

**TOWN OF ARLINGTON
COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM**

**FUNDING REQUESTS, Year 46
01/22/2020**

CDBG Program Activity	Organization/Department	FY 2021 Request
REHABILITATION/ HOUSING		
HCA Capital Improvements	Housing Corporation of Arlington	\$ 200,000
Energy Efficiency Program	Town of Arlington/ Menotomy Weatherization	\$ 100,000
	Subtotal	\$ 300,000
ECONOMIC DEVELOPMENT		
Workforce Development Grant Program		\$ 50,000
	Subtotal	\$ 50,000
PUBLIC SERVICES		
Program Support	Arlington Eats	\$ 10,000
Scholarship Program	Arlington Boys and Girls Club	\$ 20,000
Jobs, Jobs, Jobs Program	Arlington Boys and Girls Club	\$ 5,000
Athletic Scholarships	Arlington High School	\$ 10,000
Operation Success Learning Center	Arlington Housing Authority	\$ 6,000
Mental Health Counseling and Support Services	Arlington Youth Counseling Center (AYCC)	\$ 20,000
Adult Day Health	Town of Arlington/ Council on Aging	\$ 6,000
Transportation Program	Town of Arlington/ Council on Aging	\$ 36,500
Volunteer Coordinator	Town of Arlington/ Council on Aging	\$ 53,800
Jobs, Jobs, Jobs	Fidelity House	\$ 5,000
Menotomy Manor Outreach Program	Fidelity House	\$ 20,000
Program Scholarships	Town of Arlington/ Recreation Department	\$ 15,000
	Subtotal (FY21 Statutory limit: \$180,034)	\$ 207,300
PUBLIC FACILITIES AND IMPROVEMENTS		
Town Hall Plaza	Town of Arlington/ Facilities Department	\$ 250,000
Food Link facility capital improvements	Food Link, Inc.	\$ 174,859
Arlington Eats Market	Arlington Eats	\$ 400,000
Whittemore Park/ Jefferson Cutter House Phase II	Town of Arlington/ Planning & Community Devt	\$ 125,000
	Subtotal	\$ 949,859
PLANNING		
Planners	Town of Arlington/ Planning & Community Devt	\$ 52,335
Planning Studies	Town of Arlington/ Planning & Community Devt	\$ 90,000
Annual Town Survey 2018	Vision 2020	\$ 2,000
	Subtotal	\$ 144,335
ADMINISTRATION		
Grants Administrator (salary + benefits)	Town of Arlington/ Planning & Community Devt	\$ 71,551
General Administration	Town of Arlington/ Planning & Community Devt	\$ 15,000
	Subtotal	\$ 86,551
	Planning & Admin. Subtotal (FY21 Statutory limit: \$232,048)	\$ 230,886
	TOTAL	\$1,738,045

TOWN OF ARLINGTON
COMMUNITY DEVELOPMENT BLOCK GRANT
FUNDING APPLICATION
FISCAL YEAR 2020-2021

Agency & Project Summary Information	
I. Contact Information (If application is completed by a Collaborative, provide the contact information for the lead entity only)	
Agency/Organization Housing Corporation of Arlington	Project Name Capital Improvements 2020-2021
Contact Pamela Hallett	Title Executive Director
Mailing Address 252 Massachusetts Ave	Project Location Arlington, Multiple locations
Email phallett@housingcorporation.org	Phone 781 859-5211
Anticipated Start Dates September 2020	Anticipated End Dates April 2021
Amount of Request \$200,000	Registered on SAM.gov? (all applicants must be registered here to receive federal funding)
Please Identify the Type of Organization Applying for Funds (Note: More than one may apply)	
<input checked="" type="checkbox"/> 501(c)3 <input type="checkbox"/> For-profit authorized under 570.201(o) <input type="checkbox"/> Faith-based Organization <input type="checkbox"/> Unit of Government <input type="checkbox"/> Institution of Higher Education	
Determining Eligibility	
This project/activity must meet ONE of the HUD National Objectives listed below. Please check ONE box below.	
<input type="checkbox"/> Low/Moderate Income Area Benefit (LMA): the project/activity meets the needs of persons residing in an area where at least 33.33% of the residents make a low- or moderate-income. Please refer to the PROJECT/ACTIVITY SERVICE AREA map on page 6 in part I, to determine if your activity is located within an eligible area.	
Census Tract and Block:	
<input type="checkbox"/> Low/Moderate Limited Clientele (LMC): the activity benefits a group of persons (rather than residents in a particular area) 51% of whom themselves or their family make a low- or moderate-income. The following groups are presumed to be eligible: abused children, battered spouses, elderly persons, adults meeting the Bureau of Census' Current Population Reports definition of "severely disabled", homeless persons, illiterate adults and persons living with AIDS.	
<input checked="" type="checkbox"/> Low/Moderate Housing (LMH): The project will provide or improve permanent residential structures which, upon completion, will be occupied by households that make a low- or moderate-income. This includes but is not limited to acquisition or rehabilitation. Housing can be either owner or renter occupied units in one family or multi-family structures.	
<input type="checkbox"/> Slum or Blighted Area (SBA): the project is in a designated slum/blighted area as defined under State or local law and will address conditions that qualified the area as slum or blighted.	
<input type="checkbox"/> Spot Blight (SBS): the project will prevent or eliminate specific conditions of blight or physical decay outside a slum area. Activities are limited to clearance, historic preservation, rehabilitation of buildings, but only to the extent necessary to eliminate conditions detrimental to public health and safety.	
Does your program benefit any of the following? <input type="checkbox"/> Abused children <input checked="" type="checkbox"/> Elderly persons (age 62 and older) <input checked="" type="checkbox"/> Battered spouses <input checked="" type="checkbox"/> Homeless persons <input type="checkbox"/> Severely disabled adults (as defined by Bureau of Census*) <input type="checkbox"/> Illiterate adults <input type="checkbox"/> Persons living with AIDS <input type="checkbox"/> Migrant farm workers <input type="checkbox"/> Other (please specify):	DUNS #: (Note: All entities receiving federal assistance are required to have a DUNS #) 849577213

II. General Description**1. Brief Project Description (please avoid using abbreviations)**

The plan is to continue the Capital Improvement Program to the HCA affordable Housing portfolio begun in 2014. This year we will replace a furnace at 2 Smith Street, install new siding and porch repair and painting on a two flat at 122-124 Washington Street, install new water service to a two family at 113 Medford Street and replace some 6 kitchens at the Mass Ave Preservation project.

2. Consolidated Plan Goals and Objectives

Improve the Condition of Existing Housing
Energy Efficiency Improvements

3. Geographic Distribution of Activities: (Town wide, or Census Tract)

Town Wide

III. Attachments

The following attachments must accompany this proposal:

- 501(c)(3) Letter of Tax Determination Status from the Internal Revenue Service (IRS)
- One (1) copy of agency's most recent financial audit
- One (1) copy; MA Certificate of Good Standing

Collaborative Partners: If this application is being submitted on behalf of a collaborative please identify all partnering agencies.

N/A

Project Narrative

Based on the evaluation criteria identified, use the space provided to answer each prompt

1. a) Community Need: Please discuss the community need that will be addressed through your proposed project, and your familiarity with said community need. Project goals should be consistent with the Priority Need categories identified in the 5-Year Consolidated Plan.

There is a serious crisis in affordable housing in Arlington. For HCA's 93 unit portfolio we have a 500 household wait list. Everyday people in Arlington call terrified about becoming homeless because they have just been told they need to move because their building where they have lived for many years is being sold. They understand how high rents have moved.

This crisis is only escalating rather than abating. Last year HCA worked with over 186 people from Arlington in danger of losing their housing. Our Homelessness Prevention Program H(PP)help about 98 of those people with a small grant. The other 88 people we assisted in filling out applications for Arlington Housing Authority , Millbrook Square Apts or some other lower rent property. We were able to secure housing or other financial assistance for the majority of them.

1. b) Will all clients be residents of Arlington? If not, please provide a percentage of non-Arlington residents.

YES ALL CLIENTS WILL BE RESIDENTS OF ARLINGTON

2. Resources & Capacity: Please discuss the staff and resources that will be used to execute the proposed project, familiarity with the community need and how said need/population will be contacted & engaged.

HCA has staff with excellent negotiating skills for bids and has an extensive experience in managing small rehab projects. The Executive Director has 40 years in construction rehab and the project manager is an attorney which years of experience in negotiating and managing small rehab projects turning around foreclosed properties.

3. Encouraging Partnerships: Does the proposed project involve new or existing partnerships with other service providers in the community? Please Explain.

