT 06460	Chris Saley City of Milford, DPW 83 Ford Street Inter-Office Milford, CT 06460	Julie Nash City of Milford, Eco & Com Dev 70 W. River Street Inter-Office Milford, CT 06460
Anthony Fabrizi City of Milford, Fire Department 72 New Haven Ave Inter-Office Milford, CT 06460	Bernie Begley City of Milford, Fire Department 72 New Haven Ave Inter-Office Milford, CT 06460	Douglas Edo City of Milford, Fire Department 72 New Haven Ave Inter-Office Milford, CT 06460
Bill Richards City of Milford, Hazard Mitigation Committee Inter-Office Milford, CT 06460	Deepa Joseph City of Milford, Health & Human Services 150 Gulf Street Inter-Office Milford, CT 06460	Sandra Carmichael City of Milford, Health & Human Services 150 Gulf Street Inter-Office Milford, CT 06460
Arthur Stowe City of Milford, Historic District Com 36 Fresh Meadow Lane Milford, CT 06461	Timothy Chaucer City of Milford, Historic District Com Marine Institute/Gulf Pond Museum 104 Hawley Avenue Milford, CT 06460	Joel Baldwin City of Milford, Housing Partnership Committee 252 Seaside Avenue Milford, CT 06460
Beth Simpson City of Milford, Human Services 150 Gulf Street Inter-Office Milford, CT 06460	Mr. Benjamin G. Blake City of Milford, Mayor Office 110 River Street Inter-Office Milford, CT 06460	Mr. Justin Rosen City of Milford, Mayor Office 110 River Street Inter-Office Milford, CT 06460

MaryRose Palumbo
City of Milford, Planning & Zoning
70 W. River Street
Inter-Office
Milford, CT 06460

Mr. Edmund Q. Collier
City of Milford, Sewer Commission
230 Gulf Street
Inter-Office
Milford, CT 06460

Amy Lloyd
Connecticut Food Bank
2 Research Parkway
Wallingford , CT 06492

Peter Benvie, Sr.
Corporation for Independent Living (CIL)
157 Charter Oak Ave, 3rd floor
Hartford, CT 06106

Bill Okwuosa
Good Child Development Center
170 Old Point Road
Milford, CT 06460

Kelly Almanzar
Housing Development Fund, Inc
100 Prospect Street Suite 100
Stamford , CT 06901

Ms. Pam Staneski
Milford Chamber of Commerce
5 Broad Street
Milford, CT 06460

Leonora Rodriguez
Milford Elderly Services
9 Jepson Drive
Milford, CT 06460

John Kranz
Milfords Historic Preservation
Commission
15 West Main Street
Milford, CT 06461

Bert Bernardi
Pantochino Productions
CT Post Mall
PO Box 494
West Haven, CT 06516

Christine Angeli
City of Milford, Public Library
57 New Haven Avenue
Inter-Office
Milford, CT 06460

Mr. Lee Cooke
City of Milford, Sewer Commission
48 Kohary Drive
Inter-Office
Milford, CT 06460

Diana Nytko
Connecticut Property Appraisers
5 Darina Place
Milford, CT 06460

Shari Greenblatt
CT Audubon
Milford, CT 06460

Sean O'Brien
HomeFront, Inc.
88 Hamiliton Avenue
Stamford, CT 06902

Mrs. Tami Jackson
Literacy Center of Milford, Inc.
16 Dixon Drive
Milford, CT 06460

Ashley Grant
Milford Clergy, First United Church of
Christ Congregational
34 West Main Street
Milford, CT 06460

Anthony J. Vasiliou
Milford Redevelopment & Housing
Partnership
75 DeMaio Drive
Milford, CT 06460

Yves Galliotte
Neighborhood Works/New Horizons
235 Grand Avenue
New Haven , CT 06513

Mrs. Carol Cruz
R.E.A.C.H. OUT Project, Inc.
133 Broadway
Milford, CT 06460

Bob Hayes
City of Milford, Recreation Dept
70 W. River Street
Inter-Office
Milford, CT 06460

Lindsey King
City of Milford, Waste Water
Inter-Office
Milford, CT 06460

Christopher Canna
Corporation for Independent Living (CIL)
157 Charter Oak Ave, 3rd floor
Hartford, CT 06106

Michael P. Lynch
Eco Dev Com
137 Terrace Road
Milford, CT 06460

Anne Conners
Housing Development Fund, Inc
100 Prospect Street Suite 100
Stamford , CT 06901

Ms. Paige Miglio
Milford Arts Council
40 Railroad Avenue S
Milford, CT 06460

Karl H. Duetzmann
Milford Clergy, United Church of Christ
30 Ormond Street
Milford, CT 06461

Henry Jadach
Milford Transit District
259 Research Drive
Milford, CT 06460

Caitlin Rose
New Reach, Inc.
Corporate Headquarters
153 East Street
New Haven, CT 06511

Anthony Vitti
Rape Crisis Center of Milford
70 West River Street
Inter-Office
Milford, CT 06460

Kimani Sioux Williams
Storehouse Project
192 Meadow Street
Milford, CT 06460

Lorrie Hoak
TEAM Inc.
30 Elizabeth Street
Derby, CT 06418

Mr. Bryan N. Mancini
Tree Commission
165 North Broad Street
Milford, CT 06460

Kim Thompson
Walnut Beach Association
Milford, CT 06460

Nicole Weston
Young Parents Program
949 Bridgeport Avenue
Milford, CT 06460

Peggy Pisano
Rape Crisis Center of Milford
70 West River Street
Inter-Office
Milford, CT 06460

Agne Covill
TEAM Inc.
30 Elizabeth Street
Derby, CT 06418

Jeanette Munoz-Allam
The Kennedy Center
2440 Reservoir Avenue
Trumbull, CT 06611

Gary Johnson
United Way of Milford
20 Evergreen Avenue
Milford, CT 06460

Mr. Joe Garbus
Walnut Beach Association
60 Park Avenue
Milford, CT 06460

Mary Beth Watson
River Park Apartments
38 West River Street
Milford, CT 06460

David Morgan
TEAM Inc.
30 Elizabeth Street
Derby, CT 06418

Jorge Santiago
The Milford Bank
33 Broad Street
Milford, CT 06460

Gail Catania
Veteran's Affair Office
70 W. River Street
Inter-Office
Milford, CT 06460

Mark Davis
Westcott and Mapes, Inc.
142 Temple Street
New Haven, CT 06510






APPENDIX B

2020 Analysis of Impediment Maps & Data Section






Project Map & Locations

Milford Census Map

LEGEND:

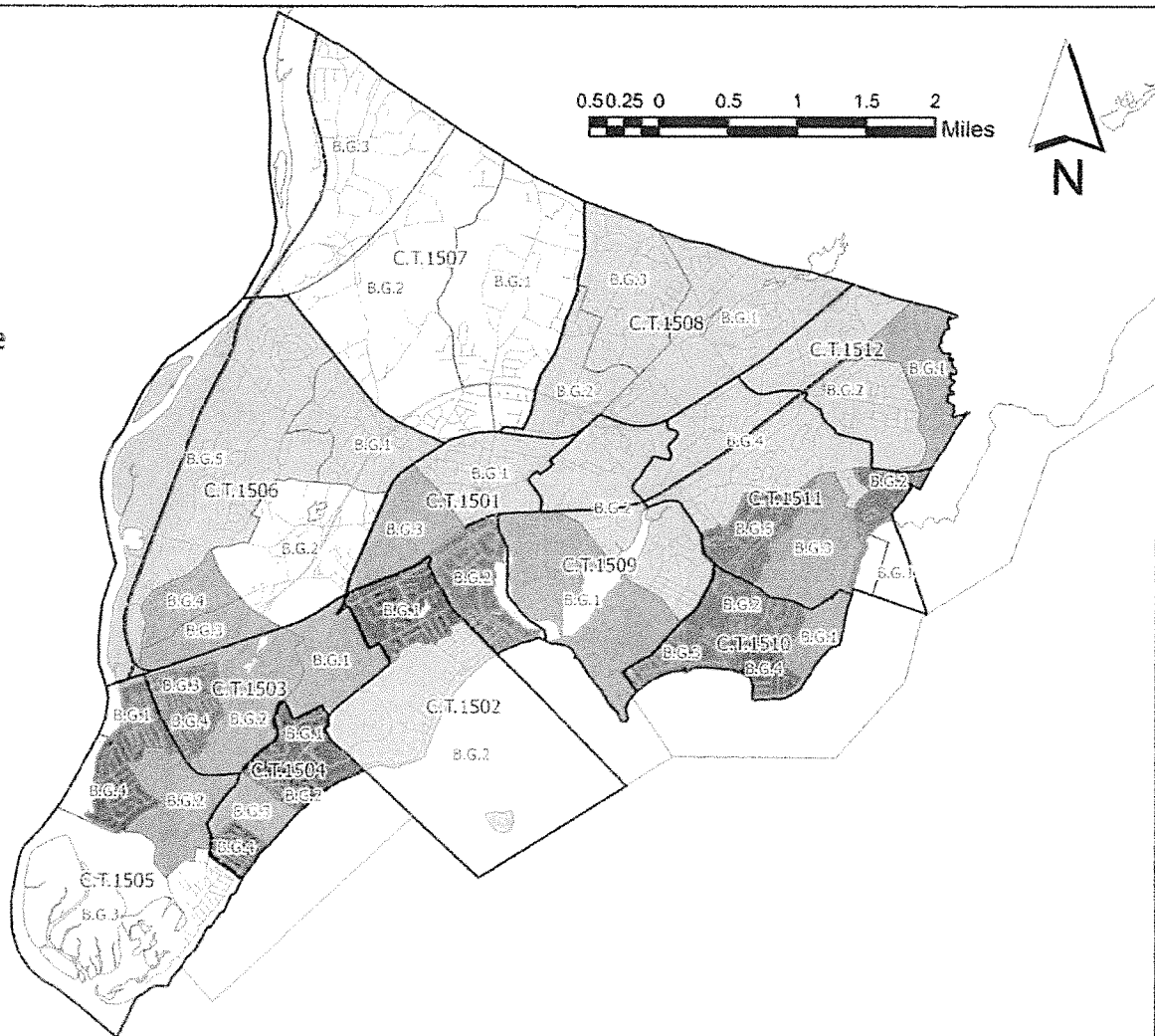
-  Census Tracts
-  Block Groups
-  Water
-  Roads
-  Railroads

