



2024 CITY OF WESTFIELD CDBG ANNUAL ACTION PLAN

DRAFT VERISON- PUBLISHED March 27, 2024

Comment accepted through April 27, 2024

Executive Summary

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

1. Introduction

The City of Westfield, through its Office of Community Development, is charged with ensuring an environment where residents and businesses can thrive, balancing neighborhood vitality and stabilization, economic opportunity, a range of housing options, and support for public services to the City's low-to-moderate income households.

The Community Development Block Grant (CDBG) and HOME Investments Partnership Program are two federally funded programs administered by the Department in order to provide economic opportunity to Westfield families and residents. Eight of the City's twenty-six census block groups meet HUD's threshold for qualification as low-moderate income neighborhoods. Citywide, 42% of Westfield residents are classified as low-moderate income according to the American Community Survey. In our downtown census tract (8127.02), more than 63% of families are classified as low-or-moderate income.

A primary challenge for Westfield centers on income disparities between the City's older neighborhoods in the City's historic center area and its outlying neighborhoods. The City's central neighborhoods contain a much older stock of housing and many more non-English speaking households. The one outlier to this statement is Census Tract 8125, Block Group 4, which is in the Hampton Ponds neighborhood on the City's northeast corner, abutting Holyoke and Southampton. This neighborhood has an aging housing stock and is made up of many formerly seasonal homes that have been converted to year-round residences.

Westfield is an entitlement community, which means that it receives an annual allocation of CDBG federal funds to carry out economic development, housing, and neighborhood stabilization activities. The City anticipates approximately \$380,000 in CDBG funds in 2024, based upon previous allocations from the US Department of Housing & Urban Development.

Westfield is a member of the Holyoke-Chicopee-Westfield HOME Consortium, and the City expects a suballocation of \$120,000 in 2024 for HOME program activities. The HOME Program is detailed in the Action Plan for the City of Holyoke, which serves as Consortium lead.

The 2024 Action Plan represents the fifth year of our five-year Consolidated Plan, which was drafted following an extensive public outreach program and approved by HUD, in 2020. The Consolidated Plan was amended first in 2022 and an additional substantial amendment is concurrently out for public comment with this 2024 Action Plan.

2. Summarize the objectives and outcomes identified in the Plan

This could be a restatement of items or a table listed elsewhere in the plan or a reference to another location. It may also contain any essential items from the housing and homeless needs assessment, the housing market analysis or the strategic plan.

The Citizen Participation process informed this plan by identifying the following objectives and desired outcomes from CDBG-eligible activities:

- Providing funding assistance to non-profit agencies that provide services and nutritional programs to aid in alleviating food insecurity to eligible Westfield residents
- Housing Affordability
- Utilize Public Service funding that supports the most vulnerable populations, including frail elders, youth living in poverty, and homeless and at-risk households, and disabled individuals.
- Substance Abuse/ Mental Health Services
- Support for activities to increase educational levels and job readiness that improve access to employment for lower income persons and persons with special needs
- Transportation needs
- Offer technical assistance and funding for entrepreneurs seeking to establish a new microenterprise or business, and for owners who seek to strengthen or expand upon their existing small business
- Improving neighborhoods by investing in public infrastructure, including parks and playground improvements
- Providing economic opportunity for low-and-moderate income families through support of job creation and retention programs and assistance to income-qualified microenterprises
- Addressing issues of blight in the Westfield community

3. Evaluation of past performance

This is an evaluation of past performance that helped lead the grantee to choose its goals or projects.

This plan remains consistent with the goals of the 2020-2024 Consolidated Plan, as amended in August 2022 and March of 2024, and the priorities were identified based upon the progress made toward meeting the goals of the Consolidated Plan.

In 2023, Westfield worked to advance larger projects to address its challenge to expend CDBG resources in a timely manner. Following the COVID pandemic and extensive efforts to expend one-time funding received through the CDBG-CARES Act allocation in 2020, the City lacked capacity to advance other

CDBG projects. The City is working to commit resources to eligible activities and move them toward completion. Those projects, which were included in previous action plans, included the rehabilitation of Hampton Ponds Playground, replacement of sidewalks on Belmont Street, Sibley Avenue, and Orange Street, and rehabilitation of the basketball court at Municipal Playground.

4. Summary of Citizen Participation Process and consultation process

Summary from citizen participation section of plan.

