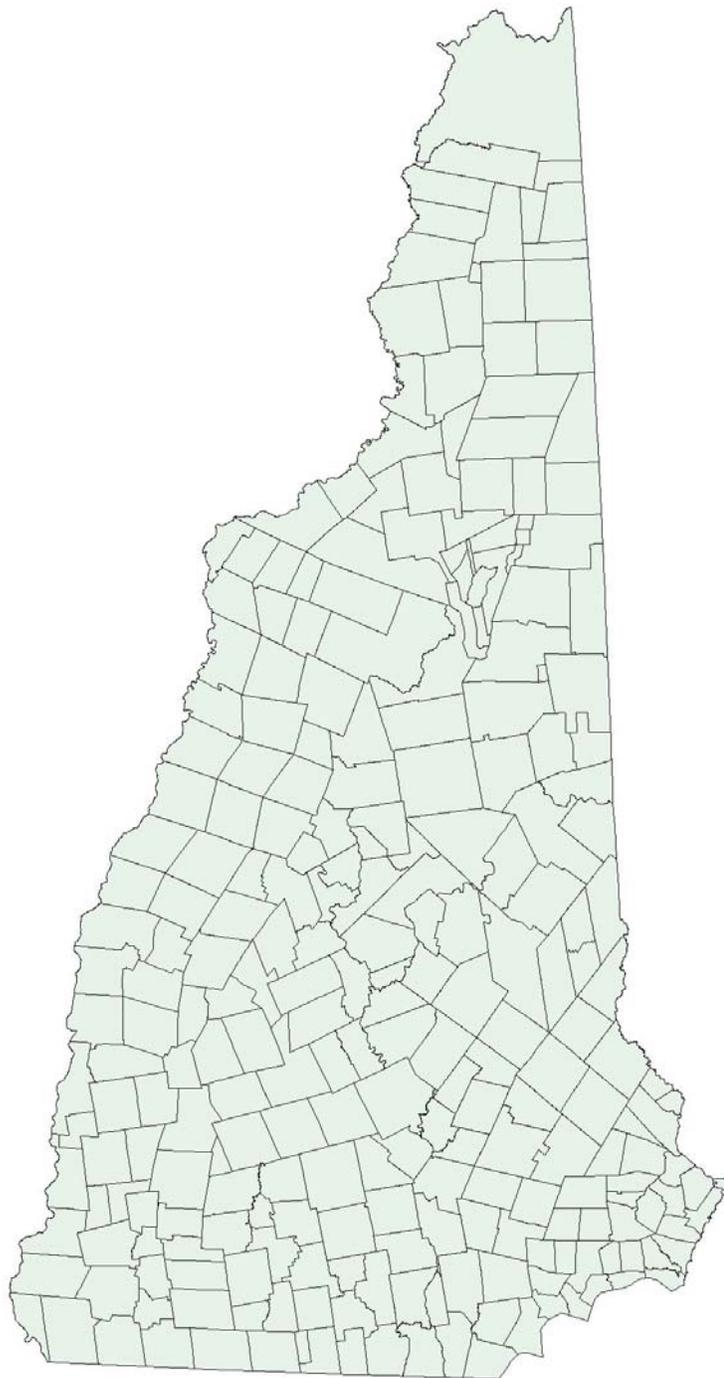


# State of New Hampshire Consolidated Plan 2006-2010

*Amended September 13, 2007*



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## Table of Contents

Executive Summary.....	iii
Introduction.....	1
The Consolidated Planning Process.....	3
Lead Agency.....	3
Consultation.....	3
Housing and Community Development Planning Council.....	4
Citizen Participation.....	4
Public Comments and Responses.....	6
Homeless and Housing Needs Assessment.....	13
Housing Needs.....	13
Homeless Needs.....	17
Special Needs of Non-Homeless.....	25
Lead Paint Hazards.....	26
Housing Market Analysis.....	27
Owner Occupied Housing.....	27
Rental Housing.....	32
Homeless Facilities.....	40
Homeless Intervention/Prevention Services.....	41
Special Needs Programs/Facilities.....	42
Barriers to Affordable Housing.....	43
Strategic Plan.....	45
Affordable Housing.....	45
Homelessness.....	53
Non-Housing Community Development Needs.....	59
Barriers to Affordable Housing.....	64
Lead-based Paint Hazards.....	64
Anti Poverty Strategy.....	65
Institutional Structure.....	66
Coordination.....	66
Resource Coordination.....	68
Address the Needs of Public Housing.....	69
Low Income Housing Tax Credit Program.....	69
Performance Measurement.....	70
2006 Action Plan.....	75
Introduction.....	75
HOME Investment Partnership Funds.....	75
Emergency Shelter Grant.....	82
Community Development Block Grant (CDBG).....	85
Geographic Distribution.....	91



**Table of Contents (continued)**

Other Actions.....92  
Plan Monitoring.....93  
Resources Available For Housing, Community Development, and Economic Development  
Activities.....95

Appendix A

- Citizen Participation Plan
- Homeless Service Provider Matrix
- Housing Data
- New Hampshire Childhood Lead Poisoning Prevention Program Data

Appendix B

- CDBG Grant Categories and Selection Process with Proposed Amendments
- HOME Rental Housing Production Program Rules
- Special Needs Housing Program Rules
- American Dream Program Rules
- Public Comment on Draft 2006-2010 Consolidated Plan and Draft 2006 Action Plan
- NHHFA PHA Annual Plan for Fiscal Year 2005
- NHHFA Housing Choice Voucher Administrative Plan

Appendix C

- Certifications and Standard Form 424s

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## **EXECUTIVE SUMMARY**

New Hampshire's Consolidated Plan is developed by the Housing and Community Development Council, which was established by Executive Order and is staffed by New Hampshire Community Development Finance Authority, New Hampshire Housing, and the Office of Homeless, Housing, and Transportation Services. In order to receive allocations of Community Development Block Grant, HOME Investment Partnerships, and Emergency Shelter Grant funds from the US Department of Housing and Urban Development, the state is required to submit a Consolidated Plan. Among other things, the plan must assess the state's housing, homeless, and community development needs, establish priority needs, and explain how they will be addressed with HUD and other funding. This Consolidated Plan covers calendar years 2006-2010.

Production of new housing in New Hampshire has recently favored more expensive owner-occupied housing, as illustrated by a statewide median purchase price for new construction of \$294,000 during the first six months of 2005. Rental production continues to be low and does not appear to be keeping pace with conversions to condominiums. Housing production is out of balance with the needs of many living in New Hampshire, while the state's appeal as a place to live supports substantial immigration, causing further pressure on the housing market.

Housing costs in New Hampshire, both for home ownership and rental properties, appear to be showing signs of leveling off. Although this is welcome news to those seeking housing, growth in housing costs over the last ten years has greatly out-paced growth in household incomes, leading to housing affordability issues for many, especially those with household incomes lower than median. Data from the 2000 Census indicates that 69% of renter households with incomes of 30% or less of median area income were paying more than the accepted norm of 30% of their incomes for housing costs at that time. Nearly 53% of all households at that income level were paying more than half of their incomes for housing. Housing cost challenges face households at higher incomes but with decreasing percentages of housing cost burden as income increases.

HOME Investment Partnerships funding from HUD, administered by New Hampshire Housing, is a valuable resource which contributes to the production of new affordable rental housing as well as the preservation of owner occupied housing for low income and very low income households. In addition, eligible first time homebuyer households can receive down payment assistance through the American Dream Program. The housing priorities for 2006-2010 are:

### **High**

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

### **Medium**

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

A high housing cost burden combined with a low, very low, or extremely low income can increase the risk and frequency of homelessness. Although other factors often contribute to

homelessness, the cost of housing is not unrelated. During State fiscal year 2004, 6,672 persons were sheltered in New Hampshire's state-funded homeless shelters. This total included 4,186 single adults, 1,002 adults in families with 1,484 children. A reported 1,582 persons sheltered had a diagnosed mental illness, 2,218 experienced alcohol abuse problems, 1,635 reported other substance abuse, 620 were victims of domestic violence, 296 were veterans, and 15 reported HIV/AIDS. The total number of individuals sheltered ten years earlier in 1995 was 6,027, and the average length of shelter stay statewide has risen from 22 days in 1995 to over 49 days in 2004.

HUD McKinney-Vento Emergency Shelter Grant funds are used by the Office of Homeless, Housing and Transportation Services to support shelter operational costs, supportive services, and homeless prevention services throughout New Hampshire. Homeless priorities for 2006-2010 are:

High

- Prevention of Homelessness
- Increase supply of permanent affordable housing

Medium

- Increase supply of transitional housing.
- Seasonal response to winter emergency shelter needs

Although New Hampshire's state unemployment rate typically appears quite low in comparison to that of other states, there are areas of the state including Coos, Carroll, and northern Grafton Counties that have historically experienced endemic high unemployment and low wages. This is also true of the western counties of Sullivan and Cheshire, the seacoast and other pockets of economic disadvantage within the state. Economic development that creates and sustains employment opportunities and decent wages remains greatly needed in parts of New Hampshire. Also, as federal resources dwindle, New Hampshire communities are increasingly hard pressed to provide basic infrastructure and community facilities, some of which are federally-mandated. Although considerable progress has been made over the past five years, compliance with the provisions of the Clean Water Act and Safe Drinking Water Act continues to be a major problem for many of the state's municipalities. Assistance to municipalities to help make their facilities accessible is also a high need. The Community Development Block Grant Program is the primary federal funding source in New Hampshire available at the municipal level to meet non-housing community development needs. The overall goal of New Hampshire's Community Development Block Grant Program, administered by the New Hampshire Community Development Finance Authority, is to provide housing, public facilities, or employment opportunities primarily to low and moderate income persons or households. The state has also adopted and incorporated the federal statutory goal to provide decent housing and a suitable living environment and expanding economic opportunities, principally for low and moderate income persons and to promote projects and activities that address the national objectives of; 1) direct benefit to low and moderate income persons or households, 2) the prevention of slum and blight, and 3) the elimination of conditions which seriously and immediately threaten the public health and welfare.

The CDBG program helps address the community development needs mentioned in this paragraph. Community development priorities for 2006-2010 include:

**High**

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

**Medium**

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

Utilization of a HUD-prescribed performance outcome measurement system is required beginning in 2007, and it's inclusion here constitutes it's integration into the current Consolidated Plan. This system utilizes the broad objectives and outcomes of the Community Development Block Grant Program in order to help HUD quantify program performance and outcomes on a national level. Please note that this is simply a framework that will be used to report outcomes, and that priorities and goals of the 2006-2010 Consolidated Plan have not changed. The following chart itemizes anticipated annual program outcomes through 2010.

Specific Objective #	Specific Annual Objectives	Sources of Funds	Performance Indicators	Expected Annual Number
SL-1 Accessibility of Suitable Living Environment				
SL-1.1	Address the need for suitable living environment for homeless households by providing access to emergency shelter.	ESG CDBG	1) Number of homeless persons given emergency and transitional shelter.	6,000
SL-1.2	Improve the living environment of homeless individuals and households by providing essential services	ESG	1) Number of homeless persons assisted with essential services.	3,000

SL-1.3	Address the need for suitable living environment for low and moderate income households by providing access to infrastructure water/sewer improvements.	CDBG	1) Number of persons served by improved water service. 2) Number of housing units provided improved sewer systems.	973 6
<b>DH-2 Affordability of Decent Housing</b>				
DH-2.1	Address the need for affordable decent housing for low and moderate income households by financing the rehabilitation and preservation and production of new affordable rental housing.	HOME CDBG	1) Number of units of affordable rental housing developed or rehabilitated. 2) Number of years of affordability. 3) Number of units occupied by elderly. 4) Number of units designated for chronically homeless. 5) Sitework and infrastructure in support of housing.	104 20-30 76 0 49
DH-2.2	Address the need for affordable decent housing for special needs populations by providing technical assistance and project financing to organizations who desire to provide service-enriched housing to low, very low, and extremely low income special needs households.	HOME	1) Number of units of affordable rental housing rehabilitated or created. 2) Number of years of affordability. 3) Number of units occupied by elderly. 4) Number of units designated for chronically homeless.	91 30 0 25
DH-2.3	Address the need for affordable decent housing for low and very low income first time homebuyer households by providing downpayment assistance.	HOME/ ADDI	1) Number of ADDI-assisted first time homebuyer households receiving downpayment assistance. 2) Number of ADDI-assisted first time homebuyer households receiving homebuyer education.	9 9

DH-2.4	Address the need for affordable decent housing for low and very low income households by providing assistance to prevent homelessness	ESG	1) Number of homeless persons assisted with homeless prevention.	3,000
<b>EO-3 Availability/Accessibility of Economic Opportunity</b>				
EO-3.1	Enhance the accessibility of economic opportunity by creating and retaining low to moderate income jobs.	CDBG	1) Total number of jobs created and/or retained.	112
EO-3.2	Enhance the accessibility of economic opportunity by providing Micro-Enterprise assistance (businesses).	CDBG	1) Provide low-mod income individuals with training, technical assistance, and access to capital through peer lending program.	200
EO-3.3	Enhance the accessibility of economic opportunity by providing access to child care for low and moderate households.	CDBG	1) Provide new childcare facilities for low-mod income households.	146

Although needs continually exceed available resources, the funding New Hampshire receives from the US Department of Housing and Urban Development for Emergency Shelter Grants, HOME, and Community Development Block Grant has been and will continue to be used creatively and effectively to improve the lives of homeless, low, and moderate income individuals and households. The text that follows explains how and why in detail.

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## **Introduction**

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

The Consolidated Plan shall serve as a guide for the fund administrators and housing and community development constituencies. It shall simultaneously serve as a management tool for the U.S. Department of Housing and Urban Development against which accomplishments shall be measured.

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## **The Consolidated Planning Process**

### **Lead Agency**

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

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

The Council's Steering Committee is made up of representatives of the three agencies administering the grant funds (New Hampshire Housing, New Hampshire Community Development Finance Authority, the Office of Homeless, Housing, and Transportation Services) and the Office of the Governor. Each of the administering agencies has a policy or decision making body that was created by State statute. They are: the Community Development Advisory Committee, the Emergency Shelter and Homeless Coordination Commission and the New Hampshire Housing Board of Directors. The Steering Committee members bring information about their respective grant programs to the Council and assures that policies and priorities developed at the program level and the Consolidated Plan level will be consistent. The Council acts as a sounding board for public input as well a forum for sharing ideas and information on addressing the needs of the State.

### **Consultation**

Council membership (see below) includes representatives from: state agencies representing the housing needs of specific populations (including children, elderly persons, disabled persons, and persons with HIV/AIDS), and economic and community development related issues; local housing authorities; community development agencies; nonprofit housing, economic and community development organizations; local governments; regional planning agencies; nonprofit and for-profit lenders to housing, economic and community development projects; homeless and social service providers for specific populations. Four members of the Housing and Community Development Planning Council also serve on New Hampshire's Interagency Council on Homelessness.

## **Housing and Community Development Planning Council September, 2005**

Claira P. Monier\*, NH Housing (Chair, HCDPC)  
Caroline McCarley\*, Office of the Governor  
Paul Denton\*, NH Community Development Finance Authority  
Patrick Herlihy\*, Office of Homeless, Housing, and Transportation Services  
Tracey Tarr, Division of Elderly and Adult Services  
Jonathan Chaffee, Lebanon Housing Authority  
Elliott Berry, NH Legal Assistance  
George Robinson, Portsmouth Housing Authority  
Stuart Arnett, NH Department of Resources & Economic Development  
Clifford Sinnott, Rockingham Planning Commission  
Michael LaFontaine, N.H. Community Loan Fund  
Amy Lockwood, Concord Area Trust for Community Housing  
Linda Harvey, Laconia Area Land Trust  
Judy Mettee, Developmental Services of Strafford County, Inc.  
James Fowler, USDA Rural Development  
Keith Kuenning, N.H. Coalition to End Homelessness  
Larry Kelly, Tri County CAP  
John Scruton, Town of Plaistow  
Jack Dugan, Keene Economic Development & Revitalization Corp.  
Eliza Leadbeater, Belknap County Economic Development Council  
Patricia Vincent, Granite State Independent Living  
\* Steering Committee Member

Council Staff: Wendy Gilman, NHCDFR Martha Young, OHHTS and  
William Guinther, NHH

The Council is the primary source of agency consultation. In addition, steering committee staff members consulted with a variety of other agencies and organizations such as the nine Regional Service Delivery Systems within the Balance of State Continuum of Care, the Governor's Council on Aging, and the New Hampshire Department of Health and Human Services. The consultation process for this plan began in late 2004 and is continuous until the publication of a final plan.

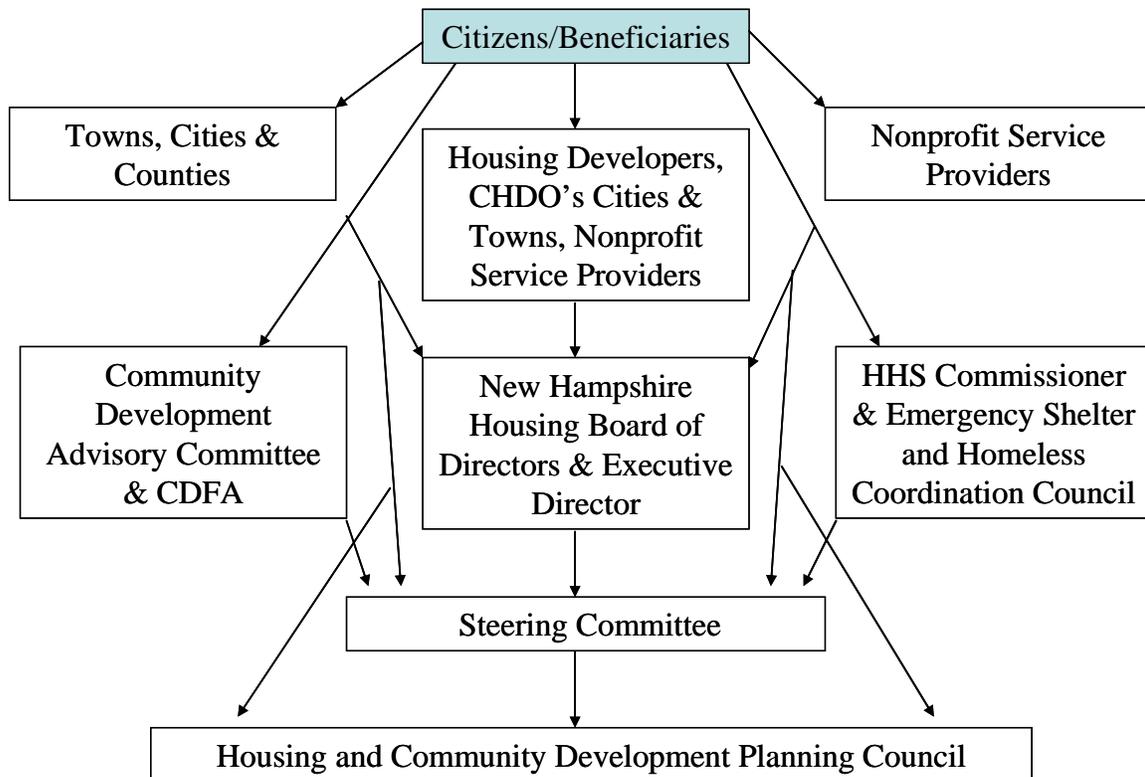
### **Citizen Participation**

The most recent significant changes to New Hampshire's Citizen Participation Plan were made in August of 2003, and they pertained primarily to improving communications through greater utilization of email and internet technologies for the notification of colleagues and the public about the availability of draft plans and reports and to solicit and receive input. Additional changes in May of 2005 were limited to changes in contact information due to staff turnover. The Citizen Participation Plan is reviewed annually, and the current version is located in Appendix A of this document.

In order to encourage citizen participation in the initial planning phase of this five year Consolidated Plan, public input meetings were held in Concord, Lancaster, Portsmouth, Keene, and Gilford. Representatives from the NH Community Development Finance Authority, the Office of Homeless, Housing, and Transportation Services, and NH Housing were present at each meeting to hear testimony and answer any questions. A summary of comments was distributed to the Housing and Community Development Planning Council and posted on the Consolidated Plan web page. Those comments and agency responses are published later in this section.

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

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



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

The public input meetings mentioned earlier in this section were publicized in accordance with the current Citizen Participation Plan, and each began with a brief presentation about the Consolidated Planning process, and review of the priorities established in the Strategic Plan of the current Consolidated Plan in order to stimulate discussion of priorities for the next five years. The following table summarizes, by program area, comments received and agency responses.

**HOME**

Comment	Commenter	Response
1. More adequate funding amounts are needed from HUD housing grant programs. Resources such as HUD 811 grants are no longer adequate to fully finance project development.	Page Cannon, Fellowship Housing	The HUD decision to fund less than 100% of development costs for the Section 202 Supportive Housing Program for the Elderly and the Section 811 Supportive Housing Program for the Disabled further stressed already inadequate affordable housing resources.
2. More resources are needed to address the housing needs of very low income people, especially those with mental illnesses.	Jane MacKay, Northern NH Mental Health and Developmental Services	HUD's Shelter Plus Care program and NH Housing's Special Needs Program can each be used to provide affordable service-enriched housing.
3. We need scattered site affordable housing choices for those living with disabilities.	Patricia Vincent-Piet, Granite State Independent Living	Each project financed by NH Housing meets at least minimum standards for provision of accessible units. Proposed changes to the Qualified Allocation Plan for the Low Income Housing Tax Credit Program could provide incentives for developers to blend some supportive housing units into otherwise non-targeted affordable housing.
4. Disability incomes have not kept up with housing costs, putting people with disabilities at a financial disadvantage in NH's housing market. More rent subsidies are needed.	Patricia Vincent-Piet, Granite State Independent Living	Since disability incomes such as social security disability are typically not indexed to housing costs, they tend to become decreasingly adequate for meeting people's basic needs. This drives greater need for rent subsidies, for which demand typically exceeds availability by a ratio of at least three to one among eligible households.
5. Changes that would limit the Section 8 Housing Choice Voucher Program or reduce targeting of very low income	Page Cannon, Fellowship Housing	Proposed changes to the Housing Choice Voucher Program that would reduce the targeting of extremely low income households have failed to

<p>households are out of step with the need for rent subsidies that low income households have in this real estate market.</p>		<p>garner sufficient Congressional support to be adopted, but the threat remains.</p>
<p>6. Supportive services such as mental health case management, needed to help people with disabilities remain housed, should be increased, not reduced as is currently the trend.</p>	<p>Page Cannon, Fellowship Housing</p>	<p>We have financed many successful supportive housing projects which would likely fail without a strong service component.</p>
<p>7. There should be better coordination of housing development with public transportation providers.</p>	<p>Micky McIver, Concord Area Transit</p>	<p>There are many opportunities for project developers to coordinate their activities with other community resources. While some coordination is rewarded by competitive scoring points for LIHTC and HOME, not all conceivable scenarios have been anticipated and accounted for. Ultimately, it is the responsibility of a project owner to coordinate with other available services.</p>
<p>8. Northern NH needs more section 8 vouchers and affordable housing because wages are lower than in other parts of the state.</p>	<p>Joie Finley-Morris, Tri County CAP</p>	<p>Market conditions which have driven people further north for housing have increased rental housing costs in Northern NH. Although the demand for section 8 vouchers generally exceeds supply by at least three times, the small supply of rental housing in most of northern NH is also a problem.</p>
<p>9. The chronically mentally ill are difficult to house in NH. More permanent supportive housing is needed for them.</p>	<p>Joie Finley-Morris, Tri County CAP</p>	<p>NH Housing's Special Needs Housing Program helps service providers develop such housing.</p>
<p>10. Stable and adequate project-based rent subsidies are necessary in order to develop housing for very low income households, especially in Coos County and other places with lower than average rents, and at present Rural Development's fairly small 515 program is the only resource available. More</p>	<p>David Wood, AHEAD</p>	<p>Although encouraged by HUD, the project-basing of some section 8 Housing Choice Vouchers is impractical due to incompatibility with some HUD policies and lack of a final regulation on this subject. Repeated threats to the stability of the funding and proposed changes in income targeting and rules have also discouraged the use of this resource in</p>

<p>project-based subsidies are needed.</p>		<p>the recent past.</p>
<p>11. Competitive scoring systems for affordable housing financing tend to penalize projects proposed in Berlin due to a theoretical surplus inventory despite a strong need for decent affordable housing there. This should be changed.</p>	<p>David Wood, AHEAD</p>	<p>Under the current system, a family project in Berlin would score well. There are instances, though, when rents are too low to support a project, and in such cases a developer would have to find additional income to cover expenses.</p>
<p>12. Lead-based paint remains a problem and NH Housing should take a leadership role in finding resources that will allow the CAP agencies to address this problem more thoroughly.</p>	<p>Keith Thibault, Southwestern Community Services</p>	<p>Due to funding limitations, HUD's lead grant program, at last known count, was granting awards to about one quarter of applicants. If the program were to be funded at a more appropriate level, we might reconsider re-applying.</p>
<p>13. Elderly of very low and extremely low income households should be considered high priority. The demographic of seniors continues to grow, including those with very low and extremely low incomes.</p>	<p>Keith Thibault, Southwestern Community Services</p>	<p>While non-frail elderly are not a high priority, NH Housing is proposing an elderly setaside that will finance a minimum of two elderly projects per year.</p>
<p>14. Competitive project scoring for HOME should encourage rehab as well as new construction, especially if the rehab supports downtown revitalization or adaptive reuse efforts.</p>	<p>Keith Thibault, Southwestern Community Services</p>	<p>Adding units to affordable housing stock by both new construction and adaptive re-use is encouraged through the current scoring system. Downtown revitalization can sometimes be complicated by regulatory barriers which can add costs and delay projects..</p>

