

~~The purpose of this amendment is two-fold. First, the City has added an updated SF-424 and modified its projects and expected resources to reflect a decrease in award from \$368,477 to \$368,377. Second, a substantial amendment was made this summer, eliminating two activities proposed in the 2020 Action Plan and replacing with another.~~

Executive Summary

ES-05 Executive Summary – 24 CFR 91.200(c), 91.220(b)

1. Introduction

The City of Westfield is an Entitlement Community under the U.S. Department of Housing and Urban Development’s (HUD) Community Development Block Grant Program (CDBG). The CDBG Entitlement Program provides annual grants on a formula basis to entitled cities and countries in order for those communities to focus primarily on developing viable communities through the provision of decent housing, a suitable living environment and expanded economic opportunities, to be predominantly beneficial for low-and moderate-income persons.

The US Department of Housing & Urban Development requires its Entitlement Communities to undertake an intense outreach program every five years to ensure that cities are addressing needs specific to their community.

The City of Westfield under the Office of Community has prepared its Five-Year Consolidated Plan for FY 2020-2024, period beginning on July 1, 2020 and ending June 30, 2024. The Consolidated Plan is directly derived from consultation visits with public service organizations, City departments, non-profit housing developers, housing agencies and health services, a community survey, data resources, and reviews of prior community development plans.

2. Summary of the objectives and outcomes identified in the Plan Needs Assessment Overview

- 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 supports the most vulnerable populations including frail elders, youth living in poverty, and homeless and at-risk households.
- 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 for entrepreneurs who want 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
- Economic Development in relation to job retention and job creation for local small businesses in the low to moderate income qualifications.

3. Evaluation of past performance

The City of Westfield has demonstrated progress in meeting goals and objectives identified in previous Annual Action Plans. The City's efforts focused on activities that have impacted the quality of life for low- and moderate-income residents. These efforts include allocating significant resources to its housing rehabilitation program, sidewalk improvements in low- and moderate-income neighborhoods, and to non-profit facility improvements. An area for improvement has been identified in microenterprise assistance and economic opportunity. Westfield is continuing to offer the Microenterprise Grant Program for small businesses who qualify as a continuing effort to provide technical and financial support to small businesses.

4. Summary of citizen participation process and consultation process

In order to ensure participation from the citizens of the City of Westfield, the Consolidated Planning process included public meetings, consultation visits with community leaders and agencies who serve low-and-moderate income populations, a community survey, public hearings and technical assistance workshops.

Every five years, the City of Westfield through its Department of Community Development develops a Consolidated Plan, a document required by the US Department of Housing and Urban Development (HUD), in order to receive federal funds like the Community Development Block Grant and HOME Investment Partnership Program. The City is required to seek community input in the development of the Consolidated Plan.

Consultation visits with agencies and key city departments was a primary tool of indicating what needs would be beneficial and suitable for our geographic areas that qualify as low-and-moderate income. The survey is another method of gathering information. The goal of this survey was to identify housing and community development needs and priorities in Westfield. The Five-Year Consolidated Plan will guide the City on its expenditure of federal funds over the next five years.

Every year the City of Westfield receives federal Community Development Block Grant (CDBG) funds to make improvements to our community that benefit low-and-moderate income families and neighborhoods. In an aim to live up to our motto, "Community Driven," we aimed to hear from all segments of our City's population.

5. Summary of public comments

A summary of public comments can be found within Section PR-15 Citizen Participation section of the Con Plan.

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

All comments were accepted. They were primarily focused on a need for additional focus on economic development, particularly in light of the COVID-19 pandemic and economic disruption.

7. Summary

The Process

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

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

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

Agency Role	Name	Department/Agency
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

Consolidated Plan Public Contact Information

Questions concerning the Consolidated Plan may be directed to:

Peter J. Miller, Director

Office of Community Development

59 Court Street

Westfield, Massachusetts 01085

Phone: 413-572-6246 Email: p.miller@cityofwestfield.org

Michaela Grady, CDBG Coordinator

Office of Community Development

59 Court Street

Westfield, Massachusetts 01085

Phone: 413-572-6244 Email: michaela.grady@cityofwestfield.org

Christine Fedora, Office Manager

Office of Community Development

59 Court Street

Westfield, Massachusetts 01085

Phone: 413-572-6260 Email: c.fedora@cityofwestfield.org

PR-10 Consultation - 91.100, 91.110, 91.200(b), 91.300(b), 91.215(I) and 91.315(I)

1. Introduction

The City of Westfield, through its Department of Community Development held consultation meetings where both the Director and Community Block Grant Coordinator met with a total of 15 agencies, which included non-profit organizations, local housing providers, community organizations, advocacy groups, existing networks and several City departments. These meetings began in December 2019 and continued through February 2020.

An online survey was another tool that was created for the community on November 26, 2019 by Director of the Community Development department. This survey was put out to provide community input for preparation of the City's Five-Year Consolidated Plan for 2020-2024.

Through the processes data that was collected to obtain input on priority needs, recommendations, and possible investment opportunities as it relates to housing, food insecurity, transportation, mental health, youth, adult, and senior services, infrastructure, and economic development needs of the community.

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

The Department of Community Development works with numerous public and private organizations to coordinate community and housing services. The City engages with many locally based and regionally-based organizations, serving on several committees and working groups in an effort to receive updated information on both the needs in the community and opportunities available to address those needs. Being an active member and attending regular meetings of the Hampden County Continuum of Care, the Pioneer Valley Transit Authority Advisory Board, the Regional Housing Committee under the direction of the Pioneer Valley Planning Commission, and the Economic Development Partners of Western Massachusetts, the Department is committed to collaborating with organizations locally and regionally. Additionally, the CDBG Coordinator has taken an active role in CORE of Greater Westfield, an organization committed to addressing the opioid epidemic and the local Coalition to End Hunger. Staff has also consulted with the Ascentria Care Alliance to understand the challenges facing new Americans as they settle in the Westfield area.

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 Hampden County Continuum of Care remains actively engaged in assisting the homeless in the Greater Springfield area. Westfield is represented on the CoC Board of Directors by its Community Development Director and the Executive Director of Domus, Inc., a local non-profit housing development agency. The Hampden County CoC was one of very few agencies funded through HUD's Youth Homelessness Demonstration Project to enable the region to expand capacity and test innovative solutions to prevent and end homelessness among youth and young adults.

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

The Community Development Director serves on the Board of Directors for the Hampden County Continuum of Care and has actively participated in the agency's meetings. The Board has funded a variety of diverse applications with particular focus on Domestic Violence coordinated entry, family supportive housing, and veterans' issues. The CoC Policies & Procedures were reviewed at a meeting in December 2019 and affirmed.

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

Table 2– Agencies, groups, organizations who participated

1	Agency/Group/Organization	DOMUS INC.
	Agency/Group/Organization Type	Housing Services - Housing Services-Persons with Disabilities Services-homeless Services-Education
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Anti-poverty Strategy
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	The Director of Community Development and CDBG Coordinator met with Director, Ann Lentini and one of her staff members on December 17th at her office. We received her input on the following topics. -Housing is a definite need for the low/moderate group. Ann mentioned that there were 500 applicants for the 23 units located at one of their new properties, Moseley Apartments. -More than half of these applicants reside in Westfield. -Centralizing services have merged and are no longer located in Westfield which makes it challenging to get to locations (RMV, Social Security, Immigration, Salvation Army, Mental Health Counseling services) to name a few. - Job assistance needs to be enhanced for those looking for employment.
2	Agency/Group/Organization	Boys & Girls Club of Greater Westfield
	Agency/Group/Organization Type	Services-Children
	What section of the Plan was addressed by Consultation?	Public Housing Needs mental, emotional and behavioral health issues.

	<p>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</p>	<p>The Director of Community Development and CDBG Coordinator met with Director, Bill Parks and several staff members at the Boys and Girls Club on December 19th to get their input on childcare and the Club. BGC staff recently proved to ECC (Early Education and Care) and New England Farm Workers that there is a need for expansion at the Club. Westfield locations waiting lists are substantial. Additional funds are needed for children who are on the waiting list. The age group of the Club consists of ages 5-13 (mostly 5-11yr range). Two thirds of the children get dinner through the Meal Program on a daily basis. Approximately 250-275 dinners plus a snack are served per night. Other topics that were brought up by the Director and staff were concerns with Parent/Sibling substance abuse exposure, Parent/Training, and Family Engagement.</p>
3	<p>Agency/Group/Organization</p>	<p>City of Westfield Health Department</p>
	<p>Agency/Group/Organization Type</p>	<p>Services-Health Other government - Local</p>
	<p>What section of the Plan was addressed by Consultation?</p>	<p>Anti-poverty Strategy</p>

	<p>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</p>	<p>The Director of Community and CDBG Coordinator met with the Director and Nurse for the City's Health Department to get input from them regarding public health concerns. Food Insecurity was the top concern discussed. The Westfield Health Department is joining forces with Coalition To End Hunger and collaborating with surrounding cities to gather resources for all groups and get information on a web system called "413 cares". A Westfield Food Resource Guide has been created including all food programs offered in the City and detailed information about the programs. Other Public Health concerns included vaccine exemptions, vacant housing, healthier food program for children, and safe routes to school. The Director and CDBG Coordinator attended the Westfield Service Integration meeting on January 29th at the Senior Center that was mentioned during this consultation visit to discuss the web-based system "413 Cares" with surrounding health care organization and groups in the 413 area.</p>
4	<p>Agency/Group/Organization</p>	<p>BHN The Carson Center</p>
	<p>Agency/Group/Organization Type</p>	<p>Health Agency Behavioral Health Agency for children health and wellness and adults</p>
	<p>What section of the Plan was addressed by Consultation?</p>	<p>Mental Health, Substance Abuse, Wellness Center</p>

	<p>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</p>	<p>The Director of Community Development and CDBG Coordinator met with Senior VP of Behavioral Health Network (BHN) at our office on December 20th. She noted that BHN has a \$115 million budget with 2400 employees. Out of those employees 400-500 are employed in Westfield. The discussion points included:</p> <ul style="list-style-type: none"> -Gaps and Issues: Rates do not cover salaries - Losing staff to government and hospitals etc. -Employment- Ideal for BHN to hire people who have experienced or lived with (substance abuse or mental illness) -Affordable Housing- Housing cost increase and its effects on LMI persons and families. Supplemental Security income. -Transportation- lacking flexibility in their schedule. -Substance Abuse program and services- Crisis Center 24/7 works with all individuals of all ages experiencing a behavioral health crisis. -CBHI- Children Behavioral Health Initiative- program focuses on children and youth under the age of 21. Children and their family mentoring support, in-home therapy. -Spoke of many program/services offered at 77 Mill Street (Westfield CCS/Respite program, ACCS, to name a few) -Substance Abuse is a very large issue.
5	<p>Agency/Group/Organization</p>	<p>Department of Public Works</p>
	<p>Agency/Group/Organization Type</p>	<p>Other government - Local</p>
	<p>What section of the Plan was addressed by Consultation?</p>	<p>Infrastructure</p>

	<p>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</p>	<p>Director of Community Development and CDBG Coordinator met with David Billips, Director of Public Works for the City of Westfield December 20th at his office to discuss what his thoughts were on infrastructure work that is needed for the low-moderate neighborhoods. David noted that the sewer pipes in the downtown area are extremely old. Sidewalks and streets that were mentioned and some areas would have tree work included. Sidewalks and water mains are needed services in the LMI neighborhoods in the City. Cast iron gas removal and parks and playgrounds were also topics that we touched upon. David sent a list of hydrants that need replacement after our discussion on December 20th showing the locations in LMI areas and all surrounding locations in the City.</p>
6	<p>Agency/Group/Organization</p>	<p>Forum House</p>
	<p>Agency/Group/Organization Type</p>	<p>Services-Persons with Disabilities Services-Health</p>
	<p>What section of the Plan was addressed by Consultation?</p>	<p>For mental, emotional, and behavioral health issues.</p>