The City of Westfield, through its Department of Community Development, works with municipal agencies as well as local non-profit and service organizations to obtain citizen input into its annual planning process. Specifically, the team works with the Department of Public Works, the Office of the City Engineer, the Council on Aging, the Planning Department, and the Police Department in identifying eligible projects that would benefit from federal assistance.

In accordance with 24 CFR Part 91 Subpart B, the City of Westfield conducted two public hearings during the development of the Action Plan. The first public hearing was held on Thursday, January 25th at 11:00 am and the second one on the same day at 5:15 pm. These public hearings summarized the CDBG program, explaining the concepts of National Objective and Eligible Activities as well as a summary of the City's Five-Year Consolidated Plan to determine if any changes needed to be made. It was determined that no changes would be made to the Consolidated Plan.

A Notice of Availability of Funding was published on December 22nd, 2023 in The Westfield News. Proposals were due to the City on Friday, March 1, 2024. Proposals were reviewed for eligibility, organizational capacity, and response to community need. Most proposals met those threshold criteria. A secondary review consisted of an evaluation of prior year contract compliance, prior year performance, and availability of funds.

A notice was published in The Westfield News on March 27, 2024 and posted with the Office of the City Clerk and on the City website on the same date announcing the draft action plan. The notice was posted in English, Spanish, and Russian with the City Clerk.

The community was invited to attend a public hearing scheduled for April 17, 2024 to provide feedback. The Action Plan was made available at the Office of Planning and Community Development and posted on the web at www.cityofwestfield.org. The draft plan was made a public document on March 27, 2024. This publication began the 30-day public hearing process. This public hearing provided additional opportunity for public input and comment and was held following the confirmed allocations from HUD.

Additionally, a google survey was posted on the City of Westfield Facebook page to gather community input on needs for the 2024-2025 Action Plan. 38 responses were submitted.

5. Summary of public comments

This could be a brief narrative summary or reference an attached document from the Citizen Participation section of the Con Plan.

To be inserted upon completion of public comment period.

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

To be inserted upon completion of public comment period.

7. Summary

The 2024 Annual Action Plan was developed with information received from the Westfield community through citizen outreach efforts, engaged participation in the City’s general strategy in serving low-and-moderate income populations, and collaboration with local service providers. This plan represents the City’s best efforts to leverage current opportunities to address those needs identified in the 2020-2024 Consolidated Plan.

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

1. Agency/entity responsible for preparing/administering the Consolidated Plan

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

Agency Role	Name	Department/Agency
CDBG Administrator	WESTFIELD	Office of Community Development
HOME Administrator	WESTFIELD	Office of Community Development

Table 1 – Responsible Agencies

Narrative

The Office of Community Development & Planning is the lead agency responsible for administering the programs covered by the Consolidated Plan and the Annual Action Plan, as well as any other HUD-required reporting relating to these programs. The Department participates in a wide variety of activities including, but not limited to, the following:

- Administration of the City's Community Development Block Grant Program
- Provision of staff services to the Westfield Planning Board
- Economic Development Planning assistance
- Industrial park planning and land assembly and marketing
- Open space preservation and planning
- Agricultural preservation and planning
- Downtown revitalization planning
- Administration of the City's Off-Street parking facilities

Consolidated Plan Public Contact Information

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AP-10 Consultation - 91.100, 91.200(b), 91.215(l)

1. Introduction

The 2024 Action Plan represents the Fifth Year Plan under the 2020-2024 Consolidated Plan crafted and approved by HUD in 2020. The Consolidated Plan involved significant consultation with stakeholders, public service providers, and citizen groups.

Meetings with advocates for the elderly and the homeless were held regularly throughout the year with Community Development receiving views on neighborhood, housing and community needs from the public.

From January through March 2024, the City consulted with a number of agencies, groups and organizations. They were asked for data and for input on needs, priorities and other issues. Those groups and organizations included representatives of public and private agencies who serve elderly, people with disabilities, and homeless and low-income residents. In addition, multiple housing agencies, mental health service agencies and regional and state government agencies were consulted.

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

The City works with numerous public and private organizations to coordinate community development and housing services. Coordination between entities includes: serving on joint committees, on-going communication, and long term strategic planning. Organizations include public institutions on the local, regional, and state levels, local nonprofits, faith-based organizations and the private sector.