**Emergency Shelter Grant**

<u>Comment</u>	<u>Commenter</u>	<u>Response</u>
1. We need more effective efforts at prevention of homelessness	Nathan Gilfenbaum, Community Services Council of New Hampshire	The Interagency Council on Homelessness has dedicated a section of its Ten Year Plan to End Homelessness to address effective prevention methods.
2. Better access to transportation, prescription medications, and mental health services are especially needed in northern New Hampshire	Jane MacKay, Northern NH Mental Health and Developmental Services	The Department of Health and Human Services is exploring transportation solutions such as transportation brokerages in order to provide better access.
3. HUD's prioritization of chronically homeless has taken housing and prevention resources away from the majority of NH's homeless.	Patrick Herlihy, Office of Homeless, Housing and Transportation Services	<i>Comment made by responder</i>
4. Because increasing numbers of people with disabilities are becoming homeless, we need more shelter beds for individuals with physical disabilities.	Joie Finley-Morris, Tri County CAP	OHHTS and the NH Emergency Shelter and Homeless Coordination Commission are currently reviewing funding priorities for the State Grant-in-Aid and McKinney ESG programs.
5. Increased supportive services such as mental health case management are needed to help the disabled remain housed. The current trend favors diminishing support instead.	Page Cannon, Fellowship Housing	OHHTS and the NH Emergency Shelter and Homeless Coordination Commission are currently reviewing funding priorities for the State Grant-in-Aid and McKinney ESG programs.
6. Supportive services for the homeless are jeopardized by components of Granite Care, the Commissioner's Medicaid reform plan, which has been introduced in separate legislation.	Patricia Vincent-Piet, Granite State Independent Living	OHHTS acknowledges the concern expressed by Granite State Independent Living over the Department's Granite Care Initiative.
7. Northern NH needs more state and federal resources to deal	Joie Finley-Morris, Tri County CAP	OHHTS believes that more state and federal funding is needed to deal with

<p>with homelessness because local resources are more limited than in other parts of the state.</p>		<p>homelessness throughout New Hampshire.</p>
<p>8. Northern NH needs more shelter beds. There is little shelter capacity in Carroll, Grafton, and Coos counties.</p>	<p>Joie Finley-Morris, Tri County CAP</p>	<p>OHHTS agrees that more shelter capacity as well as more service-enriched housing is needed in northern NH.</p>
<p>9. The homeless service provider community in northern NH could use assistance and training in grant writing and peer networking.</p>	<p>Joie Finley-Morris, Tri County CAP</p>	<p>OHHTS will work with homeless providers to provide training in these areas.</p>
<p>10. There needs to be better assistance available to the non-disabled homeless in accessing decent employment through vocational training.</p>	<p>Samantha Morris, Lynsey House</p>	<p>OHHTS agrees and will work with the Dept. of Education on this issue.</p>
<p>11. Services for the dually diagnosed (substance abuse and mental illness) need to be more readily available in order to alleviate and prevent chronic homelessness.</p>	<p>Donna Cummings, Coos County Family Health</p>	<p>OHHTS agrees that services for the dually diagnosed need to be more readily available and will work with those divisions within HHS to accomplish this goal.</p>
<p>12. The homeless need better case management and benefits advocacy. Systems like HHS and Social Security are often confusing to people.</p>	<p>Samantha Morris, Lynsey House</p>	<p>The Interagency Council on Homelessness has dedicated a section of its Ten Year Plan to End Homelessness to address effective prevention methods.</p>
<p>13. Regarding the distribution of homeless (McKinney ESG and State Grant In Aid) funds, it seems doubtful that homeless funding allocated to a particular region has any relationship with regional need. Rockingham County and Southeastern NH are likely underserved in terms of shelter beds. Resources should be allocated to better</p>	<p>Chris Sterndale, Crossroads House</p>	<p>OHHTS and the NH Emergency Shelter and Homeless Coordination Commission are currently reviewing funding priorities for the State Grant-in-Aid and McKinney ESG programs.</p>

<p>match up with local and regional needs.</p>		
<p>14. The most expensive and underserved homeless population is mentally ill and substance abusing, and there are few appropriate shelter resources for them in NH at present. An incentive like bonus funding might help in the creation of professionally-staffed facilities specializing in the more difficult homeless clients. Bonus funding might also stimulate shelters to broaden their scope, such as a family shelter expanding services to include singles, where and when needed. This would help address the fact that there are some segments of the homeless population, which are difficult to find resources for.</p>	<p>Chris Sterndale, Crossroads House</p>	<p>OHHTS and the NH Emergency Shelter and Homeless Coordination Commission are currently reviewing funding priorities for the State Grant-in-Aid and McKinney ESG programs.</p>
<p>15. There is a lack of assistance available for people who are homeless or at risk of homelessness if they don't fit into established categories or service requirements.</p>	<p>Samantha Morris, Lynsey House</p>	<p>OHHTS and the NH Emergency Shelter and Homeless Coordination Commission are currently reviewing funding priorities for the State Grant-in-Aid and McKinney ESG programs.</p>
<p>16. We need to create better geographic coverage within the homeless shelter system. Excessive commutes from a shelter to work and school create additional hardship for households who are already in crisis.</p>	<p>Laurie Jewett, Southwestern Community Services</p>	<p>OHHTS agrees that better coverage is needed statewide and will work with the Legislature to provide more funding in order to make this happen.</p>
<p>17. We need a network of wet shelters throughout the state. People who are actively drinking are often not compatible in a shelter with families who have children or individuals who are working at recovery from substance</p>	<p>Laurie Jewett, Southwestern Community Services</p>	<p>OHHTS and the NH Emergency Shelter and Homeless Coordination Commission are currently reviewing funding priorities for the State Grant-in-Aid and McKinney ESG programs.</p>

abuse.		
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**CDBG**

Comment	Commenter	Response
1. CDBG is an important resource that can be utilized to help develop affordable housing. Current plans to restructure and reduce the program will harm affordable housing development efforts.	Page Cannon, Fellowship Housing	While CDFA administers the program outside the entitlement communities, it would be up to the grantees and beneficiary organizations to make the appropriate state and federal decision makers aware of their concerns.
2. Single family rehabilitation should score more favorably for CDBG funding, as the need remains high, and other resources addressing it such as HOME and Housing Preservation Grant are inadequate.	David Wood, AHEAD	Single family projects have no way to guarantee long-term (20-years) benefit for low and moderate income families. Multifamily housing projects have mechanisms in place to ensure long-term benefit – which results in a slightly higher score in one category.
3. Consolidated Planning should take into consideration the distinctly different economic development needs of communities or regions.	Chris Sterndale, Crossroads House	Scoring criteria are even now being revised to reflect better the need levels of various communities as they relate to both economic development and housing & public facilities applications.
4. Head Start facilities should remain a high priority for CDBG scoring. Each facility benefits hundreds of children and families, and prepares both for public school.	Keith Thibault, Southwestern Community Services	By their nature and concentration on serving low-income families, it is likely that Head Start Facilities will continue to score well and receive funding.

There was a 30 day public comment period including a public hearing to solicit comments on the Draft 2006-2010 Consolidated Plan and Draft 2006 Action Plan. See Appendix B for a summary of comments provided at the public hearing. No other comments were received.

## **HOUSING AND HOMELESS NEEDS ASSESSMENT**

### **Housing Needs**

In order to meet the HUD regulation, the consolidated plan must include housing data based on the U.S. Census, as provided by HUD. The data may be updated by a properly conducted study. The data must include estimates on the number and type of families in need of housing assistance for extremely low income, low income, moderate income, and middle income families, for renters and owners, for elderly person, for single persons, and for large and small families. The data is based on cost burden (paying over 30% of income for housing), overcrowding and substandard housing conditions. As required by HUD, “standard condition” housing is housing which meets current Housing Quality Standards as determined by performing a Housing Quality Standards inspection. “Substandard Condition but suitable for rehabilitation” is defined as housing which does not meet Housing Quality Standards but can be cost-effectively rehabilitated to meet Housing Quality Standards.

The required data is shown in tables A and B below. The source of the data is the 2000 Census, thus it is about 5 years old. The state does not conduct a census and therefore the data cannot be updated. The most relevant data available to assess the housing needs in the state is included in the Housing Market Analysis in the next section. Much of that data is derived for the annual statewide rental cost survey conducted by the NHHFA and purchase price information from the New Hampshire Department of Revenue Administration.

In general, housing costs continue to increase, although there are signs of a leveling off of costs for both ownership and rental housing in parts of the state. Those at the lowest income levels (<=50% of median area income, <=30% of median area income) bear the highest housing cost burdens as illustrated in the tables that follow.

**Table A**  
**Housing Problems Among Owner Households**

Very Low Income Households with Housing Problems  
(high cost burden, overcrowding, and/or substandard unit)

		All Households	Elderly Households	Family Households	Other Renter Households
All Households	(Percent)	83.5 %	82.2 %	87.0 %	83.1 %
	(Number)	14,473	8,127	3,717	2,629
Black Non-Hispanic Households	(Percent)	63.8 %	21.1 %	100 %	60.0 %
	(Number)	69	19	25	25
Hispanic Households	(Percent)	81.7 %	66.7 %	100 %	28.6 %
	(Number)	109	30	65	14

Table A – Housing Problems Among Owner Households (cont.)

## Households with High Cost Burdens (greater than 30% of gross income)

		All Households	Elderly Households	Family Households	Other Renter Households
Income <= 30% of MAI	(Percent)	82.7 %	81.6 %	86.2 %	81.4 %
	(Number)	14,324	8,067	3,683	2,574
Income 30.1% to 50% of MAI	(Percent)	60.6 %	48.4 %	76.5 %	71.8 %
	(Number)	15,378	6,671	6,013	2,694
Income<=50% of MAI	(Percent)	69.5 %	62.3 %	79.9 %	76.2 %
	(Number)	29,702	14,738	9,696	5,268
Income 50.1% 80% of MAI	(Percent)	41.5 %	22.1 %	51.8 %	52.0 %
	(Number)	21,459	3,942	13,327	4,190
Income<= 80% of MAI	(Percent)	54.2 %	45.6 %	60.8 %	63.2%
	(Number)	51,161	19,919	23,023	9,458

## Households with High Cost Burdens (greater than 50% of gross income)

		All Households	Elderly Households	Family Households	Other Renter Households
Income <= 30% of MAI	(Percent)	61.8 %	53.6 %	75.4 %	69.4 %
	(Number)	10,713	5,299	3,219	2,195
Income 30.1% to 50% of MAI	(Percent)	28.5 %	16.9 %	42.2 %	42.1 %
	(Number)	7,227	2,333	3,314	1,580
Income<=50% of MAI	(Percent)	42.0 %	32.2 %	53.9 %	54.6 %
	(Number)	17,940	7,632	6,533	3,775
Income 50.1% 80% of MAI	(Percent)	10.1 %	6.5 %	11.2 %	15.0 %
	(Number)	5,239	1,155	2,879	1,205
Income<= 80% of MAI	(Percent)	24.6 %	21.2 %	24.8 %	33.3 %
	(Number)	23,179	8,787	9,412	4,980

**Table B**  
**Housing Problems Among Renter Households**

Very Low Income Households with Housing Problems  
(high cost burden, overcrowding, and/or substandard unit)

		All Households	Elderly Households	Family Households	Other Renter Households
All Households	(Percent)	69.9 %	55.7 %	83.8 %	73.6 %
	(Number)	19574	10329	6680	7140
Black Non-Hispanic Households	(Percent)	76.7 %	44.4 %	74.5 %	88.2 %
	(Number)	450	45	235	170
Hispanic Households	(Percent)	72.4 %	36.0 %	86.3 %	61.7 %
	(Number)	870	125	510	235

Table B – Housing Problems Among Renter Households (cont.)

Households with High Cost Burdens (greater than 30% of gross income)

		All Households	Elderly Households	Family Households	Other Renter Households
Income <= 30% of MAI	(Percent)	69.0 %	55.7 %	83.8 %	73.6 %
	(Number)	19,324	5,754	6,680	7,140
Income 30.1% to 50% of MAI	(Percent)	64.4 %	51.0 %	66.4 %	75.3 %
	(Number)	15,409	3,370	6,069	6,150
Income <=50% of MAI	(Percent)	66.9 %	53.7 %	73.9 %	72.8 %
	(Number)	34,733	9,089	12,639	13,005
Income <=50.1% 80% of MAI	(Percent)	24.1 %	34.5 %	26.4 %	28.2 %
	(Number)	8,374	1,660	4,129	4,025
Income <= 80% of MAI	(Percent)	49.8 %	49.4 %	47.6 %	52.2%
	(Number)	43,107	10,749	15,558	16,770

## Households with High Cost Burdens (greater than 50% of gross income)

		All Households	Elderly Households	Family Households	Other Renter Households
Income <= 30% of MAI	(Percent)	52.7 %	55.4 %	63.7 %	60.3 %
	(Number)	14,750	5,719	5,080	5,845
Income 30.1% to 50% of MAI	(Percent)	16.3 %	16.9 %	12.6 %	20.0 %
	(Number)	3,894	1,115	1,149	1,630
Income<=50% of MAI	(Percent)	35.9 %	29.2 %	36.4 %	41.8 %
	(Number)	18,644	4,940	6,229	7,475
Income<=50.1% 80% of MAI	(Percent)	2.1 %	7.6 %	0.9 %	1.6 %
	(Number)	740	365	145	230
Income<= 80% of MAI	(Percent)	22.4 %	24.4 %	19.5 %	24.0 %
	(Number)	19,384	5,305	6,374	7,705

Due to the close relationship of the housing market to housing needs, discussion of housing needs continues on page 36 of the Housing Market Analysis section of this plan.

## HOMELESS NEEDS

New Hampshire has three Continuums of Care: Manchester, Nashua, and the Balance of State. The New Hampshire Office of Homeless, Housing and Transportation Services (OHHTS), is the lead agency, convener and facilitator of the New Hampshire Balance of State CoC (BOSCO) planning process. Policy and planning of the BOSCO is led by a Coordinating Committee comprised of representatives from each of the Balance of State's 10 Local Service Delivery Areas (LSDAs), New Hampshire Housing, staff from the Office of Homeless, Housing and Transportation Services (OHHTS), Office of Alcohol and Drug Policy, the New Hampshire Coalition to End Homelessness, and the New Hampshire Department of Education.

The LSDAs provide local, grassroots homelessness planning and programming within a geographic region that usually covers one county. Together they include the involvement of more than 200 grassroots community-based organizations that provide homeless services in every part of the state. This makes up a seamless delivery system that provides a comprehensive array of housing and supportive services that assist the homeless. Developed in collaboration with the OHHTS, NH's BOSCO is governed by a Coordinating Committee. The Coordinating Committee also represents the Balance of Hillsborough County not covered by the Manchester and Nashua Continuums. Representatives from both the Manchester and Nashua Continuums attend the BOSCO meetings in order to coordinate activities statewide. An example of statewide coordination is the fact that all three NH Continuums collaborated to conduct coordinated point-in-time surveys in 2005.

To update its emergency housing, transitional housing and permanent supportive housing inventory the BOSCO conducted a point-in-time survey on January 25, 2005. The BOSCO remains committed to updating the housing activity inventory at least annually and plans to continue to obtain information for its housing inventory chart through the use of point-in-time inventories. This update will coincide with the last week in January point-in-time count the BOSCO will conduct.

The point-in-time surveyed all BOSCO homeless housing programs through an e-mailed/fax survey coordinated by each LSDA with oversight by OHHTS staff. The inventory from the 2004 Continuum of Care was presented to all LSDAs for review by the LSDAs at local meetings. LSDA participants identified any new programs and programs under development. With this updated list, the LSDA coordinators could then conduct a comprehensive point-in-time survey of all LSDA located housing programs. By using the LSDAs as the coordinators, the BOSCO was able to ensure that all homeless housing programs were identified and surveyed for the Housing Activity Inventory. LSDA coordinators contacted all housing programs in their LSDA region on January 25, 2005 and requested the inventory detail including the following:

- name of Emergency, Transitional and Permanent Supportive Housing Programs,
- location of the programs,
- # beds and # units for individuals and families,
- units set aside for chronically homeless, and
- target population information.

Programs were also asked to report on any housing programs under development with all funds committed in the LSDA region. New Hampshire Housing, the New Hampshire Coalition to End Homelessness and the Housing Forum were also surveyed regarding any programs under development.

Responses were either e-mailed or faxed back to OHHTS staff to help coordinate the inventory. LSDA coordinators confirmed that all programs responded and verified the data provided.

For purposes of conducting the point-in-time inventory of existing and under development programs, the BOSCOG defines programs in the following way:

***Emergency Shelter:*** Housing which is crisis-oriented and designed to meet the basic needs of clients. Within the BOSCOG, emergency shelter is characterized by limited services and maximum ease of client access, on the spur of the moment, without obligation other than to observe house rules.

***Transitional Housing:*** Time-limited housing (up to 24 months in duration) featuring a mandatory but varying set of supportive services to clients which always includes case management. Within the BOSCOG, transitional housing is regarded as a “bridge” to permanent housing of the client, and is provided subject to a contract obligating client’s participation in such appropriate supportive services as are provided by the agency or accessed by case managers. Also within the BOSCOG, the homeless population receiving transitional housing services is characterized by the prevalence of more disabling conditions than usually seen in the general homeless population, tending to fit HUD’s definition of the “chronic homeless.”

Once the results of the point-in-time inventory were compiled for the entire BOSCOG, OHHTS staff sent the completed Housing Activity Chart to all BOSCOG participants for final review and approval. Upon BOSCOG approval, the Housing Activity Chart was sent to Community Services Council of NH, the HMIS sponsor, to complete HMIS-related information.

### **Unmet Housing Needs**

First the BOSCOG completed the Housing Activity Chart using information collected from its point-in-time survey. Next, a working group was established to assess the unmet need/gap for emergency shelter, transitional housing, and permanent supportive housing in the BOSCOG. The working group reviewed the data from the point-in-time count and current inventory, and the monthly census data collected from all state-funded emergency shelters, transitional housing and permanent supportive housing programs. In addition, the working group considered input from the BOSCOG Coordinating Committee.

In reviewing the inventory for emergency shelters, monthly shelter reports and the point-in-time count, the working group assessed that overall capacity of shelter beds for individuals and families was adequate. The group did recognize that for a BOSCOG there may be regional/seasonal variations in need and worked with the BOSCOG to assess the current emergency shelter beds capacity and need for overflow or winter beds.

To determine the unmet need for transitional housing, the working group did the following:

- 1) assessed data from homeless individuals and families in emergency shelters and unsheltered from the point-in-time;
- 2) assessed data from homeless individuals and families in transitional housing from the point-in-time count;
- 3) reviewed results of survey information and client interviews to assess need for housing of persons identified in one or two.

The following charts summarize the steps and the data assumptions the working committee adopted to complete the unmet need sections of the Housing Activity Chart.

Individuals in ES and Unsheltered	Need for Transitional Housing	Need for Perm Supportive Housing
Point-in-time n= 506	40% (n=202)	60% (n=304)

Individuals in TH	Need for Perm Supportive Housing	Need for Affordable Housing
Point-in-time n= 89	80% (n=71)	20% (n=18)

Persons in Families in ES and Unsheltered	Need for Transitional Housing	Need for Perm Supportive Housing	Need for Affordable Housing
Point-in-time n= 178	30% (n=53)	20% (n=36)	50% (n = 89)

Persons in Families in Tran Housing	Need for Perm Supportive Housing	Need for Affordable Housing
Point-in-time n= 91	20% (n=18)	80% (n = 73)

## Methods of Data Collection

### Sheltered Point-in-time Count

The BOSCOG is a statewide Continuum of Care that faces the challenge of covering an extensive, complex geography comprising urban and rural communities. In 2005, the BOSCOG conducted an extensive point-in-time count covering all emergency shelters and transitional housing programs in the CoC region. This point-in-time count was conducted on January 25, 2005 in coordination with the State's other two CoCs. The January 25<sup>th</sup> count of homeless individuals and families in emergency shelter and transitional housing involved the following:

- (1) a comprehensive point-in-time survey of homeless individuals and families (emergency sheltered and transitionally housed) conducted on January 25, 2005;
- (2) a point-in-time survey and interview conducted on January 25, 2005 of a sample of those in emergency shelters and transitional housing to identify special service and

housing needs including presence of severe mental illness, substance abuse, HIV/AIDS, chronic homelessness, Veterans, and history of foster care.

This count provided critical data to the BOSCOG to help it identify needs and develop a strategy to eliminate chronic homelessness and overall homelessness.

To avoid data duplication, the BOSCOG decided to coordinate its point-in-time survey with the Greater Manchester and Greater Nashua CoCs, point-in-time surveys on this same date. The BOSCOG targeted its point-in-time survey of sheltered homeless at shelters and transitional housing programs. The BOSCOG appointed a point-in-time subcommittee to take the lead in developing a comprehensive approach to surveying both the sheltered and unsheltered homeless. The committee developed a comprehensive survey to be completed by all shelters and transitional housing programs.

OHHTS provided the shelters and transitional housing programs with survey forms that could be faxed or e-mailed back to OHHTS. Approximately two weeks before the count, the OHHTS mailed a supply of the surveys to each shelter and transitional housing program as well as to each LSDA for local distribution. Surveys were returned to OHHTS. Every shelter and transitional housing program responded. OHHTS compiled the data from the survey.

In addition, staff at the shelters and transitional housing programs conducted interviews with a sample of clients to gain more in-depth knowledge of homeless persons including whether they were chronically homeless, living with serious mental illness, history of substance use, health status including living with HIV/AIDS and other important demographic information.

The results of the BOSCOG point-in-time survey of homeless persons in shelters and transitional housing programs as reported on the Homeless Population and Subpopulation Chart is based on actual counts. These results were not estimated or adjusted by any statistical methodology. The data on subpopulations is based on the information provided from the sample of clients interviewed. This data is summarized below:

<b>January 25<sup>th</sup> Point-In-Time</b>	<b>Results of interviews with ES/TH Participants</b>
<b><i>Subpopulation</i></b>	<b><i>% reporting</i></b>
Chronic Homeless	33% of shelter individuals
Severely Mentally Ill	35% of Emer. Shelter & Trans. Housing Participants
Chronic Substance Abusers	32% of Emer. Shelter & Trans. Housing Participants
Veterans	13% of Emer. Shelter & Trans. Housing Participants
Persons with HIV/AIDS	2% of Emer. Shelter & Trans. Housing Participants
Victims of Domestic Violence	38% of Emer. Shelter & Trans. Housing Participants
Youth	Data taken directly from reported age

### **Future Continuum of Care Sheltered Counts**

The BOSCOG has made a commitment to conduct a point-in-time shelter count bi-annually during the last week in January. In addition, the BOSCOG has agreed to conduct a point-in-time count during the last week in July 2005. Following the July 2005 count, the BOSCOG will assess the helpfulness of this summer count and determine how often to conduct this additional

point-in-time. The CoC has an ongoing monthly survey of all shelters and transitional housing programs that submit monthly reports detailing census and needs of program participants.

### **Sheltered Counts 2006-2010**

The BOSCOG will continue to conduct its point-in-time count during the last week in January. The CoC will work closely with the Nashua and Manchester CoCs to continue to schedule a point-in-time on the same day. After the July 2005 count, the CoC will also reassess its methods and determine if any changes should be made in conducting future counts.

### **Unsheltered Point-in-Time Count**

The BOSCOG is a statewide Continuum of Care that faces the challenge of covering an extensive, complex geography comprising urban and rural communities. In 2005, the BOSCOG conducted an extensive point-in-time count seeking to identify and count the state's unsheltered homeless. This unsheltered point-in-time count was conducted on January 25, 2005 in coordination with the State's other two CoCs. The January 25<sup>th</sup> count of unsheltered homeless individuals and families involved the following:

- (1) a comprehensive point-in-time survey on January 25, 2005 of homeless individuals and families in unsheltered settings including parks, campgrounds, cars, parking lots, all-night donut shops, etc.;
- (2) a point-in-time survey and interview conducted on January 25, 2005 of a sample of those in unsheltered settings to identify special service and housing needs including presence of severe mental illness, substance abuse, HIV/AIDS, chronic homelessness, Veterans, and history of foster care.

This exhaustive, unsheltered point-in-time count provided critical data to the BOSCOG to help it identify needs and develop a strategy to eliminate chronic homelessness and overall homelessness.

The BOSCOG targeted its point-in-time survey of unsheltered homeless through outreach programs, municipal welfare agencies, hospitals, soup kitchens, and other places homeless individuals and families might congregate (Dunkin Donuts, parking lots). The BOSCOG appointed a point-in-time subcommittee to take the lead in developing a comprehensive approach to surveying the unsheltered homeless. Outreach workers from the State's statewide outreach programs participated in a BOSCOG meeting to identify strategies to maximize the effectiveness of this count. The committee developed a comprehensive survey to be completed by outreach workers and staff of other agencies (e.g. municipal welfare agencies, hospitals, soup kitchens) and developed an instrument tool to obtain more detailed information on a sampling of the unsheltered homeless.

OHHTS provided the outreach workers and other agencies with survey forms that could be faxed or e-mailed back to OHHTS. Approximately two weeks before the January 25, 2005 count, the OHHTS mailed a supply of the surveys to all the programs for local distribution. Completed surveys were returned to OHHTS. All of outreach programs participated actively in the point-in-time count. OHHTS compiled the data from the survey.

The results of the BOSCOG point-in-time survey of unsheltered homeless persons as reported on the Homeless Population and Subpopulation Chart, are the direct count numbers and were not estimated or adjusted by any statistical methodology. The data on the unsheltered subpopulations is based on the information provided from the sample of clients interviewed. The results of the interviews are summarized below:

<b>January 25<sup>th</sup> Point-In-Time</b>	<b>Results of interviews with Unsheltered Homeless</b>
<i>Subpopulation</i>	<i>% reporting</i>
Chronic Homeless	59% of Unsheltered individuals
Severely Mentally Ill	24% of Unsheltered Participants
Chronic Substance Abusers	18% of Unsheltered Participants
Veterans	13% of Unsheltered Participants
Persons with HIV/AIDS	0% of Unsheltered Participants
Victims of Domestic Violence	12% of Unsheltered Participants
Youth	Data taken directly from reported age

### **Future CoC Unsheltered Counts**

The BOSCOG has made a commitment to conduct its point-in-time unsheltered count biannually during the last week in January. In addition, the BOSCOG has agreed to conduct a point-in-time count during the last week in July 2005. Following the July 2005 count, the BOSCOG will assess the helpfulness of this summer count and determine how often to conduct this additional point-in-time. The CoC has an on-going monthly survey of all outreach programs that submit monthly reports detailing census and needs of program participants. The CoC will work closely with the Nashua and Manchester CoCs to continue to schedule a point-in-time on the same day. After the July 2005 count, the CoC will also reassess its methods and determine if any changes should be made in conducting future counts.