<p>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</p>	<p>Forum House-55 Broad Street, Westfield Ma Meeting date: December 23, 2019 at 10:30am with Sally English- Director/ Susan Smith- Sr. Employment Coordinator. Forum House has been very busy with more mental health programs are available. The Forum House is a program of Viability, Inc. The Forum House focuses primarily on mental health and work with the Massachusetts Rehabilitation Commission (MRC) Dept. of Mental Health helping individuals to live better lives and assist them in having that opportunity to find work.</p> <p>Concerns that Sally and Susan spoke about:</p> <ul style="list-style-type: none"> - Transportation- Education: very hard for individuals to get transportation in order to move forward with taking college courses or getting to a hi-set program -Employment: challenging for folks to get Areas to help individuals with transportation Services Food Security- Food Service partnered with Uber/Lift in Boston for folks food is ready when the get home form their jobs- works with your schedule. -Housing- Fair Housing discrimination, CORI issues in housing. Its easier to house to college students driving the cost up and vacancy down - Mass Rehab- is relocated at 243 Cottage Street instead of downtown Westfield. Dept of Transitional Assistance (DTA) and Mass Health. This becomes a challenge when transportation is limited. Unemployment is less accessible. -Job Training- Looking for higher level positions is challenging for people with disabilities. Ex: J Polep in Chicopee have training for members of the Forum EMAC (Employer Medical Assistance Contribution) employs people who are on Mass Health. There is a quarterly fee. There is a need for job training programs from large employers with diversity and inclusion training.
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		- Top Priorities-Building employment base, housing and education.
7	Agency/Group/Organization	Engineering Department
	Agency/Group/Organization Type	Other government - Local
	What section of the Plan was addressed by Consultation?	Infrastructure
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	The Director of Community Development and CDBG Coordinator met with Mark Cressotti, City Engineer for the City of Westfield on December 23rd. The main focus for the Five-Year Plan would be to focus on neighborhood redevelopment in the low-moderate areas as it relates to Housing Rehabilitation and infrastructure improvements. The focus would be to make improvements on a cluster of neighborhoods in order to make an impact and achievable results. Sidewalk and Water Main lines on many low-moderate neighborhoods. City Engineer is working closer with Westfield Gas & Electric and the goal is to coordinate with what they (WG&E) has on their 5-10yr plan. It is imperative for both to communicate with one another in order to get the full scope of the project in designated areas being worked on.
8	Agency/Group/Organization	Westfield Gas and Electric
	Agency/Group/Organization Type	Services - Broadband Internet Service Providers Services - Narrowing the Digital Divide Other government - Local
	What section of the Plan was addressed by Consultation?	Fuel Assistance Programs, Infrastructure, Broadband

<p>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</p>	<p>The Director of Community Development and the CDBG Coordinator met with Arlene Paton (Customer Accounts Manager) and Lisa Stowe (Marketing & Communications Specialists) on January 3, 2020 to get information on fuel assistance, and WG&E infrastructure plans. There are four programs offered for fuel assistance programs.</p> <p>-Low Income Home Energy Assistance Program- A federally funded program aimed at helping low-income families and individuals pay their heating bills during the winter months. The level of assistance is based on household income and family size.</p> <p>-Valley Opportunity Council is the contact agency that begins the application process for families and schedules appointments for surrounding cities/towns in Western Mass.</p> <p>-Salvation Army Good Neighbor Energy Fund- The Massachusetts Good Neighbor Fund provides energy assistance to residents in a temporary crisis and who are struggling to pay their energy bills and are slightly ineligible according to the Low-Income Home Energy Assistance Program.</p> <p>-WGE Westfield Warm Fund- Customers who qualify for the Low-Income Home Energy Assistance Program and continue to make monthly payments on their accounts may request additional assistance.</p> <p>Churches/Veterans Office Arlene supplied the following information on the financial assistance programs that people received the last two years from the low-income Home Energy Assistance programs and the agencies who provide the help to customers. Totals Customers/Financial Assistance: 1,200 in 2019. 1,171 in 2018 Capital Planning We discussed Capital Planning and if we could have information on the list of streets that will be reconstructed over the five years. –</p>
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		Broadband-The broadband aspect for the downtown area is very challenging. Some areas WG&E would be able to supply Whip City Fiber while other areas in the same vicinity is not possible.
9	Agency/Group/Organization	Westfield Food Pantry
	Agency/Group/Organization Type	Services-Health Food Security
	What section of the Plan was addressed by Consultation?	Food Security
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	<p>The Director of Community Development and the CDBG Coordinator met with the Director of the Westfield Food Pantry on January 3, 2020. Westfield Food Pantry is a donation driven organization with approximately 94% of food being from those donations. The Director is constantly working with the Public Health Nurse for the City of Westfield with food security options. They put together a Westfield Food Resource Guide that provides information and locations for everyone in need of options. The resource guide captures every age group.</p> <p>Five Year Plan vision for the Westfield Food Pantry is looking for empty spaces in order to expand and move from their current location at 101 Meadow Street, Westfield, Ma.</p> <p>Level of Needs: According to the Director of the Westfield Food Pantry there is a significant change from 10 years ago where approximately 32% of people were employed and coming to the Westfield Food Pantry for additional assistance. The numbers have increased to over twice as many employed people. Working people are struggling and the middle class are getting hit especially hard by student loan debts, health care, housing expenses and single parenting. Healthy food options were another level of need that was discussed.</p>

10	Agency/Group/Organization	Westfield Council on Aging
	Agency/Group/Organization Type	Services-Elderly Persons Other government - Local
	What section of the Plan was addressed by Consultation?	Program and services for the elderly

<p>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</p>	<p>CDBG 5 Year Consolidated Plan Consult Visit-Meeting- January 7, 2020 at 10:30am.</p> <p>Discussion: Director Tina Gorman mentioned that past CDBG funding was granted for mileage reimbursement from the Volunteer Companion Program. The Volunteer Companion Program is a program for frail, homebound senior citizens who are sixty years old and older and are at risk of being institutionalized.</p> <p>There are many services provided through the Volunteer Companion Program that give these seniors an opportunity to age in place in their homes. There are approximately a hundred Volunteer companions, and these companions sometimes have multiple clients. This program is funded by the Executive Office of Elder Affairs. Senior safety checks will be an expansion of the Volunteer Companion Program. Hazardous weather checks are a must, especially with vulnerable clients.</p> <p>Joyce Peregrin, Program Coordinator at Westfield Council on Aging is setting up a Neighbor Companion Program working with the Hampton Village community in the City as well as clients at the following housing locations: Washington House, General Shepard Apartments, and Liberty Manor to name a few.</p> <p>Council on Aging Statistics: Last FY there were a total of 612 new members. 55 new clients a month. 3 new clients a day.</p> <p>Concerns: Transportation and accessibility to services go hand in hand and are a constant struggle for senior citizens in our City. Housing is challenging and risks of individuals being homeless because of their inability to afford the rent. Grandparents raising grandchildren is a huge issue for this group because they are on a fixed income and now have the</p>
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		<p>responsibility of being a caregiver to their grandchildren.</p> <p>Health care: Dementia and Parkinson's Disease have increased. Caregiver dealing with the diagnosis of a loved one. Possibilities in future funding: HUD ramps and home modification updates for accessibility to seniors in their homes.</p>
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11	Agency/Group/Organization	The Westfield Housing Authority
	Agency/Group/Organization Type	Housing Services - Housing Service-Fair Housing

What section of the Plan was addressed by Consultation?	Housing Need Assessment Infrastructure
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	<p>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</p>	<p>Community development director and CDBG coordinator met with Daniel Kelly and his staff to discuss what concerns and input they had for the City’s Consolidated Plan. Many of the streets and sidewalks of their housing locations need infrastructure projects. Murphy Circle and Danek Drive need major reconstruction. (Sidewalks or repaving) Kasper Drive was most mentioned in our discussion and questioned as to whether it is a private or public way.</p> <p>Sidewalk repairs-Kennedy Apartments, Union Street (Powdermill Village)</p> <p>Issue/Tenants top concerns- Substance abuse, drug dealing, hoarding, and evictions.</p> <p>Food Options- Brown Bag is used more frequently which is available at the Westfield Senior</p>
12	Agency/Group/Organization	Kamp for Kids

<p>Agency/Group/Organization Type</p>	<p>Services-Children</p>
<p>What section of the Plan was addressed by Consultation?</p>	<p>Youth program</p>
<p>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</p>	<p>The CDBG Coordinator met with Anne Benoit, Director of the Kamp for Kids program on January 24, 2020 at Kamp for Kids. Anne spoke about the funding each year that is granted from CDBG funds which allows 6-9 scholarships for children who are from Westfield. The majority of our discussion was around moderate income families and assistance that is lacking unfortunately. It seems that the moderate income is falling in a category where they don't always meet the standard numbers where they qualify for help and are still struggling to keep their head above water. A lot times there is the stereo type of moderate families coming from a single parent but that is not always the case. Anne is seeing the challenges and struggles amongst this group increasing. There is a huge income gap. Anne did mention the struggles with transportation and the scheduling around the buses.</p> <p>Anne felt there should be more of a push for housing assistance.</p>

13	Agency/Group/Organization	Ascentria Care Alliance Services
	Agency/Group/Organization Type	Services-Children Services-Health Children and Family Services - Mental Health
	What section of the Plan was addressed by Consultation?	Mental health programs, refugee services,
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	January 21, 2020 9:00am -12:00pm Ascentria Care Alliance- Pathways to Economic Opportunity Community Development Director Peter Miller attended a Stakeholder Conference sponsored by Ascentria Care Alliances Services for New Americans Program. Ascentria Care Alliance is a refugee resettlement agency serving the greater Springfield region. Until Summer 2019, Ascentria regional office was located in Westfield at 94 North Elm Street. They have since moved to West Springfield. Facilitators asked the participants for input in improving the economic opportunities for refugees and immigrants. We heard from refugees from Syria and Ukraine about the challenges associated with moving to a new country. Primary challenges these individuals and families have faced have been language-based. Learning the English language was identified as the primary barrier to economic opportunity, and while there are programs available, many of them have waiting lists or are inconveniently located. Transportation and affordable child care were the other primary challenges identified .DTA told the group that www.helpsteps.com is a valuable resource that provides a comprehensive list of services available in the state.
14	Agency/Group/Organization	The Greater Westfield Chamber of Commerce
	Agency/Group/Organization Type	Business and Civic Leaders Nonprofit organization for local businesses
	What section of the Plan was addressed by Consultation?	Chamber of Commerce

	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Transportation/Public: We spoke to Kate Phelon, Executive Director of the Greater Westfield Chamber of Commerce and transportation was again one of the number one concerns from a business perspective. Kate stated that there is no real flexibility with the schedule. Work Ethic- Non management positions work ethic is very different. It is difficult to find strong, hardworking employees for those positions.
15	Agency/Group/Organization	Code Enforcement
	Agency/Group/Organization Type	Housing Services-Health Other government - Local
	What section of the Plan was addressed by Consultation?	Code Enforcement
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	January 8, 2020 at 9:30am Code Enforcement Initiative- Lieutenant Kevin Bard, Carissa Lisee, Building Inspector, Peter Miller, Director of the Office of Community Development and Leanne Cloutier, CDBG Coordinator met with Lieutenant Bard, Carissa Lisee and Chief Larry Valliere to discuss Code Enforcement as it relates to the City's Five Year Consolidated Plan for 2020-2024.
16	Agency/Group/Organization	Westfield Emergency Management Agency
	Agency/Group/Organization Type	Agency - Managing Flood Prone Areas Agency - Emergency Management
	What section of the Plan was addressed by Consultation?	Climate Resiliency

<p>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</p>	<p>Community Development staff met with Jim Wiggs, Westfield Emergency Management Agency Director, on February 19th to discuss the City's efforts to address climate change and make for a resilient community. Mr. Wiggs shared the City's Hazard Mitigation Plan, which was completed in 2017, and informed the team that Westfield is concurrently developing a Municipal Vulnerability Preparedness plan through the Commonwealth of Massachusetts. The MVP plan will make the City eligible for state grants to mitigate for more intense storm events and other naturally occurring threats.</p>
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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	City of Springfield	

Table 3– Other local / regional / federal planning efforts

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

The City of Westfield collaborates on a regular basis with several other units of municipal government, county government, and state government in an effort to advance the priorities and goals set forth in this Consolidated Plan. Some of our public government partners in this effort include:

Westfield Housing Authority: The Westfield Housing Authority manages 633 units of public housing for the elderly, families, and disabled individuals. It also manages 284 Section 8 vouchers.

