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Date: Fri, 24 Jun 2022 16:59:09 -0400 (EDT)  
Subject: Arlington Affordable Housing Survey - Request to Announce at 6/27 Meeting

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**CAUTION:** This email originated from outside of the Town of Arlington's email system. Do not click links or open attachments unless you recognize the REAL sender (whose email address in the From: line in "< >" brackets) and you know the content is safe.

Dear Rachel, Melisa, Steve, Kin and Gene -

As you are likely aware, the Arlington Affordable Housing Trust Fund recently launched a community engagement process to inform our initial Action Plan, starting with a Affordable Housing Survey. For an Action Plan overview, please see [these slides that were shared with Town Meeting](#).

**I was hoping you would announce the survey to the public at your meeting on Monday and encourage community members to take the survey and sign up to receive notices from the Trust.**

I've attached a sample announcement that you could adapt for your use, and DPCD or I could provide promotional postcards for your meeting. The survey is scheduled to close on Thursday, June 30th.

We have already received nearly 500 responses to the survey, reflecting the broad interest in this issue among community members. Of course, that leaves 40,000+ more, so we hope you will help us continue to promote it. We are particularly interested in engaging community members who most need affordable housing and are least likely to be represented in typical public meetings.

Please let us know if we can answer any questions and if we can drop off survey postcards for your use this weekend. I'm copying DPCD staff who are supporting us, and Trustee Calpurnia Roberts, who is leading the community engagement process.

Thanks in advance for your partnership,  
Karen

Karen Kelleher  
Chair, Arlington Affordable Housing Trust Fund

# Arlington Affordable Housing Trust Fund (AHTF)

## Preparing the Action Plan



# Preparing the AHTF Action Plan

## Planning & Preparation Steps Completed March - June



### PLANNING & PREPARATION

**Spring**

Trustees meet with housing stakeholders and review the Housing Production Plan, Fair Housing Action Plan and other research and information, Trustees prepare draft guiding principles and proposed strategies for the Action Plan, and design process for preparing the plan and engaging the community.

- ✓ Orientation of Trustees and Group Agreement re: Conduct of Meetings
- ✓ Housing Corporation of Arlington – Presentation by Neil Mongold
- ✓ Arlington Housing Authority – Presentation by/Meeting with Jack Nagle
- ✓ Presentation of Housing Production Plan to Trustees by Judi Barrett
- ✓ Review of Fair Housing Action Plan
- ✓ Application to CPA Committee for Funding
- ✓ Presentation by Trustees to CPA Committee, CPAC Liaisons Appointed
- ✓ Action Plan Working Group Formed
- ✓ Community Engagement Process developed
- ✓ Preliminary Action Plan priorities & principles developed
- ✓ Preliminary menu of Action Plan strategies developed
- ✓ Initial Draft of survey prepared
- ✓ Request for Proposals issued for Consultant Town Meeting Announcement 6-8-22

# Preparing the AHTF Action Plan

## Community Engagement: June-August



### COMMUNITY ENGAGEMENT

## Summer

Trustees facilitate an inclusive process for community input on housing needs and priorities, the principles that should guide the plan and the strategies that should be advanced. The Trustees host information session(s) for the public and a joint meeting of organizations with housing-related responsibilities and missions.

### Goals of the Process

- Solicit feedback regarding priorities and initiatives for the Trust;
- Garner interest and support for preserving and creating new affordable housing in Arlington; and
- Build consensus and alignment regarding short- and long-term affordable housing goals and strategies.

### Inclusion of Under-represented Groups

A housing survey will be made available online and via volunteers using a “street intercept” format. Outreach efforts will be designed to ensure inclusion of those most likely to need affordable housing, and least likely to participate in typical public processes.

### Building Alignment Among Housing Stakeholders

Proactive work to preserve and expand affordable housing in Arlington will require significant consensus about objectives. The AHTF will host joint meetings of Town bodies that have interest in or authority over housing to lay a foundation for this alignment.

# Preparing the AHTF Action Plan

## Community Engagement: June-August



### COMMUNITY ENGAGEMENT

## Summer

Trustees facilitate an inclusive process for community input on housing needs and priorities, the principles that should guide the plan and the strategies that should be advanced. The Trustees host information session(s) for the public and a joint meeting of organizations with housing-related responsibilities and missions.

### Resident Survey June 15-30

A housing survey will be made available online and via volunteers using a “street intercept” format. Outreach efforts will be designed to include those who may not typically join housing discussions.

