



**CITY OF PEABODY, MASSACHUSETTS**

**THIRD YEAR ACTION PLAN  
SUBSTANTIAL AMENDMENT**

FOR

AMERICAN RECOVERY AND REINVESTMENT ACT PROGRAMS  
COMMUNITY DEVELOPMENT BLOCK GRANT  
(CDBG-R)

**FINAL**

DEPARTMENT OF COMMUNITY DEVELOPMENT AND PLANNING  
CITY OF PEABODY  
24 LOWELL STREET  
PEABODY, MA 01960  
978-538-5771

MAY 28, 2009

MAYOR MICHAEL J. BONFANTI

# **CDBG-R SUBMISSION CHECKLIST**

The American Recovery and Reinvestment Act of 2009 ("Recovery Act") was signed into law by President Obama on February 17, 2009. The Recovery Act awards \$1 billion in CDBG Recovery (CDBG-R) funds to be distributed to cities, counties, insular areas and states, of which \$10 million has been reserved by HUD for its administrative costs and \$10 million of which will be awarded to Indian tribes. Recipients of the remaining \$980 million of CDBG-R funds will be the approximately 1,200 jurisdictions that received CDBG funding in Fiscal Year 2008. This template sets forth the suggested format for grantees receiving funds from CDBG-R. A complete submission contains the information requested below, including:

- (1) The CDBG-R Substantial Amendment
- (2) Spreadsheet for Reporting Proposed CDBG-R Activities
- (3) Signed and Dated Certifications
- (4) Signed and Dated [SF-424](#).

# **THE CDBG-R SUBSTANTIAL AMENDMENT**

Jurisdiction(s): City of Peabody	CDBG-R Contact Person: Stacey Bernson, Assistant Director Community Development
Jurisdiction Web Address: <ul style="list-style-type: none"><li>• <a href="http://www.Peabody-MA.gov">www.Peabody-MA.gov</a> (URL where CDBG-R Substantial Amendment materials are posted)</li></ul>	Address: 24 Lowell Street, Peabody, MA 01960 Telephone: 978-538-5771 Fax: 978-538-5987 Email: Stacey.Bernson@peabody-ma.gov

## **ENSURING RESPONSIBLE SPENDING OF RECOVERY ACT FUNDS**

Funding available under the Recovery Act has clear purposes – to stimulate the economy through measures that modernize the Nation’s infrastructure, improve energy efficiency, and expand educational opportunities and access to health care. HUD strongly urges grantees to use CDBG-R funds for hard development costs associated with infrastructure activities that provide basic services to residents or activities that promote energy efficiency and conservation through rehabilitation or retrofitting of existing buildings. While the full range of CDBG activities is available to grantees, the Department strongly suggests that grantees incorporate consideration of the public perception of the intent of the Recovery Act in identifying and selecting projects for CDBG-R funding.

**A. SPREADSHEET FOR REPORTING PROPOSED CDBG-R ACTIVITIES**

Grantees must provide information concerning CDBG-R assisted activities in an electronic spreadsheet provided by HUD. The information that must be reported in the spreadsheet includes activity name, activity description, CDBG-R dollar amount budgeted, eligibility category, national objective citation, additional Recovery Act funds for the activity received from other programs, and total activity budget. An electronic copy of the spreadsheet and the format is available on HUD’s recovery website at <http://www.hud.gov/recovery>.

CDBG-R  
Activity Data Spreadsheet

Jurisdiction/Grantee Name: City of Peabody		CDBG-R Formula Grant Amount:				6/1/2009	
Activity Name	Activity Description	Eligibility (Regulatory or HCDA Citation)	National Objective Citation	CDBG-R Project Budget (\$)	Additional Recovery Funds (\$)	Other Leveraged Funding (\$)	Total Activity Budget
Social Services Outreach Worker	There is a significant increase in the numbers of elders seeking social service assistance at the Peabody Council on Aging. Clients are served through office visits, home visits and telephone calls. They are provided with general information and referrals, social security, housing, Medicare, Medicaid, health insurance, fuel assistance, tax assistance programs, veteran’s services, Meals on Wheels and transportation services. The Social Services Department currently provides services to approximately 540 persons and anticipates increasing that number by 10-15% with the assistance of CDBG-R funds.	05A	570.201(e)	\$ 12,000			\$ 12,000
Implementation of ADA Compliant Measures at City Hall	The City of Peabody will implement ADA Compliance measures, including the installation of an ADA compliant elevator, in order to make Peabody City Hall more accessible to visitors to with physical disabilities.	3	570.201(c)	\$ 100,196			\$ 100,196
Administration of CDBG-R funded activities	The Department of Community Development and Planning will be overseeing the implementation of the CDBG-R funded activities.	21A	570.206	\$12,466			\$ 12,466

**Stacey Bernson**

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**From:** Stacey Bernson  
**Sent:** Friday, June 19, 2009 12:30 PM  
**To:** 'CDBG-R@hud.gov'  
**Subject:** CDBG-R Reporting Spreadsheet.xls

Please find attached a copy of the the updated CDBG-R Spreadsheet from the City of Peabody, Massachusetts.