City of Springfield: The City of Springfield, through its Office of Housing, serves as the lead for the Hampden County Continuum of Care and has served as the lead agency in a collaborative effort made by the Cities of Springfield, Holyoke, Chicopee, and Westfield in the development of a regionally focused Analysis of Impediments to Fair Housing (AI).

Cities of Holyoke & Chicopee: The City of Holyoke serves as the Consortium Lead for the Holyoke-Chicopee-Westfield HOME Consortium. The Community Development Directors from each community meet periodically to discuss matters relating to affordable housing, grant administration, and strategic initiatives.

Massachusetts Department of Housing & Economic Development (MA HED): MA HED assists the City in advancing affordable housing projects through the Department of Housing & Community Development. Additionally, the City works with HED to address matters relating to economic development. HED administers the MassWorks program, which the City has accessed on two occasions to facilitate large-scale economic development projects that promote opportunity for both skilled and semi-skilled workforce.

Massachusetts Development Finance Agency (MassDevelopment): MassDevelopment programs have also allowed the City to advance two economic development initiatives in the City. The Site Readiness Program has allowed the City to advance environmental permitting on a 70-acre city-owned parcel planned for development as an industrial park. The City also assessed a technical assistance grant to perform a feasibility study for the redevelopment of a 2-acre parcel in the City's downtown district.

Narrative

PR-15 Citizen Participation - 91.105, 91.115, 91.200(c) and 91.300(c)

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

The City of Westfield engaged in public hearings and a community survey for the citizen participation process in preparation for the City's 2020-2024 Consolidated Plan. The online survey was put together to gather community input for the Consolidated Plan. The survey was released on November 26, 2019 and was available for residents to participate in until December 20, 2019.

The survey was made available through the City of Westfield website, on multiple social media sites of interest to Westfield citizens, and advertised in The Westfield News . Hard copies were available at the Westfield Athenaeum, the Boys and Girls Club of Greater Westfield, and the Westfield Senior Center.

In accordance with 24 CFR 91 Subpart B; The Office of Community Development also conducted two public hearings that took place on Tuesday, January 14, 2020. One was held at 11:00 am and the other at 6:00 pm, both at City Hall. The public hearing included a presentation explaining the CDBG program and solicited discussion on community development needs and priorities for U.S. Department of Housing and Urban Development (HUD) funds for the First Year Action Plan Fiscal Year 2020 and the 2020-2024 Consolidated Plan. A public hearing to solicit comment on this draft plan was held on Wednesday, April 22nd at Westfield City Hall. Accommodations will be made to encourage remote participation in those hearings to comply with social distancing protocols invoked in March 2020 to combat the spread of COVID-19.

Citizen Participation Outreach

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (if applicable)
1	Public Hearing	Non-targeted/broad community	A power point presentation was prepared for the public hearing to discuss the FY20 Annual Action Plan and Five Year Consolidated Plan. The public hearing was held on January 14th at Westfield City Hall located at 59 Court Street in conference room 315 and there was a total of 5 attendees.	Comments were raised about small businesses in town and we mentioned the launch of the Microenterprise Program. Transportation was addressed, making healthier options for the downtown and utilizing vacant buildings for viable living.	none	

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
2	Internet Outreach	Non-targeted/broad community	The City of Westfield through its Office of Community Development issued a survey to solicit input from residents in preparation of its Five-Year Consolidated Plan, which dictates how the City allocates its CDBG and federal HOME program funds from 2020-2024.	A press release was sent out detailing the purpose of the online survey including a link to access the survey either on the internet or through the city's website. The survey contained 10 questions and took 5-10 minutes to answer. Approximately 130 people participated in the survey.	All comments were accepted.	

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
3	Public Hearing	Non-targeted/broad community	This meeting was held virtually, as allowed by state guidance during COVID-19 and through a waiver obtained through HUD. The meeting was broadcast on the local cable access channel and streamed at www.westfieldtv.org . There were two individuals who chose to call in and participate in the hearing.	Minutes of the public hearing are attached in the Citizen Participation file. In summary, the public requested additional funds be programmed for economic development to assist small businesses and low-moderate income residents impacted by the COVID-19 economic disruption.	The comment was accepted. The draft plan was amended by programming an additional \$30,000 to Economic Development projects and reducing the amount programmed to Neighborhood Revitalization by a corresponding \$30,000 amount.	

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (if applicable)
4	Public Hearing	Non-targeted/broad community	This meeting will be held on August 10, 2022 in City Hall to provide the public with opportunity to comment on proposed AMENDMENTS to the Consolidated Plan and the 2020 Annual Action Plan.	TBD	TBD	

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
5	Public Hearing	Non-targeted/broad community	This Public Hearing was held on Thursday, April 17, 2024 at 5:00 pm to present and consider an amendment to the Consolidated Plan, adding additional unanticipated resources and reallocating to strategic priorities.	Minutes of the public hearing are attached in the Citizen Participation file. In summary, several comments were received through the public comment process requesting the City reconsider its reduction in the “Creating Economic Opportunities” priority to continue funding for the Vacant Storefront Program.	The comment was accepted. The draft plan was amended by programming an additional \$40,000 to the Economic Development priority	

Table 4– Citizen Participation Outreach

Needs Assessment

NA-05 Overview

Needs Assessment Overview

The City of Westfield identified the following priority needs to be addressed for the Five-Year Consolidated Plan. The City determined these needs based on consultations visits with various community stakeholders, area service agencies, municipal staff, and the community online survey.

Food Insecurity is a high priority in the City of Westfield and was addressed in our consultation visits with the Health Department, Boys and Girls Club, Domus Inc., Council on Aging (Senior Center) , Westfield Food Pantry and Westfield Soup Kitchen. The Health Department is working together with Coalition to End Hunger in Western Mass to gather information for all age groups of low-moderate individuals and families to provide an updated database that enables resources available in the 413 area.

Housing Affordability- Lack of housing is rated as a high priority in the City of Westfield based on the information we received from many of our consultation visits including Domus Inc., Westfield Housing Authority, Council on Aging and Behavioral Health Network as well as residents' feedback from the Community online survey. There is a substantial number of residents who are on a waiting list to receive housing in the City.

Transportation is considered a high priority in the City of Westfield as it is a challenge for residents without the luxury of vehicles to get to essential locations in order to provide them with the basic needs and assist them in getting to programs and services that will help them in living a better quality of life. The majority of consultation visits mentioned the need for transportation to accommodate the low-moderate clientele.

Senior Care Services is considered a medium priority in the City of Westfield based on the information that we received from consultation visits and the community online survey.

Youth/Childcare Services is considered a medium priority in the City of Westfield based on the information we received from consultation visits and the community online survey.

Mental Health Services/ Substance Abuse is considered a medium priority in the City of Westfield based on the information we received from consultation visits and the community online survey.

Employment Services is considered a medium priority in the City of Westfield based on the information we received from consultation visits with agencies and the community online survey.

Adult Learning Services is considered a medium priority in the City of Westfield based on the information that we received from the consultation visits with agencies and the community online survey.

Handicapped Services is considered a low priority in the City of Westfield based on the information that we received from the consultation visits and the community online survey.

Domestic Violence Services is considered a low priority in the City of Westfield based on the information that we received from the consultation visits and the community online survey.

If the PJ will establish a preference for a HOME TBRA activity for persons with a specific category of disabilities (e.g., persons with HIV/AIDS or chronic mental illness), describe their unmet need for housing and services needed to narrow the gap in benefits and services received by such persons. (See 24 CFR 92.209©(2) (ii))

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

Describe the jurisdiction’s need for Public Facilities:

The City identified a need to assist non-profit agencies whose services are open to the general public with facility improvements, including but not limited to handicapped-accessibility improvements. Additionally, neighborhood parks were identified as in need of improvements. The City will utilize a portion of its CDBG budget each year to address non-housing community development needs and will support activities and applications of agencies in order to maximize resources available to address these needs. The non-housing community development strategy will serve a number of overall objectives, including providing a wide range of public and human services to meet the needs of the low-moderate eligible areas and persons.

How were these needs determined?

Non-profit consultations included the Boys & Girls Club of Greater Westfield, the Westfield YMCA, and the Westfield Athenaeum, the City’s library. Additional information was provided by the Westfield Parks & Recreation Department.

Describe the jurisdiction’s need for Public Improvements:

As is common in New England, the City of Westfield, particularly in its low-and-moderate income neighborhoods, which tend to be around the City’s historic center and contain the City’s oldest housing stock, publicly owned facilities and infrastructure such as streets, playgrounds, and underground utilities require continuous improvement. Over the past several years, the City has adopted an “Old Town” improvement program, where core neighborhoods are addressed with comprehensive infrastructure improvement. The City has begun supplementing local funds for these programs with funding from the CDBG program. Consultations with city departments indicated that there is a specific need to improve water distribution systems in these neighborhoods to replace pipes that are over 100 years old. Additionally, road resurfacing and sidewalk and streetscape improvements are critical to assisting in stabilizing these neighborhoods.

How were these needs determined?

These needs were identified through consultation meetings with the City’s Department of Public Works, the Engineering Department, the Westfield Gas & Electric Department, and the Westfield Housing Authority. Additionally, public improvements were identified in our community survey as an area for improvement.

Describe the jurisdiction’s need for Public Services:

The need for Public Services in the City of Westfield is a high priority for many public service locations. We consulted with the directors and staff of many non-profit organizations, agencies and City departments which included Domus Inc., Westfield Council on Aging, Westfield Food Pantry, Samaritan Inn, YWCA, BHN- Kamp for Kids Program to name a few. These locations count on the funds annually from the Community Block Grant Program to enable them to be successful in offering and growing programs and services to ensure a better environment and living conditions for those services that provide education, services for senior citizens, food security, health, childcare, services for homeless persons, and mental health services.

How were these needs determined?

These needs were determined based on consultation visits and feedback from the community online survey and information from previous years.

These programs and services are vital and the assistance in CDBG funding enables these agencies to grow and provide a better quality of life for the City’s low-moderate income individuals and families.

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

Housing Market Analysis

MA-05 Overview

Housing Market Analysis Overview:

Westfield is principally a community of homeowners with single family residences being the major housing type. There are 15,110 housing units in Westfield today, according to HUD's Comprehensive Affordability Strategy (CHAS) data, with a 6% overall vacancy rate. The homeownership rate in Westfield is 68%. ACS (2013-2017) reports the median value of owner-occupied homes is \$220,500. Renters occupy 32% of the occupied units. The median residential monthly rent, per the ACS (2013-2017), in Westfield is \$946.00 in 2017.

The majority of homes, 58.2%, in Westfield are single-family detached units. Single family homes, along with two-families and single-attached housing units comprise over two-thirds (74.2%) of the homes in Westfield. Several mobile homes are also found in Westfield, accounting for 2.5% of the housing units. Multi-family housing units in building three or more units constitute less than a quarter of Westfield's housing stock (23.2%).