NO

4. Cost Benefit: Describe how the overall cost of your proposed project relates to the outputs or outcomes of the project. For example, divide the funding request by the estimated number of people served by this program:
\$10,000 funding request /100 people served= \$100/person.

250000 funding request/ 24 people = \$10,416 per person

5. Leveraged Funds: Has the organization secured additional funding sources or in-kind support to cover the proposed project?

We are providing \$10,000 from building reserves and will be submitting a proposal to CharlesBank Homes Foundation who have supported HCA often in the past for \$50,000. We will be leveraging \$60,000.

6. Self Sufficiency: Will the proposed project be self-sufficient and no longer require CDBG funding after one year? After a few years?

These particular buildings will not need CDBG funding for these specific repairs for over 15 years.

7. New Public Services Program: Is the proposed project offering a new service and is it available from any other providers in the community?

These rehabilitation funds are difficult to find in the community and usually carry interest rates and debt service

Additional Comments: If necessary, use this space to include additional project information not covered in the categories above.

Budget Description

Please provide a budget for the proposed project. Include all proposed expenses & funding sources. Grant recipients & the Town will have an opportunity to create a more detailed budget upon notification of the project's acceptance.

A. Non-Construction Projects/Activities (Public Services)

Description	A	B	A+B
	CDBG Funds Requested	Other Funding*	Total Proposed Budget
Office Supplies			
Utilities			
Repairs/Maintenance			
Travel			
Salaries (List relevant positions)			
Other:			
TOTAL PROPOSED BUDGET			

B. Construction Projects (physical improvements) Note: Federal wage rates may apply for some construction projects. Applicants are strongly advised to speak with Town of Arlington staff before submitting an application for a physical project.

Description	A	B	A+B
	CDBG Funds Requested	Other Funding*	Total Proposed Budget
Construction	200,000	50,000	250,000
Acquisition			
Appraisals			
Design			
TOTAL PROPOSED BUDGET	200,000	50,000	250,000

**Summary of Other Funding - please indicate the amount and type of additional funding committed or pending for this project, if applicable. (Do not include CDBG amounts requested in this application)*

Funding Source		Amount	Committed or Pending
Other Federal:			
State:			
Local:			
Private:	Charles Bank Homes Found	40000	pending
Other:	Reserves	10000	committed
Total:		50000	

MEASURING ACCOMPLISHMENTS TABLE

PLEASE AVOID ABBREVIATIONS

NEED STATEMENT	GOAL	INPUTS	ACTIVITIES	OUTPUTS	OUTCOMES
Description of Need to be Addressed	Proposed goals to reduce extent of problems or needs	Resources to be dedicated or utilized to meet proposed goals	What the program does with the input to fulfill its mission	Direct products of program activities	ST (Short Term) LT (Long Term) Benefits that result from the program
<p>replacing old water service</p> <p>Improving the exterior view making the building envelope more energy efficient and stabilizing porches</p> <p>replacing old inefficient refrigerators , stoves and dishwashers with higher efficiency</p>	<p>Providing better water with no lead</p> <p>safer, better looking and warmer units</p> <p>Better living situation less demand for electricity</p>	<p>Staff experience and time.</p> <p>funding from building reserves</p> <p>Employing good small contractors</p>	<p>HCA's mission to provide decent affordable housing. These improvements will enhance and improve our portfolio to become safe, decent affordable housing</p>	<p>Clean lead free water to 9 tenants</p> <p>Improved energy efficiency</p> <p>Safer, better kept housing</p> <p>Warmer units in winter</p>	<p>ST: reduce the lead in water lines to 9 tenants. Improve the efficiency of one boiler and kitchen appliances provide neighbor jobs with small contractors</p> <p>LT: Makes for better affordable housing stock. Reduces the need for repairs Enhances or matches the neighbor standard</p>

Nationally Reportable Outputs

Please indicate the number of outputs expected

Businesses Assisted	5	Persons Served	24
Households Assisted	9	Jobs Created	3

TOWN OF ARLINGTON
COMMUNITY DEVELOPMENT BLOCK GRANT
FUNDING APPLICATION
FISCAL YEAR 2020-2021

Agency & Project Summary Information	
I. Contact Information (If application is completed by a Collaborative, provide the contact information for the lead entity only)	
Agency/Organization Town of Arlington/Menotomy Weatherization	Project Name Energy Efficiency Program
Contact Brian Nichols	Title Program Manager
Mailing Address 20 Academy Street, Ste. 202, Arlington, MA 02476	Project Location Same as Mailing Address
Email bnichols@town.arlington.ma.us	Phone 781.316.3431
Anticipated Start Dates July 1, 2020	Anticipated End Dates June 30, 2021
Amount of Request \$100,000.00	Registered on SAM.gov? (all applicants must be registered here to receive federal funding)
Please Identify the Type of Organization Applying for Funds <i>(Note: More than one may apply)</i> <div style="display: flex; justify-content: space-between;"> <input type="checkbox"/> 501(c)3 <input type="checkbox"/> For-profit authorized under 570.201(o) <input type="checkbox"/> Faith-based Organization <input checked="" type="checkbox"/> Unit of Government <input type="checkbox"/> Institution of Higher Education </div>	
Determining Eligibility This project/activity must meet ONE of the HUD National Objectives listed below. Please check ONE box below.	
<input type="checkbox"/> Low/Moderate Income Area Benefit (LMA): the project/activity meets the needs of persons residing in an area where at least 33.33% of the residents make a low- or moderate-income. Please refer to the PROJECT/ACTIVITY SERVICE AREA map on page 6 in part I, to determine if your activity is located within an eligible area.	
<div style="border: 1px solid black; height: 20px; margin-top: 5px;"></div> Census Tract and Block:	
<input type="checkbox"/> Low/Moderate Limited Clientele (LMC): the activity benefits a group of persons (rather than residents in a particular area) 51% of whom themselves or their family make a low- or moderate-income. The following groups are presumed to be eligible: abused children, battered spouses, elderly persons, adults meeting the Bureau of Census' Current Population Reports definition of "severely disabled", homeless persons, illiterate adults and persons living with AIDS.	
<input checked="" type="checkbox"/> Low/Moderate Housing (LMH): The project will provide or improve permanent residential structures which, upon completion, will be occupied by households that make a low- or moderate-income. This includes but is not limited to acquisition or rehabilitation. Housing can be either owner or renter occupied units in one family or multi-family structures.	
<input type="checkbox"/> Slum or Blighted Area (SBA): the project is in a designated slum/blighted area as defined under State or local law and will address conditions that qualified the area as slum or blighted.	
<input type="checkbox"/> Spot Blight (SBS): the project will prevent or eliminate specific conditions of blight or physical decay outside a slum area. Activities are limited to clearance, historic preservation, rehabilitation of buildings, but only to the extent necessary to eliminate conditions detrimental to public health and safety.	
Does your program benefit any of the following? <div style="list-style-type: none; padding-left: 0;"> <input type="checkbox"/> Abused children <input type="checkbox"/> Elderly persons (age 62 and older) <input type="checkbox"/> Battered spouses <input type="checkbox"/> Homeless persons <input type="checkbox"/> Severely disabled adults (as defined by Bureau of Census*) <input type="checkbox"/> Illiterate adults <input type="checkbox"/> Persons living with AIDS <input type="checkbox"/> Migrant farm workers <input checked="" type="checkbox"/> Other (please specify): </div>	DUNS #: (Note: All entities receiving federal assistance are required to have a DUNS #) 073802126 Other specification: All income qualifying residents of Arlington

<p>II. General Description</p> <p>1. Brief Project Description (please avoid using abbreviations)</p> <p>The Energy Efficiency Program will assist low to moderate income Arlington residents access home energy efficiency assessments to determine, plan, implement and fund energy efficient improvements to their home. Energy efficient improvements may include: weatherization measures (insulation, energy efficient window replacement and air sealing); solar water heating systems and upgrades to energy efficient on-demand water heaters). The program will result in improved energy efficiency and lower energy costs for residents. The program will provide grants to fund the improvements/upgrades, in addition to technical assistance to plan and implement the program.</p>
<p>2. Consolidated Plan Goals and Objectives</p> <p>A goal of the Consolidated Plan is to improve the Condition of Existing Housing. This program via the implementation of Energy Efficiency Improvements to reduce fossil fuel consumption and provide residents energy cost savings will work to meet this goal.</p>
<p>3. Geographic Distribution of Activities: (Town wide, or Census Tract)</p> <p>Program will benefit residents Town wide</p>
<p>III. Attachments</p> <p>The following attachments must accompany this proposal:</p> <ul style="list-style-type: none"> •501(c)(3) Letter of Tax Determination Status from the Internal Revenue Service (IRS) •One (1) copy of agency's most recent financial audit •One (1) copy; MA Certificate of Good Standing
<p>Collaborative Partners: If this application is being submitted on behalf of a collaborative please identify all partnering agencies.</p> <p>N/A</p>

Project Narrative

Based on the evaluation criteria identified, use the space provided to answer each prompt

1. a) **Community Need:** Please discuss the community need that will be addressed through your proposed project, and your familiarity with said community need. Project goals should be consistent with the Priority Need categories identified in the 5-Year Consolidated Plan.