**Continuum of Care Homeless Population and Subpopulations Chart  
(Based on the results of the point-in-time count only)**

<b>Part 1: Homeless Population</b>	<b>Sheltered</b>		<b>Unsheltered</b>	<b>Total</b>
<b>Example:</b>	<b>Emergency</b>	<b>Transitional</b>		
	<b>75 (A)</b>	<b>125 (A)</b>	<b>105 (N)</b>	<b>305</b>
1. Homeless Individuals	195 (E)	89 (E)	311 (E)	595 (E)
2. Homeless Families with Children	61 (E)	91 (E)	117 (E)	269 (E)
2a. Persons in Homeless Families with Children	182 (E)	262 (E)	356 (E)	800 (E)
<b>Total (lines 1 + 2a only)</b>	<b>377 (E)</b>	<b>351 (E)</b>	<b>667 (E)</b>	<b>1,395 (E)</b>
<b>Part 2: Homeless Subpopulations</b>	<b>Sheltered</b>		<b>Unsheltered</b>	<b>Total</b>
1. Chronically Homeless		63 (S)	128 (S)	191 (S)
2. Severely Mentally Ill		269 (S)	294 (S)	563 (S)
3. Chronic Substance Abuse		246 (S)	130 (S)	376 (S)
4. Veterans		100 (S)	90 (S)	190 (S)
5. Persons with HIV/AIDS		15*(S)	0*(S)	15*(S)
6. Victims of Domestic Violence		292 (S)	15 (S)	307 (S)
7. Youth (Under 18 years of age)		111 (E)	194 (E)	305 (E)

\* The BOSCOC believes that the number of persons self identifying as being HIV positive is underreported due to fear and stigma. The BOSCOC plans to identify new strategies to outreach to this population by working with the State’s existing HOPWA grantees and sponsors.

**Table 1A  
Homeless and Special Needs Populations  
Continuum of Care: Housing Gap Analysis Chart**

		<b>Current Inventory</b>	<b>Under Development</b>	<b>Unmet Need/ Gap</b>	
<b>Individuals</b>					
<b>Example</b>	<b>Emergency Shelter</b>	<b>100</b>	<b>40</b>	<b>26</b>	<b>Priority</b>
	Emergency Shelter	394	0	Seasonal (Winter)	Low
<b>Beds</b>	Transitional Housing	126	0	202	Medium
	Permanent Supportive Housing	312	2	376	High
	Total	832	2	578	
<b>Persons in Families With Children</b>					
<b>Beds</b>	Emergency Shelter	703	0	Seasonal (Winter)	Low
	Transitional Housing	238	0	53	Medium
	Permanent Supportive Housing	162	0	54	High
	Total	1103	0	107	

**Continuum of Care: Homeless Population and Subpopulations Chart**

<b>Part 1: Homeless Population</b>				
	Sheltered		Unsheltered	Total
	Emergency	Transitional		
<b>Example:</b>	<b>75 (A)</b>	<b>125 (A)</b>	<b>105 (N)</b>	<b>305</b>
1. Homeless Individuals	4186	126	1553	5865
2. Homeless Families with Children	1582	91	959	2632
2a. Persons in Homeless Families with Children	2486	238	2830	5554
<b>Total (lines 1 + 2a)</b>	6672	364	4383	11,419
<b>Part 2: Homeless Subpopulations</b>				
	Sheltered		Unsheltered	Total
	Emergency	Transitional		
1. Chronically Homeless		63	128	191
2. Seriously Mentally Ill		1582		
3. Chronic Substance Abuse		1449		
4. Veterans		296		
5. Persons with HIV/AIDS		15		
6. Victims of Domestic Violence		620		
7. Youth		1484		

**Homeless by Racial and Ethnic Group**

Most of New Hampshire's homeless population is white/non Hispanic.

Of the sheltered homeless, 4.9% identify as Hispanic, with 3.5% of unsheltered homeless identifying as Hispanic.

The following chart reflects the percentages of both sheltered and unsheltered homeless reported in each racial category.

Race	Sheltered	Unsheltered Homeless
American Indian/Alaskan Native	0.45%	2.1%
Asian	0.38%	0.4%
Black/African American	5.24%	2.9%
Native Hawaiian/Other Pacific Islanders	0.0%	0.0%
White	91.88%	93.3%
American Indian/Alaskan Native & White	0.11%	0.6%
Asian & White	0.04%	0.0%
Black/African American & White	0.21%	0.3%
American Indian/Alaskan Native & Black/African American	0.0%	0.3%
Other Multi Racial	1.68%	0.0%

## Special Needs of Non-Homeless

Sub-Populations	Priority Need High, Medium, Low		Estimated Number
	31% to 80% MAI	<=30% MAI	
Elderly	L or M	M	147,970
Frail Elderly	H	H	31,968
Severe Mental Illness	M	H	52,999
Physically Disabled	M	H	43,695
Developmentally Disabled	H	H	9,000 - 10,000
Persons w/Alcohol/other Drug Addictions	M	H	117,000
Persons w/ HIV/AIDS	M	H	1,003

With the exception of the general category of Elderly, the estimated number of non-homeless special needs persons is shown above. In the estimate, the Frail Elderly shown here were considered to be those elderly over the age of 75 plus those elderly 62-74 years old with mobility and/or self-care limitations, as presented in CHAS data. The estimate for Severe Mental Illness is provided by the US Department of Health and Human Services, Substance Abuse and Mental Health Services Administration, and utilizes a federal definition of Severe Mental Illness. Statewide, the Community Mental Health Centers supported approximately 988 units of housing utilized by some of the 7,915 SMI clients they served during SFY 2005. The New Hampshire Department of Health and Human Services estimates that between 9,000 and 10,000 persons with Developmental Disabilities live in New Hampshire. All are assumed to be housed, with residential services provided to approximately 2,000 of these individuals whose support needs are the greatest. Another 1,636 receive some housing assistance at present, and approximately 350 are known to have their own housing but receive some community-based services. The estimate of physically disabled is based on the US Census as presented in CHAS data on mobility and self-care limitations. The estimate of persons with alcohol/other drug addictions was taken from a 2002-2004 national survey on drug abuse and its impact on health, funded by the US Department of Health and Human Services, Substance Abuse and Mental Health Services Administration. The number of persons living with HIV/AIDS was provided by the HIV/AIDS surveillance program of the New Hampshire Department of Health and Human Services. There are currently three HOPWA (Housing Opportunities for Persons with HIV/AIDS) programs operating in the Greater Nashua, Manchester, and Concord areas of New Hampshire via competitive HUD funding. HOPWA provides housing assistance and supportive services to households living with HIV/AIDS. Although housing assistance through New Hampshire's HOPWA programs has typically been of a temporary, short-term nature, the need for long-term tenant-based rental assistance has been recognized, and resources to provide this have been requested in the most recent renewal application from the City of Nashua.

## Lead Paint Hazards

Utilizing 2000 Census figures for housing, as analyzed by CHAS (Comprehensive Housing Affordability Strategy) and HUD formulas, it is estimated that 228,005 of New Hampshire's year-rounds housing units contain lead-based paint. Of these units, an estimated 28.8% are rental units. Fully 37% (54,492) of the rental units are occupied by very low and low income families.

The Executive Summary of Lead in New Hampshire, 10/22/99 revision, published by the Childhood Lead Poisoning Prevention Program of the New Hampshire Department of Health and Human Services, indicates that:

In New Hampshire, the leading risk factor for lead poisoning in children is living in an older home, particularly homes built before 1950. Nearly ninety percent of the environmental inspections performed by the Department in response to the poisoning of a child identify a lead paint hazard in the home.

Another important risk factor for lead poisoning in New Hampshire is poverty. While New Hampshire is not a poor state overall, it does have communities with high rates of poverty. According to the most recent phase of the National Health and Nutrition Examination Survey (NHANES), children enrolled in Medicaid were more than three times as likely to have high blood lead levels as compared to children not receiving care under Medicaid.

In 2004, 10,405 children aged 12 months to 35 months were screened resulting in 284 new elevated blood lead levels ( $\geq 10$  micrograms/deciliter) identified. Of these new cases, 160 were among the one and two year old population. The two to five year olds tested to date are selectively tested due to a known exposure or risk, a previously elevated blood lead level or were not tested at a younger age. They do not accurately reflect the total population of that age group.

In 2004, 1.2 percent of New Hampshire one year olds tested, and 2 percent of two year olds tested, had an elevated blood lead level. Among children enrolled in Medicaid, 49.5% of children aged 12-23 months were screened for lead. Of those who were tested, 2.5 percent of one and two year olds had elevated blood lead levels. At present, there are 750 children with elevated blood lead levels in active case management.

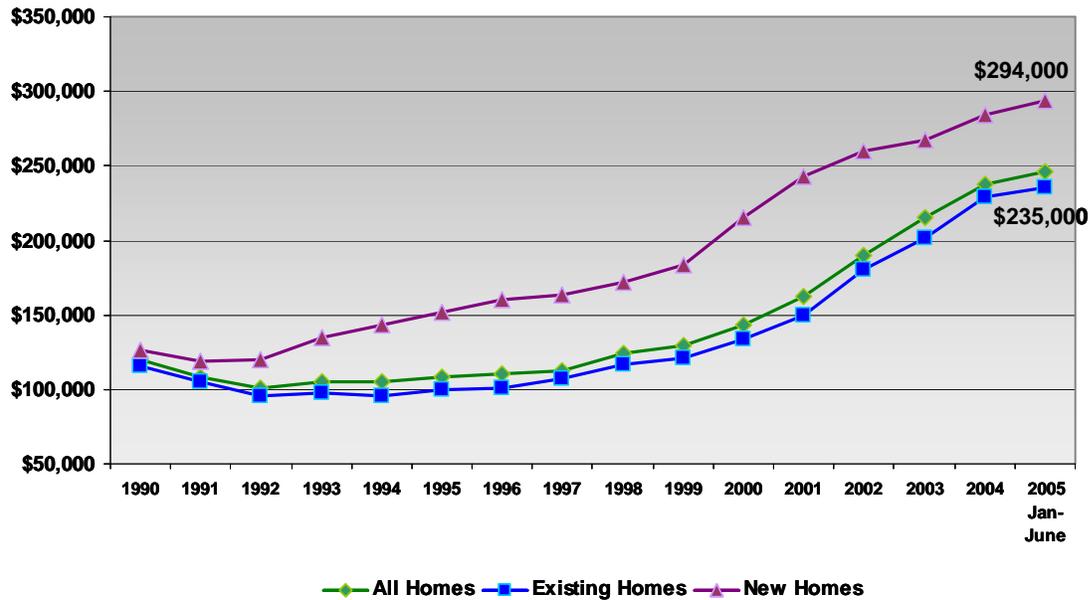
*(see Appendix A for more detail)*

## HOUSING MARKET ANALYSIS

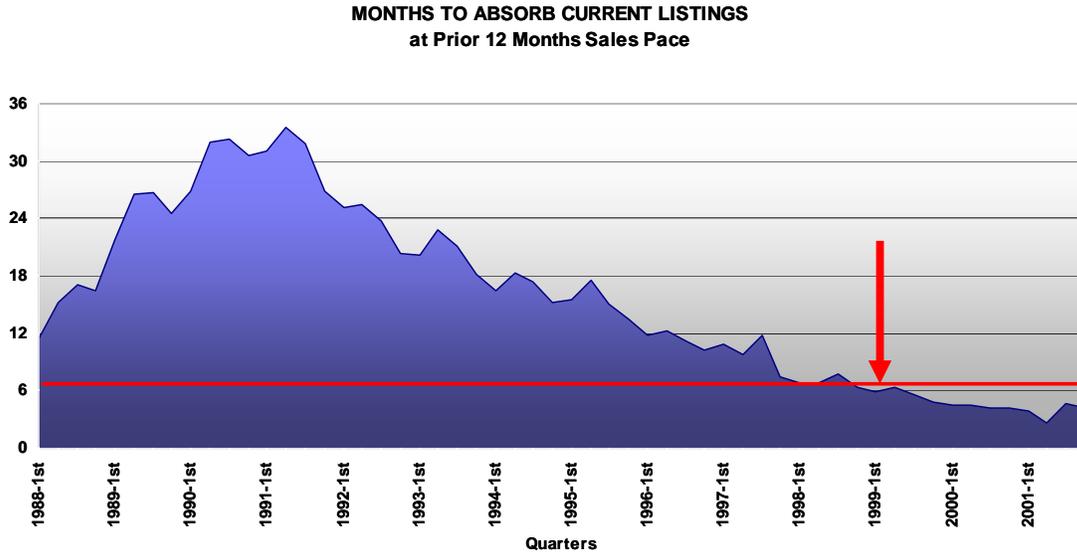
Home ownership trends, are an important part of understanding the State’s housing situation. As of 2004 the American Communities Survey (from the U. S. Census Bureau) indicates that 72% of the households in New Hampshire own their own homes. This is an increase over the 70% ownership rate reported by the 2000 Census.

### Owner Occupied Housing

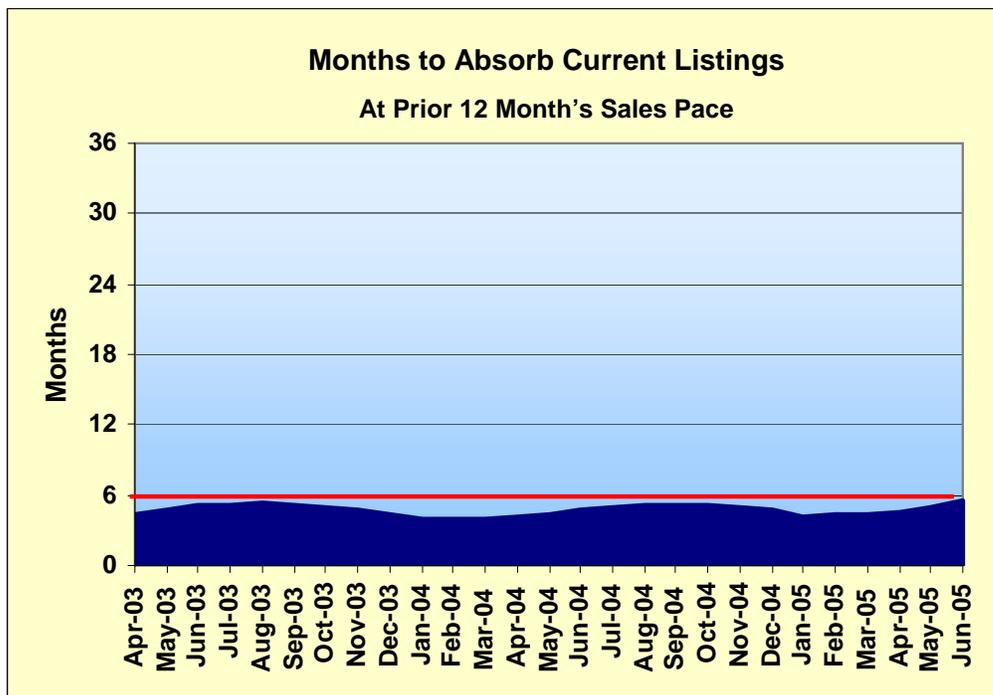
**Statewide  
Median Purchase Price of Primary Homes**



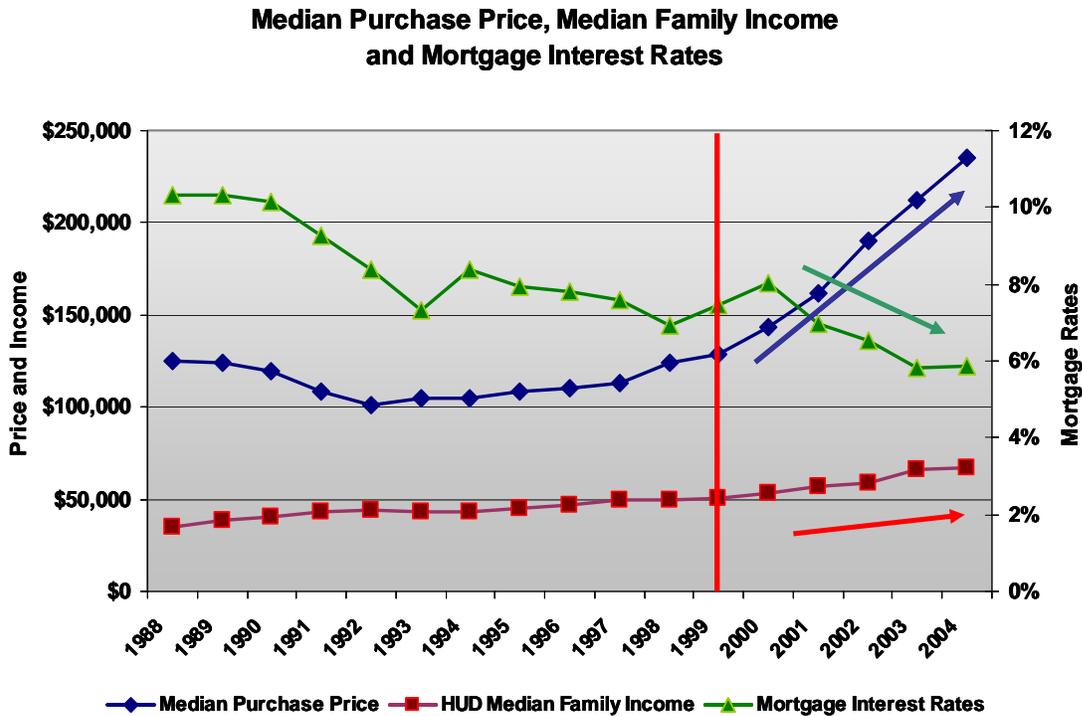
The chart represents the median purchase prices of primary homes from 1990 through the first half of 2005. The lowest prices, seen here in 1991 and 1992 resulted from the recession which began in the late 1980’s. Purchase prices grew steadily through much of the 1990’s as the economy recovered from the recession and employment grew in the state. Production of new housing did not keep pace with the demand and by 1999 there was sufficient pent-up demand to react to lower mortgage interest rates and begin a period of relatively rapid price increases which has been sustained until 2005. While the median purchase price for newly constructed housing is \$294,000, sale in that category represent only 19% of all sales in the first half of 2005.



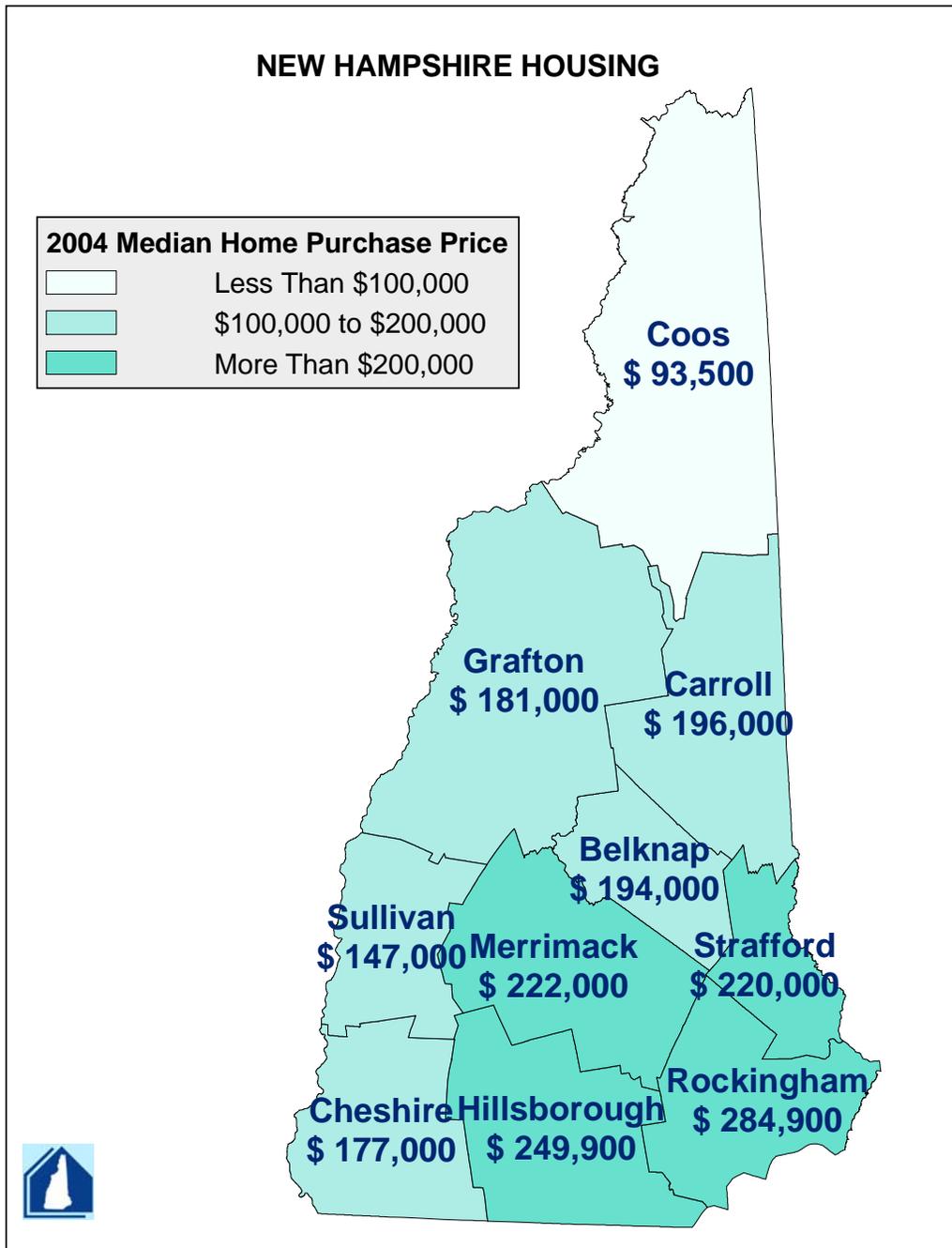
Purchase prices rise as demand exceeds supply. The chart above indicates the number of months required to sell off the inventory of houses which are on the market. For example, in most of 1999, it would have taken less than 6 months to sell all the homes that entered the market each month. An absorption rate of less than 6 months is considered a housing shortage and indicates high demand and a lack of production. The absorption rate through June of 2005 continues to be below 6 months (chart below).



Based on an increase in listings seen in June, July and August of 2005 and an eventual increase in mortgage interest rates, the absorption rate is expected to rise by the end of 2005. This will slow the rate of increasing home prices.

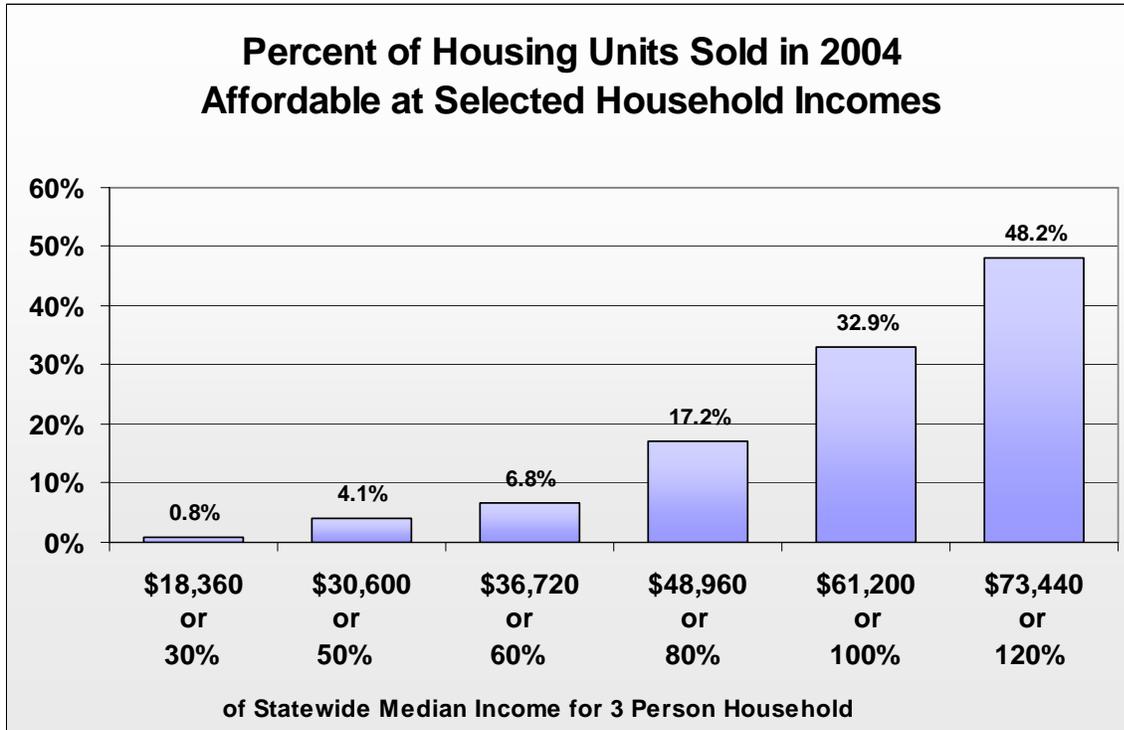


Housing prices have increased much more rapidly than incomes in the state. Nevertheless, home prices have continued to rise, supported by low mortgage interest rates and more recently “exotic” mortgage products such as interest-only payments, or short term loans with refinancing (balloon payment) at the end. The rapid increase in purchase prices is especially evident after 1999 when the demand was no longer balanced by the supply as measured by the absorption rate noted above.