Agencies and committees on which Community Development staff serves includes the Pioneer Valley Transit Authority, the Western Massachusetts Leadership Council of the Committee to End Homelessness, the Hampden County Continuum of Care, the Western Massachusetts Economic Development Council, the Pioneer Valley Planning Commission's Regional Housing Committee, the Greater Westfield Chamber of Commerce Downtown Merchants Working Group, and others.

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

The City of Westfield is an active member of the Hampden County Continuum of Care, led by the City of Springfield's Division of Housing. The CoC Board holds meetings quarterly.

The Hampden County CoC has been a leader in identifying innovative strategies to address the needs of homeless and at-risk individuals. The CoC Annual Meeting, held on January 20th called significant attention to the tightening housing market, where families struggle with increased rents and with a lack of available safe units and lack of a sufficient supply of shelter beds in Hampden County. The CoC's efforts, however, have resulted in a pipeline of 126 additional Permanent Supportive Housing units, a new initiative and resources to house victims of domestic violence. A host of agencies, including public and assisted housing providers, governmental, hospital, health, mental health, and additional service agencies participate in CoC meetings.

The City of Westfield continues to fund, through Public Services projects, the Day Program at the Samaritan Inn, a 30-bed homeless shelter in Westfield as well as the Mental Health Association's Safe Haven transitional housing program on Broad Street. The Westfield Police Department is the primary local agency assisting the CoC's annual Point-in-Time count, which establishes a census of unsheltered individuals in Westfield.

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

The Community Development Director serves as a member of the Board of Directors of the Hampden County Continuum of Care. Led by the City of Springfield, the Board reviews and approves applications for ESG funds and votes on Policies & Procedures for the CoC. The HMIS (Homelessness Management Information System) is administered by the City of Springfield's Office of Housing.

2. Agencies, groups, organizations and others who participated in the process and consultations

Table 2 – Agencies, groups, organizations who participated

1	Agency/Group/Organization	BOYS AND GIRLS CLUB OF GREATER WESTFIELD
	Agency/Group/Organization Type	Services-Children
	What section of the Plan was addressed by Consultation?	Anti-poverty Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Community Development staff consulted with the Boys & Girls Club CEO and program staff on 1/10/24 to discuss matters relative to youth services offered at the club, including summer camp, pre-school, after school programming, and food security. Through CDBG and other sources of funding, the Boys and Girls Club offers tuition at a reduced or free rate for children from low-and-moderate income households to attend summer camp. Over 300 children attend summer camp at the Boys & Girls Club each year, with the majority of them being from low-and-moderate income households. The Boys and Girls Club stated there has been an increase in pre-school enrollment and summer camp enrollment. There has also been an increase in mental health issues with youth. The school department is partnering with the club to send a counselor for youth who need mental health services.
2	Agency/Group/Organization	DOMUS, INC.
	Agency/Group/Organization Type	Housing Services-Persons with Disabilities Services-Education
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homelessness Needs - Unaccompanied youth Anti-poverty Strategy

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Community Development staff met with Domus Inc. staff on 1/12/24 to discuss housing needs, supportive services, and community education programming. Through CDBG and other sources of funding, Domus, Inc. is able to offer GED and English Language Learners courses. In addition to these community education programs, Domus Inc. owns and operates six multi-unit housing properties, including family housing, single-room occupancy, and permanent supportive housing. Domus staff mentioned concerns about rent increases throughout Westfield.
3	Agency/Group/Organization	Western MA Network to End Homelessness
	Agency/Group/Organization Type	Services - Housing Services-Persons with Disabilities Services-homeless
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homelessness Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Community Development staff regularly attends Network to End Homelessness task force meetings to discuss matters related to homelessness, supportive services, and anti-poverty strategies. The Network to End Homelessness also provides data regarding homelessness in Hampden, Hampshire, Franklin, and Berkshire County. The 2023 point in time count for unsheltered homelessness was higher than any other point count in the last 5 years, with its number being 3,305. This increase includes not only homeless individuals but also homeless families. There has been a 24% increase in the point in time count from 2021-2023.
4	Agency/Group/Organization	Westfield Council on Aging
	Agency/Group/Organization Type	Services-Elderly Persons
	What section of the Plan was addressed by Consultation?	Anti-poverty Strategy