To improve energy efficiency and provide resultant cost savings to qualifying Town of Arlington residents, while also contributing, via reduced consumption of fossil fuels (gas & oil) to a reduction in green house gas and contribute to decreasing the effects of climate change.

1. b) Will all clients be residents of Arlington? If not, please provide a percentage of non-Arlington residents.

All clients will be Arlington residents

2. **Resources & Capacity:** Please discuss the staff and resources that will be used to execute the proposed project, familiarity with the community need and how said need/population will be contacted & engaged.

Current staff will work on the program management and implementation (1 Program Manager, 1 Energy Efficiency Specialist & 1 Intake/Outreach Coordinator).

3. Encouraging Partnerships: Does the proposed project involve new or existing partnerships with other service providers in the community? Please Explain.

Opportunity to partner with the Town Of Arlington/Menotomy Weatherization Program on a case by case basis.

4. Cost Benefit: Describe how the overall cost of your proposed project relates to the outputs or outcomes of the project. For example, divide the funding request by the estimated number of people served by this program: \$10,000 funding request /100 people served= \$100/person.

\$100,000.00 is being requested for program management/administration and estimated completion of 20 energy efficient improvements.

5. Leveraged Funds: Has the organization secured additional funding sources or in-kind support to cover the proposed project?

Leveraged funds may be available via partnership with the Town Of Arlington/Menotomy Weatherization Program

6. Self Sufficiency: Will the proposed project be self-sufficient and no longer require CDBG funding after one year? After a few years?

Program will require CDBG funding in future years.

7. New Public Services Program: Is the proposed project offering a new service and is it available from any other providers in the community?

Yes, program is targeted to provide funding and energy efficiency improvements.

Additional Comments: If necessary, use this space to include additional project information not covered in the categories above.

Program will be geared to provide qualifying Town of Arlington residents more energy efficient homes with the benefit of reduced energy costs.

Budget Description

Please provide a budget for the proposed project. Include all proposed expenses & funding sources. Grant recipients & the Town will have an opportunity to create a more detailed budget upon notification of the project's acceptance.

A. Non-Construction Projects/Activities (Public Services)

Description	A	B	A+B
	CDBG Funds Requested	Other Funding*	Total Proposed Budget
Office Supplies			
Utilities			
Repairs/Maintenance			
Travel			
Salaries (List relevant positions)	\$25,000	Menotomy Weatherization Leveraged Funds	
Program Management & Administration	\$75,000.00		
Other:			
TOTAL PROPOSED BUDGET	\$100,000.00	To Be Determined	

B. Construction Projects (physical improvements) Note: Federal wage rates may apply for some construction projects. Applicants are strongly advised to speak with Town of Arlington staff before submitting an application for a physical project.

Description	A	B	A+B
	CDBG Funds Requested	Other Funding*	Total Proposed Budget
Construction			
Acquisition			
Appraisals			
Design			
TOTAL PROPOSED BUDGET			

**Summary of Other Funding - please indicate the amount and type of additional funding committed or pending for this project, if applicable. (Do not include CDBG amounts requested in this application)*

Funding Source		Amount	Committed or Pending
Other Federal:			
State:			
Local:			
Private:			
Other:			
Total:			

MEASURING ACCOMPLISHMENTS TABLE

PLEASE AVOID ABBREVIATIONS

NEED STATEMENT	GOAL	INPUTS	ACTIVITIES	OUTPUTS	OUTCOMES
Description of Need to be Addressed	Proposed goals to reduce extent of problems or needs	Resources to be dedicated or utilized to meet proposed goals	What the program does with the input to fulfill its mission	Direct products of program activities	ST (Short Term) LT (Long Term) Benefits that result from the program
Provide energy efficiency improvements to residents resulting in reduced energy costs	Reduce fossil fuel and provide energy cost savings	3 staff to implement program	Provide energy efficiency improvements for Arlington residents	Improve energy efficiency town-wide and reduce energy costs	In the short term, residents will be provided reduced energy costs which will carry out over the long term.

Nationally Reportable Outputs

Please indicate the number of outputs expected

Businesses Assisted		Persons Served	20
Households Assisted		Jobs Created	

TOWN OF ARLINGTON
COMMUNITY DEVELOPMENT BLOCK GRANT
FUNDING APPLICATION
FISCAL YEAR 2020-2021

Agency & Project Summary Information	
I. Contact Information (If application is completed by a Collaborative, provide the contact information for the lead entity only)	
Agency/Organization Department of Planning and Community Development	Project Name Workforce Development Grant Program
Contact Jennifer Raitt	Title Director, Planning and Community Development
Mailing Address 730 Mass Avenue, Arlington, MA 02476	Project Location Arlington, MA
Email jraitt@town.arlington.ma.us	Phone 781-316-3092
Anticipated Start Dates 7/1/2020	Anticipated End Dates 6/30/21
Amount of Request \$50,000	Registered on SAM.gov? (all applicants must be registered here to receive federal funding)
Please Identify the Type of Organization Applying for Funds (Note: More than one may apply) <div style="display: flex; justify-content: space-between;"> <input type="checkbox"/> 501(c)3 <input type="checkbox"/> For-profit authorized under 570.201(o) <input type="checkbox"/> Faith-based Organization <input checked="" type="checkbox"/> Unit of Government <input type="checkbox"/> Institution of Higher Education </div>	
Determining Eligibility This project/activity must meet ONE of the HUD National Objectives listed below. Please check ONE box below.	
<input type="checkbox"/> Low/Moderate Income Area Benefit (LMA): the project/activity meets the needs of persons residing in an area where at least 33.33% of the residents make a low- or moderate-income. Please refer to the PROJECT/ACTIVITY SERVICE AREA map on page 6 in part I, to determine if your activity is located within an eligible area.	
<div style="border: 1px solid black; height: 20px; width: 100%; margin-top: 10px;"></div>	
<input checked="" type="checkbox"/> Low/Moderate Limited Clientele (LMC): the activity benefits a group of persons (rather than residents in a particular area) 51% of whom themselves or their family make a low- or moderate-income. The following groups are presumed to be eligible: abused children, battered spouses, elderly persons, adults meeting the Bureau of Census' Current Population Reports definition of "severely disabled", homeless persons, illiterate adults and persons living with AIDS.	
<input type="checkbox"/> Low/Moderate Housing (LMH): The project will provide or improve permanent residential structures which, upon completion, will be occupied by households that make a low- or moderate-income. This includes but is not limited to acquisition or rehabilitation. Housing can be either owner or renter occupied units in one family or multi-family structures.	
<input type="checkbox"/> Slum or Blighted Area (SBA): the project is in a designated slum/blighted area as defined under State or local law and will address conditions that qualified the area as slum or blighted.	
<input type="checkbox"/> Spot Blight (SBS): the project will prevent or eliminate specific conditions of blight or physical decay outside a slum area. Activities are limited to clearance, historic preservation, rehabilitation of buildings, but only to the extent necessary to eliminate conditions detrimental to public health and safety.	
Does your program benefit any of the following? <div style="list-style-type: none; padding-left: 0;"> <input type="checkbox"/> Abused children <input type="checkbox"/> Elderly persons (age 62 and older) <input type="checkbox"/> Battered spouses <input type="checkbox"/> Homeless persons <input type="checkbox"/> Severely disabled adults (as defined by Bureau of Census*) <input type="checkbox"/> Illiterate adults <input type="checkbox"/> Persons living with AIDS <input type="checkbox"/> Migrant farm workers <input type="checkbox"/> Other (please specify): </div>	DUNS #: (Note: All entities receiving federal assistance are required to have a DUNS #) 073802126

II. General Description

1. Brief Project Description (please avoid using abbreviations)

The Workforce Development program will partner Arlington employers with local low to moderate income residents to provide job training and employment. Working with Arlington employers, we will recruit individuals to receive job training with local employers. Ideally these jobs would pay above minimum wage and provide transferable job skills that could provide future career opportunities for low- to moderate-income individuals.

2. Consolidated Plan Goals and Objectives

The Consolidated Plan identifies a goal as increasing economic development opportunities. The proposed program will enhance economic stability and prosperity by increasing economic opportunities for residents through job readiness and skill training.