Median purchase prices for all home sales by County are shown in the map above. The information is from the last complete year of data as of this writing (2004). Those Counties in the south-eastern section of the State, closest to the Boston labor market, have the highest prices. Purchase prices are lower in Counties further away from Boston. Prices in Coos County are less than half those in the southern part of the State.

While overall home prices are increasing, moderate and lower priced home prices are increasing faster than due to a limited supply, low interest rates and demand for ownership housing (in part brought about by a lack of rental housing). Most new units that are being built are at the high end of the market, creating an affordability gap.

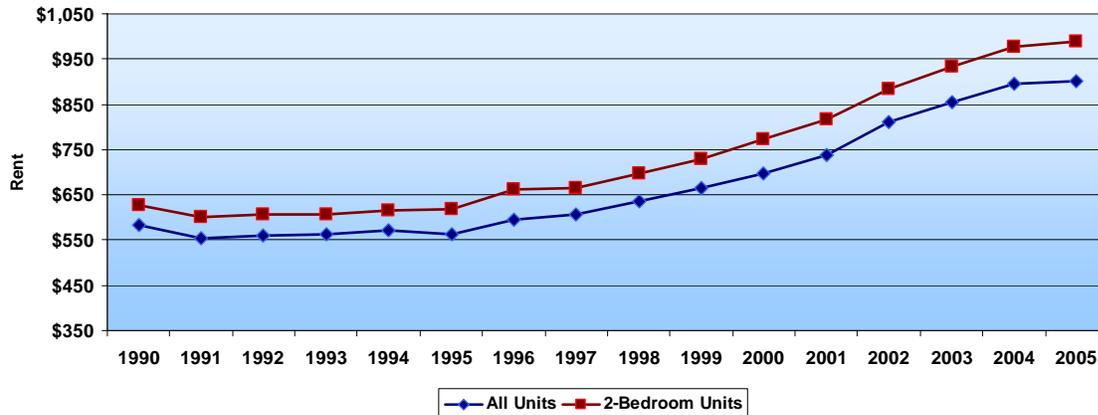


Households with incomes at 80% of the median or below have limited access to the ownership market. Therefore, rental housing is clearly an important means of addressing the needs of low and moderate income households throughout the state.

## Rental Housing

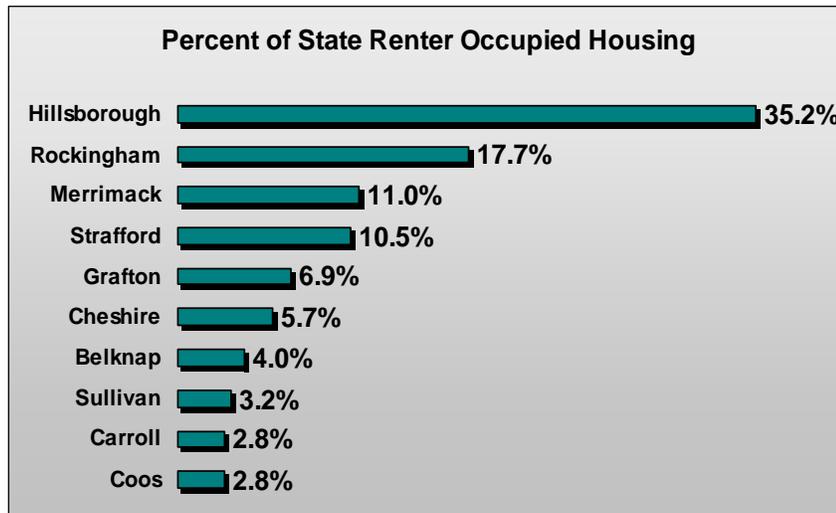
Each year, the New Hampshire Housing Finance Authority conducts a rental cost survey. Information is collected on over 30 thousand rental units and an estimate of the median gross rental cost is made based on 12 thousand of these units. Two bedroom units are the most common in the state and they are used as an indicator of gross rental costs. Gross rental costs include utilities.

Statewide Median Gross Rental Cost

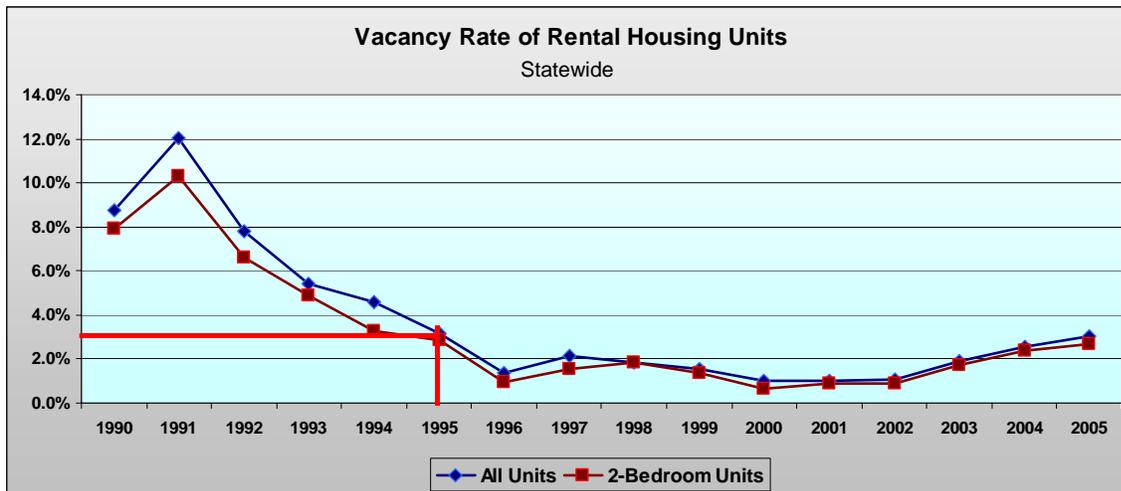


The 2005 survey indicated that the median gross rental cost for a 2 bedroom unit in the state is \$998. For most of the state, rents have shown little increase in the past year, only a 1.1% increase over the previous year. This is in stark contrast to the growth trend in gross rental costs since 1991, the bottom of the recession. There were small but steady increases in the first half of the decade and much more substantial annual increases after 1995. The lack of income growth for the past year is probably the most influential factor in a leveling of the rental cost curve. While this chart shows the medians for the entire state, a slightly different picture emerges when examining the data on the county level.

Of the 10 counties, Hillsborough, Rockingham and Merrimack Counties continue to have the highest gross rental cost in the state (over \$1,000). They are closest to the Boston labor market. Coos County continues to have the lowest rental cost, but along with Cheshire County they are the only two Counties to have significant increases in gross rental costs over the past year, 10% and 13.5% respectively. While these increases are significant locally, when considering their impact on the State it is important to understand the geographic distribution of all rental units.

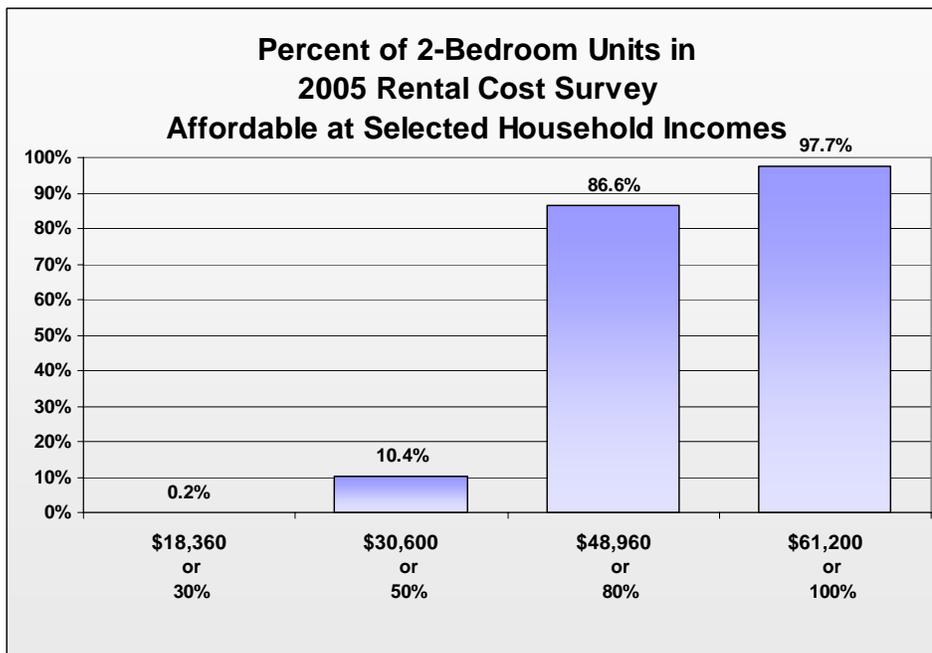


Cheshire and Coos Counties contain 5.7% and 2.8% of all the rental units in the State. In contrast, Hillsborough County has well over 1/3 of the rental units in the state and combined with Rockingham the two Counties represent over 50% of the rental units in the State. Three quarters of all the rental units in the State are in the four Counties of Rockingham, Hillsborough, Merrimack and Strafford.

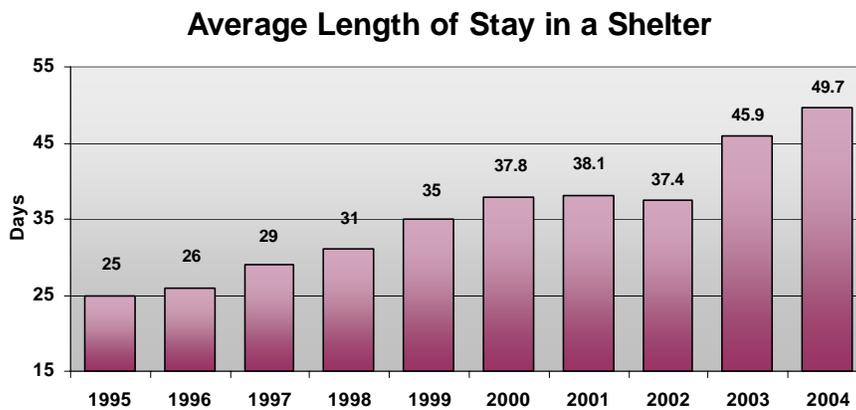
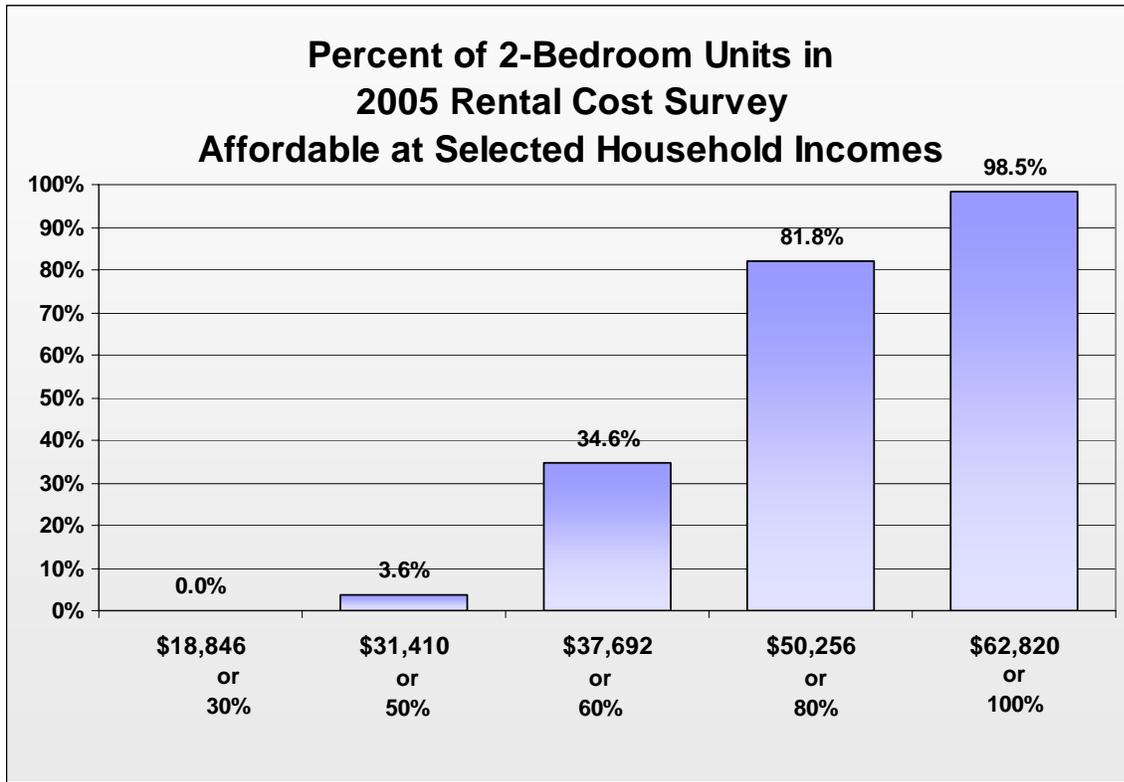


The rental cost survey also yields data on vacancies, a measure of supply and demand. The highest vacancy rate was in 1991, at the bottom of the recession. Then, as the economy expanded, the labor force grew and the market absorbed the excess rental units. By 1995 the vacancy rate had fallen significantly below 5%, the rate that reflects a balanced market. The effect of such a low vacancy rate (a landlords’ market) can be seen in the rental costs. By 1995 the demand for rental property had exceeded the supply and rental costs increased between 5% and 6% annually.

The leveling of the gross rental costs in the State within the past year, if sustained, would normally be a result of higher vacancy rates in the units. But, New Hampshire continues to have the fastest population growth of any New England state. This rapid growth has increased the demand for rental housing while the supply of such housing has not kept pace. In fact, the US Census Bureau’s American Communities Survey suggests that between 2000 and 2004 the total number of rental units has actually decreased as units are converted to owner occupied condominiums. High purchase prices for single family detached homes and the low interest rate environment have put pressure on owners to convert rental units into starter homes. Furthermore, as landlords sense price resistance in potential tenants, incentives (lower deposits, health club membership discounts, additional amenities etc.) are used to maintain occupancy of, and cash flow from, the units. As a result, the rental vacancy rate has only increased to 3.2%, while incomes which have remained flat, moderating the rents to be charged.

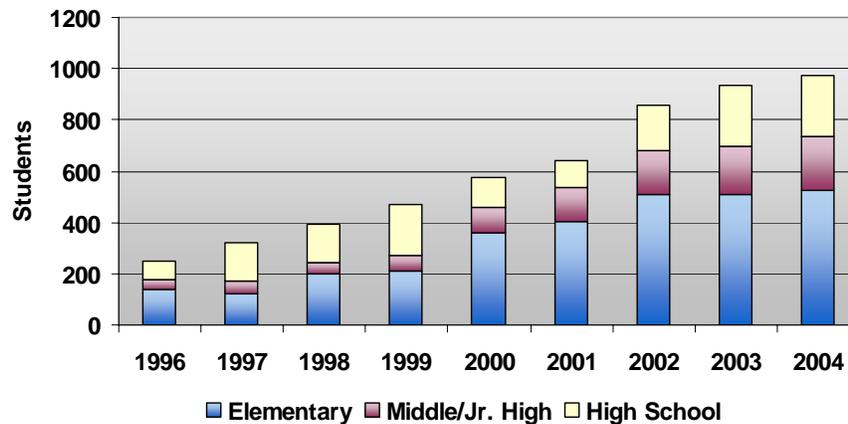


Rapidly increasing rental costs directly affect affordability as incomes may not keep pace. For 2004 and 2005 approximately 86% of the market rate rental units in the state were affordable to households with incomes at 80% of the statewide median. However, this same group had access to only 17% of the ownership stock in 2004, so it is difficult to move from renting to home ownership at that income. According to the statewide rent survey data only 10.4% of the market rate rental units were affordable to households with 50% of the median income and households at or below 30% of the median income can afford essentially none of the market rate units. They are doubling-up, over-paying, receiving a rent subsidy, occupying an assisted unit or they are homeless. The problem is actually worse than that which is indicated by the statewide numbers. For example, a household with a median income of \$30,600 in Nashua, might be able to afford a unit available in Coos County. A more realistic picture would be the comparison of median incomes and median gross rental costs in the same geographic area. The chart on the next page shows that analysis for City of Manchester. A household with an income at 50% of the median for that metropolitan area can afford only 3.6% of the market rate rental units in the City.



Subsequently, the average length of stay in homeless shelters in the state has been rising dramatically and the character of the homeless population has changed. It is no longer the stereotypical single male with a mental illness or substance abuse problem. New Hampshire's homeless now include a growing number of families with children and the working poor.

### Homeless Students in New Hampshire Schools



Source: NH Department of Education

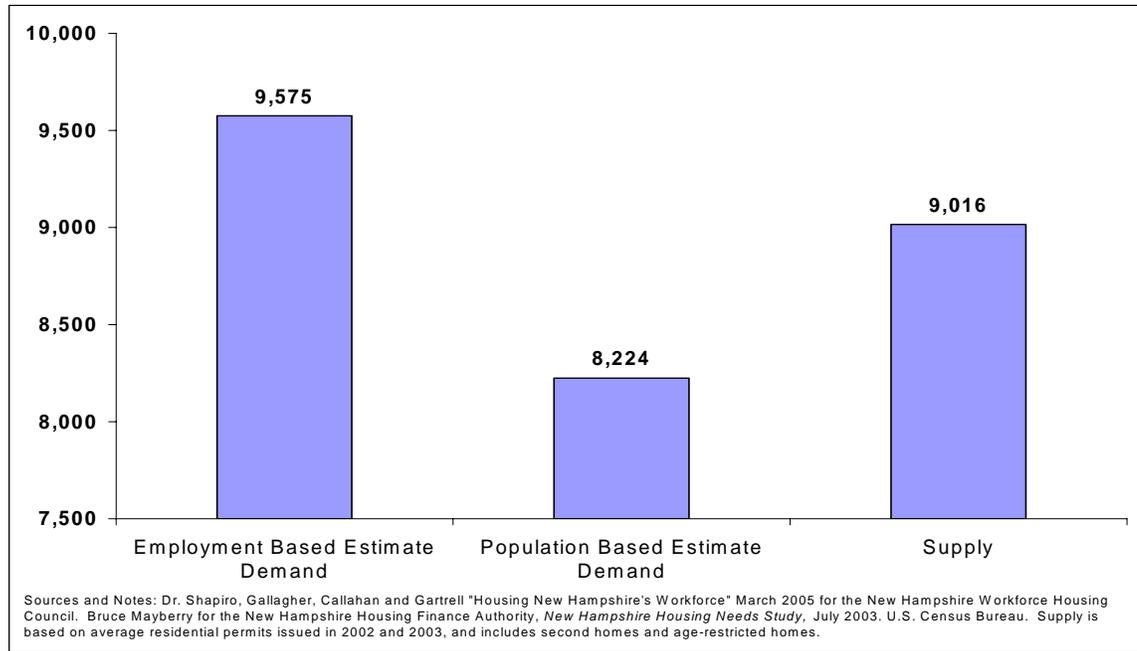
The shortage of rental housing is significant. In summary, New Hampshire continues to have record low vacancy rates. The insufficient supply of rental housing is causing rental costs to rise. An affordability gap has developed and is especially pronounced in lower income households. When households are paying too much for rent or cannot find housing, the need for social and municipal services increases, local welfare funds are depleted and the cost of institutional support increases (since discharged clients have nowhere to go). All of this is a result of a substantial shortfall in rental housing production.

#### Housing Need

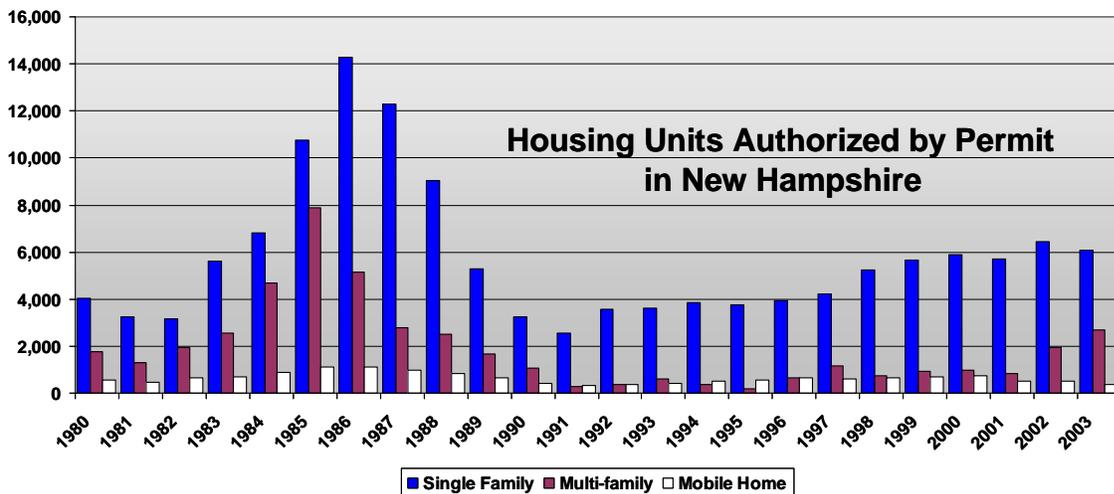
There are two commonly used measures of need for housing: production need and cost burden. Production need is the estimated need for new units based on a projection of change in population, households or employment. Cost burden is a measure of household need based on assumptions of the appropriate level of household income that should be used to pay for housing related costs. Both measures are expressed in housing units and are often inappropriately mixed. For example, if there are 10 households that are cost burdened, it does not mean that there is a need for 10 new units.

In 2003 Bruce C. Mayberry, Planning Consultant, prepared a statewide housing needs assessment at the request of New Hampshire Housing. The report entitled [New Hampshire Housing Needs Study – Technical Report](#) is available at [www.nhhfa.org](http://www.nhhfa.org). Estimates for both the housing production need and the cost burden need were prepared.

Based on population projections from the New Hampshire Office of Energy and Planning, the average annual production need for the current decade is 8,224 units. Based on the job creation estimates from the New Hampshire Department of Employment Security, 9,575 units are needed annually.



After starting the decade with the issuance of only 7,600 permits, it appears that the supply has increased to the projected range. While the increase in production is needed, the supply is measured by permits that include both age restricted units which, for the most part, are not available to the labor force and second homes which are not occupied by the measured population growth. As a result the increased production has not been as effective in moderating housing costs.



The trend in permit issuance in New Hampshire indicates that construction of single family units has recovered from the recession in the early 1990's but the median purchase price is almost

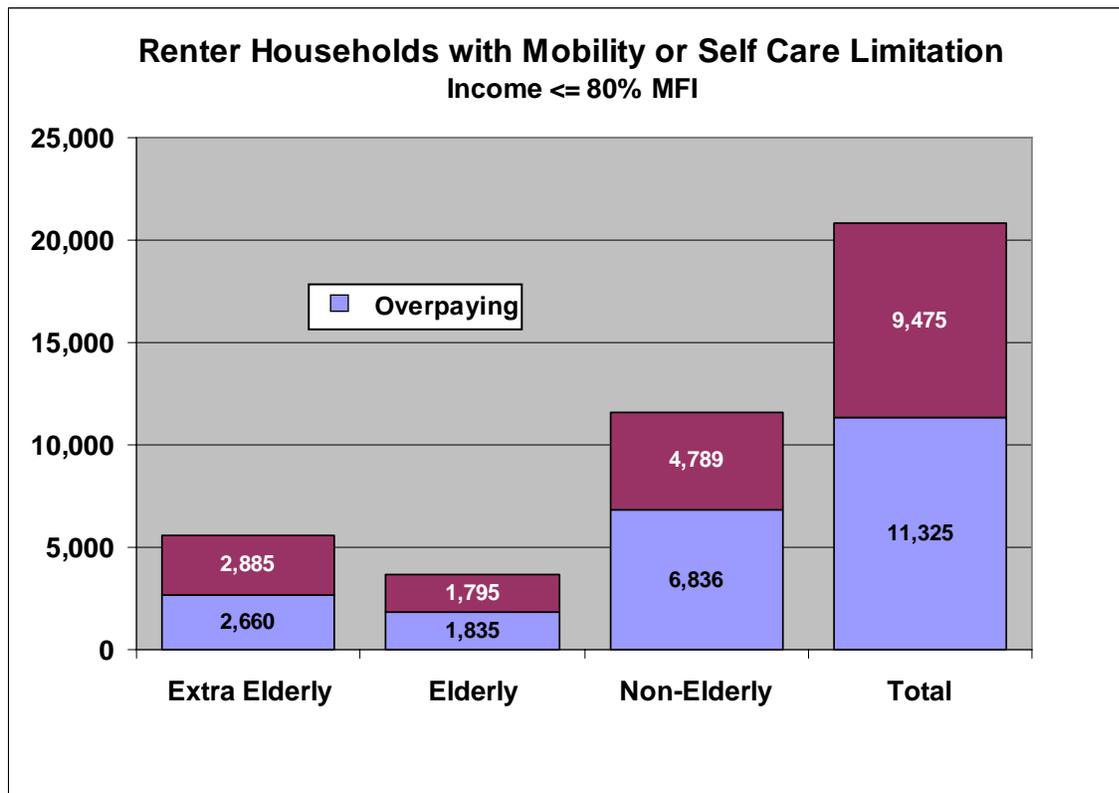
\$300,000. The construction of multi-family units has only recently begun to recover, with many of the multi-family permits consisting of condominiums rather than rental units.

For the purpose of establishing need based on cost burden, the household population is narrowed to renters with incomes below 80% of the area median. It is assumed that these renter households should not be paying more 30% of their income for housing. Applying these parameters to the Census data it can be seen that the number of households that are cost burdened has actually decreased from 1990 to 2000 by 2.4%.

Conversely, during the same period, the number of cost burdened households with incomes of less than 50% of the median had increased by more than 10% and those cost burdened households with incomes less than 30% of the median had increased by 21%. In other words, more lower income households became cost burdened during the decade.