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The Executive Director of the COA participates in the Mayor's regular department head meetings with the Director of Community Development. On 1/4/24 the COA director expressed concerns over the lack of affordable housing and transportation resources for the elderly. Many elderly people are unable to age in their homes because they cannot afford home repairs, but they also cannot afford to rent an apartment or go into an assisted living facility. The waiting list for affordable housing is lengthy, and the system is hard to navigate. The COA operates several programs to allow elderly individuals to age in place. One of these programs partially funded by CDBG, provides elders with transportation to essential appointments and well-being checks to individuals who would otherwise have no one to check in on them.
5	Agency/Group/Organization	Westfield Engineering Department
	Agency/Group/Organization Type	Agency - Managing Flood Prone Areas Agency - Management of Public Land or Water Resources Other government - Local
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs Vulnerability Preparedness
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The City's Engineering Department is consulted with regularly throughout the year relative to issues such as neighborhood revitalization, public infrastructure, and vulnerability preparedness. Community Development and Engineering staff met on 12/8/23 to determine which neighborhoods have the greatest need for neighborhood revitalization efforts such as sidewalk replacement and road repaving.
6	Agency/Group/Organization	Greater Westfield Emergency Food Pantry
	Agency/Group/Organization Type	Services- Anti Poverty Strategy
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs Anti-poverty Strategy

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Community development staff consulted with the Westfield Emergency Food Pantry on 1/12/24 to discuss non-homeless special needs and food security issues. The food pantry provides groceries and hot meals to Westfield community members through their food pantry and mobile food truck. Community members register through an online system to verify they are of low-and-moderate level income. Individuals are allowed 13 visits per year. The Westfield Food Pantry has been filling in gaps when the Soup Kitchen is unable to be open. The Food Pantry Executive Director expressed concerns over a 300% increase in visits since 2020. Most pandemic funded programs have dried up, and many middle-class families are still struggling to make ends meet.
7	Agency/Group/Organization	Greater Westfield Committee for the Homeless, Inc.
	Agency/Group/Organization Type	Services-homeless
	What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless Homelessness Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The Executive Director of the Samaritan Inn discussed ongoing operations of the Westfield homeless shelter in mid-December, 2023. The Samaritan Inn has 30 shelter beds and 7 transitional housing units. The agency receives CDBG funding from the City for its Day Shelter operations. The agency also received funds in 2023 to replace shelter mattresses and mattress frames.
8	Agency/Group/Organization	Westfield Housing Authority
	Agency/Group/Organization Type	PHA Services - Housing
	What section of the Plan was addressed by Consultation?	Public Housing Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The Director Community Development regularly communicates with the Westfield Housing Authority to discuss capacity needs and other related issues within the community.

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

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

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care		
Our Next Future	Pioneer Valley Planning Commission	This plan takes a comprehensive look at our region and its opportunities in economic development, and other sectors.
Rethinking Downtown	City of Westfield	Our local Economic Development strategy, written in 2009.
Elm Street Urban Renewal Plan (state)	Westfield Redevelopment Authority	This plan was constructed in 2013 and is guiding a major development effort in the City's downtown. Its findings align with the City's goals to redevelop a vacant city block to provide transit, employment, and/or housing opportunities to the downtown area.
City of Westfield Master Plan	City of Westfield	This plan was developed in 2022-2023 and ratified by the Planning Board in 2023. It was the first comprehensive review of the Master Plan in over 50 years, and the Master Plan informs this Action Plan by placing emphasis on economic development, sustainability, and livable neighborhoods.

Table 3 - Other local / regional / federal planning efforts

Narrative

Aside from the plans and agencies listed above, the City of Westfield is fortunate to have an active and collaborative non-profit and provider community. The City takes great consideration of their input in preparing this plan.

AP-12 Participation - 91.401, 91.105, 91.200(c)

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

Westfield followed its Citizen Participation Plan as required by HUD. Copies of the notices were posted on the City’s meeting notice board in three languages (English, Russian, Spanish). A survey was also posted on the City's Facebook page during the Action Plan drafting process to gather input from community members on how 2024-2025 funds should be spent.

Citizen Participation Outreach

1	Public Hearing	Non-targeted/broad community	On January 25, 2024, at our 11:00 am meeting we had two community members attend our meeting. On the same day at 5:15 PM, we also had two community members attend.	on 1/25/24 at 11:00 AM comments were made regarding lack of housing options and transportation for elderly persons. There are no vacant apartments that are affordable to elders and there are many challenges navigating the waiting list for housing. Comments were also made inquiring about having a home-rehab program again in the future. On 1/25/24 at 5:15 PM, comments were made about why CDBG money has never been used to fund the skate park. Since there is one skate park to serve the entire City, and the entire City is not 51% LMI, it is not an eligible CDBG project at this time.	All comments at both CDBG Action Plan Hearings were accepted.
2	Public Meeting	Non-targeted/broad community	One community member attended our technical assistance seminar on 2/8/24 at 11:00 AM.	The member in attendance wanted to learn more about what CDBG is used for and if she would be able to apply with her organization in the future. Her interest is primarily in residential development.	All comments were accepted.