Generally, the single-family real estate market in Westfield is healthy. There is a significant difference, however, between the markets in the outer neighborhoods of Westfield and those closer to the downtown. Downtown Westfield is framed by historic residential neighborhoods on either side of Elm Street. The downtown and neighborhoods contain the majority of the city's older housing stock, the greatest amount of renter households, the city's poorest residents, and the largest concentration of non-English speaking residents. The public and subsidized housing in downtown Westfield is attractive, well managed and well maintained, and the Westfield Housing Authority has an active modernization program. About 200 units, which are about 20 percent of the City's total number of subsidized housing units, are located within or adjacent to downtown Westfield.

The Westfield rental market faces added pressure as a significant demand from Westfield State University students limits availability of rental units pushes prices to a level less affordable to working adults and families. CHAS data indicates that 40% of Westfield's renting population has a cost burden of greater than 30% of household income and 20% have a cost burden of greater than 50% of household income.

Affordable rental housing remains a challenge for Westfield families and remains a priority for the City.

Income Distribution Overview	Owner	Renter	Total	Pct of Total Population
Housing Problems Overview 1	Owner	Renter	Total	Pct of Westfield Housing
<i>(The four housing problems are: incomplete kitchen facilities; incomplete plumbing facilities more than 1 person per room; and cost burden greater than 30%.)</i>				
Severe Housing Problems Overview 2	Owner	Renter	Total	Pct of Westfield Housing
<i>(The four severe housing problems are: incomplete kitchen facilities; incomplete plumbing facilities; more than 1 person per room; and cost burden greater than 50%.)</i>				
Housing Cost Burden Overview 3	Owner	Renter	Total	
<i>(Cost burden is the ratio of housing costs to household income. For renters- housing cost is gross rent (contract rent plus utilities) For owners- housing cost is "select monthly owner costs" which includes mortgage payment; utilities; association fees; insurance; and real estate taxes.)</i>				

Westfield Housing Data 1

Income by Housing Problems (Owners and Renters)	Household has at least 1 of 4 Housing Problems	Household has none of 4 Housing Problems	Cost Burden not available - no other housing problems	Total	Pct at Income Level with at least 1 of 4 Housing Problems
Household Income <= 30% HAMFI	1305	235	85	1625	80%
Household Income >30% to <=50% HAMFI	1640	620	0	2255	73%
Household Income >50% to <=80% HAMFI	885	1650	0	2540	35%
Household Income >80% to <=100% HAMFI	280	1385	0	1665	17%
Household Income >100% HAMFI	460	6570	0	7035	7%
Total	4560	10460	85	15110	30%

Income by Housing Problems (Renters only)	Household has at least 1 of 4 Housing Problems	Household has none of 4 Housing Problems	Cost Burden not available - no other housing problems	Total	Pct at Income Level with at least 1 of 4 Housing Problems
Household Income <= 30% HAMFI	840	210	30	1080	78%
Household Income >30% to <=50% HAMFI	950	275	0	1225	78%
Household Income >50% to <=80% HAMFI	210	825	0	1040	20%
Household Income >80% to <=100% HAMFI	0	490	0	490	0%
Household Income >100% HAMFI	70	915	0	985	7%
Total	2065	2720	30	4815	43%

Income by Housing Problems (Owners only)	Household has at least 1 of 4 Housing Problems	Household has none of 4 Housing Problems	Cost Burden not available - no other housing problems	Total	Pct at Income Level with at least 1 of 4 Housing Problems
Household Income <= 30% HAMFI	465	25	55	545	85%
Household Income >30% to <=50% HAMFI	690	345	0	1030	67%
Household Income >50% to <=80% HAMFI	675	825	0	1500	45%
Household Income >80% to <=100% HAMFI	280	895	0	1175	24%
Household Income >100% HAMFI	390	5655	0	6050	6%
Total	2495	7740	55	10295	24%

Income by Cost Burden (Owners and Renters)	Cost burden > 30%	Cost burden > 50%	Total
Household Income <= 30% HAMFI	1300	1025	1620
Household Income >30% to <=50% HAMFI	1505	605	2255
Household Income >50% to <=80% HAMFI	840	170	2540
Household Income >80% to <=100% HAMFI	275	0	1665
Household Income >100% HAMFI	435	15	7030
Total	4355	1815	15110

Income by Cost Burden (Renters only)	Cost burden > 30%	Cost burden > 50%	Total
Household Income <= 30% HAMFI	840	665	1080
Household Income >30% to <=50% HAMFI	845	275	1225
Household Income >50% to <=80% HAMFI	190	20	1040
Household Income >80% to <=100% HAMFI	0	0	490
Household Income >100% HAMFI	45	10	985
Total	1920	970	4815

Income by Cost Burden (Owners only)	Cost burden > 30%	Cost burden > 50%	Total
Household Income <= 30% HAMFI	460	360	545
Household Income >30% to <=50% HAMFI	660	330	1030
Household Income >50% to <=80% HAMFI	650	150	1500
Household Income >80% to <=100% HAMFI	275	0	1175
Household Income >100% HAMFI	390	10	6050
Total	2435	850	10295

Westfield Housing Data 2

Consolidated Plan- Substantial Amendment #2

Published for Public Comment 2024.03.27

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

Introduction

Economic Development Market Analysis

Business Activity

Business by Sector	Number of Workers	Number of Jobs	Share of Workers %	Share of Jobs %	Jobs less workers %
Agriculture, Mining, Oil & Gas Extraction	34	0	0	0	0
Arts, Entertainment, Accommodations	1,774	0	11	0	-11
Construction	780	0	5	0	-5
Education and Health Care Services	3,954	0	25	0	-25
Finance, Insurance, and Real Estate	1,064	0	7	0	-7
Information	258	0	2	0	-2
Manufacturing	2,305	0	15	0	-15
Other Services	642	0	4	0	-4
Professional, Scientific, Management Services	1,134	0	7	0	-7
Public Administration	0	0	0	0	0
Retail Trade	2,163	0	14	0	-14
Transportation and Warehousing	697	0	4	0	-4
Wholesale Trade	761	0	5	0	-5
Total	15,566	0	--	--	--

Table 5 – Business Activity

Data Source: 2011-2015 ACS (Workers), 2015 Longitudinal Employer-Household Dynamics (Jobs)

Labor Force

Total Population in the Civilian Labor Force	22,830
Civilian Employed Population 16 years and over	20,810
Unemployment Rate	8.86
Unemployment Rate for Ages 16-24	26.22
Unemployment Rate for Ages 25-65	5.57

Table 6 – Labor Force

Data Source: 2011-2015 ACS

Occupations by Sector		Number of People
Management, business and financial	4,620	
Farming, fisheries and forestry occupations	850	
Service	2,445	
Sales and office	5,340	
Construction, extraction, maintenance and repair	1,180	
Production, transportation and material moving	1,205	

Table 7 – Occupations by Sector

Data Source: 2011-2015 ACS

Travel Time

Travel Time	Number	Percentage
< 30 Minutes	13,225	68%
30-59 Minutes	5,330	27%
60 or More Minutes	905	5%
Total	19,460	100%

Table 8 – Travel Time

Data Source: 2011-2015 ACS

Education:

Educational Attainment by Employment Status (Population 16 and Older)

Educational Attainment	In Labor Force		Not in Labor Force
	Civilian Employed	Unemployed	
Less than high school graduate	655	160	425
High school graduate (includes equivalency)	3,690	365	995
Some college or Associate’s degree	5,145	330	1,115
Bachelor’s degree or higher	6,060	250	800

Table 9 – Educational Attainment by Employment Status

Data Source: 2011-2015 ACS

Educational Attainment by Age

	Age				
	18–24 yrs	25–34 yrs	35–44 yrs	45–65 yrs	65+ yrs
Less than 9 th grade	145	24	85	165	595

	Age				
	18–24 yrs	25–34 yrs	35–44 yrs	45–65 yrs	65+ yrs
9 th to 12 th grade, no diploma	315	345	165	450	445
High school graduate, GED, or alternative	2,040	1,005	1,145	2,900	2,480
Some college, no degree	3,790	945	1,080	2,145	860
Associate’s degree	235	450	540	1,440	295
Bachelor’s degree	510	1,225	1,100	2,555	860
Graduate or professional degree	48	360	525	1,355	560

Table 10 – Educational Attainment by Age

Data Source: 2011-2015 ACS

Educational Attainment – Median Earnings in the Past 12 Months

Educational Attainment	Median Earnings in the Past 12 Months
Less than high school graduate	27,386
High school graduate (includes equivalency)	31,273
Some college or Associate’s degree	40,377
Bachelor’s degree	46,640
Graduate or professional degree	67,263

Table 11 – Median Earnings in the Past 12 Months

Data Source: 2011-2015 ACS

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

Westfield is fortunate to have a relatively diverse economy. The largest employment sector for the community is education and health care. Westfield State University, the Westfield Public Schools, Baystate Noble Hospital, and Western Massachusetts Hospital are among the City’s largest employers. Westfield, as part of the Western Massachusetts region sees several residents who work in neighboring communities,

including hospitals in Springfield and Holyoke, and education institutions in surrounding communities as well. Additionally, Westfield has a significant base of manufacturing-based businesses as well as a mature retail sector.

Describe the workforce and infrastructure needs of the business community:

The MassHires Hampden County Workforce Board is the lead agency in our region relative to identifying the workforce training needs for the Greater Springfield area. The Board has prioritized workforce training for the Health Care and Social Assistance sector, Education Services, and Advanced Manufacturing, consistent with job growth trends and employment data contained in this plan. There is a particular need for Personal Care Aides as our population ages. Additionally, the advanced manufacturing sector remains an economic driver for higher wage positions in Western Massachusetts. As this work requires a specific skill set and its workforce is aging, the National Tooling & Machining Association local chapter has partnered with Mass Hires (formerly the REB) to offer machining training at Westfield Technical Academy. Additional skills training opportunities continue to be a need, primarily in soft skills and general workplace responsibilities training.

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

As this plan is being finalized, the Commonwealth and the United States faces an economic challenge and an uncertain economic forecast. Following a ten-year period of economic growth, it is anticipated a period of significant contraction is set to begin. The City plans to offer enhanced business assistance programs through the Community Development Block Grant (CDBG) program.

The City, partnering with MassDevelopment, has made a significant investment in the development of 70-plus acres of city-owned land that has been zoned industrial. The City has secured its final certificate from the Massachusetts Office of Energy & Environmental Affairs that details mitigation requirements for the development of the parcel. The City has received several inquiries on the property and will likely issue a Request for Proposals to sell the property to a developer for industrial space of up to a total of nearly 1,000,000 square feet.

Other major private initiatives include the potential development of a 100-plus acre site on the north side of Westfield.

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

Generally, the economy in our region is facing a shortage of qualified medical assistants. Larger healthcare providers in the region have reported that there is a “growing demand, stagnant supply” of medical assistants in the area (Occupational Gap Analysis Report 2019, Medical Assistant). Similar challenges exist for higher job titles in healthcare, including physician assistants and nurse practitioners.

In the manufacturing field, much attention has been paid to the challenge of replacing experienced machinists with younger employees as the workforce in this field ages. Significant effort has been expended in attracting young people to the field with mixed results. Existing programs have sufficient capacity to meet the needs of the industry, but slots are often unfilled.

Westfield and the region have a sufficient supply of semi-skilled workers to fill vacancies in the warehousing, retail, and general labor sectors. At Round Table conversations in early 2019, companies reported challenges in filling positions and turnover for positions requiring semi-skilled laborers. With low unemployment levels, competition for workers became a challenge.

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

The three primary initiatives being undertaken in the region relative to workforce training, all running through the MassHires Hampden County Workforce Board, include initiatives in manufacturing and precision manufacturing, information technology workforce development, and the Healthcare Workforce Partnership of Western Massachusetts.

Each of these initiatives focus on three issues; first, they aim to inform and attract younger populations to work in the field; second, they recruit the transitional workforce, unemployed or underemployed individuals; and third, they provide training to the incumbent workforce of employed workers who need additional education or training to advance in their career. This serves our consolidated plan by improving the prospects of economic opportunity for low-and-moderate income families.