**Stacey Slack Bernson**  
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Department of Community Development & Planning  
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[www.peabody-ma.gov](http://www.peabody-ma.gov)

**B. CDBG-R INFORMATION BY ACTIVITY (COMPLETE FOR EACH ACTIVITY)**

(1a) **SOCIAL SERVICES OUTREACH WORKER:** (Grantees should follow the same order that activities are listed in the Spreadsheet for Reporting Proposed CDBG-R Activities – this will allow HUD to easily match activity narratives with the information provided in the spreadsheet.)

(2a) **Activity Narrative:**

The fastest growing age group is individuals over the age of 75, which grew by 58.5% between 1990 and 2000 and is expected to continue to expand into the next decade as current residents age. The elderly is currently the largest portion of the population with household incomes less than 30% of the Median Family Income, for both renters and owners. Over half the elderly renters are paying more than thirty percent of their income and are experiencing housing problems. Additionally, there are 518 people on the Peabody Housing Authority's waitlist for elderly housing. Approximately half of the City of Peabody's Housing Rehabilitation program's waiting list is comprised of elderly applicants. All of the above indicate that there is a compelling need for the development of additional affordable housing units for the elderly.

There is a significant increase in the numbers of elders seeking social service assistance at the Peabody Council on Aging. Clients are served through office visits, home visits and telephone calls. They are provided with general information and referrals, social security, housing, Medicare, Medicaid, health insurance, fuel assistance, tax assistance programs, veteran's services, Meals on Wheels and transportation services. The Social Services Department currently provides services to approximately 540 persons and anticipates increasing that number by 10-15% with the assistance of CDBG funds. **Total amount funded (2009-2010) \$10,000.**

(3a) **Jobs Created:** (Report the number of full- and part-time jobs estimated to be created and retained by the activity (including permanent, construction, and temporary jobs)).

The funds will be used to create a new position to provide additional outreach services to the elderly residents of Peabody.

(4a) **Additional Activity Information:** (A description of how the activity will promote energy conservation, smart growth, green building technologies, or reduced pollution emissions, if applicable.)

Not Applicable

- (5a) Responsible Organization: (Contact information for the organization that will implement the CDBG-R activity, including its name, location, and administrator contact information)

The Peabody Council on Aging  
Torigian Community Life Center  
79 Central Street, Peabody, Massachusetts 01960  
Contact: Carolyn Wynn, Director  
Telephone: 978-531-2254

(1b) **IMPLEMENTATION OF ADA COMPLIANT MEASURES AT CITY HALL**

(2b) Activity Narrative:

Peabody City Hall was constructed in 1912, long before anyone took into consideration the need for access to a public building by persons with physical disabilities. Over the years, modest modifications have been made to building in order to make the building more accessible; however, there is much more to be done. A major modification will be the installation of an ADA compliant elevator in Peabody City Hall, which will provide visitors with physical disabilities with easier access to the building. At this time, we anticipate that the majority of the funds will be used to install the ADA compliant elevator. Any remaining fund will be used to implement further ADA compliant measures throughout the building.

(3b) Jobs Created: (Report the number of full- and part-time jobs estimated to be created and retained by the activity (including permanent, construction, and temporary jobs)).

It is difficult to ascertain exactly how many jobs will be created and/or maintained as a result of this activity. We do not that in addition to hiring contractors to install the elevator, licensed electricians will also be required to complete the installation. All construction will be subject to Davis-Bacon Wages in accordance with the CDBG-R Program.

(4b) Additional Activity Information: (A description of how the activity will promote energy conservation, smart growth, green building technologies, or reduced pollution emissions, if applicable.)

Not Applicable

(5b) Responsible Organization: (Contact information for the organization that will implement the CDBG-R activity, including its name, location, and administrator contact information)

The City of Peabody through the Department of Community Development and Planning  
Peabody City Hall  
24 Lowell Street, Peabody, Massachusetts 01960  
Contact: Stacey Bernson, Assistant Director  
Telephone: 978-538-5771

(1c) **ADMINISTRATION OF CDBG-R ACTIVITIES**

(2c) Activity Narrative:

The City of Peabody by and through the Department of Community Development and Planning will be overseeing the administration of CDBG-R funded activities and insuring that the projects comply with the regulations.

(3c) Jobs Created: (Report the number of full- and part-time jobs estimated to be created and retained by the activity (including permanent, construction, and temporary jobs)).