3. Geographic Distribution of Activities: (Town wide, or Census Tract)

The proposed program would be available town wide for low- to moderate-income individuals.

III. Attachments

The following attachments must accompany this proposal:

- 501(c)(3) Letter of Tax Determination Status from the Internal Revenue Service (IRS)
- One (1) copy of agency's most recent financial audit
- One (1) copy; MA Certificate of Good Standing

Collaborative Partners: If this application is being submitted on behalf of a collaborative please identify all partnering agencies.

While we are not submitting this application on behalf of other partners, we received interest from three local employers on this type of program, so we feel there robust interest in implementing a successful workforce development grant program in Arlington.

Project Narrative

Based on the evaluation criteria identified, use the space provided to answer each prompt

1. a) Community Need: Please discuss the community need that will be addressed through your proposed project, and your familiarity with said community need. Project goals should be consistent with the Priority Need categories identified in the 5-Year Consolidated Plan.

The Town of Arlington would like to allocate Community Development Block Grant funds for economic development in a workforce development grant program. With this program, employers will apply to the Town for grants that they could use to educate and train new or prospective employees who are Arlington residents making a low- to moderate-income. The program will connect job seekers with employers who can provide skills and jobs which will ultimately provide stability for low- to moderate-income individuals. The program will provide local employers with a qualified pool of applicants.

1. b) Will all clients be residents of Arlington? If not, please provide a percentage of non-Arlington residents.

Yes, all clients will be Arlington residents.

2. Resources & Capacity: Please discuss the staff and resources that will be used to execute the proposed project, familiarity with the community need and how said need/population will be contacted & engaged.

The Assistant Director and the Economic Development Coordinator will work with local employers to market and recruit individuals to participate in this program. DPCCD staff will engage with local service providers that interact with low- to moderate-income individuals in order to market this program.

3. Encouraging Partnerships: Does the proposed project involve new or existing partnerships with other service providers in the community? Please Explain.

The proposed project will involve existing partnerships that the DPCD staff have developed with local employers and public service providers. As the DPCD staff market this program, new partnerships will be developed to extend the reach of the program.

4. Cost Benefit: Describe how the overall cost of your proposed project relates to the outputs or outcomes of the project. For example, divide the funding request by the estimated number of people served by this program: \$10,000 funding request /100 people served= \$100/person.

We plan to assist 5 individuals through the proposed project. That equates to \$10,000 per individual.

5. Leveraged Funds: Has the organization secured additional funding sources or in-kind support to cover the proposed project?

We have not secured additional funding sources or in-kind support.

6. Self Sufficiency: Will the proposed project be self-sufficient and no longer require CDBG funding after one year? After a few years?

It is unlikely that this will be a self-sufficient program. If the program is successful during year one, we hope to request funding to continue assisting individuals in future program years. We are optimistic that we will meet or exceed our goal.

7. New Public Services Program: Is the proposed project offering a new service and is it available from any other providers in the community?

This is not a public service program. A workforce development program is not available through other providers.

Additional Comments: If necessary, use this space to include additional project information not covered in the categories above.

In 2019, the Assistant Director and Economic Development Coordinator investigated the feasibility of a workforce development program. We received interest from three local employers.

Budget Description

Please provide a budget for the proposed project. Include all proposed expenses & funding sources. Grant recipients & the Town will have an opportunity to create a more detailed budget upon notification of the project's acceptance.

A. Non-Construction Projects/Activities (Public Services)

Description	A	B	A+B
	CDBG Funds Requested	Other Funding*	Total Proposed Budget
Office Supplies			
Utilities			
Repairs/Maintenance			
Travel			
Salaries (List relevant positions)			
Financial Assistance	\$50,000		\$50,000
Other:			
TOTAL PROPOSED BUDGET	\$50,000		\$50,000

B. Construction Projects (physical improvements) Note: Federal wage rates may apply for some construction projects. Applicants are strongly advised to speak with Town of Arlington staff before submitting an application for a physical project.

Description	A	B	A+B
	CDBG Funds Requested	Other Funding*	Total Proposed Budget
Construction			
Acquisition			
Appraisals			
Design			
TOTAL PROPOSED BUDGET			

**Summary of Other Funding - please indicate the amount and type of additional funding committed or pending for this project, if applicable. (Do not include CDBG amounts requested in this application)*

Funding Source		Amount	Committed or Pending
Other Federal:			
State:			
Local:			
Private:			
Other:			
Total:			

MEASURING ACCOMPLISHMENTS TABLE

PLEASE AVOID ABBREVIATIONS

NEED STATEMENT	GOAL	INPUTS	ACTIVITIES	OUTPUTS	OUTCOMES
Description of Need to be Addressed	Proposed goals to reduce extent of problems or needs	Resources to be dedicated or utilized to meet proposed goals	What the program does with the input to fulfill its mission	Direct products of program activities	ST (Short Term) LT (Long Term) Benefits that result from the program
There is a need to connect individuals to available jobs that can provide stability for low- to moderate-income individuals. Additionally, local employers are looking for a qualified applicant pool.	The goal of the proposed program will facilitate those connections where otherwise potential employees and employers are not connected.	The resources to be dedicated to the program is staff time from the Department of Planning and Community Development.	Staff time will be used to promote, recruit, and develop relationships between potential employees and employers, and liaise with service providers.	The direct product of this program would be to match low- to moderate-income individuals with the resources and tools, as well as employers, to secure jobs.	The short term benefit of the program is job training and potentially a job. The long term benefit is stability and security for low- to moderate-income individuals to increase their income and create possibilities for better job opportunities in the future.

Nationally Reportable Outputs

Please indicate the number of outputs expected

Businesses Assisted		Persons Served	5
Households Assisted		Jobs Created	5

TOWN OF ARLINGTON
COMMUNITY DEVELOPMENT BLOCK GRANT
FUNDING APPLICATION
FISCAL YEAR 2020-2021

Agency & Project Summary Information	
I. Contact Information (If application is completed by a Collaborative, provide the contact information for the lead entity only)	
Agency/Organization Arlington EATS	Project Name Program Support
Contact Andi Doane	Title Executive Director
Mailing Address 58 Medford St, Arlington, MA 02474	Project Location various
Email adoane@arlingtoneats.org	Phone 339-707-6757 x 1001
Anticipated Start Dates on-going	Anticipated End Dates on-going
Amount of Request \$10,000	Registered on SAM.gov? (all applicants must be registered here to receive federal funding)
Please Identify the Type of Organization Applying for Funds (<i>Note: More than one may apply</i>) <div style="display: flex; justify-content: space-between;"> <input checked="" type="checkbox"/> 501(c)3 <input type="checkbox"/> For-profit authorized under 570.201(o) <input type="checkbox"/> Faith-based Organization <input type="checkbox"/> Unit of Government <input type="checkbox"/> Institution of Higher Education </div>	
Determining Eligibility This project/activity must meet ONE of the HUD National Objectives listed below. Please check ONE box below.	
<input type="checkbox"/> Low/Moderate Income Area Benefit (LMA): the project/activity meets the needs of persons residing in an area where at least 33.33% of the residents make a low- or moderate-income. Please refer to the PROJECT/ACTIVITY SERVICE AREA map on page 6 in part I, to determine if your activity is located within an eligible area.	
<div style="border: 1px solid black; padding: 2px;">Census Tract and Block:</div>	
<input checked="" type="checkbox"/> Low/Moderate Limited Clientele (LMC): the activity benefits a group of persons (rather than residents in a particular area) 51% of whom themselves or their family make a low- or moderate-income. The following groups are presumed to be eligible: abused children, battered spouses, elderly persons, adults meeting the Bureau of Census' Current Population Reports definition of "severely disabled", homeless persons, illiterate adults and persons living with AIDS.	
<input type="checkbox"/> Low/Moderate Housing (LMH): The project will provide or improve permanent residential structures which, upon completion, will be occupied by households that make a low- or moderate-income. This includes but is not limited to acquisition or rehabilitation. Housing can be either owner or renter occupied units in one family or multi-family structures.	
<input type="checkbox"/> Slum or Blighted Area (SBA): the project is in a designated slum/blighted area as defined under State or local law and will address conditions that qualified the area as slum or blighted.	
<input type="checkbox"/> Spot Blight (SBS): the project will prevent or eliminate specific conditions of blight or physical decay outside a slum area. Activities are limited to clearance, historic preservation, rehabilitation of buildings, but only to the extent necessary to eliminate conditions detrimental to public health and safety.	
Does your program benefit any of the following? <div style="list-style-type: none; padding-left: 0;"> <input checked="" type="checkbox"/> Abused children <input checked="" type="checkbox"/> Elderly persons (age 62 and older) <input checked="" type="checkbox"/> Battered spouses <input checked="" type="checkbox"/> Homeless persons <input type="checkbox"/> Severely disabled adults (as defined by Bureau of Census*) <input checked="" type="checkbox"/> Illiterate adults <input checked="" type="checkbox"/> Persons living with AIDS <input type="checkbox"/> Migrant farm workers <input type="checkbox"/> Other (please specify): </div>	DUNS #: (Note: All entities receiving federal assistance are required to have a DUNS #) 101446969

II. General Description

1. Brief Project Description (please avoid using abbreviations)

The organization Arlington EATS (EATS) grew from the 2017 merger of the Arlington Food Pantry, established in 1991, and the volunteer led Arlington EATS, which provided vacation lunches and snacks to students in all schools in Arlington. Since 2017, Arlington EATS has grown to serve approximately 1,800 low to moderate income Arlington residents (children, adults and seniors) annually, making us one of the largest social service providers in town.