**People per Sq. Mile
by Block Group**

-  ≤ 0.0005206
-  ≤ 0.0009483
-  ≤ 0.001597
-  ≤ 0.002078
-  ≤ 0.003115

Source: 2014-2018 ACS
Five Year Estimates






0.5 0.25 0 0.5 1 1.5 2 Miles



**CITY OF MILFORD, CONNECTICUT
POPULATION DENSITY BY BLOCK GROUP**






**URBAN
DESIGN
VENTURES**

LEGEND:

-  Census Tracts
-  Block Groups
-  Water
-  Roads
-  Railroads

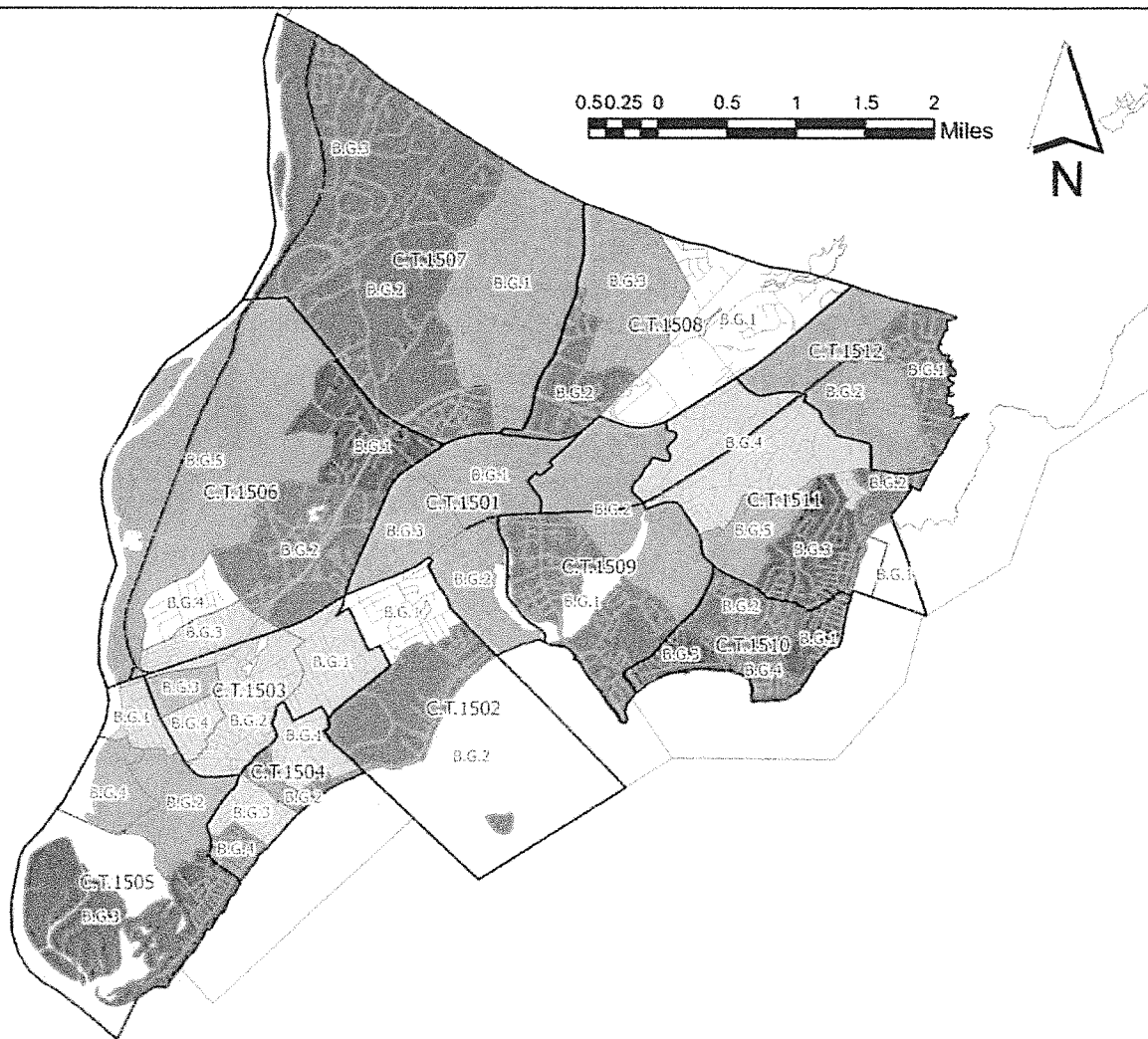
White Percentage

By Block Group

-  0-66.10%
-  66.11-76.95%
-  76.96-86.38%
-  86.39-92.68%
-  92.69-100.00%

Source: 2014-2018 ACS
Five Year Estimates






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**CITY OF MILFORD, CONNECTICUT
WHITE POPULATION BY BLOCK GROUP**






**URBAN
DESIGN
VENTURES**

LEGEND:

-  Census Tracts
-  Block Groups
-  Water
-  Roads
-  Railroads

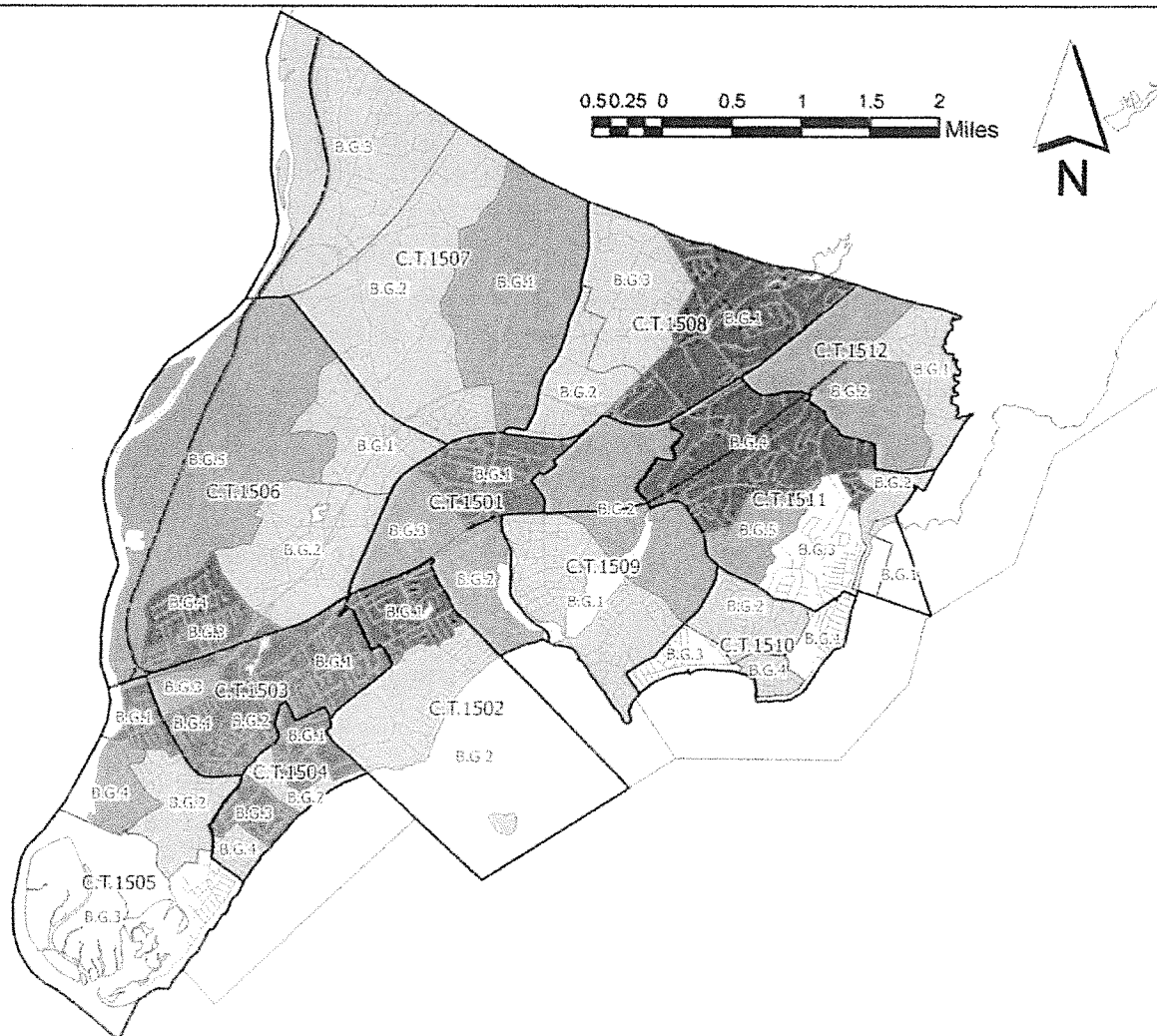
Minority Percentage

By Block Group

-  0-5.1%
-  5.2-13.9%
-  14.0-21.8%
-  21.9-32.6%
-  32.7-44.3%

Source: 2014-2018 ACS
Five Year Estimates






0.50.25 0 0.5 1 1.5 2 Miles








**CITY OF MILFORD, CONNECTICUT
MINORITY POPULATION BY BLOCK GROUP**

**URBAN
DESIGN
VENTURES**

LEGEND:

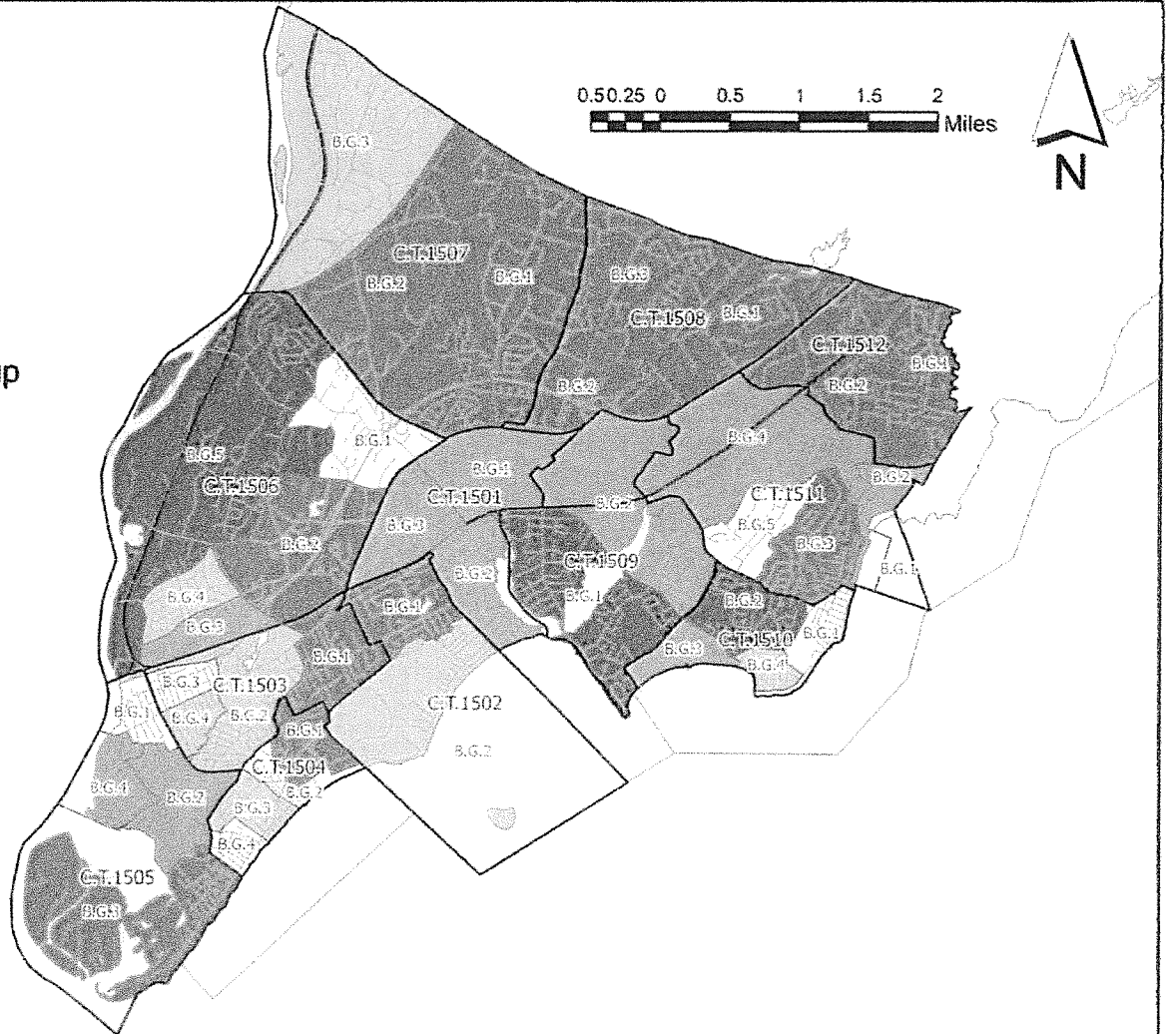
-  Census Tracts
-  Block Groups
-  Water
-  Roads
-  Railroads

**Population Aged
65+ by Block Group**

-  0-101
-  102-170
-  171-275
-  276-384
-  385-606

Source: 2014-2018 ACS
Five Year Estimates






0.50.25 0 0.5 1 1.5 2 Miles



**CITY OF MILFORD, CONNECTICUT
POPULATION AGED 65+ BY BLOCK GROUP**






**URBAN
DESIGN
VENTURES**

LEGEND:

-  Census Tracts
-  Block Groups
-  Water
-  Roads
-  Railroads

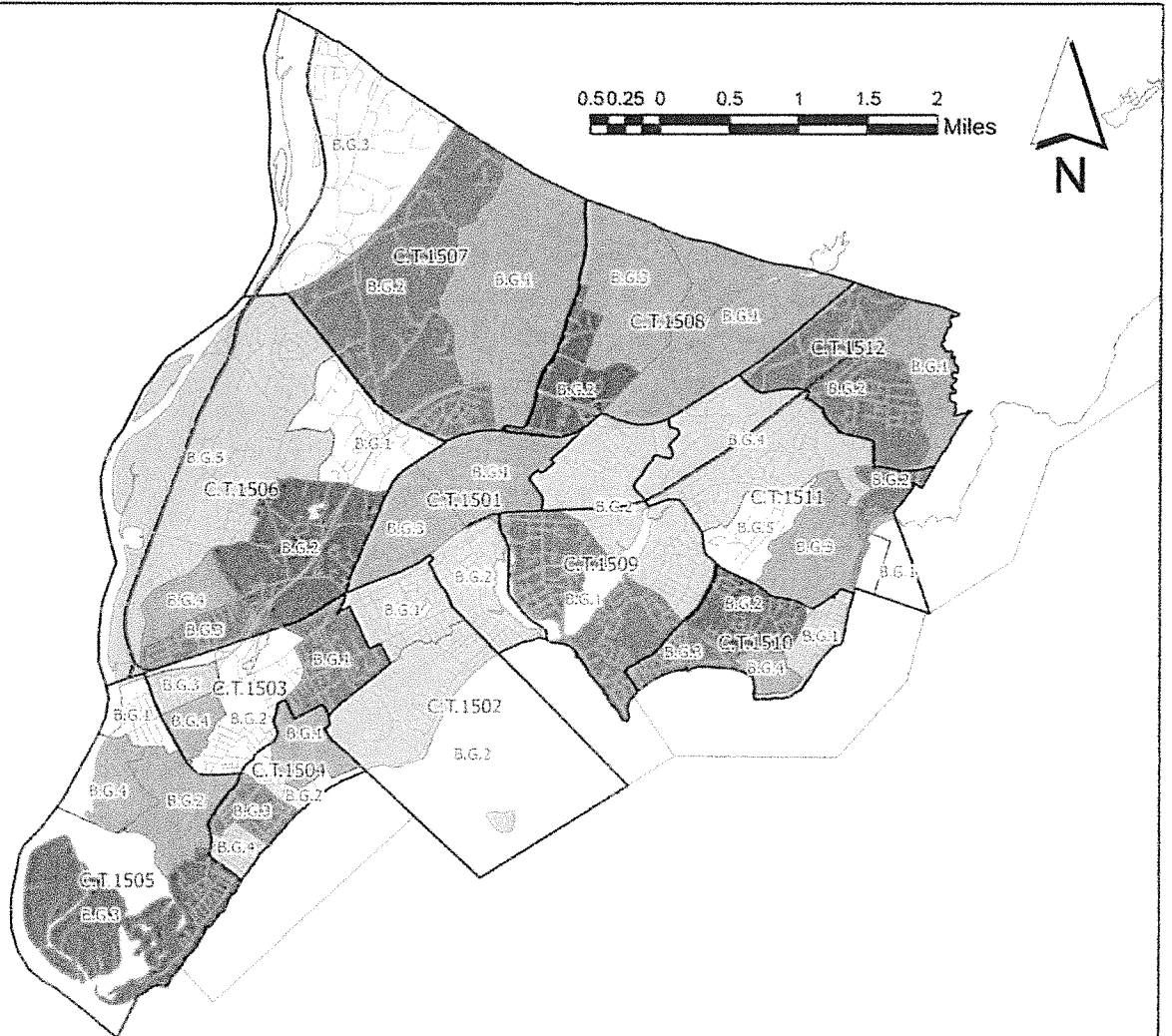
Percent Age 65+

By Block Group

-  0-10.49%
-  10.50-15.75%
-  15.76-20.84%
-  20.85-26.27%
-  26.28-49.52%

Source: 2014-2018 ACS
Five Year Estimates

0.5 0.25 0 0.5 1 1.5 2 Miles



**CITY OF MILFORD, CONNECTICUT
PERCENT AGED 65+ BY BLOCK GROUP**

**URBAN
DESIGN
VENTURES**

LEGEND:

- Census Tracts
- Block Groups
- Water
- Roads
- Railroads

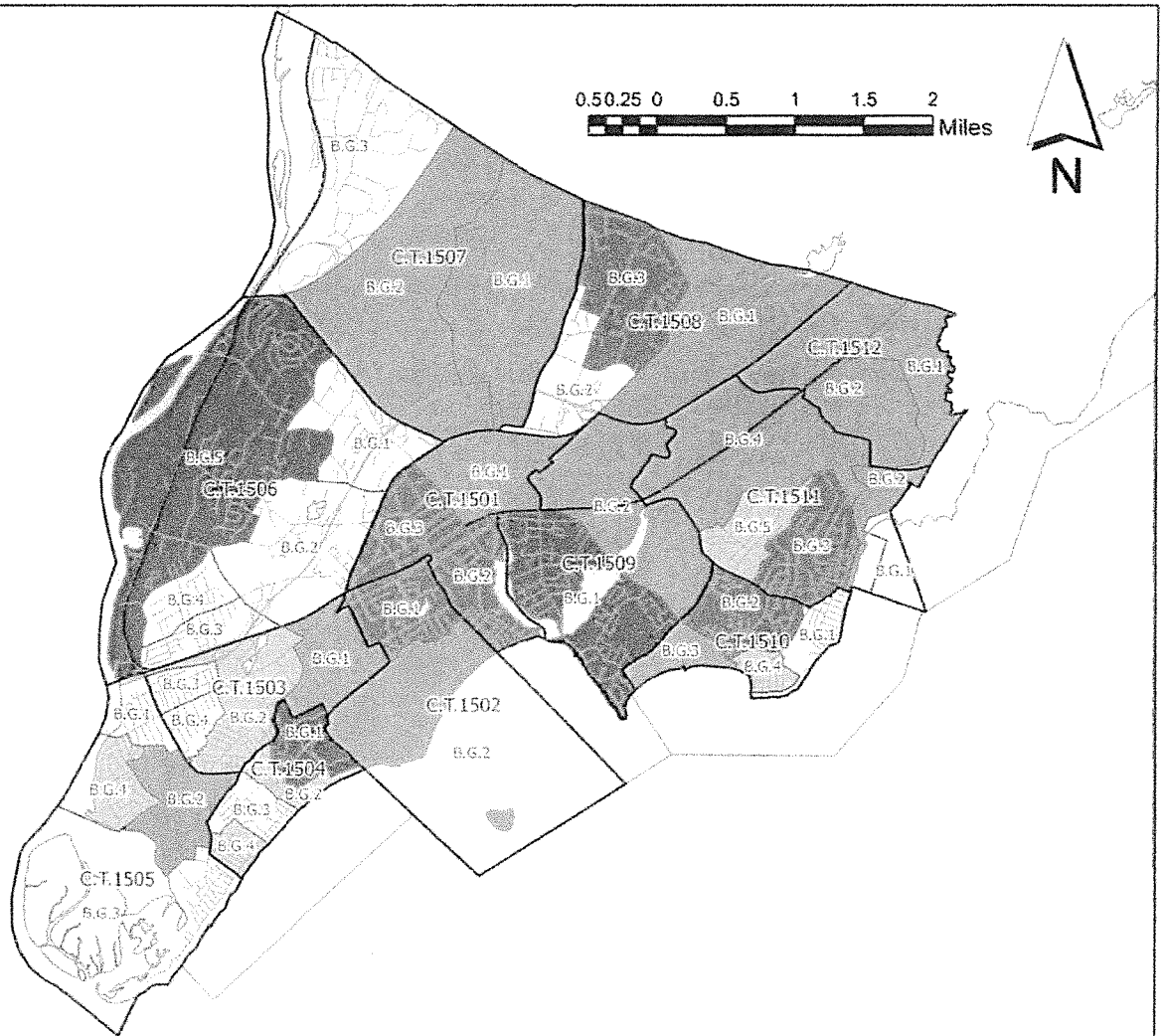
Vacant Housing

Units by Block Group

- 0-399
- 400-533
- 534-694
- 695-944
- 945-1,295

Source: 2014-2018 ACS
Five Year Estimates






0.5 0.25 0 0.5 1 1.5 2 Miles



CITY OF MILFORD, CONNECTICUT NUMBER OF HOUSING UNITS BY BLOCK GROUP






**URBAN
DESIGN
VENTURES**

LEGEND:

-  Census Tracts
-  Block Groups
-  Water
-  Roads
-  Railroads

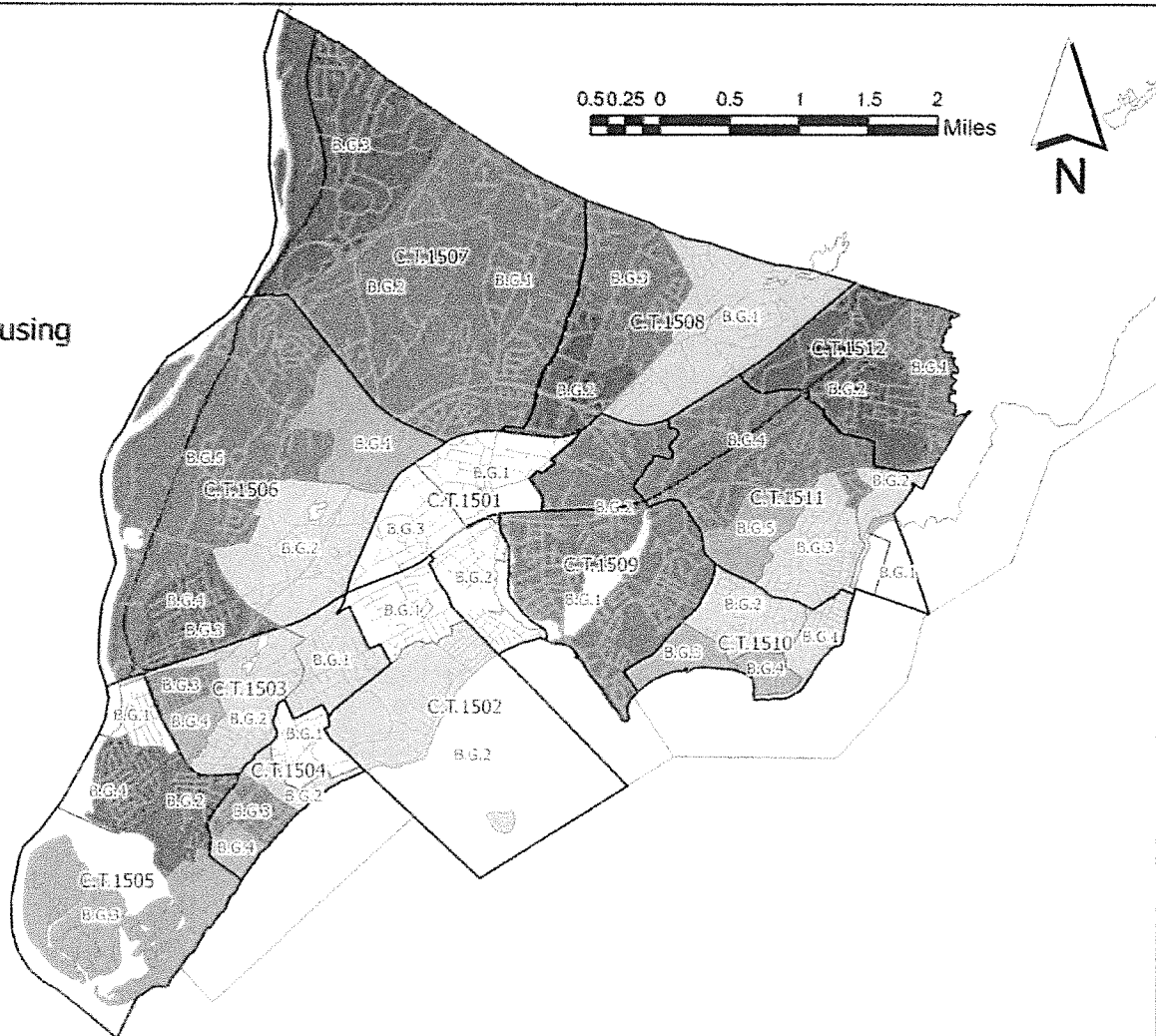
Owner-Occupied Housing

Units by Block Group

-  0-61.16%
-  61.17-75.51%
-  75.52-84.80%
-  84.81-93.26%
-  93.27-100.00%

Source: 2014-2018 ACS
Five Year Estimates

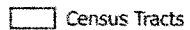


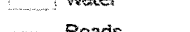
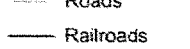
0.5 0.25 0 0.5 1 1.5 2 Miles