Based on the 2000 Census, approximately 23% of the cost burden need is in elderly households and 77% is in non-elderly households.

In addition to the information that is contained in the [New Hampshire Housing Needs Study – Technical Report](#), the U.S. Department of Housing and Urban Development has published a special tabulation of the Census data found at [http://www.huduser.org/datasets/cp/chas/chas\\_opening\\_page.html](http://www.huduser.org/datasets/cp/chas/chas_opening_page.html). The CHAS data (so called due to its historical connection with the Comprehensive Housing Assistance Strategy) allows for the correlation of several points of data. For example, it can also be used to estimate the cost burden need. Furthermore, it can be used to estimate the cost burden need of renter households earning less than 80% of the median with at least one disabled member.



In summary, there appears to be a leveling off of rental costs owing to a lack of income growth of those not able to move to home ownership. Utility costs (especially fuel oil) are expected to rise, applying pressure to lower the income available to landlords. Yet, it is unlikely that rents will decrease significantly since; there is low production of rental units, conversions from rental units to condominiums and children of the “baby boom” generation entering the housing market. The result is a tighter rental housing market for lower income households which increases demand for public subsidies.

Purchase prices for homes continue to be out of reach for most households with incomes below 80% of the median. With the expectation of rising utility costs and rising mortgage interest rates, purchase prices should level and could possibly decline. This will have little effect on the actual monthly cost to own a home and therefore, will provide no relief for lower income households.

New Hampshire Housing publishes extensive housing data on their web site which has been set up for self-service inquiries. For access to this data, see the link in Appendix A.

## Homeless Facilities

With rental costs increasing and low vacancy rates, individuals and families at the bottom of the economic ladder have few viable housing opportunities. As those opportunities disappear, these individuals and families become homeless in greater numbers, increasing the pressure on the states already stretched homeless facilities network.

The State of New Hampshire, Office of Homeless and Housing Services, with advice from the Emergency Shelter and Homeless Coordination Commission, provided funding on a statewide basis to 46 homeless/temporary housing providers in SFY '04. Shelter services were funded in the following categories:

PROGRAM TYPE	NUMBER OF PROVIDERS
Domestic Violence Shelter	12
Emergency Shelters	21
Transitional Housing	9
Specialty Shelters	4
TOTAL	46

*(see Appendix A for specific provider information)*

Temporary housing was provided to 6,672 persons in SFY '04. Of those sheltered, 4,186 were single adults, 1,002 were adults in families with 1,484 children; a reported 62 individual adults were in families without children. A reported 1,582 persons sheltered had a diagnosed mental illness, 2,218 experienced alcohol abuse problems, 1,635 had reported other substance abuse problems, 620 were victims of domestic violence, 296 were veterans and 15 with HIV/AIDS. *(The BOSCOC believes that the number of persons self identifying as being HIV positive is underreported due to fear and stigma.)*

Shelters faced an increased need for services as presented in the following statistics:

	SFY'94	SFY'95	SFY'96	SFY'97	SFY'98	SFY'99	SFY'00	SFY'01	SFY'02	SFY'03	SFY'04
Total persons sheltered:	* 5,047	6,027	6,070	6,390	6,373	6,159	6,157	6,272	6,805	6,553	6,672
Total bed days increased from:	113,320	153,121	160,749	189,977	197,525	216,622	232,771	238,892	254,290	301,035	331,739
Average length of stay increased from:	* 22 days	25 days	26 days	29 days	31 days	35 days	37.8	38.1	37.1	45.9	49.72
Shelter capacity turnaway:	---	---	3,735	7,156	8,523	8,738	8,919	9,122	13,548	13,529	9,915

\* Adjusted for change in reporting

All shelters funded are part of a local continuum of care designed to provide timely access to important community based services such as employment, medical, educational, mental health and substance abuse counseling, housing and other services that facilitate an individual or family's ability to attain and maintain a stable living environment. State funding will continue to focus on the most vulnerable homeless and those providers who offer a comprehensive approach to homelessness. Table G, Homeless Services by County includes addresses, contacts and telephone numbers of each service provider. (See the Supporting Tables section of this Consolidated Plan.)

### Homeless Intervention/Prevention Services

The State of New Hampshire, Office of Homeless, Housing and Transportation Services (OHHTS), provided 132,512 units of service statewide in SFY '04 to 17,602 persons at imminent risk of homelessness. These significant homeless services resulted in an important intervention, which prevented the occurrence of homelessness. Services were funded through six Community Action Agencies, and ten other nonprofit service providers.

Prevention services include payments for rental arrearages when there is a notice of eviction, past due electrical bills, when there is a disconnect notice, fuel assistance, security deposits for housing rental, security deposit loans, budget counseling, and referral to alternative homeless intervention providers in the community. The majority of persons who seek prevention services do so as a last resort, in an attempt to maintain their current living or employment situation. A survey of Community Action Program agencies serving ten counties revealed that over 40% of

those applying for these services did so based on a sudden and unexpected drop in income. Approximately 20% sought homeless prevention services due to high medical bills.

The State of New Hampshire, OHHTS, administers two housing-related programs through a network of nonprofit community agencies: the Housing Security Guarantee Program and the Rental Guarantee Program. Started in 1994, the Housing Security Guarantee Program is available to low-income families statewide. A non-cash voucher program, it is managed pursuant to RSA 126-A:50, which states: "The inability of individual citizens to amass sufficient funds for housing security deposits contributes significantly to the problem of homelessness in the State of New Hampshire." Housing security guarantees provided under the program allow low-income individuals and families the opportunity to secure safe, affordable, permanent housing in New Hampshire's low-vacancy, high-cost rental housing market. Persons seeking a security deposit guarantee apply through one of eight nonprofit agencies that administer the program. These agencies work with private landlords, public housing agencies, transitional housing programs, outreach workers and others to ensure program availability to the entire state. An important strategy of this program is a flexible loan payment schedule designed to fit within realistic budget parameters. The State of New Hampshire, Housing Security Guarantee Program issued 1,083 security loan certificates in State Fiscal Year 2005. The program has assisted 5,489 households since inception.

The Rental Guarantee Program is the OHHTS companion program to the Housing Security Guarantee Program. The Rental Guarantee Program's objective is to assure payment of a maximum of three months fair-market rent as incentive to landlords to rent to homeless families or pregnant women. To coordinate these related efforts in support of families who are homeless or at risk of homelessness, the Rental Guarantee and Housing Security Guarantee Programs are administered by the same community service network.

### **Special Needs Programs/Facilities**

The State of New Hampshire, OHHTS, administers the Housing Opportunities for Persons With Aids (HOPWA) program, which provides assistance and support services to persons with HIV/AIDS and their families. The population served includes homeless, low and very low income, and those at risk of displacement or becoming homeless. Using HUD-funded grants, the State administered two HOPWA projects, both with the sponsorship of Merrimack Valley Assistance Program (MVAP).

First, the Balance of State HOPWA Program, through its sponsor MVAP, provided supportive services, case management and rental assistance to the BOSCOG. This was provided by MVAP, AIDS Response Seacoast, AIDS Community Resource Network, and AIDS Services for the Monadnock Region. The second project, serving Manchester, Bedford, Goffstown, and Weare, is also sponsored by MVAP with supportive services provided by their Manchester office, the Greater Manchester Assistance Program. In the last reporting year, these two projects provided housing assistance to 152 individuals infected with HIV/AIDS and an additional 110 family members. The programs also provided supportive services only to another 167 persons infected with HIV/AIDS as well as an additional 125 family members.

The U.S. Department of Health and Human Services, through the OHHTS, funded Projects for Assistance in Transition from Homelessness (PATH) for PATH eligible services to 842 enrolled persons in FFY '04, the last reporting year available. The PATH program provides outreach and community-based services for people with serious mental illness or individuals who are dually diagnosed with serious mental illness and a substance use disorder and who are homeless or at imminent risk of becoming homeless. Services include: outreach, screening and diagnostic treatment, community mental health services, training and case management, which includes: assistance in obtaining and coordinating services for eligible homeless individuals, assistance in obtaining income support services, including housing assistance, food stamps, and supplementary security income benefits, and referrals for such other services as may be appropriate, including referrals for primary health care.

The US Department of Housing and Urban Development (HUD), through the OHHTS, funded supportive housing programs providing permanent and transitional housing to handicapped homeless individuals, including those with serious mental illness, or elderly persons with serious mental illness, dual diagnosis, or Acquired Brain Disorder.

### **Barriers to Affordable Housing**

The Housing Needs Assessment identified the following barriers to affordable housing:

- Housing Shortage, especially in starter homes and rental properties
  - Land and Material Costs, and
  - Perceived and Actual Regulatory Impediments
- Insufficient subsidies
- Federal withdrawal from new construction
- Preservation of affordable units

Across New Hampshire, regulatory means of restricting housing opportunities are in part the result of the reliance on property taxes for local revenues. This dependence often creates community resistance to development that is perceived as not paying it's proportional costs for community services and school support.

As in all New England, New Hampshire's zoning statutes, RSA 674, authorize municipalities to enact land use regulations to protect public health, safety, and promote the general welfare of the community. Facing several decades of significant population growth, New Hampshire municipalities - particularly in the southern half of the state – have been very active in using their powers to regulate land use by enacting a broad range of zoning restrictions, growth management ordinances, and impact fees. Concerned with strains on municipal services and budgets, some municipalities have made significant efforts to curtail almost all residential development. However, due in large measure to perceptions about the effect on public school costs, as well as stereotypes about the types of people who will come to live there, multi-family housing for families with children consistently faces the most substantial barriers.

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## Strategic Plan

This 5 year Strategic Plan has been developed to achieve the following statutory goals:

- Provide decent housing and
- A suitable living environment and
- Expand economic opportunities

### Affordable Housing

The priorities below are set by the Housing and Community Development Planning Council. They reflect the desire to address the needs identified in the Market Analysis. They are intended to guide the expenditure of the federal resources governed directly by this Consolidated Plan (HOME, CDBG, and ESG). Table D ranks the needs according to the HUD prescribed categories. The data is from the 2000 Census and has been adjusted to reflect the 2005 household estimates from the Office of State Planning.

The obstacles to meeting the underserved needs are both the lack of affordable housing and the lack of resources to address the need. This creates a “landlords market” where many of the lowest income, those with special needs and households with children are considered a higher housing risk and subsequently are not competing well for the limited housing supply.

In addition, the lead paint regulation (24 CFR part 35), while designed to protect children from lead-based paint hazards, has had a chilling effect on owners of pre-1978 rental property. They are less likely to participate in the Section 8 rental subsidy program and are concerned with potential liability and the cost of renovations. For families with children the new regulation could not have come at a worse time, that is, when there are limited rental units available and owners can afford to be selective. It is therefore, very important to encourage affirmative action with regard to housing in all of the funded programs. New Hampshire Housing will continue to support the New Hampshire Legal Assistance Fair Housing Initiative Program which has become crucial to fair housing enforcement in the State and in providing essential work in outreach, education and advocacy.

The Market Analysis indicated a very high need for rental housing which is affordable to households at or below 50% of the statewide median area income (MAI). Households at 80% MAI could afford more than 86% of the market rent units while households at 50% MAI could only afford 10% of the market rent units. The Priority Needs Summary Table indicates that there are over 12,714 renter family households and 3,415 renter elderly households with unmet housing needs.

### Priority Needs Summary Table

PRIORITY HOUSING NEEDS (households)		Priority Need Level High, Medium, Low		Unmet Need
Renter	Small Related	0 - 30%	High	5,885
		31 - 50%	High	5,470
		51 - 80%	Medium	3,185
	Large Related	0 - 30%	High	795
		31 - 50%	High	1,094
		51 - 80%	Medium	944
	Elderly	0 - 30%	Medium	5,754
		31 - 50%	Low	3,415
		51 - 80%	Low	1,710
	All Other	0 - 30%	Medium	7,140
		31 - 50%	Low	6,150
		51 - 80%	Low	4,025
Owner	0 - 30%	*Medium	14,473	
	31 - 50%	*Medium	15,672	
	51 - 80%	*Medium	22,254	

*\*Medium priority for rehabilitation only. Acquisition is low priority.*

Greater detail on priority needs is provided in the following three tables, separated out by income level.

Housing Needs Table			Grantee: New Hampshire			
Housing Needs			Current % of Households	Current Number of Households	Priority Need Level	
<b>Household Income &lt;=30% MFI</b>	<b>Renters</b>	<b>Elderly 1 &amp; 2 member households</b>	NUMBER OF HOUSEHOLDS	100%	10,329	
			Any housing problems	55.7	5,754	Medium
			Cost Burden > 30%	55.4	5,719	Medium
			Cost Burden > 50%	37	3,825	Medium
		<b>Small Related (2 to 4 members)</b>	NUMBER OF HOUSEHOLDS	100%	7,085	
			Any housing problems	83.1	5,885	High
			Cost Burden > 30%	82.1	5,820	High
			Cost Burden > 50%	64.9	4,595	High
		<b>Large Related (5 or more members)</b>	NUMBER OF HOUSEHOLDS	100%	885	
			Any housing problems	89.8	795	High
			Cost Burden > 30%	84.7	750	High
			Cost Burden > 50%	54.8	485	High
		<b>All Other Households</b>	NUMBER OF HOUSEHOLDS	100%	9,700	
			Any housing problems	73.6	7,140	Medium
			Cost Burden > 30%	72.5	7,035	Medium
			Cost Burden > 50%	60.3	5,845	Medium
	<b>Owners</b>	<b>Elderly 1 &amp; 2 member households</b>	NUMBER OF HOUSEHOLDS	100%	9,887	
			Any housing problems	82.2	8,127	Medium*
			Cost Burden > 30%	81.6	8,067	Medium*
			Cost Burden > 50%	53.6	5,299	Medium*
		<b>Small Related (2 to 4 members)</b>	NUMBER OF HOUSEHOLDS	100%	3,499	
			Any housing problems	85.7	2,999	Medium*
			Cost Burden > 30%	85.6	2,995	Medium*
			Cost Burden > 50%	73.7	2,580	Medium*
		<b>Large Related (5 or more members)</b>	NUMBER OF HOUSEHOLDS	100%	773	
			Any housing problems	92.9	718	Medium*
			Cost Burden > 30%	89	688	Medium*
			Cost Burden > 50%	82.7	639	Medium*
<b>All Other Households</b>		NUMBER OF HOUSEHOLDS	100%	3,164		
		Any housing problems	83.1	2,629	Medium*	
		Cost Burden > 30%	81.4	2,574	Medium*	
		Cost Burden > 50%	69.4	2,195	Medium*	
*Medium priority for rehabilitation only. Acquisition is low priority.						

<b>Household Income 30% to 50% MFI</b>	<b>Renters</b>	<b>Elderly 1 &amp; 2 member households</b>	NUMBER OF HOUSEHOLDS	100%	6,605	
			Any housing problems	51.7	3,415	Low
			Cost Burden > 30%	51	3,370	Low
			Cost Burden > 50%	16.9	1,115	Low
		<b>Small Related (2 to 4 members)</b>	NUMBER OF HOUSEHOLDS	100%	7,700	
			Any housing problems	71	5,470	High
			Cost Burden > 30%	68.4	5,265	High
			Cost Burden > 50%	13.4	1,030	High
		<b>Large Related (5 or more members)</b>	NUMBER OF HOUSEHOLDS	100%	1,444	
			Any housing problems	75.8	1,094	High
			Cost Burden > 30%	55.7	804	High
			Cost Burden > 50%	8.2	119	High
		<b>All Other Households</b>	NUMBER OF HOUSEHOLDS	100%	8,170	
			Any housing problems	75.3	6,150	Low
			Cost Burden > 30%	73.1	5,970	Low
			Cost Burden > 50%	20	1,630	Low
	<b>Owners</b>	<b>Elderly 1 &amp; 2 member households</b>	NUMBER OF HOUSEHOLDS	100%	13,781	
			Any housing problems	49	6,751	Medium*
			Cost Burden > 30%	48.4	6,671	Medium*
			Cost Burden > 50%	16.9	2,333	Medium*
		<b>Small Related (2 to 4 members)</b>	NUMBER OF HOUSEHOLDS	100%	6,060	
			Any housing problems	78	4,725	Medium*
			Cost Burden > 30%	77.6	4,700	Medium*
			Cost Burden > 50%	44	2,665	Medium*
		<b>Large Related (5 or more members)</b>	NUMBER OF HOUSEHOLDS	100%	1,798	
			Any housing problems	81.6	1,468	Medium*
			Cost Burden > 30%	73	1,313	Medium*
			Cost Burden > 50%	35.8	644	Medium*
<b>All Other Households</b>		NUMBER OF HOUSEHOLDS	100%	3,753		
		Any housing problems	72.7	2,728	Medium*	
		Cost Burden > 30%	71.8	2,694	Medium*	
		Cost Burden > 50%	41.7	1,564	Medium*	
*Medium priority for rehabilitation only. Acquisition is low priority.						

<b>Household Income 50% to 80% MFI</b>	<b>Renters</b>	<b>Elderly 1 &amp; 2 member households</b>	NUMBER OF HOUSEHOLDS	100%	4,815	
			Any housing problems	35.5	1,710	Low
			Cost Burden > 30%	34.5	1,660	Low
			Cost Burden > 50%	7.6	365	Low
		<b>Small Related (2 to 4 members)</b>	NUMBER OF HOUSEHOLDS	100%	13,330	
			Any housing problems	23.9	3,185	Medium
			Cost Burden > 30%	19.9	2,650	Medium
			Cost Burden > 50%	1	130	Medium
		<b>Large Related (5 or more members)</b>	NUMBER OF HOUSEHOLDS	100%	2,299	
			Any housing problems	41.1	944	Medium
			Cost Burden > 30%	13	299	Medium
			Cost Burden > 50%	0.7	15	Medium
		<b>All Other Households</b>	NUMBER OF HOUSEHOLDS	100%	14,280	
			Any housing problems	28.2	4,025	Low
			Cost Burden > 30%	26.4	3,765	Low
			Cost Burden > 50%	1.6	230	Low
	<b>Owners</b>	<b>Elderly 1 &amp; 2 member households</b>	NUMBER OF HOUSEHOLDS	100%	17,837	
			Any housing problems	22.6	4,032	Medium*
			Cost Burden > 30%	22.1	3,942	Medium*
			Cost Burden > 50%	6.5	1,155	Medium*
		<b>Small Related (2 to 4 members)</b>	NUMBER OF HOUSEHOLDS	100%	20,228	
			Any housing problems	53.1	10,743	Medium*
			Cost Burden > 30%	52.5	10,613	Medium*
			Cost Burden > 50%	12.7	2,564	Medium*
		<b>Large Related (5 or more members)</b>	NUMBER OF HOUSEHOLDS	100%	5,524	
			Any housing problems	58.2	3,214	Medium*
			Cost Burden > 30%	49.1	2,714	Medium*
			Cost Burden > 50%	5.7	315	Medium*
<b>All Other Households</b>		NUMBER OF HOUSEHOLDS	100%	8,060		
		Any housing problems	52.9	4,265	Medium*	
		Cost Burden > 30%	52	4,190	Medium*	
		Cost Burden > 50%	15	1,205	Medium*	
*Medium priority for rehabilitation only. Acquisition is low priority.						

Subsequently the highest priorities are:

- Develop and preserve affordable rental housing for low and very low income (50% of median and below) families.
  - Objective: Use the majority of the funds available for housing to develop or preserve affordable housing for families.
  - Objective: Develop affordable housing where supply does not correspond to the needs of the greater community.
  - Use tenant rental subsidies to create true affordability for very low and low income households.
  - Utilize existing properties for affordable housing through rehabilitation and redevelopment.
- Serving very low income special needs populations is considered a high priority in any of the HUD defined categories.
  - Objective: Use funds to develop housing with associated services based on the needs of special needs populations.
  - Objective: Facilitate partnerships between housing and service providers at the local, regional and state levels.

Although elderly households at or below 50% and 30% MAI are a low and medium priority respectively, the frail elderly would be considered part of the special needs population and subsequently a high priority. Frail elderly are those elderly affected by 1 or more limits to Activities of Daily Living. Activities of Daily Living (ADL's) include difficulty in: bathing or showering, getting in/out of bed/chair, feeding oneself, getting around inside home, dressing, and toileting. Currently those numbers are not expected to be great. An analysis of the elderly housing needs conducted by Bruce C. Mayberry a few years ago for New Hampshire Housing and the Federal National Mortgage Association indicates that independent living with some supportive services such as congregate dining (at least 1 meal), heavy chore services and transportation is the highest need for elderly housing in the short term (next ten years). Independent living would typically serve elderly affected by 1 or more instrumental activities of daily living (IADL's) including preparing meals, light housework, shopping, heavy housework, managing money and using the telephone. As the "baby boomers" age, community-based supportive services for the frail elderly have become a high priority.

The medium priorities are:

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

The low priorities are:

- Develop and preserve affordable housing for moderate and low income elderly.
- Develop and preserve affordable housing for moderate and low income unrelated individuals.
- Assist in homeownership.

The amount of need exceeds availability of resources in all of the categories. Furthermore, funding sources, by regulation or competitive design often require that specific categories be targeted. Therefore, when there are opportunities to address the medium or low priority categories with other funds, it is necessary to be less restrictive with regard to consistency with the Consolidated Plan. Such is the case with the American Dream Downpayment Initiative, an addition to the HOME Investment Partnerships Program in with funding dedicated to the support of first time homebuyer activities among low income households. New Hampshire Housing Finance Authority will operate this program in New Hampshire.

### **How the Proposed Distribution of Funds Will Address the Identified Need**

The Action Plan describes the proposed distribution of funds. HOME funding not specifically dedicated to the American Dream Downpayment Initiative is earmarked for rental production and preservation. ESG funds frequently provide the financial support for the service portion where services are being provided in special needs housing. CDBG funds can be used to meet the high priority needs where the local municipal applicants identify those needs. The majority of CDBG funds are available to the municipalities in two categories, Economic Development for job creation and Housing and Public Facilities, all high priorities.

### **Proposed Affordable Housing Accomplishments**

The proposed accomplishments are estimated for the 5 year period of the Consolidated Plan based on past affordable housing creation (new construction or preservation) by all programs (funding sources). Subsidy levels, available equity, and available debt are assumed to be level for the period but adjusted for inflation based on the Consumer Price Index for shelter.

	Affordable Housing – All Programs	
<u>Income Range</u>	<u>Homeownership</u>	<u>Rental</u>
0-30% MAI	0	646
31-50% MAI	802	550
51-80% MAI	3,416	179
Totals	4,218	1,375

### **HIGH NEED COMMUNITIES FOR RURAL DEVELOPMENT 515 PROGRAM**

The following is a list of New Hampshire communities that have been designated by USDA Rural Development, New Hampshire office, for Section 515 New Construction applications. Those communities marked with an asterisk have been designated by USDA Rural Development, New Hampshire office, effective October 1, 2007, as having high need for multifamily rental housing assisted by federal housing programs that include rental assistance and are not covered by the HUD approved Consolidated Plan, specifically the Rural Development 515 program.

Acworth	Gorham	Northumberland
Allenstown*	Greenville	Northwood
Alstead	Hampton*	Nottingham
Alton	Hancock	Ossipee*
Andover	Hanover*	Pembroke*
Antrim	Haverhill	Peterborough
Ashland	Henniker	Pittsfield*
Barrington	Hillsborough	Plymouth*
Bartlett	Hooksett	Raymond*
Belmont*	Jaffrey*	Rumney
Bennington	Kingston	Rye
Berlin	Laconia*	Sandwich
Bethlehem	Lebanon*	Seabrook*
Boscawen*	Lee	Stratford
Bristol	Lincoln	Swanzey
Canaan	Lisbon*	Tamworth
Charlestown	Littleton	Thornton
Claremont	Loudon*	Tilton*
Colebrook	Marlborough	Troy
Conway	Meredith*	Wakefield
Danbury	Milford*	Walpole
Effingham	Moultonborough*	Warner
Epping*	New Ipswich*	Weare
Farmington*	Newmarket*	Whitefield
Franklin	Newport	Wilton
Gilford*	Newton*	Winchester
Goffstown*	Northfield*	Wolfeboro*

### **Needs of Public Housing**

Some of New Hampshire's Public Housing Authorities have been active as affordable housing developers utilizing HOME, CDBG, LIHTC and other resources. Due to their non-profit status and proven capacity, their project applications typically score favorably. Two seats on the Housing and Community Development Council are held by Executive Directors of PHAs, which ensures PHA consultation in consolidated planning. None of New Hampshire's PHAs is classified as "distressed" by HUD.

## Homelessness

New Hampshire will work to prevent and reduce homelessness over the next five years. Our strategic plan includes three primary objectives:

- Prevent homelessness whenever possible,
- House those who become homeless, as soon as possible, and
- Expand and enhance services through a coordinated statewide effort.

In order to achieve these objectives we will refine our process of determining gaps and needs over the next two years through the use of improved data collection and analysis.

New Hampshire is fortunate to be implementing a **Statewide Homeless Management Information System (HMIS)**. The HMIS will provide more reliable information regarding our count of homeless individuals, the chronically homeless, and families. It will also provide us with better information as to shelter and service usage. We will also continue to do a point-in-time count and use that information along with HMIS data.

Through HMIS, a statewide inventory of prevention/intervention resources and services will be developed and readily available. In addition it will provide shelter, transitional housing and supportive permanent housing data, making resource and service information readily available to all three Continuums of Care in the state so that we can continue to improve statewide coordination and planning.

There is a comprehensive network of Local Service Delivery Area (LSDA) systems located throughout the state as part of the Balance of State Continuum of Care (BOSCO) that facilitate movement of homeless individuals/families through components of the Continuum of Care. The LSDAs coordinate with one another through area meetings and work with the network of regional Community Action Programs (CAP) located in six field offices across the state. New Hampshire's CAPs have assumed a leading role in providing homeless prevention activities and they operate the state's Homeless Outreach/Intervention Program. In addition, they also manage a number of homeless shelters.