3	Newspaper Ad	Non-targeted/broad community	On 12/28/23, an ad was in the Westfield News that stated CDBG applications for 2024-2025 funding were available. The article stated there were going to be public hearings on 1/25/24 at 11:00 and 5:15 PM to discuss community needs and priorities for the next program year, and on 2/8/24 at 11:00 for application technical assistance. The contents of the article were also translated into Spanish and Russian and posted with the City Clerk's Office, and they were on our website.	No comments were received.	
4	Newspaper Ad	Non-targeted/broad community	On 3/27/24 a notice was posted in the Westfield News that stated the draft 2024-2024 CDBG Action Plan was available for review and comment until April 27th, 2024. It also stated there is a public hearing on April 17, 2024 at 5:30 pm.	No comments received at this time.	
5	Internet Outreach	Non-targeted/broad community	38 responses were received on a google survey posted on the City's Facebook page to gather input in 2024-2025 needs.	Responses related to community needs for the 2024-2025 action plan funds. A majority of responses were in favor for activities such as sidewalk improvements, infrastructure improvement and micro-enterprise assistance.	All comments were accepted.

Table 4 – Citizen Participation Outreach

Expected Resources

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

Introduction

Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	380,000	8,400	240,336	628,736	628,736	

Table 5 - Expected Resources – Priority Table

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

This allocation amount is an estimate based on prior year allocations. Proposed activities' budgets are subject to be proportionally increased or decreased from the estimated funding to match the actual allocation amount.

The CDBG program provides vital resources for locally-driven initiatives aimed at providing economic opportunity and suitable living

environments for Westfield residents of low-to-moderate income. CDBG program funds, because they are limited, are meant to supplement local and state initiatives aimed at providing economic opportunity for underserved populations and to improve the living environment in the City of Westfield.

Some programs CDBG funds allow the City to leverage are:

Community Preservation Act (CPA): The City of Westfield has adopted the CPA, a Massachusetts law adopted locally that institutes a 1% surcharge on property tax bills for all property with a value of greater than \$100,000. The program requires 10% of program receipts be dedicated to affordable housing initiatives.

Westfield General Fund: The City provides a portion of funding for the Office of Community Development, as well as resources for parks improvement, street and sidewalk investment, and public health programming, among other things.

Massachusetts Chapter 90 Road Assistance Funds: For neighborhood infrastructure improvements, the City receives \$1.2 million in state assistance to make improvements to local roads and sidewalks. The City plans to leverage Chapter 90 investment in neighborhoods to more effectively improve low-and-moderate income neighborhoods.

Private fund raising: Public services are funded primarily through other government contracts and private giving.

Section 8 & MRVP: The Westfield Housing Authority is the local housing authority. Its staff administers Massachusetts Rental Voucher Program and Section 8 vouchers.

HOME program fund requirements are met in a variety of ways. Records on matching fund requirements are monitored by the City of Holyoke as the Holyoke-Chicopee-Westfield Consortium lead agency.

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

The City of Westfield has identified the following publicly-owned properties as locations where improvement or development might assist in addressing the needs identified in this plan:

Fort Meadow School: Currently operating as a public preschool, Fort Meadow School on School Street has been eyed as a potential location for consolidated social services should it become available. This is identified as a medium-term prospect.

Westfield Riverfront South: The southern bank of the Westfield River, just west of Elm Street, is owned by the City of Westfield and has been identified as a potential location for housing and commercial redevelopment. The City currently owns approximately 2.3 acres of property in the area. The City continues to plan additional expansion of the Columbia Greenway to connect our downtown neighborhoods with shopping areas to the east and Westfield State University to the west.