We are requesting \$10,000 in operating support for our programs, which include:

*Arlington EATS Market which weekly provides 35-50 pounds of groceries to at least 165 Arlington households of low and moderate income.

*Our vacation and summer lunch program at Thompson School and Robbins Library provides nutritious meals to Arlington students and their families during the February and April breaks and 6 weeks over the summer. In 2019 we provided 3,365 meals.

*The EATS School Lunch Debt Payback works with Arlington Public Schools to pay lunch fees that families are unable to pay due to hardship or missing the threshold for reduced lunch fees. The 2018-2019 lunch debt consisted of \$8,423 that Arlington EATS eliminated, reducing the financial burden for 260 students.

*Low Income Senior Grocery Program at Drake Village is a monthly grocery for low income seniors that is provided in collaboration with the Arlington Council on Aging and the Greater Boston Food Bank. Seniors who qualify based on income can receive free groceries, including pantry staples and fresh produce, once a month.

*The EATS Snack program services all the Arlington Public School buildings and Menotomy Preschool with nutritious snacks to ensure hunger is not a barrier to learning. Throughout the school year, EATS provides 65,000 snacks.

*Arlington EATS maintains three emergency food closets throughout town to ensure shelf-stable foods are available to any Arlington resident in need. The food closets are available at Arlington High School, Arlington Youth Counseling Center, and Arlington Health and Human Services.

2. Consolidated Plan Goals and Objectives

Our project ties into the public services activities for the Town's Consolidated Plan Activities and Objectives. Our objective is to increase access to food, which in turn allows low and moderate income persons to have access to job opportunities and education.

Without access to sufficient and nutritious foods, individuals are unable to learn, apply for employment, or maintain employment. Arlington EATS provides each family that shops at our 100% choice Market with 35-50 pounds of food (dependent on family size) on a weekly basis. The food consists of pantry staples, meat, eggs, dairy, and fresh produce and bread.

3. Geographic Distribution of Activities: (Town wide, or Census Tract)

Arlington EATS services are available town-wide. Any resident in need who brings a photo ID and proof of residency (lease, utility bill, or piece of mail with current address) can shop at our Market. Seniors, 60+, who qualify based on income can receive free groceries, including pantry staples and fresh produce, once a month at Drake Village. All low income Arlington seniors are eligible to participate. We offer lunches when school is not in session over the February and April vacation weeks and six weeks in the summer for low to moderate income Arlington students and their families at the Thompson School and the Robbins Library. We also provide snacks during the school day for students in all the Arlington Public Schools and Menotomy Preschool.

III. Attachments

The following attachments must accompany this proposal:

- 501(c)(3) Letter of Tax Determination Status from the Internal Revenue Service (IRS)
- One (1) copy of agency's most recent financial audit
- One (1) copy; MA Certificate of Good Standing

Collaborative Partners: If this application is being submitted on behalf of a collaborative please identify all partnering agencies.

There are no collaborative partners involved in this application.

Project Narrative

Based on the evaluation criteria identified, use the space provided to answer each prompt

1. a) Community Need: Please discuss the community need that will be addressed through your proposed project, and your familiarity with said community need. Project goals should be consistent with the Priority Need categories identified in the 5-Year Consolidated Plan.

The town of Arlington, Massachusetts has 3,500 residents who are food insecure, including 650 students on free and reduced price lunches. EATS' mission is to engage the community in eliminating food insecurity and hunger in Arlington. The Arlington EATS Market, previously known as the Food Pantry, serves a role in the food provisioning of 165 low to moderate income families every week. Food distribution allocations at the Market are based on an assumption that shoppers (clients) rely on it as a supplement to other grocery shopping and food acquisition during a typical week.

During the summer of 2019, EATS commissioned two Tufts graduate students to provide a program evaluation study of the Market (food pantry) to determine how much of shoppers' weekly food came from the Market. They interviewed 32 randomly selected clients to provide feedback. Because one of the graduate students was fluent in Mandarin and Cantonese as well as English, we were able to include Chinese shoppers who were not fluent in English, which provided data that had previously been unavailable.

Thirty-one percent (31%) of shoppers reported receiving "most" or "all" of their weekly food from the Market. Ninety-one percent (91%) of shoppers come to the Market "regularly" and rely on it for food at least every other week. These data suggest that many shoppers are using the Market as more than supplemental, and are, in fact, relying substantially on the Market for their weekly food.

In addition, 31% of our sample reported that they have relied on the Market for more than 5 years. Previous data did not have this category as a possible answer (terminating with the option of 2-5 years) but the length of use ranged over a decade. The need for EATS in Arlington is demonstrated by the consistent and long-term use of our programming by the community.

1. b) Will all clients be residents of Arlington? If not, please provide a percentage of non-Arlington residents.

To be eligible to receive services from Arlington EATS, clients must be residents of Arlington, MA.

2. Resources & Capacity: Please discuss the staff and resources that will be used to execute the proposed project, familiarity with the community need and how said need/population will be contacted & engaged.

Our staffing resources include Andi Doane, Arlington EATS Executive Director who has been with Arlington EATS for 5 years. Susan Dorson, Arlington EATS Program Manager oversees all of our programming, along with Sarah Gupta who is transitioning from Program Manager to Community Liaison.

Our organization values the feedback and engagement of the population served. We have one board member who is a client and 20% of our regular volunteers are clients. Additionally, we received feedback from 20% of our client population through one-on-one interviews conducted by two graduate students we engaged to do a program evaluation on the Market in summer 2019 (see question 1a).

3. Encouraging Partnerships: Does the proposed project involve new or existing partnerships with other service providers in the community? Please Explain.

Arlington EATS regularly partners with organizations in the community to fulfill our mission. We have good working relationships with Arlington Public School Food Service as we use their facilities for our vacation and summer lunches as well as support for the snack program.

We also partner with groups like Arlington Health and Human Services, Arlington Council on Aging, Arlington's Human Services Network, Arlington Youth Counseling Center, Food Link based in Arlington, Boston Area Gleaners, and the Greater Boston Food Bank to ensure there is adequate access to food throughout the community. Additionally, these partnerships allow for better use of food resources.

4. Cost Benefit: Describe how the overall cost of your proposed project relates to the outputs or outcomes of the project. For example, divide the funding request by the estimated number of people served by this program:
 $\$10,000 \text{ funding request} / 100 \text{ people served} = \$100/\text{person}$.

EATS has been an integral part of the Arlington community since 1991. There is a demonstrated need for our services as evidenced by our longevity and program growth.

Funding would be used for program support, which would be used for program support for our program for low to moderate income Arlington residents. This funding will allow us to meet our mission, especially in lieu of current and upcoming cuts to government supports.

Funding at \$10,000 would equate to \$5.56 per the 1,800 low to moderate income individuals we serve.

5. Leveraged Funds: Has the organization secured additional funding sources or in-kind support to cover the proposed project?

Arlington EATS has been faithfully sustained by local donors who believe in our mission. Additionally, we receive over \$240,900 in in-kind food donations each year through grocery stores, local food partners, and community donations.

6. Self Sufficiency: Will the proposed project be self-sufficient and no longer require CDBG funding after one year? After a few years?

While our programming is on-going, we will be self-sufficient as we look for additional funding sources.

7. New Public Services Program: Is the proposed project offering a new service and is it available from any other providers in the community?

Arlington EATS is the only organization that provides a food pantry, vacation and summer lunches, as well as a snack program in all of the schools for Arlington residents. In our 2019 Program Evaluation study, we learned that a majority (66%) of our shoppers use no other community food services besides the Market. Therefore, we are a unique service that is reaching a population that no other social service agency is reaching. Our Market is the only consistent source of free food for low to moderate income people that need it in Arlington.