**CITY OF MILFORD, CONNECTICUT
PERCENT OWNER-OCCUPIED HOUSING**

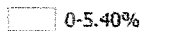
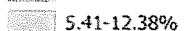
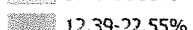
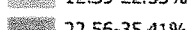
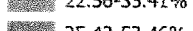
**URBAN
DESIGN
VENTURES**

LEGEND:

-  Census Tracts
-  Block Groups
-  Water
-  Roads
-  Railroads

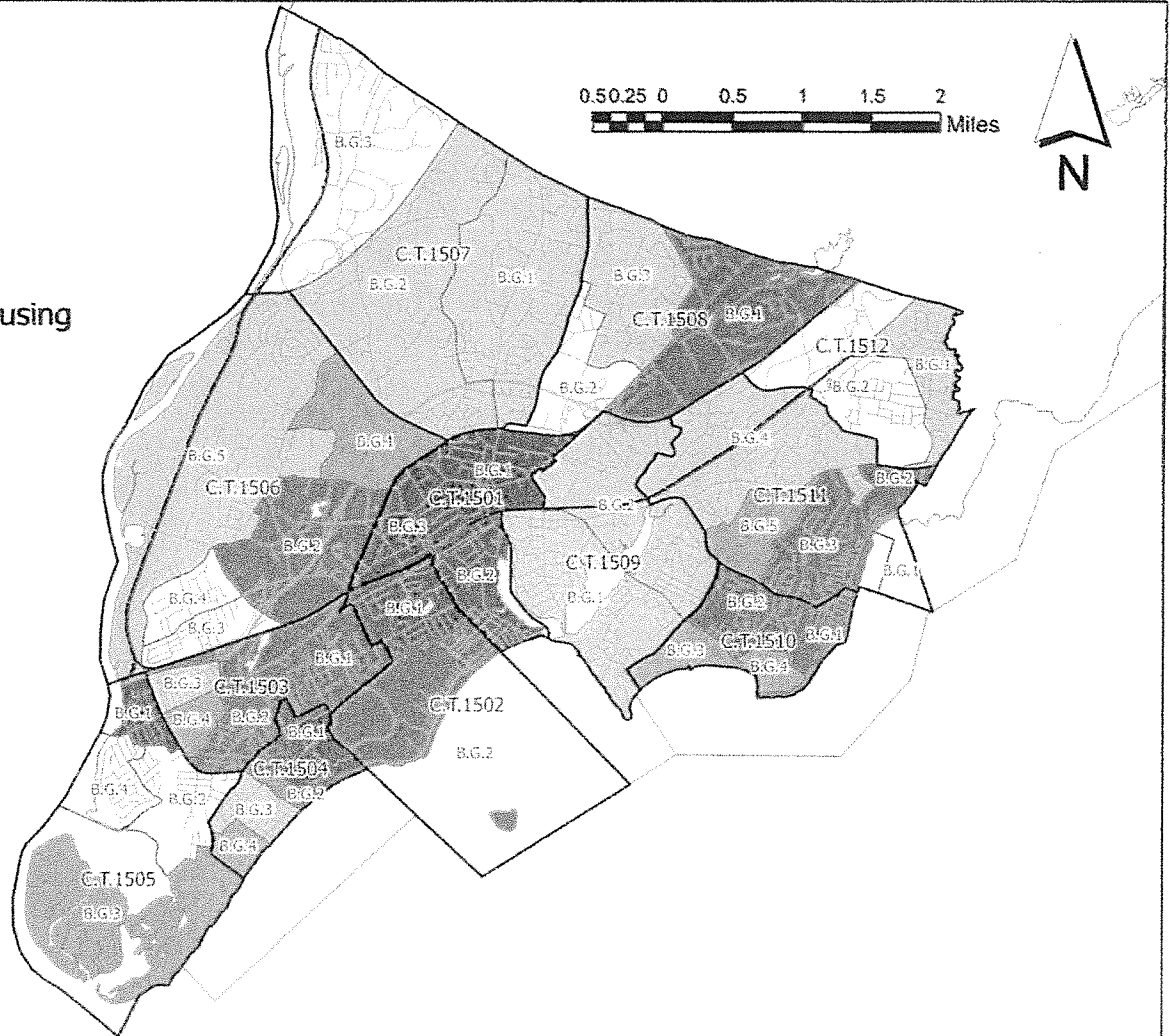
Renter-Occupied Housing

Units by Block Group

-  0-5.40%
-  5.41-12.38%
-  12.39-22.55%
-  22.56-35.41%
-  35.42-53.46%

Source: 2014-2018 ACS
Five Year Estimates






0.5 0.25 0 0.5 1 1.5 2 Miles



**CITY OF MILFORD, CONNECTICUT
PERCENT RENTER-OCCUPIED HOUSING**






**URBAN
DESIGN
VENTURES**

LEGEND:

-  Census Tracts
-  Block Groups
-  Water
-  Roads
-  Railroads

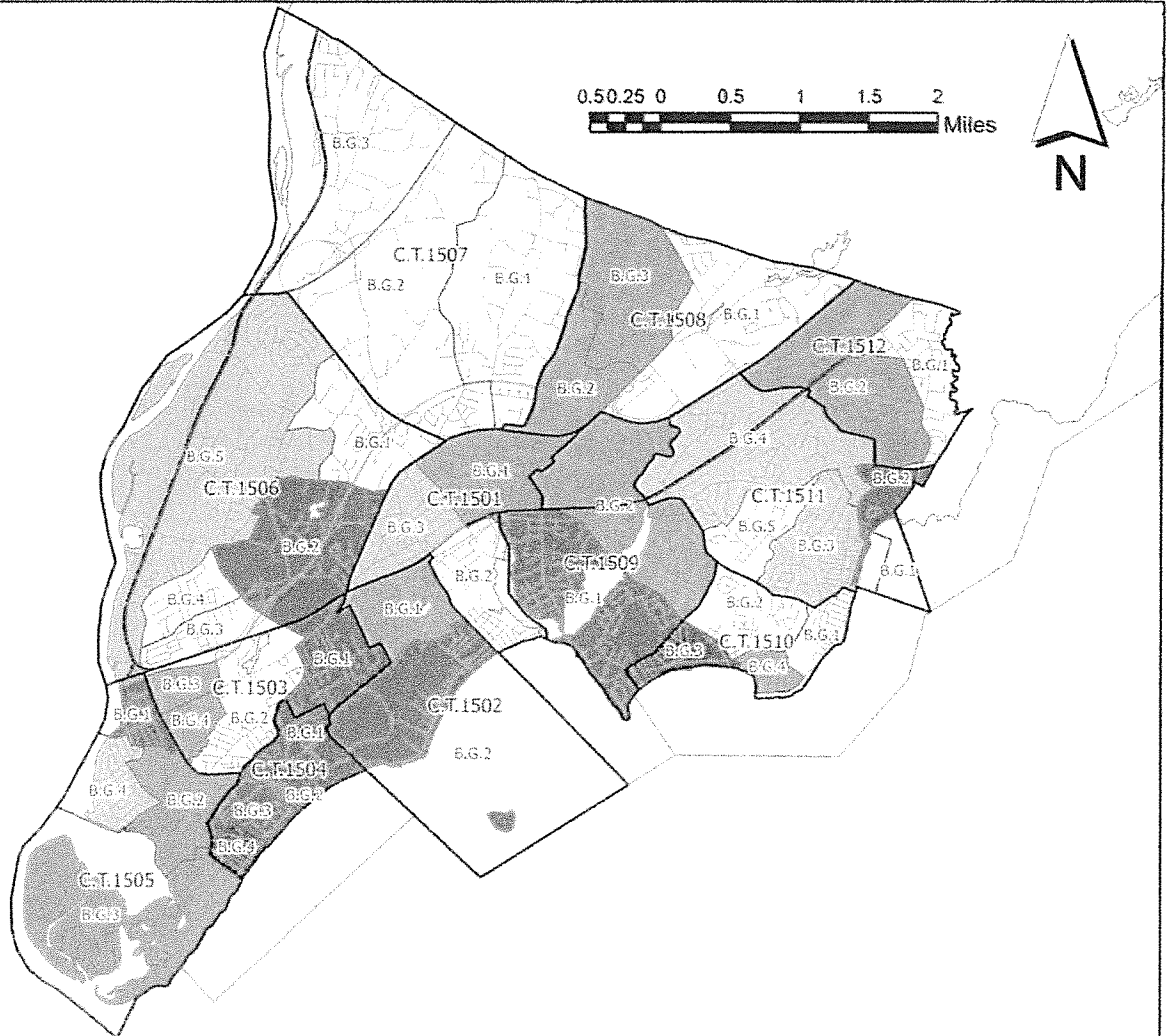
Vacant Housing

Units by Block Group

-  0-1.18%
-  1.19-6.68%
-  6.69-10.82%
-  10.83-19.84%
-  19.85-32.62%

Source: 2014-2018 ACS
Five Year Estimates






0.50.25 0 0.5 1 1.5 2 Miles





**CITY OF MILFORD, CONNECTICUT
PERCENT VACANT HOUSING UNITS**

**URBAN
DESIGN
VENTURES**

LEGEND:

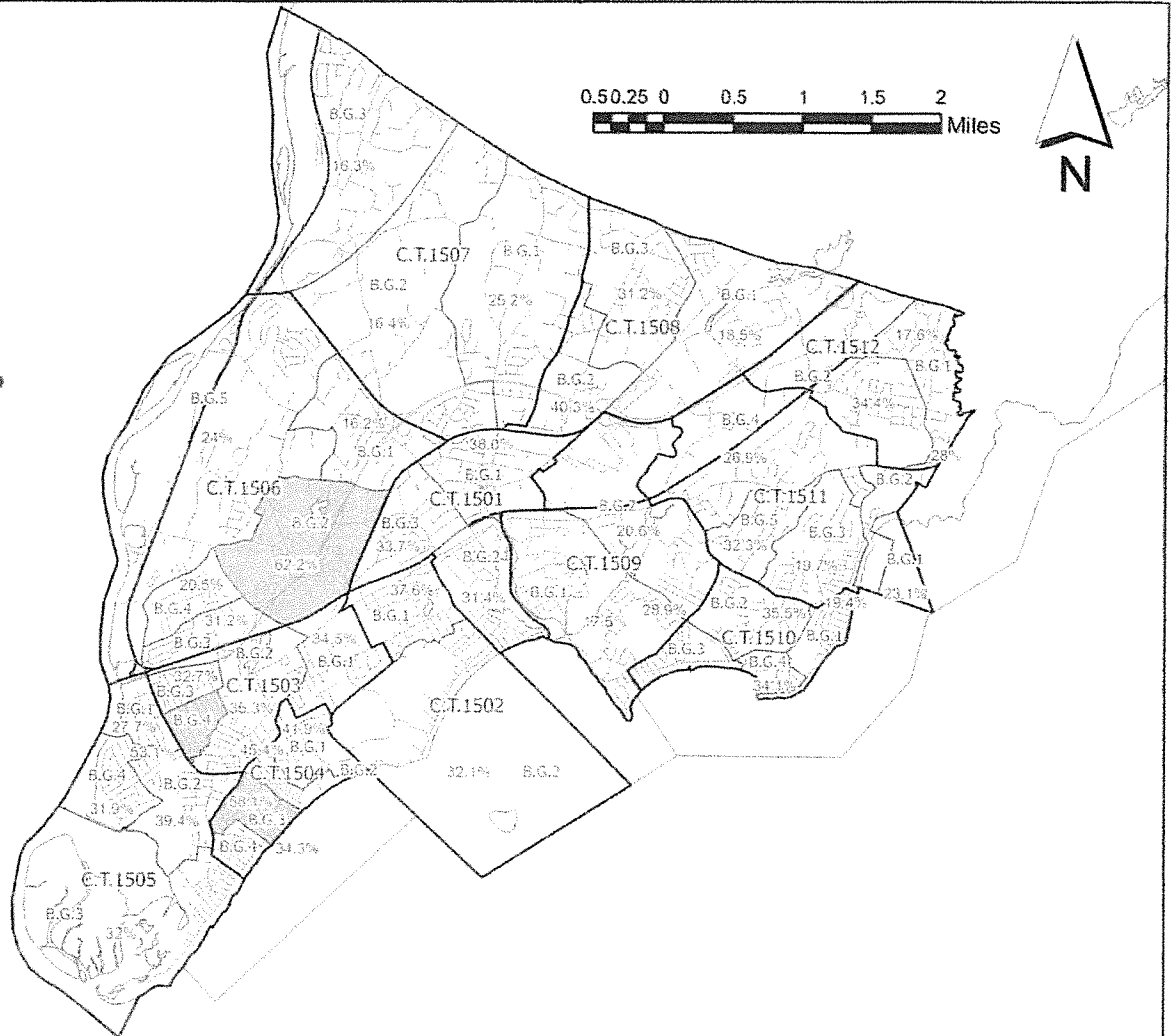
-  Census Tracts
-  Block Groups
-  Water
-  Roads
-  Railroads

**Low/Mod Income
Percent by Block Group**

-  Less than 51%
-  51% or More

Source: 2011-2015 ACS
Five Year Estimates

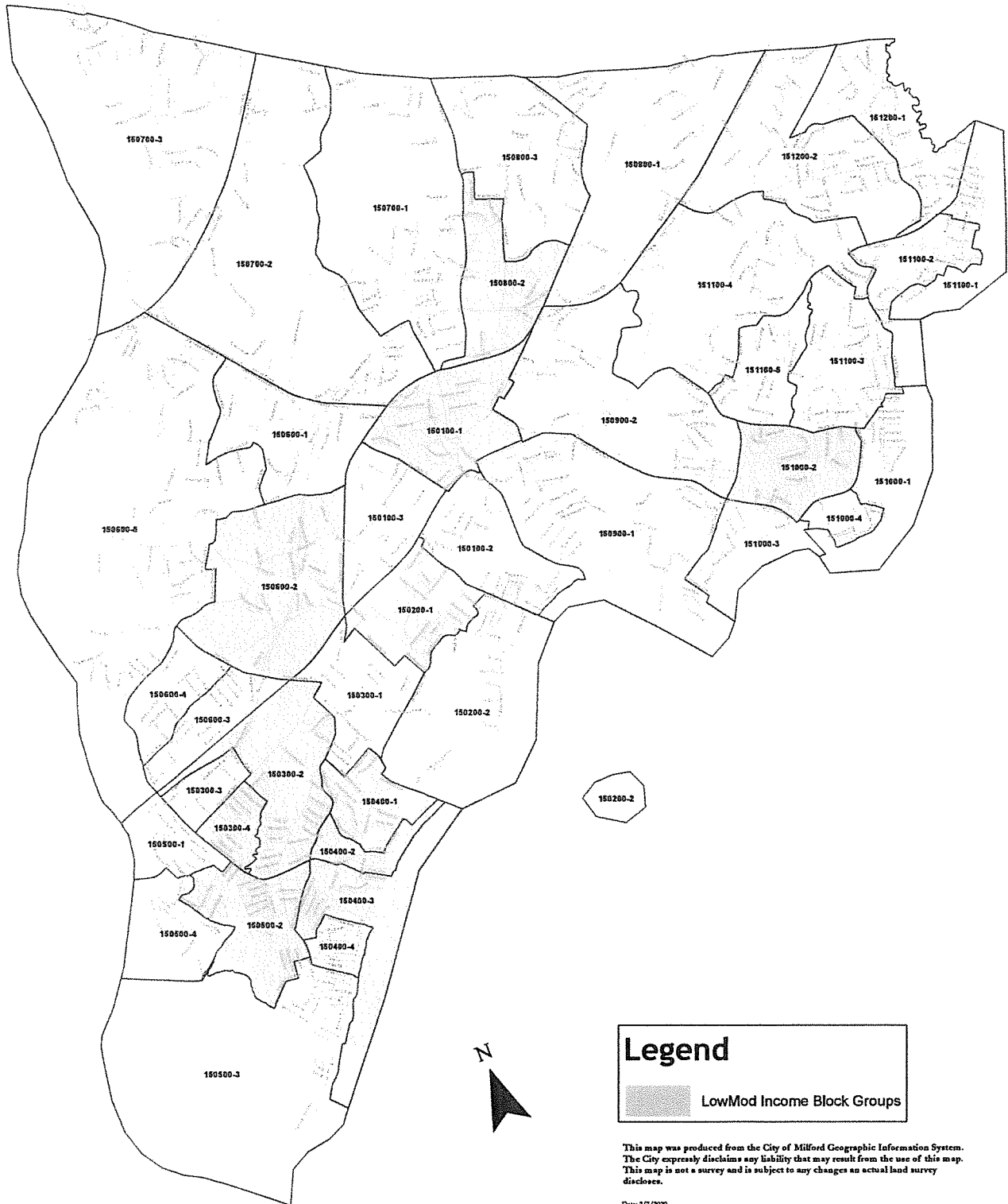
0.5 0.25 0 0.5 1 1.5 2 Miles



**CITY OF MILFORD, CONNECTICUT
LOW- AND MODERATE-INCOME BLOCK GROUPS**

**URBAN
DESIGN
VENTURES**

City of Milford, Connecticut
American Community Survey 2011-2015 5-year estimates (2015 ACS)
Date Created: 02/25/2019