Discussion

Annual Goals and Objectives

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

Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Public Services	2020	2024	Homeless Non-Homeless Special Needs Non-Housing Community Development	City-wide	Public Service	CDBG: \$56,500	Public service activities for Low/Moderate Income Housing Benefit: 1000 Households Assisted
2	Create Economic Opportunities	2020	2024	Non-Housing Community Development	City-wide	Economic Development	CDBG: \$92,000	Businesses assisted: 13 Businesses Assisted
3	Neighborhood Revitalization	2020	2024	Non-Housing Community Development	Downtown West	Neighborhood Revitalization & Infrastructure	CDBG: \$186,000	Public Facility or Infrastructure Activities for Low/Moderate Income Housing Benefit: 150 Individuals Assisted
4	Community Facilities	2020	2024	Non-Housing Community Development	City-wide	Community Facilities	CDBG: \$68,000	Public Facility or Infrastructure Activities for Low/Moderate Income Housing Benefit: 2,636 Individuals Assisted
5	Planning & Administration	2020	2024	Planning & Administration	City-wide	Planning & Administration	CDBG: \$76,000	Other: 1 Other

Table 6 – Goals Summary

Goal Descriptions

1	Goal Name	Public Services
	Goal Description	The City of Westfield allocates no greater than 15% of CDBG funds to provide public services for new services to our community or to assist with managing the increase in demand of existing services. This activity's funding amount is subject to proportionally increase or decrease from the estimated funding levels to match the actual allocation amounts.
2	Goal Name	Create Economic Opportunities
	Goal Description	The City aims to assist existing small businesses and microenterprises to retain and create jobs for low-and-moderate income families. This activity's funding amount is subject to proportionally increase or decrease from the estimated funding levels to match the actual allocation amounts.
3	Goal Name	Neighborhood Revitalization
	Goal Description	The City proposes to fund infrastructure activities to improve the public space in qualified low-and-moderate income neighborhoods. This activity's funding amount is subject to proportionally increase or decrease from the estimated funding levels to match the actual allocation amounts.
4	Goal Name	Community Facilities
	Goal Description	To provide enhanced or expanded services through public facilities or community-based non-profit agencies to more effectively serve the needs of low-and-moderate income families. This activity's funding amount is subject to proportionally increase or decrease from the estimated funding levels to match the actual allocation amounts.
5	Goal Name	Planning & Administration
	Goal Description	To properly administer the functions of the CDBG program and develop planning projects to assess community needs and identify strategies for addressing those needs. This activity's funding amount is subject to proportionally increase or decrease from the estimated funding levels to match the actual allocation amounts.

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AP-35 Projects - 91.420, 91.220(d)

Introduction

#	Project Name
1	Public Services
2	Economic Development
3	Neighborhood Revitalization & Infrastructure
4	Community Facilities
5	Planning and Administration

Table 7 – Project Information

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

AP-38 Project Summary

Project Summary Information

1	Project Name	Public Services
	Target Area	City-wide
	Goals Supported	Public Services
	Needs Addressed	Public Service
	Funding	CDBG: \$56,500
	Description	The City of Westfield allocates no greater than 15% of CDBG funds to provide public services for new services to our community or to assist with managing the increase in demand of existing services.
	Target Date	6/30/2025
	Estimate the number and type of families that will benefit from the proposed activities	1,000 individuals
	Location Description	City-wide
	Planned Activities	Boys and Girls Club- KidsKlub Summer Program Behavioral Health Network- Kamp for Kids Domus Inc- HiSet Education Samaritan Inn- Day Program Westfield Food Pantry- Emergency Food Pantry Highland Valley Elder Services- Meals on Wheels Westfield Council on Aging- Companion Program Mental Health Association- Safe Haven Program Amelia Park Children’s Museum- Reduced Membership Program
2	Project Name	Economic Development
	Target Area	City-wide Downtown West
	Goals Supported	Create Economic Opportunities
	Needs Addressed	Economic Development
	Funding	CDBG: \$92,000

	Description	The City aims to assist existing small businesses and microenterprises to retain and create jobs for low-and-moderate income families.
	Target Date	6/30/2025
	Estimate the number and type of families that will benefit from the proposed activities	Up to 13 businesses.
	Location Description	City-wide with a primary focus on downtown businesses.
	Planned Activities	Microenterprise & Special Economic Development Activities
3	Project Name	Neighborhood Revitalization & Infrastructure
	Target Area	Riverfront South
	Goals Supported	Neighborhood Revitalization
	Needs Addressed	Neighborhood Revitalization & Infrastructure
	Funding	CDBG: \$186,000
	Description	The City proposes to fund infrastructure activities to improve the public space in qualified low-and-moderate income neighborhoods. The Shepard Street neighborhood has been targeted for sidewalk and streetscape improvements in 2024.
	Target Date	6/30/2025
	Estimate the number and type of families that will benefit from the proposed activities	150 Individuals
	Location Description	Shepard Street, Westfield MA 01085
	Planned Activities	Replacement of sidewalks on Shepard Street
4	Project Name	Community Facilities
	Target Area	City-wide Downtown West
	Goals Supported	Community Facilities
	Needs Addressed	Community Facilities
	Funding	CDBG: \$68,000