Additional Comments: If necessary, use this space to include additional project information not covered in the categories above.

EATS ensures that all Arlington residents have access to healthy food by providing a diversity of programming and services in order to reach people of all ages and needs in Arlington. EATS provides 450,000 pounds of food annually to low to moderate income families and seniors in need. Some of the highly-requested items at the Market are household goods which are not frequently donated and must be purchased by EATS. This includes items such as diapers, laundry detergent and shampoo, necessities that families need in order to maintain dignity as well as quality of life.

EATS assists individuals as they apply for the Supplemental Nutrition Assistance Program (SNAP). The Senior Grocery Program provides low income qualifying individuals aged sixty or older with free groceries including pantry staples and fresh produce at a satellite location at Drake Village, which is more accessible to a large population of seniors. In 2019 EATS assisted 294 low and moderate income seniors on a weekly and/or monthly basis.

EATS services in schools make healthy food available to low to moderate income Arlington students and their families. Students who qualify for free or reduced price lunches during the school year may not have access to regular meals at home during long breaks.

Budget Description

Please provide a budget for the proposed project. Include all proposed expenses & funding sources. Grant recipients & the Town will have an opportunity to create a more detailed budget upon notification of the project's acceptance.

A. Non-Construction Projects/Activities (Public Services)

Description	A	B	A+B
	CDBG Funds Requested	Other Funding*	Total Proposed Budget
Office Supplies			
Utilities			
Repairs/Maintenance			
Travel			
Salaries (List relevant positions)			
Food and Program Supplies	\$10,000	\$74,000	\$84,000
Other:			
TOTAL PROPOSED BUDGET			

B. Construction Projects (physical improvements) Note: Federal wage rates may apply for some construction projects. Applicants are strongly advised to speak with Town of Arlington staff before submitting an application for a physical project.

Description	A	B	A+B
	CDBG Funds Requested	Other Funding*	Total Proposed Budget
Construction			
Acquisition			
Appraisals			
Design			
TOTAL PROPOSED BUDGET			

**Summary of Other Funding - please indicate the amount and type of additional funding committed or pending for this project, if applicable. (Do not include CDBG amounts requested in this application)*

Funding Source		Amount	Committed or Pending
Other Federal:			
State:			
Local:			
Private:	Donors and foundations	\$64,000	Committed and Pending
Other:	Project Bread and Greater Boston Food Bank Grants	\$10,000	Pending
Total:		\$74,000	

MEASURING ACCOMPLISHMENTS TABLE

PLEASE AVOID ABBREVIATIONS

NEED STATEMENT	GOAL	INPUTS	ACTIVITIES	OUTPUTS	OUTCOMES
Description of Need to be Addressed	Proposed goals to reduce extent of problems or needs	Resources to be dedicated or utilized to meet proposed goals	What the program does with the input to fulfill its mission	Direct products of program activities	ST (Short Term) LT (Long Term) Benefits that result from the program
Arlington has low to moderate income residents that are food insecure.	*To provide services that will provide food at no cost to 1,800 individuals in Arlington, MA struggling with food insecurity, including low to moderate income persons, abused children elders, battered spouses, homeless persons, and persons living with AIDS.	<p>Staff: Program Manager, Food Service Employee, & 100 volunteers</p> <p>Food: 500,000 pounds of fresh produce, shelf stable foods, dairy, meat and bread.</p> <p>Facilities: St John's Church, 74 Pleasant St, Drake Village Community Room, Drake Rd, Thompson School Kitchen and Cafeteria, 187 Everett St, Robbins Library Community Room, 700 Mass Ave</p> <p>Equipment: Shelving, refrigeration, tables, commercial kitchen</p>	<p>The staff and volunteers will offer a Market (food pantry) that will be open 3 hours a week for low to moderate income residents to access nutritious foods.</p> <p>The staff, food service employee, and volunteers will prepare and serve meals during February and April vacations and 6 weeks over the summer.</p> <p>The staff, food service, and volunteers will prepare snacks for low to moderate income students in the Arlington public schools.</p>	<p>1,800 low to moderate food insecure individuals will have access to either free groceries, meals, or snacks.</p> <p>500,000 pounds of food will be distributed to low to moderate income Arlington residents</p>	<p>1. Low to moderate income Arlington residents will have regular access to nutritious and sufficient foods. (ST)</p> <p>2. Arlington will be a community where no child, family, or senior goes hungry. (LT)</p> <p>3. Hunger will not be barrier to learning in Arlington. (LT)</p>

Nationally Reportable Outputs

Please indicate the number of outputs expected

Businesses Assisted	0	Persons Served	1800
Households Assisted	720	Jobs Created	0

**TOWN OF ARLINGTON
COMMUNITY DEVELOPMENT BLOCK GRANT
FUNDING APPLICATION
FISCAL YEAR 2020-2021**

Agency & Project Summary Information	
I. Contact Information (If application is completed by a Collaborative, provide the contact information for the lead entity only)	
Agency/Organization Arlington Boys & Girls Club	Project Name Scholarship Program
Contact Derek Curran	Title Executive Director
Mailing Address 60 Pond Lane	Project Location Arlington Boys & Girls Club
Email dcurran@abgclub.org	Phone 781-648-1617
Anticipated Start Dates July 1st 2020	Anticipated End Dates June 30th 2021
Amount of Request \$20,000	Registered on SAM.gov? (all applicants must be registered here to receive federal funding)
Please Identify the Type of Organization Applying for Funds (<i>Note: More than one may apply</i>)	
<input checked="" type="checkbox"/> 501(c)3 <input type="checkbox"/> For-profit authorized under 570.201(o) <input type="checkbox"/> Faith-based Organization <input type="checkbox"/> Unit of Government <input type="checkbox"/> Institution of Higher Education	
Determining Eligibility This project/activity must meet ONE of the HUD National Objectives listed below. Please check ONE box below.	
<input type="checkbox"/> Low/Moderate Income Area Benefit (LMA): the project/activity meets the needs of persons residing in an area where at least 33.33% of the residents make a low- or moderate-income. Please refer to the PROJECT/ACTIVITY SERVICE AREA map on page 6 in part I, to determine if your activity is located within an eligible area.	
<div style="border: 1px solid black; height: 20px; width: 100%; margin-top: 10px;"></div> Census Tract and Block:	
<input checked="" type="checkbox"/> Low/Moderate Limited Clientele (LMC): the activity benefits a group of persons (rather than residents in a particular area) 51% of whom themselves or their family make a low- or moderate-income. The following groups are presumed to be eligible: abused children, battered spouses, elderly persons, adults meeting the Bureau of Census' Current Population Reports definition of "severely disabled", homeless persons, illiterate adults and persons living with AIDS.	
<input type="checkbox"/> Low/Moderate Housing (LMH): The project will provide or improve permanent residential structures which, upon completion, will be occupied by households that make a low- or moderate-income. This includes but is not limited to acquisition or rehabilitation. Housing can be either owner or renter occupied units in one family or multi-family structures.	
<input type="checkbox"/> Slum or Blighted Area (SBA): the project is in a designated slum/blighted area as defined under State or local law and will address conditions that qualified the area as slum or blighted.	
<input type="checkbox"/> Spot Blight (SBS): the project will prevent or eliminate specific conditions of blight or physical decay outside a slum area. Activities are limited to clearance, historic preservation, rehabilitation of buildings, but only to the extent necessary to eliminate conditions detrimental to public health and safety.	
Does your program benefit any of the following? <input type="checkbox"/> Abused children <input type="checkbox"/> Elderly persons (age 62 and older) <input type="checkbox"/> Battered spouses <input type="checkbox"/> Homeless persons <input type="checkbox"/> Severely disabled adults (as defined by Bureau of Census*) <input type="checkbox"/> Illiterate adults <input type="checkbox"/> Persons living with AIDS <input type="checkbox"/> Migrant farm workers <input type="checkbox"/> Other (please specify):	DUNS #: (Note: All entities receiving federal assistance are required to have a DUNS #) 084653286

II. General Description

1. Brief Project Description (please avoid using abbreviations)

The proposed funding will allow the Club to continue serving families who need financial assistance for child care and other programs. Each year becomes increasingly difficult for families to provide care for their children while they are at work. The requested funding will allow the Club to continue to provide top quality child care programs to children and families who need a helping hand. Each family will be required to meet the guidelines set forth by CDBG and HUD. Proof of income will be required.

2. Consolidated Plan Goals and Objectives

Provide opportunities for Children from low to moderate income families to take part in programs that will enrich their lives and contribute to a healthy and positive lifestyle. Children will take part in a wide range of activities that focus on leadership, character development, education, health and life skills, sports, fitness and recreation. Children will feel a sense of belonging at the Club and want to continue participating in programs in the future.