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

Yes

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

Westfield participates in the Pioneer Valley Comprehensive Economic Development Strategy. The region’s CEDS was updated in June 2019 and accepted by the Pioneer Valley Planning Commission.

The four stated goals in the Region’s plan include the following:

1. Develop and maintain a globally-competitive and regionally-engaged talent pool;
2. Foster an environment where established, new, and growing businesses and organizations thrive;
3. Implement and enhance the infrastructure that connects, sustains and ensures the safety and resiliency of the Region and its economy; and
4. Conduct economic development activities in a regionally responsible manner, prioritizing collaboration, and engagement.

Westfield has fully endorsed and taken action steps to advance each of these goals, with specific focus on Goals #2, 3, and 4.

The City, through a partnership with our municipally-owned Westfield Gas & Electric Department, locally-based Westfield Bank, and the Greater Westfield Chamber of Commerce, has created the “Go Westfield” initiative aimed at attracting new business investment and promoting the capabilities and experiences of our existing business community.

Westfield has expended significant resources upgrading our road, bridge, utility, and pedestrian infrastructure over the past several years, highlighted by the extension of the Columbia Greenway Rail Trail to connect our CDBG-eligible census tracts, the reconstruction of Western Avenue to enhance connection between downtown and Westfield State University, and the installation of Granular Activated Carbon (GAC) filtration to provide safe drinking water to our community.

Lastly, Westfield continues to work within a regional framework to collaborate with regional communities to identify best practices and direct development inquiries to appropriate and identified priority sites within the region through the Economic Development Council of Western Massachusetts.

Discussion

MA-50 Needs and Market Analysis Discussion

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

In Westfield, as with most places, level of income is a strong determinant in whether a household will experience multiple housing problems. 20 percent of Westfield renters are experiencing a cost burden greater than 50 percent. 40 percent of Westfield renters pay more than 30 percent of their income toward housing expenses.

43 percent of Westfield renters live with one of the four housing problems identified through HUD’s CHAS definitions. The four housing problems are: incomplete kitchen facilities; incomplete plumbing facilities, more than 1 person per room; and cost burden greater than 30%.

24 percent of Westfield renters live with a severe housing problem identified through HUD’s CHAS definitions. The four severe housing problems are: incomplete kitchen facilities; incomplete plumbing facilities; more than 1 person per room; and cost burden greater than 50%.

All of this is informative as Westfield’s rental market is primarily located in three census tracts, all target areas identified in this Consolidated Plan. Most rental units are in the Riverfront North, Riverfront South, Downtown East, and Downtown West target areas.

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

Westfield, with a population that is 87 percent white, does not have any areas of racial or ethnic concentration.

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

These neighborhoods have the lowest rate of homeownership in our community.

Generally, these neighborhoods also have the oldest housing stock in our community. Vacancy rates, according to ACS data, are much higher than in the community at large.

Downtown West has a vacancy rate of approximately 10.5% and Downtown East is at 13%. The remainder of the City is at approximately 4%.

Are there any community assets in these areas/neighborhoods?

These neighborhoods are home to many churches, playgrounds, and recreation opportunities. Additionally, these neighborhoods are among the best served areas in the community by public transportation. Currently, the City is working with MassDOT to construct an extension of the Columbia Greenway Bike Trail through these neighborhoods as well.

Are there other strategic opportunities in any of these areas?

These neighborhoods are most likely to be assisted with CDBG funds to renovate sidewalks and streetscapes and contain several opportunities to target our housing rehabilitation funds to promote home ownership.

MA-60 Broadband Needs of Housing occupied by Low- and Moderate-Income Households – 91.210(a)(4), 91.310(a)(2)

Describe the need for broadband wiring and connections for households, including low- and moderate-income households and neighborhoods.

The City of Westfield is fortunate to be served by two companies that provide broadband service to the general community- Comcast and the Westfield Gas & Electric Department, which offers Whip City Fiber.

Comcast is deployed and available in all corners of the City of Westfield, including low-and-moderate income neighborhoods.

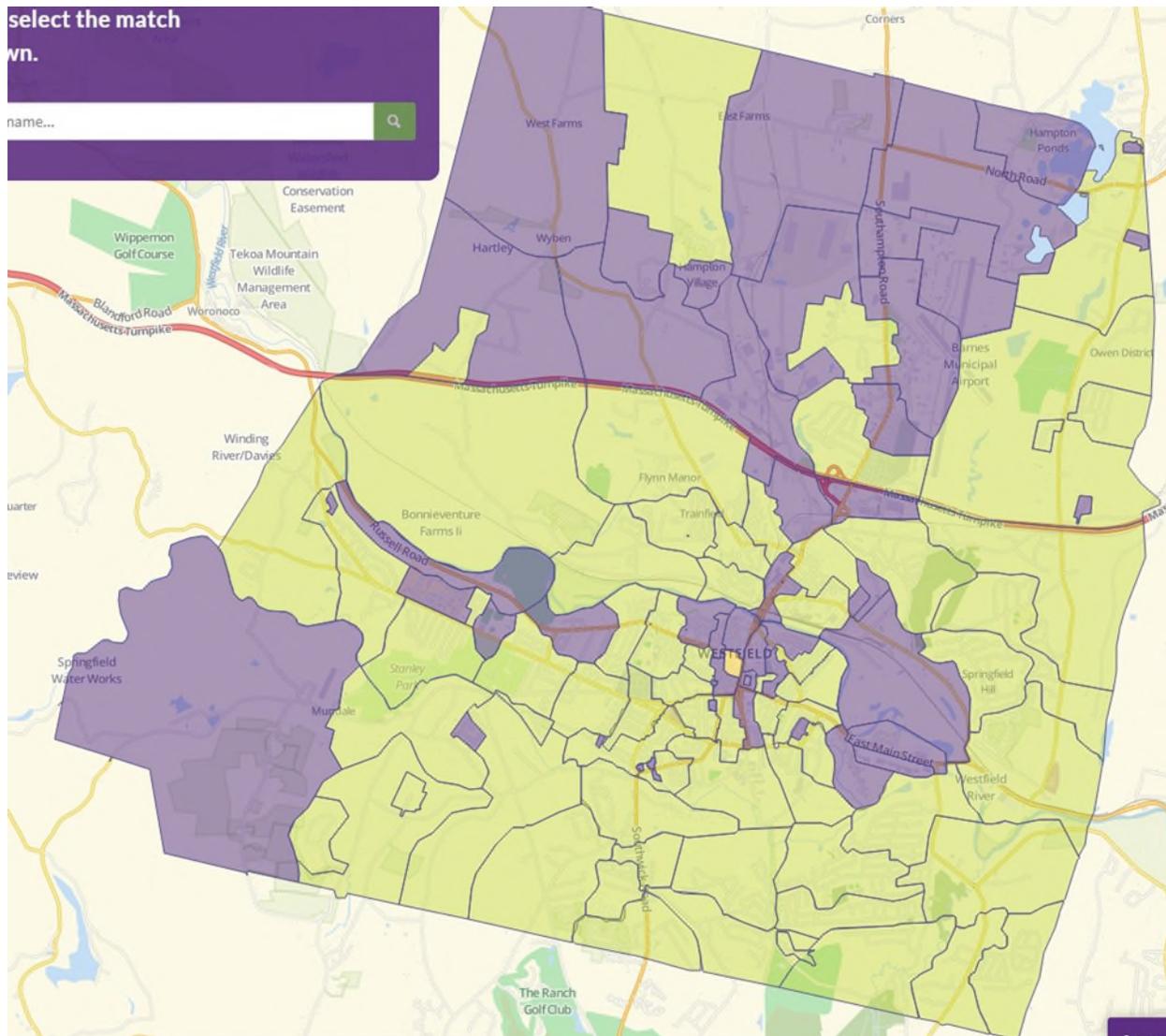
Whip City Fiber is available through approximately 70% of the City. It has deployed over the past three years on a neighborhood-by-neighborhood basis. Its construction was primarily funded by a revenue-backed bond authorized by the City and expansion will primarily be financed by net income received from its existing customer base.

The map below details the current availability of Whip City Fiber in Westfield.

The purple area is currently in the planning stages and is primarily in the CDBG target area. Our consultation with WG&E indicated that constructability challenges in multi-unit buildings and in neighborhoods where utilities are underground remaining their most difficult challenges. The downtown area tends to present both of those issues. The WG&E does expect to continue rolling out service to these neighborhoods as funding becomes available.

Describe the need for increased competition by having more than one broadband Internet service provider serve the jurisdiction.

The introduction of a second provider has ramped up competition and forced rates to be reduced. Comcast has become increasingly aggressive in marketing its broadband service for residential applications.



Whip City Fiber Deployment

MA-65 Hazard Mitigation – 91.210(a)(5), 91.310(a)(3)

Describe the jurisdiction’s increased natural hazard risks associated with climate change.

The City of Westfield Hazard Mitigation Plan project was funded by a grant received from the Massachusetts Emergency Management Agency (MEMA) and the Massachusetts Department of Conservation Services (formerly the Department of Environmental Management) and was adopted by the City Council of the City of Westfield on January 5, 2017. The 127-page plan includes topics on: The Planning Process, Local Process, Hazard Identification and Analysis, Critical Facilities, Mitigation Capabilities and Strategies, Plan Implementation.

Describe the vulnerability to these risks of housing occupied by low- and moderate-income households based on an analysis of data, findings, and methods.

In January of 2020 The Executive Office of Energy and Environmental Affairs (EEA) awarded the City of Westfield through its City Planner a grant in the amount of \$32,000.00 for the City of Westfield to complete the Municipal Vulnerability Preparedness (MVP) planning process to achieve MVP climate community designation. Using funds awarded through its grant program, the municipality will hire a state certified MVP provider to complete the planning process required to achieve MVP designation and deliver outputs of the process to EEA.

Strategic Plan

SP-05 Overview

Strategic Plan Overview

The Strategic Plan is a guide for the City of Westfield to establish its housing, food insecurity, transportation needs, child, adult and senior services, mental health services, community development, economic development, and anti-poverty priorities, and strategies that it anticipates will be completed during the next five years. The FY 2020-2024 Strategic Plan has been developed based on evaluating the needs and problems experienced by the City of Westfield and its residents.

The City of Westfield's Community Development Block Grant (CDBG) Program ©s designed to expand opportunities for low and moderate-income citizens through the provision of public services, acquisition and improvements to public facilities, neighborhood improvements. Housing and economic development opportunities.

The primary objective of the CDBG program is the development of healthy communities “by providing decent housing and a suitable living environment and expanding economic opportunities principally for low and moderate income.” The Office of Housing and Urban Development requires that, at a minimum, 70% of the CDBG money used for activities that benefit low and moderate income people.

The City of Westfield’s priority needs were determined based on:

- existing data on the needs of the community
- through consultation with agencies, non-profit organizations
- through consultation City Department Heads and staff
- community online survey
- attending meetings with many groups, agencies, organizations
- public hearings

The key factors affecting the determination of the five-year priorities include the following:

- The types of target income households with greatest need for assistance.

- The City's low- and moderate-income areas with the greatest need.
- Those activities that will best address the needs of the City residents.
- The limited amount of funding available to meet the needs.
- The ability to leverage additional resources.