New Hampshire's system of providing assistance to homeless individuals/families includes outreach/intervention, emergency shelters, transitional housing programs, permanent and permanent supportive housing, and supportive services. Homeless people enter the network through multiple access points including self-referral, referral from shelters, CAP agencies, churches, welfare organizations, law enforcement agencies, health care providers, public housing agencies, and local government. Additionally, the state sponsors a Homeless Hotline (800) 852-3345 that provides a direct link to personnel at the Homeless Outreach/Intervention Program. Components within the Continuum are linked together through direct daily contact between outreach/intervention personnel and homeless providers. Information is provided daily from emergency shelters across the state on the availability of beds.

In our effort to prevent homelessness we plan to promote and establish long-term policies and programs to address the causes of homelessness by:

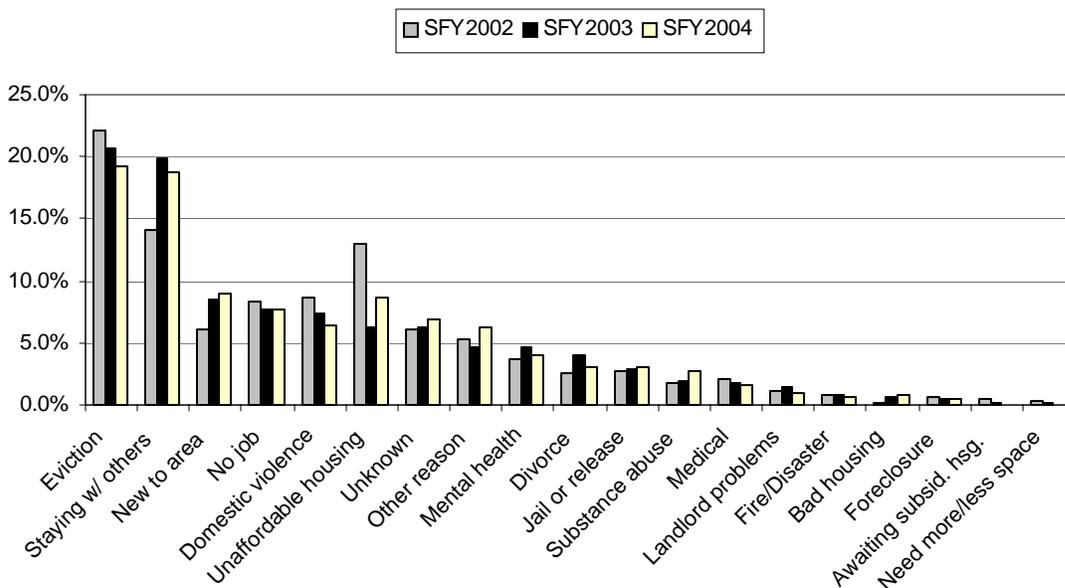
- Enhancing information and referral services, connecting people to services and resources as soon as possible.
- Increasing accessibility to prevention/intervention services through improved coordination and developing and distributing informational materials.

- Promulgating and implementing the State’s Discharge Planning Policy, working collaboratively with publicly funded institutions and systems of care to develop and implement functional discharge plans.

Emergency shelter is a temporary step, when homelessness cannot be prevented. We will provide shelter and access to services that will empower movement from homelessness to self-sufficiency. Intervention is offered in the form of transportation to shelters, medical assistance and/or information and referral. As part of the State’s HMIS implementation, standard intake information is being collected for all homeless individuals and families that enter the system by homeless agencies throughout the state. Once a homeless person is active in the system, they can complete a needs assessment to consider multiple factors including housing, employment, education, childcare, and medical and nutritional concerns. Homeless intake personnel also seek to determine any underlying mental health, physical and/or emotional disability needs, domestic violence, substance abuse or other issues that may impact the ability to obtain/maintain a permanent residence.

The assessment provides sufficient information to make appropriate referrals to homeless resources throughout the Continuum. The needs of each homeless individual/family are evaluated and intake personnel make every effort to secure resources sufficient to allow people to secure permanent housing and/or employment as quickly as possible. Many individuals and families enter the system as the result of having lost their homes for failure to pay rent/mortgage. This may occur because of illness, loss of employment, extreme housing cost, or a host of other reasons. Homeless people falling into this category are connected to local public housing agencies, are apprised of employment opportunities, and often referred to the local welfare offices and other services as deemed necessary.

### Causes of Homelessness in New Hampshire Chart



For those people who are not able to move directly from the shelter to permanent housing, the

Continuum supports transitional housing programs. Transitional housing programs offer services for 6-24 months depending on the program and the needs of the individuals/family. Transitional housing programs are designed for three distinct population groups: (1) families that require extensive skills in order to obtain/sustain permanent housing and employment; (2) people who suffer from alcohol and other drug addictions; (3) people determined to be homeless as the result of mental health, HIV/AIDS, disability and/or domestic violence. People in these programs are guided to service programs within the Continuum that offer training and educational opportunities, as well as extensive treatment and counseling services.

People leaving transitional housing frequently enter NH's system of permanent housing provided by local public housing authorities and other public and private housing providers. Public and private housing providers are important members of the LSDAs and serve as the conduit for federal housing subsidy funds that come into the state from HUD. They administer public housing and participate in the Section 8 certificate/ voucher program that many former homeless individuals/families access in order to maintain permanent housing.

People with traumatic brain injuries and people discharged from psychiatric units of hospitals, the chronically homeless and others not able to care for themselves are referred to the state's supportive housing network of programs that offer permanent housing in addition to treatment and supportive services. This network is integrally linked with the state's Community Mental Health centers. It is the goal of the supportive housing network of agencies to promote community integration on behalf of all residents.

In our efforts to house those who become homeless as soon as possible we plan to:

- Coordinate with key housing developers, local housing authorities, and New Hampshire Housing, and local providers to access funding and resources to develop and/or access affordable housing over the next three years.
- Develop creative mechanism(s) to encourage landlords to rent to persons transitioning from homelessness (in addition to our Housing Security Guarantee and Rental Guarantee programs).
- Continue to educate homeless families and property owners about our Housing Security Guarantee and Rental Guarantee Programs as well as supportive service programs available to them.

In our effort to expand and enhance services through a coordinated statewide effort we plan to implement the Ten Year Plan to End Homelessness that is soon to be finalized.

### **Priorities**

The qualitative criteria used to develop the priority list for unmet homeless needs included:

- A review of the relative needs among the region's homeless populations;
- A review of vulnerability of various population groups, including a review of the age, disability, treatment needs, and other criteria that apply to the region;
- A review of the various homeless groups that are currently not served, and the development of a comparison between housing resources currently in place versus apparent needs identified;

- Determination of whether needs are growing and the development of an estimate of the timeframe needed to begin meeting needs;
- Review of information provided by treatment facilities, police and welfare reports and referrals.

**Our highest priority is prevention** although it is not listed in Table 1A. With heating bills skyrocketing, keeping people housed rather than re-housing them once they are homeless is of great importance.

We list our priorities as follows:

1. Prevention (High)
2. Permanent Housing (High)
3. Transitional Housing (Medium)
4. Seasonal (Winter) Emergency Shelter (Medium)

Our sub-population priorities are:

1. Seriously Mentally Ill (High)
2. Chronic Substance Abuse (High)
3. Youth (High)
4. Chronically Homeless (Medium)
5. Victims of Domestic Violence (Medium)
6. Veterans (Medium)
7. Persons With HIV/AIDS (Low)

NH BALANCE OF STATE CONTINUUM OF CARE – LONG-TERM GOALS

GOAL	ACTION STEPS
<p><b>Goal 1: Expand housing opportunities for homeless individuals and families</b></p>	<ul style="list-style-type: none"> <li>• Continue to educate homeless families and property owners about the State’s Housing Security Guarantee Program and Rental Guarantee Program each year.</li> <li>• Evaluate existing Emergency Shelter and Transitional Housing programs for need, regional demands, and for opportunities to convert some programs to permanent supportive housing over the next three years.</li> <li>• Coordinate with key housing developers, local housing authorities, and New Hampshire Housing to work in cooperation with the Balance of State Continuum of Care (BOSCOC), Local Service Delivery Areas (LSDAs), and local providers to access appropriate resources on an ongoing basis.</li> <li>• Develop creative mechanism(s) to encourage landlords to rent to persons transitioning from homelessness within two years.</li> </ul>
<p><b>Goal 2: Maintain and expand existing affordable housing resources</b></p>	<ul style="list-style-type: none"> <li>• Create six additional units of housing for low-income families within three years.</li> <li>• Create additional units of affordable housing around the state in collaboration with communities over the next four years.</li> </ul>
<p><b>Goal 3: Maintain and expand supportive services available to homeless individuals, youth, and families</b></p>	<ul style="list-style-type: none"> <li>• Create marketing and informational materials to improve coordination of services and create a directory of services to be made available to homeless within one year updating it on an ongoing basis.</li> <li>• Conduct periodic (biannual) CoC-wide client satisfaction surveys.</li> </ul>
<p><b>Goal 4: Prevent homelessness by promoting and establishing long-term policies and programs to address causes of homelessness</b></p>	<ul style="list-style-type: none"> <li>• Promulgate and implement the State’s Discharge Policy over the next three years ensuring that all publicly funded institutions and systems of care develop discharge plans to prevent discharges to homelessness whenever possible.</li> <li>• Review and enhance State shelter rules as necessary within three years.</li> <li>• Enhance information and referral services, connecting people to services and resources as soon as possible.</li> <li>• Increase accessibility of prevention/intervention services by 2008.</li> </ul>
<p><b>Goal 5: Expand outreach to chronically homeless individuals as needed in the future in conjunction with the Ten Year Plan to End Homelessness</b></p>	<ul style="list-style-type: none"> <li>• Develop Outreach subcommittee of the BOSCOC in 2006.</li> <li>• Seek financial resources to increase number of outreach workers available to conduct targeted outreach to chronically homeless individuals on an ongoing basis.</li> <li>• Educate public/businesses/service agencies about needs of homeless/chronically homeless individuals every year.</li> </ul>

	<ul style="list-style-type: none"> <li>• Compile client satisfaction surveys to learn barriers and successes to strong outreach to chronically homeless individuals periodically.</li> <li>• Continue to train (each year) funded and non-funded case managers and outreach workers to utilize the HMIS system as a means to enhance data collection and overall understanding of needs of chronically homeless presently and as the Ten Year Plan to End Homelessness is implemented.</li> <li>• Identify new strategies for conducting outreach and education to persons living with HIV/AIDS who are reluctant to disclose their HIV status and therefore not access available services on an ongoing basis.</li> </ul>
<p><b>Goal 6: Continually increase and enhance services, including accessing mainstream resources, available to chronically homeless individuals</b></p>	<ul style="list-style-type: none"> <li>• Train HOIP/PATH outreach workers and other staff regarding changes to federal policy and programs including Medicaid Plan D, prescription coverage and dual eligibility. Training to occur yearly as regulations are implemented.</li> <li>• Increase dissemination of information regarding available services (such as immunizations) to all outreach workers and other homeless providers.</li> <li>• Evaluate case management at homeless shelters to assess capacity and needs each year.</li> <li>• Increase prevention/intervention services to reduce seasonal (winter) increases in shelter bed demand for the 2008/2009 biennium.</li> </ul>
<p><b>Goal 7: Reduce the number of chronically homeless individuals by 10% a year by developing appropriate housing</b></p>	<ul style="list-style-type: none"> <li>• Conduct additional point-in-time street counts/shelter counts to assess the needs of the chronically homeless and other special populations at least biannually.</li> <li>• Create six additional units of permanent housing within three years.</li> <li>• Conduct outreach to chronically homeless individuals and work to ensure access to Shelter Plus Care units by chronically homeless individuals.</li> </ul>
<p><b>Goal 8: Create BOSCOC’s first Safe Haven to specifically address unique needs of rural chronically homeless Individuals</b></p>	<ul style="list-style-type: none"> <li>• Research existing best practices and approaches regarding housing options for chronically homeless individuals in rural communities by 2006.</li> <li>• Seek financing and technical assistance from New Hampshire Housing through its special needs program on an ongoing basis.</li> </ul>
<p><b>Goal 9: Adopt formal Ten Year Plan to End Homelessness</b></p>	<ul style="list-style-type: none"> <li>• Finalize, produce and circulate final report in 2006.</li> <li>• Implement recommendations and strategies in ten year plan over the next five years.</li> </ul>
<p><b>Goal 10: Continue to refine a process for assessing gaps and needs</b></p>	<ul style="list-style-type: none"> <li>• Establish and implement a timeline for gaps analysis improvement process by 2007.</li> <li>• Utilize HMIS data in analysis and planning quarterly over the next five years.</li> <li>• Ongoing evaluation of progress as data reliability and availability continues to improve.</li> </ul>

## Non-Housing Community Development Needs

The Community Development Block Grant Program is the primary federal funding source in New Hampshire available at the municipal level to meet non-housing community development needs. An analysis of its goals and practices provides the most useful basis for prioritizing these non-housing needs over the near term. In addition, trends in employment in the state shed light on the economic needs.

### Priorities

The overall goals of the New Hampshire CDBG Program is to provide housing, public facilities or employment opportunities primarily to low and moderate income persons or households. The state has also adopted and incorporated the federal statutory goal to provide decent housing and a suitable living environment and expanding economic opportunities, principally for low and moderate income persons and to promote projects and activities that address the following national objectives:

- Direct benefit to low and moderate income persons or households
- The prevention of slums and blight, and:
- The elimination of conditions which seriously and immediately threaten the public health and welfare.

As a part of the administration of the New Hampshire CDBG Program, CDFA has also adopted longer term objectives in order to encourage projects and activities which:

- Solve community development problems with long term benefit and innovative solutions;
- Provide direct benefits in the form of improved housing, public facilities and employment opportunities to low and moderate income individuals and households;
- Promote successfully raising or matching dollars and resources from public and private sources;
- Fund needed projects for which other public or private programs or sources of funds are not otherwise available;
- Prevent or eliminate slums and blight;
- Serve to implement a long-range community development strategy or plan and conform to the municipality's master plan and related ordinances, and;
- Preserve and protect historically and culturally valuable structures and sites.
- Enhance the capacity of the network of regional economic development organizations.

In order to address the objectives identified above, and to respond to emerging problems and opportunities, CDFA will pursue the following short-term non-housing community development priorities:

- |                        |               |
|------------------------|---------------|
| • Economic Development | High Priority |
| • Housing              | High Priority |

• Water Facility	High Priority
• Sewer Facility	High Priority
• Childcare Facilities	High Priority
• Transitional Housing Facilities	High Priority
• Regional Economic Development Capacity	High Priority
• Center Facility	Medium Priority
• Other Public Facility	Medium Priority
• Removal of Architectural Barriers	Medium Priority
• Streets	Low Priority
• Flood and Drainage Facility	Low Priority
• Public Services	Low Priority

### Basis for Priorities

Priority non-housing community development needs are identified based on an assessment of needs as demonstrated through previous CDBG applications, public hearings, economic data and other public input. The following non-housing community development activity categories and aggregated grant requests were identified by an assessment of applications requesting assistance in 2003 and 2004.

• Center Facilities (day care facilities, senior centers and community centers)	\$ 4,344,568
• Water Facilities	\$ 950,000
• Sewer Facilities	\$ 1,987,172
• Removal of Architectural Barriers	\$ 190,000
• Planning, Acquisition and Relocation	\$ 3,196,505

Applications for Economic Development grants were not included in the above analysis but continue to be identified as a high priority non-housing development need.

A similar analysis of funded CDBG projects from 2003 through 2004 indicated funding in the following proportions:

• Economic Development	53%
• Housing	37%
• Public Facilities	9%
• Planning	1%

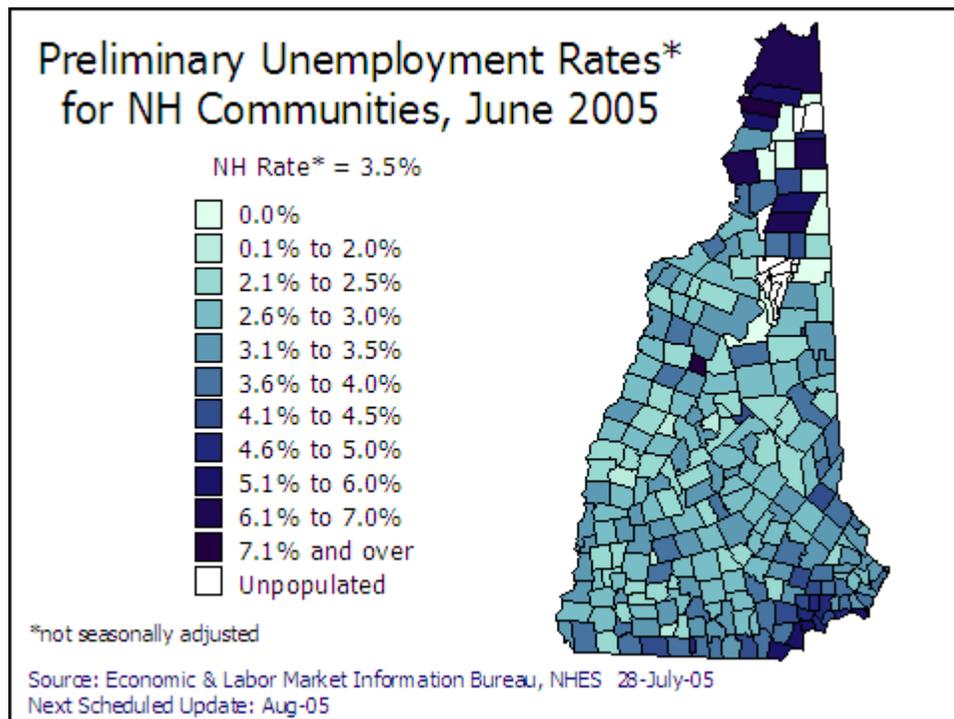
**Priority:** *Assist Economic Development Activities*

**Objectives:**

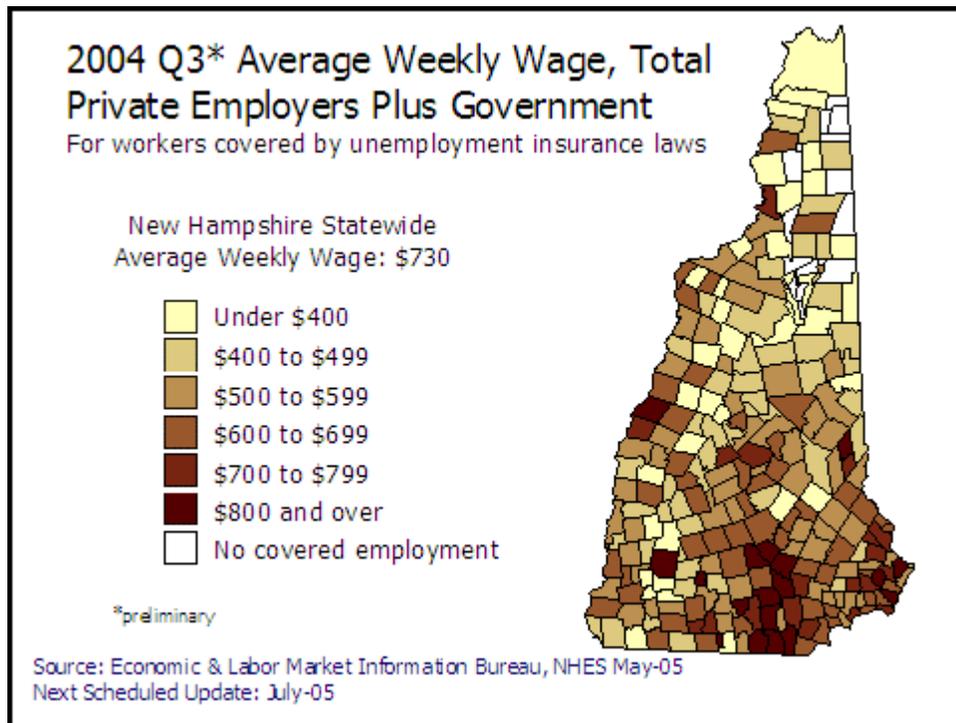
The employment picture has changed somewhat over the years, and presently shows a downward trend, although the rate is still considerably higher than at the time the last Consolidated Plan was formulated.

	Record Low 4/87	2000	2001	2002	2003	2005	June 2005
NH Unemployment Rate	1.9%	2.6%	3.4%	4.5%	4.5%	3.8%	3.5%

The statewide rate is not fully indicative of the situation, since pockets of much higher unemployment exist in certain areas of the state. Historically the North Country counties of Coös, Carroll and (northern) Grafton County have suffered from endemic high unemployment and low wages. This is also true of the western counties of Sullivan and Cheshire, the seacoast and other pockets of economic disadvantage within the state. The following diagram shows the relative unemployment pattern throughout New Hampshire in June 2005, which is reasonably consistent with the pattern over a much longer period of time:



Similar disparities exist with respect to average weekly earnings:



While these figures only cover the third quarter of 2004, they are reasonably representative of the pattern over a considerably longer time period. Even in areas where unemployment does not exceed the state average, such as Carroll County, average weekly wages are low as a result of the pattern of employment in the area, primarily in the retail sales and seasonal.

These factors cause continued emphasis on job development in disadvantaged areas and creation of higher-paying jobs in less afflicted areas to continue to be a high priority in the deployment of CDBG funds. In particular, the creation and retention of jobs with high quality benefits are a priority. Proposals for changes to scoring rules for economic development applications are now in process and have as a major thrust the award of higher point scores to projects in disadvantaged areas and those that involve employers that offer better employee benefits

The following are objectives being pursued by CDFA to address these issues.

- Provide technical and financial assistance to regional development corporations to foster the development of worthy projects that provide competitive wages and salaries and create permanent rather than temporary or seasonal jobs.
- Continue to provide a significant portion of CDBG funds as an economic development set aside in order that applications for projects may be processed year-round to take advantage of immediate opportunities.
- Coordinate CDBG activities with the efforts of state level economic development agencies, including the Department of Resources and Economic Development, the

Business Finance Authority, and federal level agencies, including EDA and Rural Development.

**Priority:** *Assist the Development, Improvement, and/or Expansion of Public Facilities*

**Objectives:**

As federal resources continue to shrink New Hampshire communities are increasingly hard pressed to provide basic infrastructure and community facilities. Compounding the problem are federal mandates for improvements. While considerable progress has been made over the past five years, compliance with the provisions of the Clean Water Act and the Safe Drinking Water Act continues to be a major problem for many of the state's municipalities. Objectives aimed at helping to address these problems include the following:

- Continue to set-aside a portion of CDBG funds for emergency grants in order to respond year-round to problems that pose immediate threats to public health and welfare where no other funds are available.
- Continue to set-aside a portion of CDBG funds for two feasibility grant-rounds per year that lead directly to addressing public facility needs.
- Continue to coordinate infrastructure projects with the Department of Environmental Services and USDA Rural Development principally to insure CDBG funds are used for high priority projects.
- Continue to encourage infrastructure improvements that directly support economic development and job creation.
- Continue to fund community center/facility projects that meet high priority local needs such as day care centers and homeless shelters.

**Priority:** *Assist with Other Locally Identified Community Development Activities*

**Objectives:**

With the passage of the Americans with Disabilities Act and the aging of their populations, many local governments have a heightened awareness of the need to provide access to municipal facilities and programs. This can be a difficult and costly undertaking in New England due in part to the age of the buildings and the often historical nature of their architecture.

- Continue to encourage handicapped improvements to public buildings
- Continue to support the cost of planning access to municipal facilities and programs (Section 504 of the Rehabilitation Act of 1973) with the administrative funds that accompany each grant.

## **Barriers to Affordable Housing**

The lack of an adequate, balanced supply of housing in New Hampshire not only creates a hardship for those at middle and lower income levels, it poses a threat to the state's economic health and future. Addressing this issue requires that a broad range of individuals, organizations and public officials become engaged in efforts to change attitudes towards housing development.

New Hampshire Housing's Housing Awareness Project was designed to provide concerned citizens and public officials with information on the state's housing needs and conditions and on the factors which contribute to these circumstances. The intent of this effort is to foster improved understanding of our state's housing challenge and encourage actions at the local, regional and state levels which will help expand the supply of housing available to all of our state's citizens. Through the Housing Awareness Project, New Hampshire Housing has devoted substantial resources (acting independently or in concert with partners) to develop an array of critical education tools regarding the state's housing needs and potential responses. This element of the project has had some success and the Authority has also been a key player in the development of the Workforce Housing Council, an emerging statewide housing advocacy and information resource. During the next five years, the Housing Awareness Project will focus on increased proactive outreach to local officials, employers, and opinion leads regarding the workforce housing issue. These activities will be implemented in partnership with the Workforce Housing Council and Regional Housing Coalitions and will focus on efforts to exploit existing resources/tools with special emphasis on direct work with local planning boards and regulatory bodies. Continued development of certain critical technical resource tools and expanded training of housing advocates in their use are also anticipated.

New Hampshire's Analysis of Impediments To Fair Housing (see Appendix A), originally written in 1996, was updated in 2004. The update was researched and written by the Fair Housing Project of New Hampshire Legal Assistance under contract with New Hampshire Housing. The recommendations made in Part V of the report are being followed, and progress on these tasks will be reported annually in the Consolidated Annual Performance Evaluation Report.

## **Lead-Based Paint Hazards**

HUD's most recent lead-based paint regulation, Requirements for Notification, Evaluation and Reduction of Lead-Based Paint Hazards in Federally Owned Residential Property and Housing Receiving Federal Assistance, 24 CFR 35, became effective on September 15, 2000. This regulation consolidated all of the Department's formerly-existing lead regulations in one part of the Code of Federal Regulations, and implemented the new requirements, concepts, and terminology established by the Residential Lead-Based Paint Hazard Reduction Act of 1992. Housing activities funded through HOME, CDBG, and ESG are included within the requirements of the regulation. The requirements of the regulation fall into the categories of notification, lead hazard evaluation, lead hazard reduction, ongoing maintenance, and response to children with environmental intervention blood lead levels. The extent of these requirements in each program is driven by the type, amount, and duration of federal assistance. Clearance testing to make certain that lead dust hazards aren't left behind after painting or renovation activities is almost universally required.