	Description	To provide enhanced or expanded services through public facilities or community-based non-profit agencies to more effectively serve the needs of low-and-moderate income families.
	Target Date	6/30/2025
	Estimate the number and type of families that will benefit from the proposed activities	2,636 Individuals with an ambulatory difficulty will benefit from the proposed activity.
	Location Description	6 Elm Street, Westfield MA, 01085
	Planned Activities	The City anticipates funding the replacement of a handicapped lift at the Athenaeum and improvements to the Municipal Playground located on Greylock Street.
5	Project Name	Planning and Administration
	Target Area	City-wide
	Goals Supported	Planning & Administration
	Needs Addressed	Planning & Administration
	Funding	CDBG: \$76,000
	Description	To properly administer the functions of the CDBG program and develop planning projects to assess community needs and identify strategies for addressing those needs.
	Target Date	6/30/2025
	Estimate the number and type of families that will benefit from the proposed activities	1
	Location Description	City-wide.
	Planned Activities	Matrix Code: 21A Program Administration

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

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

The City of Westfield encompasses 47 square miles of land in Western Hampden County. The City is diverse in ecology, land use, population, economic drivers, business make-up, and housing options.

Westfield is bisected by the Westfield River, and like many communities, it was developed from its Center outwards.

Downtown Westfield contains the City's most dense neighborhoods, its oldest housing stock, and the largest population of low-and-moderate income families and individuals. In the City's Consolidated Plan, the Downtown was split into Downtown East and Downtown West.

Downtown East extends from Noble Street in the east to Elm Street in the west, East Silver Street in the north and Bartlett Street in the south.

Downtown West extends from Elm Street in the east to Hubbard Street in the west, Court Street in the north and Orange Street in the south.

Riverfront North extends from the Westfield River in the south to Notre Dame Street in the north along North Elm Street.

Riverfront South extends from Orange Street in the south to the Westfield River in the north, and from Shepard Street in the west and along Meadow Street in the east.

Hampton Ponds is defined as the northeast corner of the City from Old Stage Road in the west to the Holyoke border in the east, and from North Road on the south and the Southampton border on the north.

Geographic Distribution

Target Area	Percentage of Funds
Downtown East	
Riverfront North	
Riverfront South	39
City-wide	42
Downtown West	19
Hampton Ponds	

Table 8 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

For Program Year 2024, competitive applications were received for the target areas as indicated on the chart above.

The Downtown West neighborhood generally contains the City's central business district. It is anticipated that several small businesses will require economic development assistance to maintain operations.

The Citywide allocation contains the City's public service activities, community facilities improvements, and CDBG Administration costs.

The Riverfront South allocation includes the replacement of sidewalks on Shepard Street.

Discussion

DRAFT

AP-75 Barriers to affordable housing -91.420, 91.220(j)

Introduction

The City of Westfield has adopted policies consistent with the goal to create affordable housing opportunities. The City has a prompt and predictable permitting process, zoning permissive of varying styles of housing development, and regular communication among departments concerned with quality housing, including Community Development, the Westfield Housing Authority, the Department of Public Health, the Office of the Treasurer, and the Office of the City Solicitor, among others. The primary barriers to affordable housing in Westfield include:

- General cost of construction and compliance with Massachusetts Building Code;
- Difficulty of gaining site control and land assembly for larger projects;
- Low vacancy rates and competition for unsubsidized units from local University students; and
- Significant gaps between development costs and affordable ownership or rent levels

The City serves as a member of the Pioneer Valley Planning Commission's Regional Housing Roundtable, where broader policy discussions impacting the Greater Springfield area's regional affordability are regularly held.

Actions it planned to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment

The City, through the Community Preservation Program, has funded a down payment assistance program for income-eligible buyers.

Discussion

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

Introduction

Westfield, population of about 40,000, is a diverse community, culturally, in topography, in income demographics, and in land-use. Citywide, Westfield is committed to responsible development and redevelopment of existing facilities to accommodate employment expansion, economic opportunity, and housing opportunity.