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

Geographic Area

Table 12 – Geographic Priority Areas

1	Area Name:	City-wide
	Area Type:	Local Target area
	Other Target Area Description:	
	HUD Approval Date:	
	% of Low/ Mod:	
	Revital Type:	Other
	Other Revital Description:	Workforce Development
	Identify the neighborhood boundaries for this target area.	This designation will be used primarily for public services activities and emergency home repair programs.
	Include specific housing and commercial characteristics of this target area.	
	How did your consultation and citizen participation process help you to identify this neighborhood as a target area?	The citywide target area has been included primarily to capture public services beneficiaries, as the City contains low-and-moderate income families in each neighborhood of the community.
	Identify the needs in this target area.	Citywide needs mirror those identified in other sections of this document- primarily for public services.
	What are the opportunities for improvement in this target area?	
Are there barriers to improvement in this target area?		
2	Area Name:	Downtown East
	Area Type:	Local Target area
	Other Target Area Description:	
	HUD Approval Date:	

% of Low/ Mod:	
Revital Type:	Comprehensive
Other Revital Description:	
Identify the neighborhood boundaries for this target area.	The Downtown East target area includes some of the City’s oldest neighborhoods. It is bounded by Elm Street to the west, East Silver Street to the north, Noble Street to the east, and the Westfield River to the South.
Include specific housing and commercial characteristics of this target area.	This target area includes a mix of housing styles, including multifamily apartment buildings in the Main Street area, two-family and three-family housing in medium-density early 1900s neighborhoods, and single-family houses from the 1930s and 1940s. Commercial activity is centered along Elm Street and Main Street, with small pockets of neighborhood commercial properties along Meadow Street and Broad Street primarily.
How did your consultation and citizen participation process help you to identify this neighborhood as a target area?	Consultation pointed us to these neighborhoods as the central location for the City’s food pantry and soup kitchen services. Review of City GIS identify these neighborhoods as having aging water and wastewater infrastructure. Additionally, census data show this as our lowest-income area.
Identify the needs in this target area.	Infrastructure improvement Public services Housing Improvement Commercial revitalization
What are the opportunities for improvement in this target area?	Infrastructure improvement Public services Housing Improvement Commercial revitalization
Are there barriers to improvement in this target area?	Generally, the age and size of infrastructure impedes some ability to make improvements.

3	Area Name:	Downtown West
	Area Type:	Local Target area
	Other Target Area Description:	
	HUD Approval Date:	
	% of Low/ Mod:	
	Revital Type:	Comprehensive
	Other Revital Description:	
	Identify the neighborhood boundaries for this target area.	The Downtown West target area is also among the City’s oldest neighborhoods. It is bounded by Elm Street to the east, Smith Avenue to the west, West Silver Street to the south, and Franklin Street to the north.
	Include specific housing and commercial characteristics of this target area.	Most housing in this target area is two-family and three-family housing built in the early 1900s. There are multifamily housing properties, primarily in the corridor between Elm Street and Washington Street. Additionally, there is a presence of old Victorian single-family homes that have withstood. Commercial activity is closest to Elm Street, particularly around Franklin Street and Broad Street.
	How did your consultation and citizen participation process help you to identify this neighborhood as a target area?	Next to Downtown East, this target area is our largest segment of low-and-moderate income households, according to census data. Baystate Noble Hospital is in this target area, as is Westfield City Hall and the Westfield Athenaeum.
Identify the needs in this target area.	Infrastructure improvement Housing rehabilitation Public services Public facilities	
What are the opportunities for improvement in this target area?	Full-scale neighborhood revitalization Housing rehabilitation Public facilities improvements	

	Are there barriers to improvement in this target area?	Again, the City’s central core is now nearly 200 years old, and infrastructure needs are evident upon a walking tour.
4	Area Name:	Hampton Ponds
	Area Type:	Local Target area
	Other Target Area Description:	
	HUD Approval Date:	
	% of Low/ Mod:	
	Revital Type:	Comprehensive
	Other Revital Description:	
	Identify the neighborhood boundaries for this target area.	Hampton Ponds consists of Census Tract 8125, Block Group 4. This area was originally built as a seasonal community of cottages but has since become a year-round residency area. It has a 64% low-to-moderate income population.
	Include specific housing and commercial characteristics of this target area.	The Hampton Ponds area is primarily residential in nature and much of it is housing converted from seasonal usage to year-round usage. While several blighted camps remain, in recent years there has been an influx of investment in the area, moving it from a community dominated by rental properties to more homeownership and rehabilitated housing primarily along lakefront. Dirt roads remain prevalent in the area.
How did your consultation and citizen participation process help you to identify this neighborhood as a target area?	City departments identified this as an area that could benefit from CDBG investment, particularly relative to housing rehabilitation and infrastructure. Census data identified this neighborhood as the only low-moderate income census block in the northeastern most corner of the city.	

	Identify the needs in this target area.	<p>Infrastructure improvement</p> <p>Public facilities</p> <p>Public services</p> <p>Housing rehabilitation</p>
	What are the opportunities for improvement in this target area?	<p>Infrastructure improvement</p> <p>Public facilities</p> <p>Public services</p> <p>Housing rehabilitation</p>
	Are there barriers to improvement in this target area?	<p>A primary challenge in this neighborhood relates to deed research and parcel subdivision. Additionally, there are many private ways that would present a challenge to establish legal authority for the City to deploy public resources in the neighborhood.</p>
5	Area Name:	Riverfront North
	Area Type:	Local Target area
	Other Target Area Description:	
	HUD Approval Date:	
	% of Low/ Mod:	
	Revital Type:	Comprehensive
	Other Revital Description:	
	Identify the neighborhood boundaries for this target area.	<p>The Riverfront North target area contains a significant proportion of the City’s multi-family housing development. It is also home to a small commercial district in the North Elm Street and Union Avenue area. It is bounded by the Westfield River to the south, North Elm Street to the West, Notre Dame Street to the north, and Sandy Hill Road to the east.</p>

<p>Include specific housing and commercial characteristics of this target area.</p>	<p>The Riverfront North target area contains a significant proportion of the City’s multi-family housing development. It is also home to a small commercial district in the North Elm Street and Union Avenue area.</p> <p>Powdermill Village, a 248-unit complex anchors a stretch of several multifamily affordable developments along Union Street. While most residents live in multifamily housing, there are portions of the target area that include owner-occupied single-family homes built in the 1930s and 1940s.</p> <p>Depot Square, just north of the Westfield River, centered along North Elm Street and Union Avenue serves as the area’s commercial district.</p>
<p>How did your consultation and citizen participation process help you to identify this neighborhood as a target area?</p>	<p>Public service agencies identified the Union Street area as a neighborhood in need of services.</p>
<p>Identify the needs in this target area.</p>	<p>Housing rehabilitation</p> <p>Public services</p> <p>Public infrastructure improvement</p> <p>Commercial revitalization</p>
<p>What are the opportunities for improvement in this target area?</p>	<p>Housing rehabilitation</p> <p>Public services</p> <p>Public infrastructure improvement</p> <p>Commercial revitalization</p>
<p>Are there barriers to improvement in this target area?</p>	<p>None</p>
<p>6 Area Name:</p>	<p>Riverfront South</p>
<p>Area Type:</p>	<p>Local Target area</p>
<p>Other Target Area Description:</p>	

HUD Approval Date:	
% of Low/ Mod:	
Revital Type:	Comprehensive
Other Revital Description:	
Identify the neighborhood boundaries for this target area.	The Riverfront South area is bounded by the Westfield River to the north, Elm Street to the east, Franklin Street to the north, and Franklin Avenue to the west.
Include specific housing and commercial characteristics of this target area.	This neighborhood is primarily medium-density two-family and three-family housing. There are a couple of smaller multifamily properties in the area, including Sanford Apartments, a single-room-occupancy development on Elm Street. The commercial section is primarily along Elm Street.
How did your consultation and citizen participation process help you to identify this neighborhood as a target area?	City staff and planning studies have identified this as an area that could benefit from CDBG investment.
Identify the needs in this target area.	Infrastructure improvement Housing rehabilitation Public facilities Public services
What are the opportunities for improvement in this target area?	With the extension of the Columbia Greenway Rail Trail underway, this neighborhood will have improved pedestrian access to Downtown Westfield and to stretches of the City further south. The introduction of this amenity could catalyze property owners to invest in their own properties.
Are there barriers to improvement in this target area?	None

General Allocation Priorities

Describe the basis for allocating investments geographically within the state.

The geographic areas included for prioritization in this plan have been identified by the City of Westfield, informed through its prescribed Citizen Participation process, consultation with local agencies, and through a review of census and other data.

Downtown East: The Downtown East target area includes some of the City's oldest neighborhoods. It is bounded by Elm Street to the west, East Silver Street to the north, Noble Street to the east, and the Westfield River to the South.

Downtown West: The Downtown West target area is also among the City's oldest neighborhoods. It is bounded by Elm Street to the east, Smith Avenue to the west, West Silver Street to the south, and Franklin Street to the north.

Riverfront North: The Riverfront North target area contains a significant proportion of the City's multi-family housing development. It is also home to a small commercial district in the North Elm Street and Union Avenue area. It is bounded by the Westfield River to the south, North Elm Street to the West, Notre Dame Street to the north, and Sandy Hill Road to the east.

Riverfront South: The Riverfront South area is bounded by the Westfield River to the north, Elm Street to the east, Franklin Street to the north, and Franklin Avenue to the west.

Hampton Ponds: Hampton Ponds consists of Census Tract 8125, Block Group 4. This area was originally built as a seasonal community of cottages but has since become a year-round residency area. It has a 64% low-to-moderate income population.

Citywide: This designation will be used primarily for public services activities and emergency home repair programs.

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

Priority Needs

Table 13 – Priority Needs Summary

1	Priority Need Name	Public Service
	Priority Level	High
	Population	Low Moderate Families with Children Elderly Rural Chronic Homelessness Individuals Families with Children Mentally Ill Chronic Substance Abuse veterans Victims of Domestic Violence Unaccompanied Youth Elderly Persons with Mental Disabilities Persons with Physical Disabilities Persons with Developmental Disabilities Persons with Alcohol or Other Addictions Victims of Domestic Violence Non-housing Community Development
	Geographic Areas Affected	City-wide
	Associated Goals	Public Services

	Description	Public Services funds will be directed to agencies and organizations to provide services and programs for low -moderate person(s) who qualify under the CDBG objective. The assistance in CDBG funding of these programs and services allows for these beneficiaries to have the opportunity to provide for a better quality of living conditions and success both mentally and/or physically. Food Insecurity, Senior Services, Youth Services, Mental Health Services, Substance Abuse, Transportation and Employment Services, Adult Learning Services and Homeless Services are the results of medium-high priority that were based on consultation visits with key stakeholders and the community online survey
	Basis for Relative Priority	Through the consultation process, the need for improved public services in the Westfield community was a common theme. Among the highest priorities indicated, food insecurity, childcare and youth services, services to the disabled, addiction services, transportation services, and elder services were among the most popular.
2	Priority Need Name	Economic Development
	Priority Level	High
	Population	Extremely Low Low Moderate
	Geographic Areas Affected	Downtown East Riverfront North Riverfront South City-wide Downtown West
	Associated Goals	Create Economic Opportunities
	Description	Provide assistance to businesses, particularly small, independently owned businesses located in the City’s downtown area to allow for retention of jobs, creation of new jobs, and economic opportunity for low-and-moderate income business owners and workers.
	Basis for Relative Priority	As this Plan is being prepared, an air of economic uncertainty pervades the American economy. It is anticipated that small businesses and low-and-moderate income workers are likely to experience the greatest impact over the next five years.