APPENDIX C

Application for Federal Assistance SF-424

Assurances - Construction Programs SF-424D

Certifications Non-State

Certification Drug Free Work Place HUD 50070

Certified Resolution - Board of Alderman

*Signed forms will be added upon acceptance from the Board of Alderman

Application for Federal Assistance SF-424

*** 1. Type of Submission:**

- ☐ Preapplication
☒ Application
☐ Changed/Corrected Application

*** 2. Type of Application:**

- ☒ New
☐ Continuation
☐ Revision

*** If Revision, select appropriate letter(s):**

*** Other (Specify):**

*** 3. Date Received:**

4. Applicant Identifier:

5a. Federal Entity Identifier:

5b. Federal Award Identifier:

B-21-MC-09-0003

State Use Only:

6. Date Received by State:

7. State Application Identifier:

8. APPLICANT INFORMATION:

*** a. Legal Name:**

City of Milford

*** b. Employer/Taxpayer Identification Number (EIN/TIN):**

06-6002037

*** c. Organizational DUNS:**

0396236810000

d. Address:

*** Street1:**

110 River Street

Street2:

*** City:**

Milford

County/Parish:

*** State:**

CT: Connecticut

Province:

*** Country:**

USA: UNITED STATES

*** Zip / Postal Code:**

06460-3317

e. Organizational Unit:

Department Name:

Economic&Community Development

Division Name:

CDBG

f. Name and contact information of person to be contacted on matters involving this application:

Prefix:

Ms.

*** First Name:**

Sheila

Middle Name:

*** Last Name:**

Dravis

Suffix:

Title:

CDBG Administrator

Organizational Affiliation:

City of Milford

*** Telephone Number:**

203-783-3230

Fax Number:

*** Email:**

sdravis@milfordct.gov

Application for Federal Assistance SF-424

* 9. Type of Applicant 1: Select Applicant Type:

C: City or Township Government

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

* Other (specify):

* 10. Name of Federal Agency:

Office of Housing & Urban Development (HUD)

11. Catalog of Federal Domestic Assistance Number:

CFDA 14.218

CFDA Title:

HUD Entitlement Community Development Block Grant (CDBG)

* 12. Funding Opportunity Number:

CFDA 14.218

* Title:

Community Development Block Grant, Entitlement A-Formula Grants, U.S. Office of Housing and Urban Development

13. Competition Identification Number:

Not Applicable

Title:

14. Areas Affected by Project (Cities, Counties, States, etc.):

Add Attachment

Delete Attachment

View Attachment

* 15. Descriptive Title of Applicant's Project:

Community Development Block Grant FY21 Annual Action Plan

Attach supporting documents as specified in agency instructions.

Add Attachments

Delete Attachments

View Attachments

Application for Federal Assistance SF-424**16. Congressional Districts Of:**

* a. Applicant

3rd

* b. Program/Project

3rd

Attach an additional list of Program/Project Congressional Districts if needed.

Add Attachment

Delete Attachment

View Attachment

17. Proposed Project:

* a. Start Date:

10/01/2021

* b. End Date:

09/30/2022

18. Estimated Funding (\$):

* a. Federal

533,354.00

* b. Applicant

* c. State

* d. Local

* e. Other

* f. Program Income

* g. TOTAL

533,354.00

*** 19. Is Application Subject to Review By State Under Executive Order 12372 Process?**☐ a. This application was made available to the State under the Executive Order 12372 Process for review on☐ b. Program is subject to E.O. 12372 but has not been selected by the State for review.☒ c. Program is not covered by E.O. 12372.*** 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)**☐ Yes☒ No

If "Yes", provide explanation and attach

Add Attachment

Delete Attachment

View Attachment

21. *By signing this application, I certify (1) to the statements contained in the list of certifications and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances** and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)**

☒ ** I AGREE

** The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

Authorized Representative:

Prefix:

Mr.

* First Name:

Benjamin

Middle Name:

* Last Name:

Blake

Suffix:

* Title:

Mayor

* Telephone Number:

203-783-3201

Fax Number:

* Email:

mayor@milfordct.gov

* Signature of Authorized Representative:

* Date Signed:

ASSURANCES - CONSTRUCTION PROGRAMS

OMB Number: 4040-0009
Expiration Date: 02/28/2022

Public reporting burden for this collection of information is estimated to average 15 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0042), Washington, DC 20503.

PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET. SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.

NOTE: Certain of these assurances may not be applicable to your project or program. If you have questions, please contact the Awarding Agency. Further, certain Federal assistance awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

As the duly authorized representative of the applicant, I certify that the applicant:

1. Has the legal authority to apply for Federal assistance, and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project costs) to ensure proper planning, management and completion of project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, the right to examine all records, books, papers, or documents related to the assistance; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
3. Will not dispose of, modify the use of, or change the terms of the real property title or other interest in the site and facilities without permission and instructions from the awarding agency. Will record the Federal awarding agency directives and will include a covenant in the title of real property acquired in whole or in part with Federal assistance funds to assure non-discrimination during the useful life of the project.
4. Will comply with the requirements of the assistance awarding agency with regard to the drafting, review and approval of construction plans and specifications.
5. Will provide and maintain competent and adequate engineering supervision at the construction site to ensure that the complete work conforms with the approved plans and specifications and will furnish progressive reports and such other information as may be required by the assistance awarding agency or State.
6. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
7. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
8. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards of merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).
9. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.
10. Will comply with all Federal statutes relating to non-discrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681 1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 dd-3 and 290 ee 3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.

11. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal and federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.
12. Will comply with the provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.
13. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327-333) regarding labor standards for federally-assisted construction subagreements.
14. Will comply with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
15. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).
16. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
17. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. §470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§469a-1 et seq.).
18. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."
19. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.
20. Will comply with the requirements of Section 106(g) of the Trafficking Victims Protection Act (TVPA) of 2000, as amended (22 U.S.C. 7104) which prohibits grant award recipients or a sub-recipient from (1) Engaging in severe forms of trafficking in persons during the period of time that the award is in effect (2) Procuring a commercial sex act during the period of time that the award is in effect or (3) Using forced labor in the performance of the award or subawards under the award.

SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL	TITLE
<div></div>	<div>Mayor</div>
APPLICANT ORGANIZATION	DATE SUBMITTED
<div>City of Milford, CT</div>	<div></div>

CERTIFICATIONS

In accordance with the applicable statutes and the regulations governing the consolidated plan regulations, the jurisdiction certifies that:

Affirmatively Further Fair Housing -- The jurisdiction will affirmatively further fair housing, which means it will conduct an analysis of impediments to fair housing choice within the jurisdiction, take appropriate actions to overcome the effects of any impediments identified through that analysis, and maintain records reflecting that analysis and actions in this regard.

Anti-displacement and Relocation Plan -- It will comply with the acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, and implementing regulations at 49 CFR 24; and it has in effect and is following a residential antidisplacement and relocation assistance plan required under section 104(d) of the Housing and Community Development Act of 1974, as amended, in connection with any activity assisted with funding under the CDBG or HOME programs.

Drug Free Workplace -- It will or will continue to provide a drug-free workplace by:

1. Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition;
2. Establishing an ongoing drug-free awareness program to inform employees about -
 - (a) The dangers of drug abuse in the workplace;
 - (b) The grantee's policy of maintaining a drug-free workplace;
 - (c) Any available drug counseling, rehabilitation, and employee assistance programs; and
 - (d) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;
3. Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph 1;
4. Notifying the employee in the statement required by paragraph 1 that, as a condition of employment under the grant, the employee will -
 - (a) Abide by the terms of the statement; and
 - (b) Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;
5. Notifying the agency in writing, within ten calendar days after receiving notice under subparagraph 4(b) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to every grant officer or other designee on whose grant activity the convicted employee was working, unless the Federal agency has designated a central point for the receipt of such notices. Notice shall include the identification number(s) of each affected grant;

6. Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph 4(b), with respect to any employee who is so convicted -
 - (a) Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or
 - (b) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;
7. Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs 1, 2, 3, 4, 5 and 6.