Although new construction has become a more common means of affordable rental housing production than rehabilitation, some residential rehab work funded by HOME and/or CDBG continues to be done, and all such activities are carried out in compliance with 24 CFR 35.

New Hampshire Housing has recognized the importance of other potential health threats which can be housing-based, and has actively participated on the Housing Committee of the Asthma Regional Council of New England and the Indoor/Outdoor Environment Committee of the NH Asthma Program Advisory Group. Participation in both of these efforts has helped bring free training by experts to New Hampshire architects, contractors, developers, community development staff and public housing authorities in design and construction strategies which prevent moisture and indoor air quality problems. It is anticipated that continued participation with these groups will help bring additional training resources in state of the art design and building techniques to New Hampshire.

### **Anti-Poverty Strategy**

It is anticipated that activities undertaken to meet objectives and priorities discussed herein shall have individual and combined effects of creating stable housing and employment opportunities for households empowering them to reach their own self-sufficiency goals.

Compared to the U.S. average and rates in other states, the poverty rate in New Hampshire is low. However, larger percentages probably live in poverty-like conditions in New Hampshire because of relatively high housing costs and other costs of living.

**Priority:** Reduce the number of households living in poverty and those living in poverty-like conditions.

**Objectives:** Increase the number of opportunities for decent and affordable housing for very low income households through new development of affordable housing and preservation of existing affordable rental housing.

Continue to improve upon mechanisms to increase the incomes of very low income households through job creation and retention.

Increase opportunities for transitional and permanent supportive housing projects.

Emphasize homeless prevention activities to break the cycle of homelessness or prevent it altogether.

## Institutional Structure

In order to carry out this strategy for assistance, specific needs have been identified with respect to the delivery system. In response, the following priorities and objectives have been formulated.

**Priority:** Improve the technical skills of the nonprofit sector.

**Objective:** Facilitate the development of staff skills to meet the challenges of organization missions through the provision of training or financial assistance for attending training programs.

Improve communication on programs and resources available from resource providers.

Facilitate peer technical assistance networks.

**Priority:** Coordinate the use of public and private operating assistance resources for non-profits and improve the reliability of these resources to support technical and capacity development.

**Objective:** Coordinate the goals of the various operating assistance programs.

Provide a stable source of operating funds for non-profits.

**Priority:** Facilitate creative partnerships between public and private, for-profit and nonprofit entities.

**Objective:** Provide opportunities for discussion of common goals and areas of expertise.

## Coordination

### Strategy

To comprehensively serve needs of low-income households in New Hampshire limited public resources shall focus on providing the following comprehensive array of services and opportunities:

- prevention of homelessness
- shelter and transitional housing and services for homeless
- permanent affordable housing opportunities for renters
- assistance for home purchases among potential first time home buyers
- preservation and improvement of existing low-income housing
- linkages of services with housing assistance
- development and support of public facilities and infrastructure to improve delivery of services and opportunities for housing and commercial development
- retention and development of employment opportunities

- development of the delivery system capacity and structure to deliver such services and opportunities.

**Institutional Framework**

The following table describes the responsibilities of the three major statewide entities in facilitating efforts under these goals.

<p>Office of Homeless, Housing and Transportation Services</p>	<p>Develop and implement programs responding to the needs for homeless prevention and assistance. This shall include development of a statewide continuum of care response to these needs coordinated with a ten year plan to end homelessness.</p> <p>Coordinate statewide service responses to special needs populations including the developmentally disabled, mentally ill and others.</p> <p>Facilitate the development and coordination of service delivery networks.</p>
<p>New Hampshire Housing</p>	<p>Develop and implement programs responding to the needs for permanent and transitional housing opportunities including rental, ownership and owner assistance opportunities.</p> <p>Facilitate the coordination of services with affordable housing development and the delivery of tenant assistance.</p> <p>Facilitate the development and coordination of housing and service delivery networks</p>
<p>New Hampshire Community Development Finance Authority</p>	<p>Develop and implement programs to respond to economic development, community development and permanent housing needs as identified by local communities.</p> <p>Facilitate the coordination of delivery networks and community development</p>

Other institutions operate programs and/or undertake efforts to further support these goals. Such institutions include:

- nonprofit service agencies, nonprofit housing developers, and nonprofit community development organizations,
- for-profit housing development and management companies,
- other state agencies and statewide organizations including the Department of Health and Human Services, and the Business Finance Authority,
- county and local governments and government agencies including local housing authorities,
- regional planning agencies,
- nonprofit charitable and loan fund organizations such as the NH Community Loan Fund and the New Hampshire Charitable Foundation,
- banks, lenders and consortia of these including the Northern New England Housing Investment Fund.

Implementation of specific activities supported by the three core statewide agencies are initiated primarily by local or regional organizations and local governments. It is these local actors that best define the specific needs, responses and timing of activities to make communities more livable, better functioning and more attractive. The three statewide resource providers typically offer funding programs that are flexible enough to respond to local proposals yet define specific types of needs to be addressed in accordance with the overall coordination of roles among themselves as described in the above table.

Coordination among the three major resource providers therefore is undertaken in the following areas:

- identification of major types of needs and responsibilities for programmatic responses to them
- facilitating the coordination of resources available to address multiple needs within single projects (e.g. housing/commercial development projects, transitional/permanent housing project),
- coordinating and guiding the development of service and development delivery organizations.

### **Address the Needs of Public Housing**

Some of New Hampshire's public housing authorities have been active as developers of additional affordable housing utilizing HOME, CDBG, LIHTC, and other affordable housing resources. For a number of reasons including their non-profit status and well-established management capacity, they compete favorably for resources and are welcome applicants. The makeup of the Housing and Community Development Planning Council includes two Executive Directors of public housing authorities. None of New Hampshire's public housing authorities is designated by HUD as troubled, therefore a specific plan to assist troubled housing authorities is not required in this document

## Resource Coordination

The types and amounts of resources available to achieve these goals are very difficult to predict with any accuracy. It is assumed that some form of federal assistance will be available to respond to homeless, permanent housing, and community and economic development needs in each of the next five years. Generally the following responsibilities for administration of federal housing formula resources will be maintained:

- administration of homeless and special needs assistance resources from federal formula funds will continue to be the responsibility of the Office of Homeless, Housing and Transportation Services,
- administration of federal formula resources for permanent and transitional housing development and tenant rental assistance will continue to be the responsibility of the NH Housing, and
- administration of federal formula grant resources for community development will continue to be the responsibility of the New Hampshire Community Development Finance Authority

If the current delineation of federal formula grants (ESG, HOME, and CDBG) available to the state is changed (reflecting a new combination of uses) or if any one resources is significantly altered in its focus, OHHTS, NHH, and NHCDFFA shall develop a plan for their administration that considers each entity's expertise and constituencies.

## Low-income Housing Tax Credit Use

The NHHFA administers the LIHTC program. Coordination of LIHTC therefore is facilitated by the fact that NHHFA also administers several other major resources for affordable housing development including HOME.

**Priority:** Enhance the coordination and use of LIHTC.

**Objectives:** Update the LIHTC Allocation Plan as necessary to reflect the assessment of needs and establishment of priorities for assistance as determined in the Consolidated Plan

Provide a single application for multiple NHHFA-administered development resources in electronic format

Enhance opportunities for use of LIHTC in small projects

## Performance Measurement

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

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

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

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

Specific Objective #	Specific Annual Objectives	Sources of Funds	Performance Indicators	Expected Annual Number
<b>SL-1 Accessibility of Suitable Living Environment</b>				
SL-1.1	Address the need for suitable living environment for homeless households by providing access to emergency shelter.	ESG CDBG	1) Number of homeless persons given emergency and transitional shelter.	6,000
SL-1.2	Improve the living environment of homeless individuals and households by providing essential services	ESG	1) Number of homeless persons assisted with essential services.	3,000
SL-1.3	Address the need for suitable living environment for low and moderate income households by providing access to infrastructure water/sewer improvements.	CDBG	1) Number of persons served by improved water service. 2) Number of housing units provided improved sewer systems.	973 6
<b>DH-2 Affordability of Decent Housing</b>				
DH-2.1	Address the need for affordable decent housing for low and moderate income households by financing the rehabilitation and preservation and production of new affordable rental housing.	HOME CDBG	1) Number of units of affordable rental housing developed or rehabilitated. 2) Number of years of affordability. 3) Number of units occupied by elderly. 4) Number of units designated for chronically homeless. 5) Site work and infrastructure in support of housing.	104 20-30 76 0 0 49



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EO-3.3	Enhance the accessibility of economic opportunity by providing access to child care for low and moderate households.	CDBG	1) Provide new childcare facilities for low-mod income households.	146
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## 2006 Action Plan

### Introduction

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

In addition to published invitations to review the draft 2006-2010 Consolidated Plan including the 2006 Action Plan, a public hearing was held on September 29, 2005 as well.

### A. HOME Investment Partnership Funds

#### 1. Distribution of Funds and Assistance Goals

The federal allocation of HOME funds to the state for fiscal year 2006 is \$4,839,980 including \$98,867 in American Dream Downpayment Initiative (ADDI) funds. The cities of Manchester and Nashua receive additional allocations directly from HUD. HOME investment will be matched in accordance with regulatory requirements. Match will be generated primarily from New Hampshire Housing and private investment of resources that are leveraged by HOME investment in multifamily projects. Up to 10% of the allocation excluding ADDI may be used for administrative costs. The following initiatives are planned.

##### a. Rental Housing Development

New Hampshire Housing will operate a rental housing development program to provide nonprofit and for-profit developers and owners with access to acquisition and/or rehabilitation assistance with HOME funding. New Hampshire Housing, in its discretion may sub allocate funds under this program to a municipality with demonstrated capacity to undertake a similar program. This initiative is described as follows.

- The entire 2006 allocation excluding ADDI will be used to support rental housing development activities.
- Nonprofit and for-profit entities are eligible applicants. A minimum of 15% of the total HOME allocation excluding ADDI will be reserved for CHDO's through their rental housing development activities.
- Up to 25% of the rental housing development funds shall be used for projects meeting the needs of housing for families and persons with special needs sponsored by nonprofit entities. These funds are intended to be blended with other New Hampshire Housing funds.
- New Hampshire Housing will directly administer all funds allocated to rental housing development (with the exception of any sub allocation).
- \$1,000,000 in rental housing development funds will be set aside as subsidy for non-competitive award to large scale rental production projects financed by NH Housing with

bonds and 4% Low Income Housing Tax Credits. These funds will be reserved for family projects for the first nine months of the program year, after which any remaining set aside funds could be utilized for senior housing projects.

- New Hampshire Housing shall implement program rules that, at a minimum, shall ensure that all applicable federal regulations are met.
- Applications, except those for the Special Needs Housing Program below, will be accepted two times per year in accordance with the following schedule:

<u>Round</u>	<u>Application Deadline</u>	<u>Funds Allocated</u>
1	February 3, 2006	Up to one half of competitive rental housing allocation
2	June 30, 2006	Up to one half of rental housing allocation and any unused, returned or additional HOME funds available for the program year.

- Applications received in the February and June rounds shall be reviewed and approved with associated Low Income Housing Tax Credit applications. Nonprofit and for-profit entities are eligible applicants.
- In order to limit the amount of additional over 55 age restricted affordable housing developed in New Hampshire, a limit of \$450,000 in Low Income Housing Tax Credits for over 55 age-restricted housing is being established as a set-aside this year.
- Applications for the Special Needs Housing Program funds will be accepted two times per year in accordance with the following schedule:

<u>Round</u>	<u>Application Deadline</u>	<u>Funds Allocated</u>
1	March 31, 2006	Up to 75% of Special Needs Housing allocation
2	September 30, 2006	The remainder of the set-aside.

- Review and approval of Special Needs Housing Program funding requests will be coordinated with other New Hampshire Housing-administered housing development resources and the State CDBG Program.
- All applications will be reviewed with consideration of the appropriate strategic priorities and funding availability.
- Projects meeting the needs of housing for families and persons with special needs will receive priority.
- All rental units assisted by HOME must be occupied by households that have incomes at or below 60 percent of the median income for the area, as determined by HUD with adjustments for smaller and larger families.
- All rental housing supported with HOME funds shall, where feasible, provide for a minimum of a 20-year commitment to targeted groups. Furthermore, programs proposing to commit to terms beyond the minimum requirements shall be given priority.
- Projects shall be required to maintain the specified commitment period independent of the status of the original financing. Transfers of property are allowable to parties willing to maintain the respective commitment to affordable housing. Failure to maintain the specified commitment to affordable housing shall constitute a default under the project mortgage and regulatory agreement.

- Funding can be provided to viable proposals in any area of the state where needs are demonstrated. In communities that receive a direct allocation of HOME funds from HUD, New Hampshire Housing shall provide assistance to projects only when local programs do not address the specific need identified, or if local HOME funds are insufficient to support the proposed development.
- An amount up to 5% of the total HOME allocation may be provided in the form of operating assistance grants to qualified Community Housing Development Organizations. Approximately 3 CHDO's may receive operating assistance grants.
- Pre-development/feasibility loans may be made to qualified CHDOs that receive a reservation of HOME funds from New Hampshire Housing. The total amount of these loans shall not exceed 10% of the total amount of funds reserved for CHDOs.
- Approximately 70 rental housing units will receive funding commitments during the year.

b. Home Ownership Assistance

Up to 1/3 (33%) of the HOME Allocation excluding ADDI has previously been made available to assist homeowners through rehabilitation of their property. Due to a shortfall in subsidy dollars necessitating the use of \$1,000,000 in HOME funds to operate the New Construction and Housing Preservation Program and the Rental Production Program, the single family rehabilitation program has been suspended until further notice.

c. Home Acquisition

1) American Dream Program

New Hampshire Housing anticipates assisting approximately 9 low income first time homebuyer households with closing cost and down payment assistance. Assistance will be provided in the form of a program loan secured by a non-amortizing, non-interest bearing Note and Mortgage with a term of ten years. The balance will become due and payable if the property is no longer occupied as the borrower's primary residence at any time while said Note and Mortgage are in force. Low income for this purpose is defined as meeting the HUD low income (80% MAI) limits adjusted for family size and area. Program funds will pay mortgage insurance in full as well as other closing and down payment costs as needed. Relief from monthly mortgage insurance premiums as well as subsidy of other closing and downpayment costs will enhance housing affordability and allow low income households better access to a competitive housing market. A total of \$98,867 in FFY 06 ADDI funds will be available this year. Assistance will be distributed based upon need, first come, first served. Borrowers must meet all requirements of and be obtaining a first mortgage through New Hampshire Housing's Single Family Mortgage Program, and be first time homebuyers as defined in American Dream Downpayment Initiative Interim Rules. The program will be operated in accordance with HFA:324, American Dream Program Rules (see in Appendix A).

Plan to identify suitable buyers/qualifying buyers:

New Hampshire Housing operates a comprehensive, HUD approved home buyer education program targeted to low and moderate income first time home buyers. Relationships exist

statewide with a network of housing service providers, including non-profit housing developers, local housing authorities, credit counselors and the Community Action Programs.

Aspects of the program that will help identify suitable buyers for ADDI include:

- First Time Home Buyer Seminars offered at locations throughout the state (approximately 60 per year.)
- Individual counseling designed to help people who need one-on-one guidance in order to become mortgage ready. This is offered through partners in the local community, such as Consumer Credit Counseling Services, and local non-profit housing providers such as Neighborhood Reinvestment affiliates. Many of these are located in inner-city areas with larger immigrant populations.
- New Hampshire Housing currently administers a counseling program to help Housing Choice Voucher holders prepare for home ownership.
- Participants in the FSS program who identify home ownership as one of their goals receive counseling targeted to their needs.
- The Home of Your Own Program provides home ownership counseling focused on addressing the needs of persons with disabilities.
- New Hampshire Housing mortgages are originated through a network of participating lenders. These lenders are experienced in dealing with the low and moderate income population served by regular New Hampshire Housing programs, and in the past they've enthusiastically embraced new programs like the Housing Choice Voucher Assisted Mortgage that help lower income buyers.
- Applications for ADDI funds will reviewed by a New Hampshire Housing underwriter with direct experience in the administration of specially targeted homeownership programs .

Outreach to residents and tenants of public housing and manufactured housing:

The Home Ownership Division of New Hampshire Housing has worked directly with local PHAs to identify and educate clients and help them purchase homes since the counseling program began in 1985. This process was enhanced when New Hampshire Housing developed the Housing Choice Voucher Assisted Mortgage loan for voucher holders. As with all of New Hampshire Housing's targeted programs, local PHAs will receive information about ADDI that will help them identify potential recipients and refer them for further screening and program information.

In regard to manufactured housing, the Home Ownership Division of New Hampshire Housing has a close working relationship with the New Hampshire Community Loan Fund's Manufactured Housing Division. NHCLF has successfully assisted residents of 71 manufactured housing parks in New Hampshire accomplish cooperative ownership, and has begun developing new parks as well. Additionally, they have extensive contact with the residents of the other parks within the state, so we will publicize the American Dream Program through their established network through notices, newsletter articles, and other means.

Policy on Manufactured Housing:

New Hampshire Housing currently offers financing for the purchase of manufactured homes through its regular mortgage program. This applies to single and double wide units located on their own land or in a manufactured home cooperative. Homes must be manufactured in accordance with the National Manufactured Housing Construction and Safety Standards Act of 1974, and Home Investment Partnership Programs Rule 92.251(a) (4.)

- A) HOME Recapture Provisions applicable to the American Dream Program – In the event of sale of the property prior to full forgiveness of the loan at the ten year anniversary, American Dream Program assistance must be repaid from net proceeds of the sale. Net proceeds are the selling price minus the seller’s closing costs and repayment of loans other than American Dream Program funds. Net proceeds will be distributed in the following order:
- (i) The home owner may recover the amount of their down payment and any capital investment made since purchase;
  - (ii) The American Dream program loan will be repaid. If proceeds from the sale are insufficient to pay the loan in full, any unpaid balance will be forgiven;
  - (iii) Funds remaining after the full repayment of the loan shall accrue to the home owner’s equity payment.

d. HOME Tenant Based Rental Assistance

New Hampshire Housing may use up to \$1.2 million in HOME funds to provide Tenant Based Rental Assistance as needed to supplement Section 8 Housing Choice Voucher Program funds. Funds spent on this activity will directly reduce funds available for the rehabilitation of single family homes as outlined in *Section A 1. b. Home Ownership Assistance* above. HOME-funded Tenant-Based Rental Assistance will be used to allow New Hampshire Housing to serve households who would be denied assistance due to funding constraints.

All aspects of program design and operation including but not limited to eligibility, tenant selection, use of preferences, contract terms, portability of assistance, rent reasonableness, tenant protections, housing quality standards, payment standards, etc. shall be administered in a manner consistent with New Hampshire Housing’s applicable Annual PHA Plan and Housing Choice Voucher Program Administrative Plan as well as HOME Tenant Based Rental Assistance regulations. Tenant households will be enrolled in HOME TBRA if their calculated per unit cost for the Section 8 Housing Choice Voucher Program is above the frozen per unit cost as adjusted by HUD.

## 2. HOME Other Forms of Investment

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

## 3. HOME Affirmative Marketing

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

### a. Minority and Women Business Outreach Plan

New Hampshire Housing shall establish and carry out a minority and women owned business outreach program to enhance the participation of women and minorities and entities owned by women and minorities in the HOME program. The following types of firms and expertise shall be included without limitation to other types of services needed: real estate firms, underwriters, accountants, management firms, financial institutions, investment banking firms, appraisal firms, providers of legal services, and construction and related trade firms.

The following efforts shall be made to enhance participation:

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

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

### b. Affirmative Marketing

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

The following actions shall be made:

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

#### 4. HOME Program Income

HOME Program Income received during 2006 will be added to the available funds in the general program area which generated the income. For example, if the HOME acquisition assistance program recaptures funds, they would increase the funds available for programs that benefit homeowners who meet HOME eligibility requirements.

## **B. Emergency Shelter Grant**

### 1. Distribution of Funds

The allocation of HUD McKinney Emergency Shelter Grant funds to the state is \$484,509. Of this amount, \$384,509 will be matched with funds provided by the nonprofit sub-recipients.

Federal regulations require each state to make Emergency Shelter Grant funds available to recipient organizations within 65 days of the date of the grant award. Since the state contracting process can take longer than 65 days, the RFP process begins months ahead of the receipt of the grant award. This year the RFP will be made public in August 2005 via Public Notice published for three consecutive days in three statewide newspapers. An application for HUD McKinney ESG funds is considered to be a request for Emergency Shelter State Grant-In-Aid funds, and this state program, designed to compliment the McKinney ESG, is funded at a level of \$3.07 million per year. Completed applications are received at the Office of Homeless, Housing and Transportation Services.

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

- 1) Program design and need for project (20 points)
- 2) Performance and outcome measures (15 points)
- 3) Cost effectiveness and leveraging of resources (20 points)
- 4) Local Service Delivery Area coordination/collaboration (20 points)
- 5) Soundness of (Program) Approach (10 points)
- 6) Compliance with rules, statutes, and life safety codes (5 points)
- 7) Staff experience and credentials (10 points)
- 8) Increase in bed capacity and/or services (10 Bonus Points)

Increase in bed capacity and/or Reviewer ratings of applications establish funding recommendations for both McKinney ESG and Emergency Shelter State Grant-In-Aid allocations. Because HUD McKinney ESG regulations include the limitations of no more than 30% each of the total award to go toward Essential Services and Preventions Activities, regulatory restrictions have some impact on distribution of the federal funds. These recommendations are presented to the State of New Hampshire Emergency Shelter and Homeless Coordination Commission, a body appointed by the Governor and Executive Council, the Speaker of the House of Representatives, the President of the NH Senate, and the Commissioner of the Department of Health and Human Services. The Commission meets to review staff recommendations and advise the Commissioner on a distribution plan. From there, state contracts are drawn up and submitted to the Governor and Executive Council for approval. The McKinney ESG funds are awarded pending the approval, by HUD, of this Action Plan.

Emergency Shelter Grant funds will be used to support initiatives in the following areas:

- a. Homeless Prevention/Intervention activities/programs designed to prevent the incidence of

homelessness including (but not limited to):

- short-term subsidies to defray rent and utility arrearages for families that have received eviction or utility termination notices;
- security deposits for an amount representing the first month's rent to permit a homeless family to move into its own apartment;
- mediation programs for landlord-tenant disputes;
- legal service programs for the representation of indigent tenants in eviction and service access proceedings;
- payments to prevent foreclosure on a home; and
- other innovative programs and activities designed to prevent the incidence of homelessness.

b. Essential Services concerned with employment, health, drug use and education and may include (but are not limited to):

- assistance in obtaining permanent housing;
- medical and psychological counseling and supervision;
- employment counseling;
- nutrition counseling;
- substance abuse treatment counseling;
- assistance in obtaining other federal, State and local assistance including mental health benefits, employment counseling, medical assistance, veteran's benefits, and income support assistance such as SSI, AFDC, General Assistance and Food Stamps.

c. Operations of any facility, the primary purpose of which is to provide temporary or transitional shelter for the homeless in general or for specific population of the homeless, including:

- Payment for shelter maintenance, operation, rent, repairs, security, fuel, equipment, insurance, utilities, food, and furnishings.

d. Renovation, major rehabilitation, or conversion of buildings for use as emergency shelters for the homeless;

Funds awarded with state funding under State Grant-In-Aid will be used to support the initiatives in the following areas:

a. prevention/intervention of homelessness

b. operation of emergency and transitional shelter programs

c. essential services

d. other programs identified as service gaps in a continuum of care

Applications must include a summary of the activities proposed including the dollar amount requested for each, whether the initiative is new or a continuation, the projected number of

persons served and the types of populations served.

It shall also include more narrative describing the activities and use of funds, identification of the continuum existing in the community and the relationship of proposed activities to the continuum and a budget describing ESG funds, State Grant In-Aid, full operating budget and matching resources.

Grants will be awarded within 65 days from the date of formal notification of the grant approval by the U.S. Department of Housing and Urban Development.

In addition to activities funded through ESG, the state will continue to develop its continuum of care system which includes undertaking the following actions:

- a. Identify and assess capacity development needs of non-state funded homeless service providers.
- b. Implement the Homeless Management Information System's reporting system for shelter providers.
- c. Increase services provided to the chronically homeless.
- d. Refine identification of gaps in the service delivery system.
- e. Improve the collection of service data by the homeless provider groups.

## 2. Assistance Goals

- a. Stabilize or reduce the approximately 6,000 persons sheltered in 2004.
- b. Stabilize or increase the number served with prevention services from 2004 levels.
- c. Stabilize or reduce the average length of stay at shelters from 2004 levels.
- d. Reduce the number of chronically homeless individuals by 10% a year.

## C. Community Development Block Grant (CDBG)

### 1. Distribution of Funds and Assistance Goals

The 2006 federal allocation is \$9,268,854 which corresponds to the housing, community development and delivery system needs identified in this document.

#### DISTRIBUTION OF 2006 CDBG FUNDS BY ACTIVITY

Anticipated 2006 Allocation:	\$9,268,854
Feasibility Grants (up to two percent of the allocation, not to exceed \$100,000)	\$100,000
State Administration (two percent of the allocation plus \$100,000)	\$285,377
State Technical Assistance to Municipalities and Non-profits (up to one percent of the allocation)	\$92,689
Emergency Grants	\$500,000
Economic Development Grants [\$240,000 for Economic Development capacity development grants for regional development corporations and Up To \$500,000 for Microenterprise Development]	\$4,145,394
Housing and Public Facilities Grants	\$4,145,394

The Housing and Community Development Act Amendments of 1983 provide that up to \$100,000 plus two percent (2%) of the state's allocation may be used for State administration. The federal law also requires the state to match the federal funds dollar for dollar for the two percent (2%) portion of the administrative costs. State funds must pay for all administrative costs over the \$100,000 plus the two percent (2%) limit. The Community Development Finance Authority has proposed a budget of \$200,000 in state general funds from the, Legislature to match the federal funds for its administrative budget for the 2005 and 2006 program years. Federal regulations limit the maximum funds which can be used for CDFA administrative costs, municipal administrative costs and Feasibility Grants to twenty percent (20%) of the total allocation to the state for each grant year. The state allocation of resources for administration serves as match.