As a certified Municipal Vulnerability Preparedness (MVP) community, Westfield additionally pays particular attention to opportunities to more effectively protect environmentally sensitive areas and properties in and around the flood zones near rivers and streams. Westfield was originally named Streamfield due to the importance of the Westfield River and Little River, which are both part of the Connecticut River basin.

Actions planned to address obstacles to meeting underserved needs

Westfield maintains regular contact with a diverse set of public service providers in the areas of senior services, youth services, food security, public transportation, housing services, subsistence services (fuel assistance, etc), and affordable housing program managers operating in the City. Westfield aims to continue those collaborations to identify new methods to provide those services that required by low- and- moderate income populations. Additionally, the City has accessed state and local funds to develop recreational opportunities and renovate parks, sidewalks, and streetscapes in the near downtown neighborhoods.

Actions planned to foster and maintain affordable housing

The City of Westfield will work with local housing counseling organizations and spread awareness of local programs to assist first time homebuyers.

Actions planned to reduce lead-based paint hazards

Westfield is required to comply with all applicable state and federal statutes and regulations as it relates to lead paint hazard mitigation. As such, each of the City's Subrecipient Agreements contains language requiring the agency or beneficiary to comply with these rules. Westfield is prepared to accept complaints or inquiries from citizens concerned about lead paint in their homes. The City would analyze such complaints based on safety, fair housing applicability, and required actions. All cases are shared with programmatic staff at the City's Health Department for review.

Working with the City of Chicopee and the Holyoke-Chicopee-Westfield HOME Consortium, a Moderate Risk Lead Training Course will be held on Saturday, June 1st at the Chicopee Public Library. The City, through general municipal, non-CDBG funds, anticipates funding scholarships for property owners and

contractors to become certified in Moderate Risk Lead Removal.

Get The Lead Out, operated by Wayfinders, is a program that provides low cost financing to property owners to remove lead paint from their homes to reduce the risk of lead poisoning in children. This program is available for low-and-moderate income homeowners in Hampden and Hampshire County.

Actions planned to reduce the number of poverty-level families

The City of Westfield will continue to participate in activities and initiatives sponsored by MassHires in Western Massachusetts, as well as the Economic Development Council of Western Massachusetts, and the Pioneer Valley Planning Commission to assist in regional solutions to combatting poverty.

Westfield remains aggressive in its pursuit of economic development opportunities for residents of all skill levels and in diverse employment sectors. Located at the crossroad of Interstates 90 and 91, the warehousing and distribution industry is among Westfield's largest employment sectors. Additionally, Westfield maintains a healthy economic ecosystem in precision manufacturing, assembly, aerospace, healthcare, education, and retail services.

Westfield Public Schools proudly continues to offer vocational and technical training at Westfield Technical Academy, where high-school level training programs are available in electrical, office science, construction technology, manufacturing technology, allied health, horticulture, and culinary arts.

Outside of employment opportunities, the City has affordable child-care through several agencies, including a recently-expanded Boys & Girls Club.

Actions planned to develop institutional structure

The Office of Community Development & Planning in the City of Westfield is utilized to review and facilitate projects of many kinds. Staff is often tapped to serve on Steering Committees on matters relative to economic development, public service, infrastructure planning and investment, among others. This involvement in senior staff discussions allows for the Department to have a "big picture" view of community priorities and needs. Coupled with the Department's regular interaction with service providers and the non-profit community, staff is capable and willing to share information with stakeholders both internal and external and determine the most advantageous deployment of resources.

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

The City will continue as an active participant in the Westfield Continuum of Care, Hampden County Continuum of Care, and the Leadership Council to End Homelessness in Western Massachusetts. Each of these organizations holds regular meetings where data is distributed and analyzed with a focus on

achieving better outcomes for low-and-moderate income individuals.

The Holyoke-Chicopee-Westfield HOME Consortium also provides staff with the opportunity to understand initiatives occurring in nearby communities with similar challenges.

Discussion

DRAFT

Program Specific Requirements

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

Introduction

Community Development Block Grant Program (CDBG)

Reference 24 CFR 91.220(I)(1)

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

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

Other CDBG Requirements

1. The amount of urgent need activities	0
2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan.	100%

Discussion

Westfield is not proposing to expend any funds on Urgent Need activities nor on activities aimed at eliminating slum or blight. All funds are dedicated to activities that meet the national objective of providing services to low-and-moderate populations.