3	Priority Need Name	Neighborhood Revitalization & Infrastructure
	Priority Level	High
	Population	Extremely Low Low Moderate Middle Large Families Families with Children Elderly Public Housing Residents
	Geographic Areas Affected	Downtown East Riverfront North Riverfront South Downtown West Hampton Ponds
	Associated Goals	Neighborhood Revitalization
	Description	To improve the livability of low-and-moderate income neighborhoods
	Basis for Relative Priority	The City’s low-and-moderate income neighborhoods are among the City’s most dense and contain the oldest housing stock. Improving public infrastructure, including sidewalks, utility lines, streetscape, and pavement was presented as a priority need in our community survey.
4	Priority Need Name	Community Facilities
	Priority Level	Low
	Population	Extremely Low Low Moderate Middle Large Families Families with Children Elderly

	Geographic Areas Affected	Downtown East Riverfront South Downtown West Hampton Ponds
	Associated Goals	Community Facilities
	Description	Aid public entities and non-profits that are open to the general public to make targeted improvements to their facilities that are beneficial to low-and-moderate income and presumed benefit populations.
	Basis for Relative Priority	This priority need was indicated in our community survey and in consultations with several non-profit organizations.
5	Priority Need Name	Housing Rehabilitation
	Priority Level	Low
	Population	Extremely Low Low Moderate Large Families Families with Children Elderly
	Geographic Areas Affected	Downtown East Riverfront North Riverfront South City-wide Downtown West Hampton Ponds
	Associated Goals	Housing Rehabilitation
	Description	To assist property owners in making improvements to housing units occupied by low-and-moderate income individuals and families.
	Basis for Relative Priority	This priority need was chosen due to CHAS housing data relative to a large percentage of housing with problems. This is detailed in Section MA-05 Housing Market Analysis.

6	Priority Need Name	Planning & Administration
	Priority Level	Low
	Population	Other
	Geographic Areas Affected	City-wide
	Associated Goals	Planning & Administration
	Description	To allow for the administration of the CDBG and HOME programs; Provides staff salaries and certain planning initiatives
	Basis for Relative Priority	To allow for the administration of the CDBG and HOME programs; Provides staff salaries and certain planning initiatives

Narrative (Optional)

SP-35 Anticipated Resources – 91.420(b), 91.215(a)(4), 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	368,377	11,300	0	379,677	1,480,000 1,573,593	This plan has been developed under the assumption that CDBG funding will remain relatively level over the course of the next five years.

Table 14 - Anticipated Resources

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

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 improve low-and-moderate income neighborhoods more effectively.

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 state 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.

Elm Street Urban Renewal Parcel: The Westfield Redevelopment Authority owns a 1.6-acre parcel in the center of Downtown Westfield. Working under a state-approved Urban Renewal Plan, the WRA hopes to develop the parcel into a 50,000-square foot mixed-use building with ground floor commercial space and mixed-income housing. This project is anticipated to be advertised for a Request for Proposals in Summer 2020.

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 property directly abuts the Columbia Greenway Rail Trail, which is currently under construction.

Discussion

An amendment was proposed and adopted in July-August 2022 that adjusted Program Income from \$8,400 to \$11,300 to reflect an actual difference from anticipated Program Income and actual Program Income.

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

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

Responsible Entity	Responsible Entity Type	Role	Geographic Area Served
Westfield Housing Authority	Other	Public Housing	Jurisdiction
Westfield Redevelopment Authority	Redevelopment authority	Planning	Jurisdiction
Westfield Council on Aging	Government	Non-homeless special needs public services	Jurisdiction
DOMUS INC.	CHDO	Non-homeless special needs Rental public services	Jurisdiction
Boys & Girls Club of Greater Westfield	Non-profit organizations	Non-homeless special needs public services	Jurisdiction
Behavioral Health Network	Non-profit organizations	Homelessness Non-homeless special needs public services	Jurisdiction
Greater Westfield Emergency Food Pantry	Non-profit organizations	Non-homeless special needs public services	Jurisdiction
Highland Valley Elder Services	Non-profit organizations	Non-homeless special needs public services	Region
YMCA of Greater Westfield	Non-profit organizations	Non-homeless special needs public services	Jurisdiction
YWCA OF WESTERN MASSACHUSETTS	Non-profit organizations	Homelessness Non-homeless special needs public services	Region

Responsible Entity	Responsible Entity Type	Role	Geographic Area Served
Mental Health Association of Western Massachusetts	Non-profit organizations	Homelessness Non-homeless special needs public facilities	Region
The Greater Westfield Chamber of Commerce	Non-profit organizations	Economic Development Non-homeless special needs	Jurisdiction
Westfield Department of Public Works	Departments and agencies	Non-homeless special needs public facilities	Jurisdiction
Westfield Engineering Department	Departments and agencies	Non-homeless special needs public facilities	Jurisdiction
PIONEER VALLEY PLANNING COMMISSION	Regional organization	Ownership Planning	Region

Table 15 - Institutional Delivery Structure

Assess of Strengths and Gaps in the Institutional Delivery System

The City of Westfield is fortunate to be served by a comprehensive and capable group of agencies representing most non-profit sectors. The City has identified partners to undertake each of the projects proposed as priorities in this Consolidated Plan.

There are, however, concerns related to the centralization of human service programs into larger regional agencies. Previously, Westfield had been served by independent offices locally. Today, there are only a few agencies who maintain a local presence. Among those who have departed the Westfield market in the past five years include our local chapter of the Salvation Army, who ran several programs aimed to assist low-income residents; the Greater Westfield Chapter of the American Red Cross, which was consolidated with Springfield; and several smaller local non-profits who have been absorbed by larger regional agencies.

This trend, which reportedly has been caused by bureaucratic and economic challenges imposed on smaller non-profits, will require serious attention in the coming years.

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

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

Table 16 - Homeless Prevention Services Summary

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

The Greater Westfield Committee for the Homeless, Inc. operates The Samaritan Inn, a small homeless shelter on Free Street near the City’s downtown. The program operates a day services program under a contract with the state Department of Housing & Community Development.

The City does not have a family shelter. Those services are generally accessed in Springfield through the Continuum of Care.

In 2016, Domus, Inc. opened “Our House,” a 10-unit housing facility that is geared toward providing supportive permanent housing to unaccompanied youth and young adults experiencing homelessness.

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

Westfield Public Schools, in partnership with Domus and other agencies, has developed a critical path for identifying young people at risk of becoming homeless. The City is also fortunate to have a tight-knit group of agencies providing food to people at risk of homelessness at the Greater Westfield Emergency Food Pantry, The Samaritan Inn, and at Our Community Table Soup Kitchen.

The City's primary source of information on street outreach has been through the Westfield Police Department's Community Policing unit. Certainly, the City requires additional services in the street outreach area.

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

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

Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Create Economic Opportunities	2020	2024	Non-Housing Community Development	Downtown East Riverfront North Riverfront South City-wide Downtown West	Economic Development	CDBG: \$333,000 \$250,000	Jobs created/retained: 14 Jobs Businesses assisted: 14 Businesses Assisted 20 Businesses assisted; 8 jobs created
2	Public Services	2020	2024	Homeless Non-Homeless Special Needs Non-Housing Community Development	City-wide	Public Service	CDBG: \$262,800 \$261,270	Public service activities other than Low/Moderate Income Housing Benefit: 3800 Persons Assisted 5000 Persons Assisted

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
3	Neighborhood Revitalization	2020	2024	Non-Housing Community Development	Downtown East Riverfront North Riverfront South Downtown West Hampton Ponds	Neighborhood Revitalization & Infrastructure	CDBG: \$255,000 \$693,000	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 4000 Persons Assisted Buildings Demolished: 1 Buildings 212 Individuals assisted
4	Community Facilities	2020	2024	Non-Housing Community Development	Downtown East Riverfront North Riverfront South Downtown West Hampton Ponds	Community Facilities	CDBG: \$255,000 \$281,000	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 3000 Persons Assisted 5260 individuals assisted
5	Housing Rehabilitation	2020	2024	Affordable Housing	City-wide	Housing Rehabilitation	CDBG: \$90,000 \$110,000	Homeowner Housing Rehabilitated: 4 Household Housing Unit 2 Units rehabbed

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
6	Planning & Administration	2020	2024	Planning & Administration	City-wide	Planning & Administration	CDBG: \$333,000 \$358,000	Other: 1 Other

Table 17 – Goals Summary

Goal Descriptions

1	Goal Name	Create Economic Opportunities
	Goal Description	Support and encourage new job creation, job retention, workforce development, employment, and job training services for the unemployed and underemployed persons.
2	Goal Name	Public Services
	Goal Description	Create suitable living environments by supporting public services for low- moderate-income individuals, the elderly, and those with disabilities.
3	Goal Name	Neighborhood Revitalization
	Goal Description	Promote and strengthen urban neighborhoods by implementing activities that create viable, healthy, and sustainable communities for our residents. Activities in this goal category could include sidewalk improvements, road and streetscapes, playground improvements, addressing matters of slum or blight, or other similar activities.
4	Goal Name	Community Facilities
	Goal Description	Improve the parks, recreational centers, trails, bikeways, and public facilities in the eligible census tracts.

5	Goal Name	Housing Rehabilitation
	Goal Description	To provide financial assistance to properties inhabited by low-and-moderate income households to rehabilitate their existing housing.
6	Goal Name	Planning & Administration
	Goal Description	This goal is designed to provide the overall administration of the CDBG and HOME programs, as well as comprehensive planning.

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

The City of Westfield will assist extremely low- moderate- income families who meet the existing HUD income limits by providing assistance to approximately 10 low-moderate income households through the City's homeowner rehabilitation program over the term of this consolidated plan.

Additionally, we anticipate, through collaboration with the Holyoke-Chicopee-Westfield HOME Consortium, to provide approximately 28 units of affordable rental housing through the HOME program, not less than 6 of which would be available to extremely low-income households.

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

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

The City of Westfield will continue to work on a regional basis with other communities to access additional funds to continue a lead abatement program.

The Massachusetts Housing Finance Agency “Get the Lead Out” Program has limited funding and can only assist units that contain a child under the age of six (6) years, a poisoned child, or a unit under court order to de-lead. The program is offered by local lenders.

In addition, all projects funded by HOME are compliant with federal and state lead regulations.

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

The City works with a subrecipient in administering its homeowner housing rehabilitation program. Policies and procedures are regularly reviewed and updated to conform with the most recent requirements set forth by HUD and state regulators.

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

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

The City's anti-poverty strategy is based on attracting a range of businesses and supporting workforce development including job-training services for low-income residents. In addition, the City's strategy is to provide supportive services for target income residents.

The City over the next five (5) years plans to use its CDBG funds to fund the following types of economic development and anti-poverty programs:

- Workforce development;
- Support services for new employees;
- Assist in job creation and retention;
- Assistance for food, shelter, and training programs;
- Small business assistance (micro-enterprises);
- Revitalization efforts;
- New job opportunities;
- Commercial infrastructure development; and
- New commercial development.

The City of Westfield will continue to pursue new economic development opportunities to create jobs for the unemployed and underemployed. The City will be making its last payment in August 2015 towards a non-performing Section 108 loan which will expand the capacity for the City to focus on economic development.

CDBG funds are available for public service programs for job training, education, health and social services to raise the standard of living of families above the poverty level.

The City, through the Westfield Redevelopment Authority will help to revitalize the neighborhood business district to increase the creation of new job opportunities.

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

Providing access to housing and increasing the supply of decent, safe, sounds, and affordable housing is integrally tied to the City's anti-poverty strategy. The most successful way to implement this is through job training and creation/retention activities while providing affordable housing.

SP-80 Monitoring - 91.230

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

To ensure compliance with 24 CFR 570.501 (b) the City of Westfield's Office of Community Development will monitor a minimum of four subrecipients each program year covered by the Consolidated Plan. Each activity funded has contractually established goals, performance measurements, and a budget. Through quarterly reporting, all activities will be evaluated by analyzing the goals and objectives stated in the agreements with actual accomplishments.

The Office of Community Development will use either one of the two types of monitoring processes: **Desk Monitoring or On-site Monitoring Visit** and will closely monitor all activities funded under the Community Development (CDBG) Program. Staff will analyze risk from time to time for each subrecipient to determine which subrecipients should be monitored during that program year using either process.