Anti-Lobbying -- To the best of the jurisdiction's knowledge and belief:

1. No Federal appropriated funds have been paid or will be paid, by or on behalf of it, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement;
2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, it will complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions; and
3. It will require that the language of paragraph 1 and 2 of this anti-lobbying certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

Authority of Jurisdiction -- The consolidated plan is authorized under State and local law (as applicable) and the jurisdiction possesses the legal authority to carry out the programs for which it is seeking funding, in accordance with applicable HUD regulations.

Consistency with plan -- The housing activities to be undertaken with CDBG, HOME, ESG, and HOPWA funds are consistent with the strategic plan.

Section 3 -- It will comply with section 3 of the Housing and Urban Development Act of 1968, and implementing regulations at 24 CFR Part 135.

Signature/Authorized Official

Date

Title

Specific CDBG Certifications

The Entitlement Community certifies that:

Citizen Participation -- It is in full compliance and following a detailed citizen participation plan that satisfies the requirements of 24 CFR 91.105.

Community Development Plan -- Its consolidated housing and community development plan identifies community development and housing needs and specifies both short-term and long-term community development objectives that provide decent housing, expand economic opportunities primarily for persons of low and moderate income. (See CFR 24 570.2 and CFR 24 part 570)

Following a Plan -- It is following a current consolidated plan (or Comprehensive Housing Affordability Strategy) that has been approved by HUD.

Use of Funds -- It has complied with the following criteria:

1. Maximum Feasible Priority. With respect to activities expected to be assisted with CDBG funds, it certifies that it has developed its Action Plan so as to give maximum feasible priority to activities which benefit low and moderate income families or aid in the prevention or elimination of slums or blight. The Action Plan may also include activities which the grantee certifies are designed to meet other community development needs having a particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community, and other financial resources are not available);
2. Overall Benefit. The aggregate use of CDBG funds including section 108 guaranteed loans during program year(s) _____, _____ (a period specified by the grantee consisting of one, two, or three specific consecutive program years), shall principally benefit persons of low and moderate income in a manner that ensures that at least 70 percent of the amount is expended for activities that benefit such persons during the designated period;
3. Special Assessments. It will not attempt to recover any capital costs of public improvements assisted with CDBG funds including Section 108 loan guaranteed funds by assessing any amount against properties owned and occupied by persons of low and moderate income, including any fee charged or assessment made as a condition of obtaining access to such public improvements.

However, if CDBG funds are used to pay the proportion of a fee or assessment that relates to the capital costs of public improvements (assisted in part with CDBG funds) financed from other revenue sources, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than CDBG funds.

The jurisdiction will not attempt to recover any capital costs of public improvements assisted with CDBG funds, including Section 108, unless CDBG funds are used to pay the proportion of fee or assessment attributable to the capital costs of public improvements financed from other revenue sources. In this case, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than CDBG funds. Also, in the case of properties owned and occupied by moderate-income (not low-income) families, an assessment or charge may be made against the property for public improvements financed by a source other than CDBG funds if the jurisdiction certifies that it lacks CDBG funds to cover the assessment.

Excessive Force -- It has adopted and is enforcing:

1. A policy prohibiting the use of excessive force by law enforcement agencies within its

jurisdiction against any individuals engaged in non-violent civil rights demonstrations; and

2. A policy of enforcing applicable State and local laws against physically barring entrance to or exit from a facility or location which is the subject of such non-violent civil rights demonstrations within its jurisdiction;

Compliance With Anti-discrimination laws -- The grant will be conducted and administered in conformity with title VI of the Civil Rights Act of 1964 (42 USC 2000d), the Fair Housing Act (42 USC 3601-3619), and implementing regulations.

Lead-Based Paint -- Its activities concerning lead-based paint will comply with the requirements of 24 CFR Part 35, subparts A, B, J, K and R;

Compliance with Laws -- It will comply with applicable laws.

Signature/Authorized Official

Date

Title

**OPTIONAL CERTIFICATION
CDBG**

Submit the following certification only when one or more of the activities in the action plan are designed to meet other community development needs having a particular urgency as specified in 24 CFR 570.208(c):

The grantee hereby certifies that the Annual Plan includes one or more specifically identified CDBG-assisted activities which are designed to meet other community development needs having a particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community and other financial resources are not available to meet such needs.

Signature/Authorized Official

Date

Title

APPENDIX TO CERTIFICATIONS

INSTRUCTIONS CONCERNING LOBBYING AND DRUG-FREE WORKPLACE REQUIREMENTS:

A. Lobbying Certification

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

B. Drug-Free Workplace Certification

1. By signing and/or submitting this application or grant agreement, the grantee is providing the certification.
2. The certification is a material representation of fact upon which reliance is placed when the agency awards the grant. If it is later determined that the grantee knowingly rendered a false certification, or otherwise violates the requirements of the Drug-Free Workplace Act, HUD, in addition to any other remedies available to the Federal Government, may take action authorized under the Drug-Free Workplace Act.
3. Workplaces under grants, for grantees other than individuals, need not be identified on the certification. If known, they may be identified in the grant application. If the grantee does not identify the workplaces at the time of application, or upon award, if there is no application, the grantee must keep the identity of the workplace(s) on file in its office and make the information available for Federal inspection. Failure to identify all known workplaces constitutes a violation of the grantee's drug-free workplace requirements.
4. Workplace identifications must include the actual address of buildings (or parts of buildings) or other sites where work under the grant takes place. Categorical descriptions may be used (e.g., all vehicles of a mass transit authority or State highway department while in operation, State employees in each local unemployment office, performers in concert halls or radio stations).
5. If the workplace identified to the agency changes during the performance of the grant, the grantee shall inform the agency of the change(s), if it previously identified the workplaces in question (see paragraph three).
6. The grantee may insert in the space provided below the site(s) for the performance of work done in connection with the specific grant:

Place of Performance (Street address, city, county, state, zip code)

Check ___ if there are workplaces on file that are not identified here.

This information with regard to the drug-free workplace is required by 24 CFR part 21.

7. Definitions of terms in the Nonprocurement Suspension and Debarment common rule and Drug-Free Workplace common rule apply to this certification. Grantees' attention is called, in particular, to the following definitions from these rules:

"Controlled substance" means a controlled substance in Schedules I through V of the Controlled Substances Act (21 U.S.C. 812) and as further defined by regulation (21 CFR 1308.11 through 1308.15);

"Conviction" means a finding of guilt (including a plea of nolo contendere) or imposition of sentence, or both, by any judicial body charged with the responsibility to determine violations of the Federal or State criminal drug statutes;

"Criminal drug statute" means a Federal or non-Federal criminal statute involving the manufacture, distribution, dispensing, use, or possession of any controlled substance;

"Employee" means the employee of a grantee directly engaged in the performance of work under a grant, including: (i) All "direct charge" employees; (ii) all "indirect charge" employees unless their impact or involvement is insignificant to the performance of the grant; and (iii) temporary personnel and consultants who are directly engaged in the performance of work under the grant and who are on the grantee's payroll. This definition does not include workers not on the payroll of the grantee (e.g., volunteers, even if used to meet a matching requirement; consultants or independent contractors not on the grantee's payroll; or employees of subrecipients or subcontractors in covered workplaces).

Certification for a Drug-Free Workplace

U.S. Department of Housing
and Urban Development

Applicant Name

City of Milford, Connecticut

Program/Activity Receiving Federal Grant Funding

Office of Housing and Urban Development, Community Development Block Grant

Acting on behalf of the above named Applicant as its Authorized Official, I make the following certifications and agreements to the Department of Housing and Urban Development (HUD) regarding the sites listed below:

I certify that the above named Applicant will or will continue to provide a drug-free workplace by:

a. Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the Applicant's workplace and specifying the actions that will be taken against employees for violation of such prohibition.

b. Establishing an on-going drug-free awareness program to inform employees ---

(1) The dangers of drug abuse in the workplace;

(2) The Applicant's policy of maintaining a drug-free workplace;

(3) Any available drug counseling, rehabilitation, and employee assistance programs; and

(4) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace.

c. Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph a.;

d. Notifying the employee in the statement required by paragraph a. that, as a condition of employment under the grant, the employee will ---

(1) Abide by the terms of the statement; and

(2) Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;

e. Notifying the agency in writing, within ten calendar days after receiving notice under subparagraph d.(2) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to every grant officer or other designee on whose grant activity the convicted employee was working, unless the Federal agency has designated a central point for the receipt of such notices. Notice shall include the identification number(s) of each affected grant;

f. Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph d.(2), with respect to any employee who is so convicted ---

(1) Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or

(2) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;

g. Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs a. thru f.

2. **Sites for Work Performance.** The Applicant shall list (on separate pages) the site(s) for the performance of work done in connection with the HUD funding of the program/activity shown above: Place of Performance shall include the street address, city, county, State, and zip code. Identify each sheet with the Applicant name and address and the program/activity receiving grant funding.)

70 West River Street, Milford CT 06460

Check here ☐ if there are workplaces on file that are not identified on the attached sheets.

I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate.

Warning: HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties.

(18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)

Name of Authorized Official

Benjamin G. Blake

Title

Mayor

Signature

Date

X