### Targeted Listening Sessions July 6-27

We expect to facilitate 5-6 sessions specifically to hear from under-represented groups, including seniors, young people, renters, people of color and people with disabilities or special needs.

### Public Forum(s)

We’ll host one or more public forums during the community engagement process to engage and invite input from all residents. Another public meeting will be held during the review period.

### Joint Meeting of Housing Stakeholders

The AHTF will also host a joint meeting of Town bodies and private organizations that have interest in or authority over housing, to ensure their input and build alignment across stakeholders.

# Preparing the AHTF Action Plan

## How Can You Help?

### Survey

- Promote the online survey
- Volunteer to conduct street intercept surveys
- Share your ideas for engaging under-represented voices

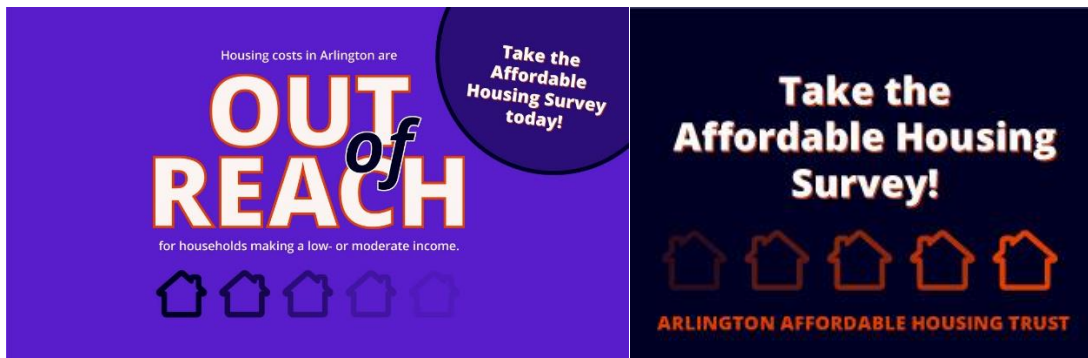
### Community Engagement

- Share your ideas and listen to the ideas and perspectives of others
- Comment on the draft AHTF Action Plan

### Support Funding

- Urge state legislators to approve the Transfer Fee home rule petition that Town Meeting approved last year.
- Protect/restore local ARPA Funds for Affordable Housing
- Plan to provide sustainable funding from other sources for Action Plan strategies

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## Sample Announcement – Affordable Housing Survey

*Please adapt for your audience or group and add a personal message if you'd like. Hyperlinks are included in case you wish to cut and paste this information into electronic communication.*

*Please consider using our social media kit to share this information on your social media.*

Arlington established the Affordable Housing Trust Fund to create and preserve affordable housing in Town. The Trust is developing an Action Plan to guide how it invests in and creates affordable housing during its first five years, starting with community engagement activities this summer. The Trust is particularly hoping to hear from residents who are most likely to need or benefit from affordable housing and are typically underrepresented in public meetings, engagement, and decision making.

**The Trust has invited us to join the discussion on this important topic by taking the on-line [Affordable Housing Survey](#) between now and this Thursday, June 30<sup>th</sup>.** You can find it on the [Affordable Housing Trust's page of the Town's website](#) [and there are postcards available on your way out that point you to the survey as well.] Later this summer, the Trust will conduct focused listening sessions with key demographic groups, convene and share the community's feedback with Town boards and committees, and hold public forums to present and discuss the Action Plan. To receive the survey results and stay informed, there is a link on the Trust's webpage where you can [join the Affordable Housing Trust's mailing list](#).

*Thank you for your partnership.  
The Arlington Affordable Housing Trust*

Email us: [ArlingtonAHT@gmail.com](mailto:ArlingtonAHT@gmail.com)

Learn more: <https://www.arlingtonma.gov/town-governance/boards-and-committees/affordable-housing-trust-fund-board>

Join our mailing list:

[https://docs.google.com/forms/d/e/1FAIpQLScf\\_4JSBPnQ6KTJd5oF5oOwzXmLBnso7q5LqPksY\\_PeeBbBOQ/viewform](https://docs.google.com/forms/d/e/1FAIpQLScf_4JSBPnQ6KTJd5oF5oOwzXmLBnso7q5LqPksY_PeeBbBOQ/viewform)

Volunteer to promote the survey: <https://www.signupgenius.com/go/10C0E48A8AB2DA4FAC43-housing>