## 2. Administration and Method for Allocation

The following describe the objectives, projected use and method for allocating funds during the 2006 program year.

- a. Pursuant to state legislation and the state Administrative Procedures Act, the Community Development Finance Authority (CDFA) and the Community Development Advisory Committee have adopted regulations as required for fund distribution and program administration. These rules were adopted pursuant to the state Administrative Procedures Act. Specific fund distribution criteria are published in Appendix A - **CDBG** Grant Categories and Selection Process and include references to additional information in appendices available from the Community Development Finance Authority (CDFA). Economic Development projects may use up to \$20,000 of **CDBG** funds per job created and must have \$1 of matching non-**CDBG** funds for every \$1 of **CDBG** funds.
- b. The Community Development Finance Authority anticipates the award of funds under its third year of administering this program. CDFFA will be in a position to accept applications for Community Development Grants (which includes housing and public facility activities) by the close of business on January 30, 2006 (first round) and on July 31, 2006 (second round). Economic Development and Emergency Grant applications will be accepted continuously until all set-aside funds are allocated. Any remaining funds shall be carried forward as of January 1, 2007. Feasibility Grant applications will be accepted during two rounds in 2006, ending April 30, 2006 and October 31, 2006. Program Income shall be distributed in the Community Development Grants round immediately following its receipt. Other funds carried forward from previous federal fiscal years (including unused Emergency Grant and Economic Development Grant funds, Housing and Public Facility Grant funds, and recaptured funds, returned to the State) shall be distributed in the Community Development Grants round immediately following its receipt, but a portion may be held and distributed in the second round following its receipt for the purpose of balancing the amounts available in each round. A portion may also be held in order to fund Economic Development applications that are under consideration by CDFFA. Administrative or Technical Assistance funds carried forward from previous federal fiscal years shall remain in their respective categories.
- c. The state legislation requires that CDFFA solicit applications from all eligible municipalities and to award funds through a competitive allocation system (RSA 162-L:17, Procedures for Administration). The intent is to increase the number of municipalities participating in this program.
- d. Five (5) New Hampshire cities are currently eligible to receive funds directly from HUD under the Metropolitan Cities **CDBG** entitlement program and, therefore, are not eligible under the state administered State **CDBG** program. These cities are: Dover, Manchester, Nashua, Portsmouth, and Rochester. The remaining 229 incorporated New Hampshire municipalities and the ten (10) county governments are eligible for the State **CDBG** Program. The **CDBG** Grant Categories and Selection

- Process published in Appendix A provides a detailed method of fund distribution to eligible applicants.
- e. Joint applicants may apply where there is an inter-municipal cooperative agreement pursuant to RSA 53:A.
  - f. Title I of the Housing and Community Development Act at Section 104(b)(3) provides that each activity funded shall meet one of the three (3) national objectives. Federal regulations at 24 CFR 570.483 define standards for each of the three national objectives:
    - Benefit low/moderate income persons.
    - Eliminate slums or blighted areas.
    - Eliminate an urgent need (serious and immediate threat).
  - g. CDBG Rules require that at least fifty-one (51) percent of the funds requested for Housing and Public Facilities and sixty (60) percent for Economic Development shall be used for direct benefit to low and moderate income persons. Low and moderate income is defined as the most current low and moderate income determinations of the Department of Housing and Urban Development for eligibility under the Section 8 Housing program. CDFHA may accept applications for projects where the majority of the funds requested will be used to eliminate a threat to the health and welfare of one or more municipalities jeopardizing the economic stability of a region.
  - h. All grants awarded under the program must be in contract form approved by the Attorney General's Office, the Comptroller's Office and the Governor and Executive Council. The legislation establishes a ten (10) member Community Development Advisory Committee to include the Chair of the board of directors of the Community Development Finance Authority as Chairman; the Director of the Division of Economic Development of the Department of Resources and Economic Development; the Executive Director of the New Hampshire Housing Finance Authority; Director of the Office of Energy and Planning; and six (6) public members, at least three (3) of whom are municipal officials, who shall be appointed by and serve at the pleasure of the Governor. The major duties of the Advisory Committee shall be to review and to concur with the proposed rules regarding the administrative process, particularly the selection process criteria for Community Development Grants and Feasibility Grants, and to review and to concur with all grant awards recommended by the executive director of the Community Development Finance Authority. The legislation requires that funds be awarded through a competitive process.
  - i. The executive director of the Community Development Finance Authority is responsible for the administration of this program and has authority to withhold or seek the return of funds due to non-compliance with the grant requirements or with State and federal laws, rules, and regulations.

- j. A municipality or county may apply for an administrative review of its application as provided in the State Administrative Rules, except that Feasibility Grants are not subject to review.
- k. Grant applications for housing and public facilities projects may not be subject to ranking or scoring if:
- Federal funding for the fiscal year plus any additional funds carried forward from previous years (including unused Emergency Grant and Economic Development Grant funds, recaptured funds and program income returned to the state) equals or exceeds the aggregate amount requested by qualified municipalities or counties, and
  - The grant applications meet the statutory required thresholds, pursuant to RSA 162-L:14, as well as the Housing and Community Development Act of 1974, as amended, 24 CFR 570.483 and the **CDBG** Program Rules.
  - It can be expected that requests for **Community Development Block Grant** funds will exceed the total amount available. The limited resources of the **CDBG** Program require the setting of program priorities so that the merits of all applications can be measured. Priority will be given to applications which address as many of the following eight (9) factors as appropriate:
    - 1) those projects and activities which provide direct benefits in the form of improved housing, public facilities and employment opportunities to low and moderate income individuals and households;
    - 2) those community development activities for which existing public or private programs or sources of funds are not otherwise available;
    - 3) those activities which preserve and promote existing neighborhoods and community centers i.e “Smart Growth”;
    - 4) those activities which protect and preserve historically and culturally valuable structures and sites;
    - 5) those projects and activities which successfully raise or match dollars and resources from other public and private sources;
    - 6) those projects which solve community problems with long-term benefit and innovative solutions;
    - 7) those activities which eliminate slums and blight; and
    - 8) those projects which are part of a long-range community development strategy, conform to the municipality's master plan and ordinances, and implement the municipality's housing and community development plan.
    - 9) Those projects that utilize energy efficiency and/or conservation measures including compliance with New Hampshire Energy Codes.
- l. Municipalities and counties shall show evidence of at least a fifty-one (51) percent direct benefit to low and moderate income people (determined by using Section 8 income standards) for counties and metropolitan areas or evidence of a threat to the regional economic stability (where Economic Development Projects are considered

- under the Urgent Need National Objective), indicate they will be capable of administering the grant, and certify compliance with all applicable federal and State laws and regulations in their application in order to receive funding. Important additional federal and State requirements for applicants include a housing and community development plan, minimizing displacement, citizen participation, affirmatively furthering fair housing, and adequate performance on prior **CDBG** grants, if any.
- m. More specifically, during the next three years, the State **CDBG** program is expected to create or retain 112 jobs using federal fiscal year 2006 funds. This is based on the requirements of Appendix A, and the amount of the 2006 federal allocation set-aside for Economic Development (\$4,500,000). The microenterprise portion of the Economic Development funds will primarily provide technical assistance to low and moderate income beneficiaries and therefore the final estimated number of jobs to be created or retained is not affected by this amount. Since New Hampshire requires that, within one to three years, one job be created or retained for every \$20,000 awarded to a municipality, the estimated maximum number of jobs would be 200. This number was then adjusted downward by 20% based on an estimate rate of failure of projects and/or business funded and again adjusted downward by 30% to reflect any potential under-utilization of the Economic Development set-aside. (As in past years, the Community Development Advisory Committee may re-allocate unused Economic Development funds to Housing/Public Facility projects.) This results in an estimate of jobs created amounting to 112. A review of the current projects in the "pipeline" confirms this as a reasonable number.
- n. Assuming level funding of the **CDBG** program and the continued level of need for Economic Development in relation to other needs, the average annual job creation or retention for the next five-year period would be 112.

### 3. Ineligible Activities

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

### 4. Program Income

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

- a. Project Use. The grantee shall use program income for project activities when it becomes available before drawing down other funds or shall deposit this income into a revolving loan fund approved by CDFA.

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

## 5. Administrative Rules Changes

CDFA has initiated a number of proposals for changes to CDFA 300, the State Administrative Rules pertaining to the state's Community Development Block Grant program. The intent of these proposals is to update the community needs evaluation by increasing the number of socio-economic variables that are evaluated in scoring all projects, modernize the economic development program application and scoring process, allow economic development entities other than state-sponsored regional development organizations access to CDBG funding under certain circumstances and provide core support for the regional economic development organizations.

These proposed changes have been discussed and approved by the Community Development Advisory Board following a public hearing and the board of directors of the Community Development Finance Authority and await an additional public hearing prior to submission to the Joint Legislative Committee on Administrative Rules in the fourth quarter of 2005.

**D. Geographic Distribution**

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

## **E. Other Actions**

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

### Meet Under-served Needs

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

### Foster and Maintain Affordable Housing

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

### Remove Barriers to Affordable Housing

Across New Hampshire regulatory means of restricting housing opportunities are in part the result of the reliance on property taxes for local revenues. This dependence often creates community resistance to development that is perceived as not paying its proportional costs for community services and school support. Within this environment the housing programs now operated by the State agencies will continue to work to increase the supply of affordable housing. This will include participation in the Smart Growth Initiative with emphasis on the development of a balanced housing supply to match the needs of the people of the State. New Hampshire Housing has assumed a leadership role in providing concerned citizens and public officials with information on the state's housing needs and conditions and on the factors which contribute to these circumstances. Publications including The State of Housing in New Hampshire, "Deconstructing the Myths: Housing Development Versus School Costs", "Housing New Hampshire's Workforce", and "Housing Solutions for New Hampshire" have been developed for and distributed to these groups in an effort to provide them with the information and tools they need to reduce local regulatory barriers and encourage the many different types of housing needed. New Hampshire Housing will continue to operate a single family mortgage program, a down payment assistance program, a reverse equity mortgage program, a home ownership counseling program, the Section 8 program and a family self sufficiency program. New Hampshire Housing will also continue to participate with other financial institutions in the Northern New England Housing Investment Fund (\$12 million equity pool for the purchase of Tax Credits).

### Evaluate and Reduce Lead-based Paint Hazards

All rehab work funded with CDBG or HOME must include remediation of any lead-based paint hazards per 24 CFR 35, the HUD Lead Regulation. New Hampshire Housing's construction standards require full abatement of all lead-based paint encountered in the course of rehab work, which in some cases is a higher standard than is required under federal law. New Hampshire Housing remains an active partner with the NH Childhood Lead Poisoning Prevention Program, the NH Asthma Program, and the Asthma Regional Council of New England in advancing the prevention of housing-based health problems through proper design, rehab, and maintenance through education and

training.

### Reduce the Number of Poverty-level Families

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

### Develop Institutional Structure to Enhance Coordination Between Housing and Social Services

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

## **Plan Monitoring**

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

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

The Office of Homeless, Housing, and Transportation Services shall be responsible for compliance and monitoring with respect to the Emergency Shelter Grants. OHHTS staff will conduct site visits. A checklist will be employed to assist in the monitoring and interviews with clients and staff will be conducted.

New Hampshire Housing shall be responsible for compliance and monitoring with respect to HOME Investment Partnerships resources. Staff construction analysts monitor all multi-family construction financed directly by NHH. Multi-family construction conducted by sub-recipients is monitored by the sub-recipient and annual reports are submitted to NHH. Following the completion of construction, multi-family projects are turned over to the Housing Management Division of New Hampshire Housing. That division works closely with property managers and employs a system to determine long-term compliance with all the requirements (including federal) applicable to the projects. This would include income certifications and on-site inspections for compliance with Housing Quality Standards and lead-based paint standards.

New Hampshire Housing shall coordinate compliance certifications for other federal resource

applications required by regulation to be consistent with this plan.

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

**Table - Resources Available For Housing, Community Development And Economic Development Activities**

PROGRAM	TARGETING & USE	LOCAL SOURCE	RESOURCES
<b>FEDERAL PROGRAMS -HOUSING AND URBAN DEVELOPMENT</b>			
Community Development Block Grant (formula grant)	Supporting local community development and housing activities	<u>State CDBG</u> New Hampshire Community Development Finance Authority  <u>Entitlement CDBG</u> Dover Nashua Portsmouth Rochester Manchester	<u>FFY 05</u> \$10,258,723  <u>FFY 05</u> \$402,593 \$843,086 \$745,656 \$349,073 \$2,106,693
HOME Investment Partnerships Program (formula grant)  ADDI dedicated funds	Wide spectrum of housing assistance activities  Downpayment assistance for first time homebuyers	New Hampshire Housing  City of Manchester City of Nashua  New Hampshire Housing	<u>FFY 05</u> \$5,029,039  \$875,017 \$554,021  <u>FFY 05</u> \$198,135
McKinney-Vento Emergency Shelter Grant (formula grant)	Assistance to homeless and those at risk of being homeless	Office of Homeless, Housing and Transportation Services  City of Manchester	<u>FFY 05</u> \$484,189  \$76,000
Section 8 Rental Vouchers	Rental assistance to very low income households	New Hampshire Housing and 18 local public housing authorities	<u>CY 05</u> Approximately 9,002

<b>PROGRAM</b>	<b>TARGETING &amp; USE</b>	<b>LOCAL SOURCE</b>	<b>RESOURCES</b>
Supportive Housing For The Elderly (Section 202)	Provides capital advance grants and rental assistance to develop housing and supportive services for the low income elderly.	U.S. Dept. HUD <u>Project Locations</u> Manchester – 28 units Nashua– 43 units	FFY 2004 funding for acquisition, construction, and operating subsidy was awarded for a 13 unit project in Berlin, a 17 unit project in Littleton, and a 33 unit project in Loudon.
Supportive Housing For Persons With Disabilities (Section 811)	Provides capital advance grants and rental assistance to develop housing and supportive services for the low income disabled.	U.S. Dept. HUD <u>Project Location</u> No awards this year	New Hampshire received no FFY 04 811 awards, although there was one known applicant.
Public Housing	Units managed by local housing authorities to assist low income households with affordable units.	Local Housing Authorities	As of 2000 Assisted Housing Survey, 4521 units total (3280 elderly, 1241 family)
Shelter Plus Care	Housing assistance combined with supportive services funded from other sources to maximize independence for disabled homeless people.	Office of Homeless, Housing, and Transportation Services	<u>FFY 04</u> \$714,780 awarded to Southwestern Community Services
Low Income Housing Preservation	Preservation of 221d3 and 236 projects	U.S. Dept. HUD	Approximately \$50,000/yr.
FHA Multi-Family Risk Sharing	Partial loan guarantees for multifamily units.	New Hampshire Housing	Guarantees, not cash.

PROGRAM	TARGETING & USE	LOCAL SOURCE	RESOURCES
MCKINNEY - Supportive Housing	Grants to assist the homeless through the provision of transitional housing, permanent housing for homeless with disabilities, supportive services, and innovative approaches to assisting homeless persons in transition from homelessness.	U. S. Department of HUD Balance of State Continuum of Care Manchester Continuum of Care Nashua Continuum of Care	Competitive application process, <u>FFY 04</u> \$2,746,327, \$1,224,000 \$5,668,611 All 1-3 yr. awards
MCKINNEY - Surplus Housing To Assist The Homeless	Homeless providers may obtain the use of unutilized federal properties (land or buildings) through lease or permit (for nominal rent) or through donation.	U.S. Dept. of HUD	Not yet utilized in NH.
Housing For Persons with AIDS	Provides and promotes permanent housing solutions for persons with HIV/AIDS and their families	US Dept of HUD	<u>FFY 05</u> \$824,120 for OHHTS renewal of Concord area grant
<b>FEDERAL PROGRAMS - RURAL DEVELOPMENT</b>			
Rural Development (FmHA) Section 515	Assists in the development of affordable housing in rural areas.	Rural Development	<u>FFY 04</u> \$2,250,000 in new construction loans, \$29,302,821 in rental assistance
Rural Development (FmHA) Section 502	Direct loans to eligible home buyers for the purchase of a primary residence within "rurally" designated areas.	Rural Development	<u>FFY 04</u> \$12,398,064 in 112 loans

PROGRAM	TARGETING & USE	LOCAL SOURCE	RESOURCES
Rural Development (FmHA) Section 504	Loans assist very low income rural homeowners, including those on leasehold land, to make repairs to improve or modernize their homes to make them safer and/or more sanitary. Grants to very low income elderly.	Rural Development	<u>FFY 04</u>  28 loans for a total of \$146,175  42 grants for a total of \$218,183
<b>FEDERAL PROGRAMS – OTHER</b>			
Internal Revenue Service Low Income Housing Tax Credits	Federal tax credits for developers of affordable housing	New Hampshire Housing	Approximately 2,000,000/yr.
Federal Housing Administration Section 203B	A mortgage insurance program that allows qualified home buyers to secure loans with minimal down payment reserves.	Qualified Lenders	Varies, not a cash outlay
Federal Home Loan Bank Affordable Housing Fund, Community Improvement Program and New England Fund	Assists lenders to provide subsidized financing and grants for production of affordable housing, economic development and public improvements.	Home Loan Bank Member Institutions	Varies

PROGRAM	TARGETING & USE	LOCAL SOURCE	RESOURCES
<b>STATE AND LOCAL PROGRAMS - NH HOUSING FINANCE</b>			
Multifamily Bond Financing	When excess bond capacity presents itself, NHHFA will target larger scale multifamily projects for this development assistance	New Hampshire Housing	\$25,000,000 annually & carry forward
Single Family Mortgage Program	Low interest mortgages to income-targeted first time home buying households.	New Hampshire Housing Qualified Lenders	<u>FY 06</u> Budgeted for 1,350 mortgages totaling \$216,000,000.
Feasibility - Predevelopment Assistance Program	Assists non-profit housing developers with the production of affordable housing	New Hampshire Housing	\$175,000 annually

<b>PROGRAM</b>	<b>TARGETING &amp; USE</b>	<b>LOCAL SOURCE</b>	<b>RESOURCES</b>
Home Of Your Own Program	Provides homeownership opportunities for developmentally disabled people.	New Hampshire Housing  New Hampshire Bureau of Behavioral Health  Institute on Disability  Area Agencies	\$50,000/ year
Home Ownership Education and Counseling Program	Educate first time homebuyers.	New Hampshire Housing & Consumer Credit Counseling	<u>CY 04</u> 442 seminar participants
Family Self-Sufficiency Grant and Loan Program	Assistance to help Section 8 households achieve self-sufficiency goals	New Hampshire Housing	<u>FY '06</u> \$30,000
Resident Education and Assistance Program	A program that addresses the needs of residents in senior housing who are abusing or mismanaging alcohol or drugs including prescription and over the counter medications.	New Hampshire Housing	<u>FY '06</u> \$50,000

PROGRAM	TARGETING & USE	LOCAL SOURCE	RESOURCES
STATE AND LOCAL PROGRAMS – OTHER			
New Hampshire State Grant In Aid	Appropriation to BBH for addressing homeless needs within the state.	Office of Homeless, Housing, and Transportation Services	<u>SFY 06</u> \$3,077,162
New Hampshire Affordable Housing Fund	A fund established by the General Court in 1988 for the acquisition, development, and preservation of low income housing.	New Hampshire Housing	<u>FY 06</u> \$1,400,000 remains for use during FY 06
Security Deposit Loan Guarantee Program	Guarantee to Landlords of one-month security deposit, repayable by the tenant.	CAP Agencies, The Way Home, and Nashua Pastoral Care	\$2 million in loan commitment authority
Rental Guarantee Program	Provides up to three months rent to “TANF eligible” families.	Office of Homeless, Housing, and Transportation Services	<u>SFY 06</u> \$150,000 excess TANF funds from Division of Family Assistance
Northern New England Housing Investment Fund	Investor consortium designed to increase the availability of equity funds for the Low Income Housing Tax Credit Program.	Northern New England Housing Investment Fund	\$12 million equity pool for purchase of tax credits

PROGRAM	TARGETING & USE	LOCAL SOURCE	RESOURCES
<b>STATE AND LOCAL PROGRAMS</b> <b>NH COMMUNITY DEVELOPMENT FINANCE AUTHORITY</b>			
Housing Futures Fund	General operating support for nonprofit housing development organizations.	New Hampshire Community Development Finance Authority	Annual grants totaling \$400,000 in 2005.
Community Development Investment Program	Donations of property and cash are accepted and passed on to nonprofit housing developers.	New Hampshire Community Development Finance Authority	Varying volume of tax credits driven by donations.
Regional Development Corporations Capacity	Long-term commitment to help regional community development organizations build capacity.	New Hampshire Community Development Finance Authority	Annual grants totaling \$240,000 in 2005.
CFDA Discretionary and Technical Assistance Funds	Used for housing related projects.	New Hampshire Community Development Finance Authority	Discretionary \$71,250 in 2005  Technical Assistance \$59,500 in 2005

## **Appendix A**

### **[Citizen Participation Plan](http://www.nhhfa.org/rl_docs/plandocs/conplan_06-10/conplan06-10_CitizenParticipationPlan.pdf)**

([http://www.nhhfa.org/rl\\_docs/plandocs/conplan\\_06-10/conplan06-10\\_CitizenParticipationPlan.pdf](http://www.nhhfa.org/rl_docs/plandocs/conplan_06-10/conplan06-10_CitizenParticipationPlan.pdf))

### **[Homeless Service Provider Matrix](http://www.nhhfa.org/rl_docs/conplan04/conplan04_ServiceProviderMatrix.pdf)**

([http://www.nhhfa.org/rl\\_docs/conplan04/conplan04\\_ServiceProviderMatrix.pdf](http://www.nhhfa.org/rl_docs/conplan04/conplan04_ServiceProviderMatrix.pdf))

**[Housing and Demographic Data](http://www.nhhfa.org/rl_demographic.cfm)** ([http://www.nhhfa.org/rl\\_demographic.cfm](http://www.nhhfa.org/rl_demographic.cfm))

### **[Lead Screening Guidelines](http://www.dhhs.nh.gov/DHHS/CLPPP/LIBRARY/Best+Practice/screening-lead.htm)**

(<http://www.dhhs.nh.gov/DHHS/CLPPP/LIBRARY/Best+Practice/screening-lead.htm>)

### **[Analysis of Impediments to Fair Housing 2004 Update](http://www.nhhfa.org/rl_analysis.cfm)**

([http://www.nhhfa.org/rl\\_analysis.cfm](http://www.nhhfa.org/rl_analysis.cfm))

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## **Appendix B**

**[Chapter Cdfa 300 Community Development Block Grant Rules](http://www.testflight.net/nhcdfa/documents/Cdfa_300_CDBG_Rules.pdf)**

([http://www.testflight.net/nhcdfa/documents/Cdfa\\_300\\_CDBG\\_Rules.pdf](http://www.testflight.net/nhcdfa/documents/Cdfa_300_CDBG_Rules.pdf))

**[HOME Rental Production Program Rules](http://www.nhhfa.org/bp_docs/rules/hfa105.pdf)**

([http://www.nhhfa.org/bp\\_docs/rules/hfa105.pdf](http://www.nhhfa.org/bp_docs/rules/hfa105.pdf))

**[Special Needs Housing Program Rules](http://www.nhhfa.org/bp_docs/rules/hfa112.pdf)** ([http://www.nhhfa.org/bp\\_docs/rules/hfa112.pdf](http://www.nhhfa.org/bp_docs/rules/hfa112.pdf))

**[American Dream Program Rules](http://www.nhhfa.org/bp_docs/rules/hfa324.pdf)** ([http://www.nhhfa.org/bp\\_docs/rules/hfa324.pdf](http://www.nhhfa.org/bp_docs/rules/hfa324.pdf))

**[Public Comment on Draft 2006-2010 Consolidated Plan and 2006 Action Plan](http://www.nhhfa.org/rl_docs/HCDPC/MeetingMinutes_09-29.05.pdf)**

([http://www.nhhfa.org/rl\\_docs/HCDPC/MeetingMinutes\\_09-29.05.pdf](http://www.nhhfa.org/rl_docs/HCDPC/MeetingMinutes_09-29.05.pdf))

**[NHHFA PHA Annual Plan for Fiscal Year 2005](http://www.nhhfa.org/rent_docs/phaplan2005.pdf)**

([http://www.nhhfa.org/rent\\_docs/phaplan2005.pdf](http://www.nhhfa.org/rent_docs/phaplan2005.pdf))

**[NHHFA Housing Choice Voucher Administrative Plan](http://www.nhhfa.org/rent_docs/adminplan2005.pdf)**

([http://www.nhhfa.org/rent\\_docs/adminplan2005.pdf](http://www.nhhfa.org/rent_docs/adminplan2005.pdf))

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# **Appendix C**

## **Certifications**

### **SF 424s**

## 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. For grantees other than individuals, Alternate I applies. (This is the information to which jurisdictions certify).
4. For grantees who are individuals, Alternate II applies. (Not applicable jurisdictions.)
5. 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.
6. 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).
7. 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 five).
8. 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)

Office of State Planning, 2 ½ Beacon Street, Concord, NH 03301 (Merrimack County)

New Hampshire Housing Finance Authority, 32 Constitution Drive, Bedford, NH 03110 (Hillsborough County)

New Hampshire Division of Mental Health and Developmental Services, 105 Pleasant Street, Concord, NH 03301 (Merrimack County)

Check \_\_\_ if there are workplaces on file that are not identified here; The certification with regard to the drug-free workplace required by 24 CFR part 24, subpart F.

9. 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).