We will document the process by the following steps:

- Sending out a notification letter to each subrecipient within thirty (30) days of the On-site visit outlining the information to be reviewed during the visit (required for both processes)
- Entrance Conference (On- Site Monitoring)
- Documentation, Data Acquisition and Analysis (On-Site Monitoring)
- Exit Conference (On-Site Monitoring)

Follow-up Monitoring Letter (required for both processes)

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	368,377	11,300	0	379,677	1,480,000	This plan has been developed under the assumption that CDBG funding will remain relatively level over the course of the next five years.

Table 18 - Expected Resources – Priority Table

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

matching requirements will be satisfied

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 improve low-and-moderate income neighborhoods more effectively.

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.

Consolidated Plan- Substantial Amendment #2

Published for Public Comment 2024.03.27

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.

Elm Street Urban Renewal Parcel: The Westfield Redevelopment Authority owns a 1.6-acre parcel in the center of Downtown Westfield. Working under a state-approved Urban Renewal Plan, the WRA hopes to develop the parcel into a 50,000-square foot mixed-use building with ground floor commercial space and mixed-income housing. This project is anticipated to be advertised for a Request for Proposals in Summer 2020.

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 property directly abuts the Columbia Greenway Rail Trail, which is currently under construction.

Discussion

An amendment was proposed and adopted in July-August 2022 that adjusted Program Income from \$8,400 to \$11,300 to reflect an actual difference from anticipated Program Income and actual Program Income.

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	Create Economic Opportunities	2020	2024	Non-Housing Community Development	City-wide	Economic Development	CDBG: \$50,751	Jobs created/retained: 5 Jobs Businesses assisted: 5 Businesses Assisted
2	Public Services	2020	2024	Homeless Non-Homeless Special Needs Non-Housing Community Development	City-wide	Public Service	CDBG: \$55,000	Public service activities other than Low/Moderate Income Housing Benefit: 794 Persons Assisted
3	Neighborhood Revitalization	2020	2024	Non-Housing Community Development	Downtown East Riverfront North	Neighborhood Revitalization & Infrastructure	CDBG: \$0	Public Facility or Infrastructure Activities for Low/Moderate Income Housing Benefit: 0 Households Assisted
5	Housing Rehabilitation	2020	2024	Affordable Housing	City-wide	Housing Rehabilitation	CDBG: \$26,500	Homeowner Housing Rehabilitated: 2 Household Housing Unit
6	Planning & Administration	2020	2024	Planning & Administration	City-wide	Planning & Administration	CDBG: \$42,143	Other: 1 Other

Table 19 – Goals Summary

Goal Descriptions

1	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.
2	Goal Name	Public Services
	Goal Description	<p>The City of Westfield allocates 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.</p> <p>Kidscape Summer Learning Camp Kamp for Kids™ at Camp Togowauk Volunteer Companionship Program Our Community Table Soup Kitchen Westfield Food Pantry Highland Valley Home Delivered Meals for Elders YMCA Afterschool Transportation YWCA Domestic Violence Counseling Services Westfield Community Education Samaritan Inn Day Center Mental Health Association Homelessness Assistance</p>

3	Goal Name	Neighborhood Revitalization
	Goal Description	<p>The City proposes to fund infrastructure activities to improve the public space in qualified low-and-moderate income neighborhoods.</p> <p>This project was amended in July-August 2022 to reflect cancellation of a project that would have replaced sidewalks on Union Street, as the City Administration identified alternative funds for this project. Additionally, the Kasper Drive resurfacing proposed for this project was delayed to Program Year 2021.</p>
5	Goal Name	Housing Rehabilitation
	Goal Description	Provide deferred payment loans to low-and-moderate income homeowners to address life safety, system improvements, and code compliance.
6	Goal Name	Planning & Administration
	Goal Description	<p>To properly administer the functions of the CDBG program and develop planning projects to assess community needs and identify strategies for addressing those needs.</p> <p>This project was amended in July-August 2022 to reflect a reduction in actual spending.</p>

AP-35 Projects - 91.420, 91.220(d)

Introduction

The 2020 Action Plan presents some challenges, as during the planning and public comment phase, the City and our nation were impacted by the Covid-19 health and economic disruption. With continued uncertainty relative to physical distancing requirements, employment prospects for those who have been laid off due to the disruption, the City anticipates an additional need for both public service programs and for economic development assistance. The Annual Plan, as presented, continues to hold a significant allocation for neighborhood revitalization projects. City staff will be working collaboratively with our public service providers and businesses to determine whether a reallocation will be required part way through the year.

#	Project Name
1	Public Services
2	Economic Development
3	Neighborhood Revitalization
4	Homeowner Housing Rehabilitation
5	Planning & Administration

Table 20 – 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: \$51,000
	Description	The City of Westfield allocates 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	6/30/2021
	Estimate the number and type of families that will benefit from the proposed activities	We anticipate 800 individuals will be served by public services activities due to availability of CDBG funds.
	Location Description	Citywide

	Planned Activities	<p>Kidscape Summer Learning Camp Kamp for Kids™ at Camp Togowauk Volunteer Companionship Program Our Community Table Soup Kitchen- This project was CANCELED in a July-August 2022 amendment due to subrecipient capacity constraints. Originally slated for \$4000- funding will be reallocated in subsequent year plan. Westfield Food Pantry Highland Valley Home Delivered Meals for Elders YWCA Domestic Violence Counseling Services Westfield Community Education Samaritan Inn Day Center Mental Health Association Homelessness Assistance</p>
2	Project Name	Economic Development
	Target Area	City-wide
	Goals Supported	Create Economic Opportunities
	Needs Addressed	Economic Development
	Funding	CDBG: \$50,751
	Description	To aid microenterprises (income-qualified owners of businesses with five or less employees) and small businesses to retain current positions or create new jobs for low-and-moderate income individuals.
	Target Date	6/30/2021
	Estimate the number and type of families that will benefit from the proposed activities	<p>We anticipate assisting 5 businesses and retaining 5 jobs.</p> <p>This project was amended in July-August 2022 to reflect leftover funds carried forward to PY 2022 Action Plan.</p>

	Location Description	Citywide with a primary focus on downtown area businesses
	Planned Activities	Microenterprise Assistance and Special Economic Development Activities
3	Project Name	Neighborhood Revitalization
	Target Area	Downtown East Riverfront North
	Goals Supported	Neighborhood Revitalization
	Needs Addressed	Neighborhood Revitalization & Infrastructure
	Funding	:
	Description	Execute goals and objectives relative to more livable neighborhoods, including sidewalk repair, code enforcement activities, and public facilities improvements.
	Target Date	6/30/2021
	Estimate the number and type of families that will benefit from the proposed activities	This project was amended/funding canceled to reflect that 2 projects (Union Street Sidewalks) and Kasper Drive were not undertaken in 2020 Program Year due to alternative funds being identified.
	Location Description	
	Planned Activities	Per amendment, no activities were undertaken in PY 2020
4	Project Name	Homeowner Housing Rehabilitation
	Target Area	City-wide
	Goals Supported	Neighborhood Revitalization
	Needs Addressed	Housing Rehabilitation
	Funding	CDBG: \$26,500

	Description	Provide deferred payment loans to low-and-moderate income homeowners to address life safety, system improvements, and code compliance. This project was amended/canceled in July-August 2022 due to capacity constraints identified at the City's subrecipient.
	Target Date	6/30/2021
	Estimate the number and type of families that will benefit from the proposed activities	We expect to assist one household in this program year.
	Location Description	To be determined through our subrecipient's waiting list process.
	Planned Activities	Homeowner Housing Rehabilitation
5	Project Name	Planning & Administration
	Target Area	City-wide
	Goals Supported	Planning & Administration
	Needs Addressed	Planning & Administration
	Funding	CDBG: \$42,143
	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 project was amended in July-August 2022 in order to reflect an actual underspend in Planning & Administration projects.
	Target Date	6/30/2021
	Estimate the number and type of families that will benefit from the proposed activities	1
	Location Description	Citywide

Planned Activities	Matric Code: 21A General Program Administration This project was amended in July-August 2022 to reflect underspending in this priority in Program Year 2022 to account for rollover funds in PY 2022 Action Plan.
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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 Downtown East neighborhood, according to census data, contains the City's largest proportion of population in low-and-moderate income, the City's highest poverty rate, and the City's lowest rate of homeownership.

Citywide funding is primarily geared toward economic development activities and public services.

Geographic Distribution

Target Area	Percentage of Funds
Downtown East	50
Riverfront North	0
Riverfront South	0
City-wide	50
Downtown West	0
Hampton Ponds	0

Table 21 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

While the City typically targets its economic development assistance to the Downtown and Riverfront neighborhoods, the Covid-19 economic disruption has caused these funds to be available to businesses citywide.

The Citywide allocation is primarily to target public services and economic development funds.

The Downtown East allocation is at 50% of allocated funds due to resetting infrastructure improvement priorities to that neighborhood.

Discussion

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

Introduction

The Westfield Redevelopment Authority continues its effort to redevelop four acres of property with Elm Street frontage. This will result in new space for a combination of retail, commercial, and residential use. Further, the City remains aggressive in its efforts to attract employers from many sectors to locate in the City. There are currently plans for additional businesses in the construction materials manufacturing sector, the warehousing and distribution sector, information technology, and other emerging industries. A comprehensive business retention and recruitment program has been launched, www.gowestfield.com, in partnership with our locally controlled utility provider and other business sector partners.

Actions planned to address obstacles to meeting underserved needs

The City of Westfield will continue to serve as a member of the Greater Westfield Non-Profit & Volunteer Network, which allows a direct link to service providers who care directly for underserved 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.

The City has awarded HOME funds and CPA funds to a project that proposes to convert the long-vacant Moseley School building into 23 affordable rental units.

Additional conversations have been had with owners of the City's largest affordable housing property for a comprehensive renovation of the 400 units located on that site.

The City will be working with regional partners to identify additional developers interested in pursuing opportunities to create affordable housing in Westfield, including affordable homeownership development, rental housing development, and other opportunities.

Actions planned to reduce lead-based paint hazards

The Community Development Director attended a HUD-sponsored training in April 2019 to learn more about HUD lead regulations and state programs governing lead-based paint hazards. Additional training will be pursued, and all projects will be reviewed to ensure subrecipients and awardees follow all

applicable laws and regulations governing lead paint handling.

Actions planned to reduce the number of poverty-level families

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

Locally, the City aims to maintain its position as an attractive place to establish business. Over the past decade, the City has seen significant growth in warehousing and distribution, precision manufacturing, and health services sectors. The City has established evening workforce training programs at the Westfield Technical Academy to allow for job retraining for individuals looking for middle income jobs and mid-career professionals interested in changing fields.

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 are 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

None

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.	100.00%

Discussion

No activities are planned for the 2020 Program Year that will benefit primarily non-LMI households.

Appendix - Alternate/Local Data Sources

1	<p>Data Source Name</p> <p>Community Survey</p>
	<p>List the name of the organization or individual who originated the data set.</p> <p>The City of Westfield, Community Development Department.</p>
	<p>Provide a brief summary of the data set.</p> <p>Please find attached a summary of the data.</p>
	<p>What was the purpose for developing this data set?</p> <p>The Westfield Business Improvement District (BID) was dissolved by a City Council vote in the early summer of 2014. There was uncertainty in the community as to what would happen to the services that were supported by the BID. The BID administered CDBG grants to microenterprises and job creation programs. A survey was conducted to assess needs and opportunities prior to making administrative changes or decisions in order to gain feedback from the community.</p>
	<p>Provide the year (and optionally month, or month and day) for when the data was collected.</p> <p>March 2015</p>
	<p>Briefly describe the methodology for the data collection.</p> <p>The survey was available on-line, in the Community Development Department, promoted in the local newspaper, promoted via Facebook and hand delivered to downtown businesses.</p>
	<p>Describe the total population from which the sample was taken.</p> <p>The survey was available to all downtown business owners.</p>
	<p>Describe the demographics of the respondents or characteristics of the unit of measure, and the number of respondents or units surveyed.</p> <p>Small business owners/microenterprises.</p>