3. Geographic Distribution of Activities: (Town wide, or Census Tract)

Town Wide

III. Attachments

The following attachments must accompany this proposal:

- 501(c)(3) Letter of Tax Determination Status from the Internal Revenue Service (IRS)
- One (1) copy of agency's most recent financial audit
- One (1) copy; MA Certificate of Good Standing

Collaborative Partners: If this application is being submitted on behalf of a collaborative please identify all partnering agencies.

Project Narrative

Based on the evaluation criteria identified, use the space provided to answer each prompt

1. a) **Community Need:** Please discuss the community need that will be addressed through your proposed project, and your familiarity with said community need. Project goals should be consistent with the Priority Need categories identified in the 5-Year Consolidated Plan.

Parents/guardians need a safe place for their children to go and be active. The Club prides itself on providing programs that help enhance the lives of children and shape their future. The Club offers a broad range of programs in the following five core National Boys & Girls Club program areas: Character and Leadership Development; Education and Career Development; Health and Life Skills; the Arts; and Sports, Fitness, and Recreation. All programs are designed to work towards positive outcomes for youth and reinforce necessary life skills. When children are at the Club, parents know that their children are in a safe place receiving positive direction from the staff.

1. b) Will all clients be residents of Arlington? If not, please provide a percentage of non-Arlington residents.

About 20 to 25% of scholarship recipients are non-Arlington residents.

2. **Resources & Capacity:** Please discuss the staff and resources that will be used to execute the proposed project, familiarity with the community need and how said need/population will be contacted & engaged.

The Club will have a designated staff member assigned to administer the Scholarship program. This person will be responsible for collecting the necessary information from families seeking financial assistance as well as ensuring that all income criteria is met. All records will be kept in a secure location at the Arlington Boys & Girls Club. Scholarships are granted on a first come first serve basis. Scholarship recipients use funds immediately for programs, usually during the summer months. The Club will reach the target population by working with other youth agencies, schools, Arlington Youth Consultation Center, and Department of Children and Families. Other avenues that the Club will take to reach target population will include Facebook, Twitter, Patch, and the Arlington Advocate. Flyers regarding Club programming will also be placed in and around Arlington.

3. Encouraging Partnerships: Does the proposed project involve new or existing partnerships with other service providers in the community? Please Explain.

Throughout the year we work with other youth agencies; local schools, Arlington Youth Consultation Center, and Department of Children and Families.

4. Cost Benefit: Describe how the overall cost of your proposed project relates to the outputs or outcomes of the project. For example, divide the funding request by the estimated number of people served by this program: \$10,000 funding request /100 people served= \$100/person.

The Scholarship Program will yield an average of \$400.00 per scholarship recipient. These funds will ease the financial burden placed on parents who are providing structured care to their children while they are at work.

5. Leveraged Funds: Has the organization secured additional funding sources or in-kind support to cover the proposed project?

The Club receives approximately \$5,000 in donations from individuals to help support our families who are in need.

6. Self Sufficiency: Will the proposed project be self-sufficient and no longer require CDBG funding after one year? After a few years?

The Arlington Boys & Girls Club assists families annually and the need will continue each year.

7. New Public Services Program: Is the proposed project offering a new service and is it available from any other providers in the community?

Additional Comments: If necessary, use this space to include additional project information not covered in the categories above.

Budget Description

Please provide a budget for the proposed project. Include all proposed expenses & funding sources. Grant recipients & the Town will have an opportunity to create a more detailed budget upon notification of the project's acceptance.

A. Non-Construction Projects/Activities (Public Services)

Description	A	B	A+B
	CDBG Funds Requested	Other Funding*	Total Proposed Budget
Office Supplies			
Utilities			
Repairs/Maintenance			
Travel			
Salaries (List relevant positions)			
Other:	Scholarships for families \$20,000		\$20,000
TOTAL PROPOSED BUDGET			\$20,000

B. Construction Projects (physical improvements) Note: Federal wage rates may apply for some construction projects. Applicants are strongly advised to speak with Town of Arlington staff before submitting an application for a physical project.

Description	A	B	A+B
	CDBG Funds Requested	Other Funding*	Total Proposed Budget
Construction			
Acquisition			
Appraisals			
Design			
TOTAL PROPOSED BUDGET			

**Summary of Other Funding - please indicate the amount and type of additional funding committed or pending for this project, if applicable. (Do not include CDBG amounts requested in this application)*

Funding Source		Amount	Committed or Pending
Other Federal:			
State:			
Local:			
Private:	Club Supporters	\$5,000	\$5,000
Other:			
Total:			

MEASURING ACCOMPLISHMENTS TABLE

PLEASE AVOID ABBREVIATIONS

NEED STATEMENT	GOAL	INPUTS	ACTIVITIES	OUTPUTS	OUTCOMES
Description of Need to be Addressed	Proposed goals to reduce extent of problems or needs	Resources to be dedicated or utilized to meet proposed goals	What the program does with the input to fulfill its mission	Direct products of program activities	ST (Short Term) LT (Long Term) Benefits that result from the program
Provide a safe place for children to have a fun and enjoyable experience during out-of-school time.	Children will take part in a wide range of activities that focus on leadership, character development, education, health and life skills, sports, fitness and recreation.	Administrative Assistant Program Staff Resources at the Club	Through active participation in Club activities, children will learn that the Club is a safe place to be, learn to manage daily routines, work well in a group setting, and take part in fun and enriching experiences.	54 Children from over 32 families	<p>Parents and children learn that the Club is a safe place for their child. (ST)</p> <p>Childrens self-help skills are developed and enhanced through daily participation. (ST)</p> <p>Children learn how to cooperate with each other in group setting. (ST)</p> <p>Children are introduced to Club activities (ST)</p> <p>Children and parents have a positive experience at the Club and return for more Club programming. (LT)</p>

Nationally Reportable Outputs

Please indicate the number of outputs expected

Businesses Assisted		Persons Served	50
Households Assisted	34	Jobs Created	

**TOWN OF ARLINGTON
COMMUNITY DEVELOPMENT BLOCK GRANT
FUNDING APPLICATION
FISCAL YEAR 2020-2021**

Agency & Project Summary Information	
I. Contact Information (If application is completed by a Collaborative, provide the contact information for the lead entity only)	
Agency/Organization Arlington Boys & Girls Club	Project Name Jobs Jobs Program
Contact Derek Curran	Title Executive Director
Mailing Address 60 Pond Lane	Project Location Arlington Boys & Girls Club
Email dcurran@abgclub.org	Phone 781-648-1617
Anticipated Start Dates July 1st 2020	Anticipated End Dates June 30th 2021
Amount of Request \$5,000	Registered on SAM.gov? (all applicants must be registered here to receive federal funding)
Please Identify the Type of Organization Applying for Funds (<i>Note: More than one may apply</i>)	
<input checked="" type="checkbox"/> 501(c)3 <input type="checkbox"/> For-profit authorized under 570.201(o) <input type="checkbox"/> Faith-based Organization <input type="checkbox"/> Unit of Government <input type="checkbox"/> Institution of Higher Education	
Determining Eligibility This project/activity must meet ONE of the HUD National Objectives listed below. Please check ONE box below.	
<input type="checkbox"/> Low/Moderate Income Area Benefit (LMA): the project/activity meets the needs of persons residing in an area where at least 33.33% of the residents make a low- or moderate-income. Please refer to the PROJECT/ACTIVITY SERVICE AREA map on page 6 in part I, to determine if your activity is located within an eligible area.	
<div style="border: 1px solid black; padding: 2px;">Census Tract and Block:</div>	
<input checked="" type="checkbox"/> Low/Moderate Limited Clientele (LMC): the activity benefits a group of persons (rather than residents in a particular area) 51% of whom themselves or their family make a low- or moderate-income. The following groups are presumed to be eligible: abused children, battered spouses, elderly persons, adults meeting the Bureau of Census' Current Population Reports definition of "severely disabled", homeless persons, illiterate adults and persons living with AIDS.	
<input type="checkbox"/> Low/Moderate Housing (LMH): The project will provide or improve permanent residential structures which, upon completion, will be occupied by households that make a low- or moderate-income. This includes but is not limited to acquisition or rehabilitation. Housing can be either owner or renter occupied units in one family or multi-family structures.	
<input type="checkbox"/> Slum or Blighted Area (SBA): the project is in a designated slum/blighted area as defined under State or local law and will address conditions that qualified the area as slum or blighted.	
<input type="checkbox"/> Spot Blight (SBS): the project will prevent or eliminate specific conditions of blight or physical decay outside a slum area. Activities are limited to clearance, historic preservation, rehabilitation of buildings, but only to the extent necessary to eliminate conditions detrimental to public health and safety.	
Does your program benefit any of the following? <input type="checkbox"/> Abused children <input type="checkbox"/> Elderly persons (age 62 and older) <input type="checkbox"/> Battered spouses <input type="checkbox"/> Homeless persons <input type="checkbox"/> Severely disabled adults (as defined by Bureau of Census*) <input type="checkbox"/> Illiterate adults <input type="checkbox"/> Persons living with AIDS <input type="checkbox"/> Migrant farm workers <input type="checkbox"/> Other (please specify):	DUNS #: (Note: All entities receiving federal assistance are required to have a DUNS #) 084653286

II. General Description

1. Brief Project Description (please avoid using abbreviations)

The Jobs Jobs Jobs (JJJ program) provides teenage youth with an opportunity to gain valuable work experience. This program will allow for teenage youth to earn their own spending money, prepare them for the workforce in the future, ease the financial burden that is placed on parents/caregivers, Participants in the JJJ program will be members of our team of Junior Staff. Adult staff will provide teenage youth with skills to explore a variety of careers with an emphasis on human services, sense of business awareness, job readiness and employability skills.