It is difficult to ascertain exactly how many jobs will be created and/or maintained as a result of this activity. We do not that in addition to hiring contractors to install the elevator, licensed electricians will also be required to complete the installation.

(4c) Additional Activity Information: (A description of how the activity will promote energy conservation, smart growth, green building technologies, or reduced pollution emissions, if applicable.)

Not Applicable

(5c) Responsible Organization: (Contact information for the organization that will implement the CDBG-R activity, including its name, location, and administrator contact information)

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### ***C. PUBLIC COMMENT***

Provide a summary of public comments received to the proposed CDBG-R Substantial Amendment.

**Note:** A Proposed CDBG-R Substantial Amendment must be published via the usual methods and posted on the jurisdiction's website for no less than 7 calendar days for public comment.

#### **Response:**

The City of Peabody encourages citizen participation, not only in the process of preparing the Consolidated Plan, annual Action Plan and any substantial amendments to the Consolidated Plan and/or annual Action Plan, but also throughout the year as well. The City of Peabody complies with regulation 24 CFR 91.105, Citizen Participation Plan for local governments as required by the Department of Housing and Urban Development (HUD) Rules and Regulations. The City has adopted a citizen's participation plan that sets forth the City's policies and procedures for citizen participation.

The Community Development Block Grant (CDBG) program enables local governments to undertake a wide range of activities intended to create suitable living environments, provide decent affordable housing and create economic opportunities, primarily for persons of low and moderate income. The full range of CDBG eligible activities and projects may generally be Funded under the American Recovery and Reinvestment Act (ARRA); however, ARRA directs that grantees are to use these funds to maximize job creation and economic benefit. Under the Recovery Act, recipients shall give priority to projects that can award contracts based on bids within 120 days of the grant agreement.

The projects chosen for the CDBG-R Funds were projects that were originally recommended for funding with CDBG Funds for 2009-2010. By doing so, we insured that that the City of Peabody not only complied with the ARRA directives and the CDBG Program requirements, we have provided a fair and open process for citizens to participate and comment on the projects included.

A complete draft of the Substantial Amendment was available for a 30-day public comment period beginning April 14, 2009. An announcement on the availability of the Draft was advertised in the Salem Evening News and on the City's website.

The complete draft was emailed to all interested parties, made available online at the City's website and a hardcopy was available for review at the Office of Community Development and Planning and the Peabody Institute Library. Copies were available at a public hearing that was held on April 15, 2009. The hearing was scheduled for Thursday, April 15<sup>th</sup> at 3:00 PM in the City of Peabody's lower level conference room to solicit comments on the draft. This location is a fully accessible facility and offers ample free parking.

#### **Attendance:**

Lisa Greene and Kevin Hurley from the North Shore HOME Consortium, Stacey Bernson from the City of Peabody; John Castelluccio, reporter from the *Peabody and Lynnfield Weekly News*.

Citizens were provided the opportunity to provide feedback on the City of Peabody's and the North Shore HOME Consortium's 2009 One year Action Plans. The meeting was a collaborative effort between the City of Peabody and the North Shore HOME Consortium

**Comments Received:**

The meeting began at 3:00 with Kevin Hurley explaining the purpose of the meeting, to allow citizens an opportunity to comment of the Draft Action Plan for Fiscal Year 2009 for the use of Federal HOME and CDBG funds. Copies of the drafts were given to John Castelluccio. Mr. Castelluccio asked some questions on the types of funds that the City was receiving, and on what types of things they would be used for. Mr. Hurley explained that HOME funds can be used for the creation of affordable housing only, and listed the eligible uses: Assisting first time homebuyers with down payment assistance, assisting homeowners or rental property owners to rehabilitate their properties, new construction of rental or homeownership housing units, and short term rental assistance subsidies to specific populations. Mr. Hurley explained that all program participants must be income eligible under the HUD guidelines. Stacey Bernson added that CDBG funds could be used for projects benefiting low and moderate income households or areas, including housing rehabilitation programs, activities to support the work of social service agencies, and economic development enterprises.

Mr. Castelluccio asked why there would be two action plan documents for the City of Peabody. Lisa Greene explained that since Peabody is the lead community for the regional North Shore HOME Consortium, which is a group of thirty communities, that Peabody is responsible for an action plan reporting for the Consortium on the HOME activities in the entire region, while the City of Peabody, as a direct recipient of CDBG funds, must also report as a community on the uses of those funds for the year. Since next year both the City and the Consortium must create a new five year consolidated plan for HUD, the process will likely be changed and one consolidated document will be created for both purposes.

Mr. Castelluccio thanked everyone for the information and the meeting was adjourned at approximately 3:30.