The JJJ program participants will provide support to staff for a wide range of activities in the following core program areas (Education and Career Development; Health and Life Skills; The Arts; and Sports, Fitness and Recreation). All programs are designed to produce positive outcomes for youth and reinforce necessary life skills.

2. Consolidated Plan Goals and Objectives

To provide our youth an opportunity to gain valuable work experience in safe and positive environment. Participants in the Jobs Jobs Jobs program will receive guidance from professional Club staff that will help develop, in each participant, leadership and employment skills that will lead to positive and well informed decisions regarding future employment opportunities.

3. Geographic Distribution of Activities: (Town wide, or Census Tract)

Town Wide

III. Attachments

The following attachments must accompany this proposal:

- 501(c)(3) Letter of Tax Determination Status from the Internal Revenue Service (IRS)
- One (1) copy of agency's most recent financial audit
- One (1) copy; MA Certificate of Good Standing

Collaborative Partners: If this application is being submitted on behalf of a collaborative please identify all partnering agencies.

Project Narrative

Based on the evaluation criteria identified, use the space provided to answer each prompt

1. a) Community Need: Please discuss the community need that will be addressed through your proposed project, and your familiarity with said community need. Project goals should be consistent with the Priority Need categories identified in the 5-Year Consolidated Plan.

The Jobs Jobs Jobs program provides resources and activities to teens ages 14 to 19 that help them develop leadership skills, employment skills, and a sense of community responsibility that will lead them to making sound career decisions in the future.

1. b) Will all clients be residents of Arlington? If not, please provide a percentage of non-Arlington residents.

Up to 25% of participants could be non-Arlington residents.

2. Resources & Capacity: Please discuss the staff and resources that will be used to execute the proposed project, familiarity with the community need and how said need/population will be contacted & engaged.

Arlington Boys & Girls Club staff will recruit teens who they feel will benefit from participating in the Jobs program and who meet eligibility criteria set forth by CDBG and HUD. The Assistant Director and Program Coordinators will be responsible for interviewing and hiring youth to work for the Club. The Assistant Director will be responsible for maintaining accurate records for each person employed through the Jobs program. The target population will be reached via the Arlington Boys & Girls Club, local High School guidance departments, and AYCC.

3. Encouraging Partnerships: Does the proposed project involve new or existing partnerships with other service providers in the community? Please Explain.

Jobs Jobs Jobs applicants will be required to attend two workshops during July and August. Existing partnerships include Whole Foods, Cambridge Savings Bank, Boston Childrens Hospital, Bunker Hill Community College, Colby College, and area High School guidance counselors.

4. Cost Benefit: Describe how the overall cost of your proposed project relates to the outputs or outcomes of the project. For example, divide the funding request by the estimated number of people served by this program:
 $\$10,000 \text{ funding request} / 100 \text{ people served} = \$100/\text{person}.$

The Jobs Jobs Jobs (JJJ) Program for the Club will yield an average of \$833.00 per JJJ participant. Through participating in the JJJ program, participants will learn valuable employment skills that will better prepare them for a career in the workforce.

5. Leveraged Funds: Has the organization secured additional funding sources or in-kind support to cover the proposed project?

The Club has not secured additional funding sources to cover the Jobs Jobs Jobs program.

6. Self Sufficiency: Will the proposed project be self-sufficient and no longer require CDBG funding after one year? After a few years?

Annual funds will help ensure that we will be able to employ teenagers from low to moderate income families.

7. New Public Services Program: Is the proposed project offering a new service and is it available from any other providers in the community?

No

Additional Comments: If necessary, use this space to include additional project information not covered in the categories above.

Budget Description

Please provide a budget for the proposed project. Include all proposed expenses & funding sources. Grant recipients & the Town will have an opportunity to create a more detailed budget upon notification of the project's acceptance.

A. Non-Construction Projects/Activities (Public Services)

Description	A	B	A+B
	CDBG Funds Requested	Other Funding*	Total Proposed Budget
Office Supplies			
Utilities			
Repairs/Maintenance			
Travel			
Salaries (List relevant positions)			
Other:			\$5,000
TOTAL PROPOSED BUDGET	\$5,000		

B. Construction Projects (physical improvements) Note: Federal wage rates may apply for some construction projects. Applicants are strongly advised to speak with Town of Arlington staff before submitting an application for a physical project.

Description	A	B	A+B
	CDBG Funds Requested	Other Funding*	Total Proposed Budget
Construction			
Acquisition			
Appraisals			
Design			
TOTAL PROPOSED BUDGET			

**Summary of Other Funding - please indicate the amount and type of additional funding committed or pending for this project, if applicable. (Do not include CDBG amounts requested in this application)*

Funding Source	Amount	Committed or Pending
Other Federal:		
State:		
Local:		
Private:		
Other:		
Total:		

MEASURING ACCOMPLISHMENTS TABLE

PLEASE AVOID ABBREVIATIONS

NEED STATEMENT	GOAL	INPUTS	ACTIVITIES	OUTPUTS	OUTCOMES
Description of Need to be Addressed	Proposed goals to reduce extent of problems or needs	Resources to be dedicated or utilized to meet proposed goals	What the program does with the input to fulfill its mission	Direct products of program activities	ST (Short Term) LT (Long Term) Benefits that result from the program
Provides teenage youth an opportunity to gain valuable work experience and teach them employment skills that will aid them in making informed decisions regarding their future.	Prepare youth for the workforce	Program Coordinator Supervisor in each area Resources at the Club	Participants assigned a job duty and will work 4 to 8 weeks during the summer and throughout the school year. Required to attend workshops focusing on job readiness skills.	6 teenagers will participate in the job readiness program. Includes evidence based programs designed by National Boys & Girls Club of America.	Successfully completed assigned tasks. (ST) Better prepared to enter the workforce (MT) Make informed decisions regarding their future. (LT)

Nationally Reportable Outputs

Please indicate the number of outputs expected

Businesses Assisted		Persons Served	6
Households Assisted	6	Jobs Created	6

TOWN OF ARLINGTON
COMMUNITY DEVELOPMENT BLOCK GRANT
FUNDING APPLICATION
FISCAL YEAR 2020-2021

Agency & Project Summary Information	
I. Contact Information (If application is completed by a Collaborative, provide the contact information for the lead entity only)	
Agency/Organization Arlington High School	Project Name Athletic Scholarships
Contact John Bowler	Title Athletic Director
Mailing Address 869 Massachusetts Avenue, Arlington, MA 02476	Project Location Arlington High School
Email jbowler@arlington.k12.ma.us	Phone 781-316-3551
Anticipated Start Dates August 20, 2020	Anticipated End Dates June 6, 2021
Amount of Request \$10,000.00	Registered on SAM.gov? (all applicants must be registered here to receive federal funding)
Please Identify the Type of Organization Applying for Funds <i>(Note: More than one may apply)</i> <div style="display: flex; justify-content: space-between;"> <input checked="" type="checkbox"/> 501(c)3 <input type="checkbox"/> For-profit authorized under 570.201(o) <input type="checkbox"/> Faith-based Organization <input type="checkbox"/> Unit of Government <input type="checkbox"/> Institution of Higher Education </div>	
Determining Eligibility This project/activity must meet ONE of the HUD National Objectives listed below. Please check ONE box below. <div style="border: 1px solid black; padding: 5px; margin-bottom: 10px;"> <input checked="" type="checkbox"/> Low/Moderate Income Area Benefit (LMA): the project/activity meets the needs of persons residing in an area where at least 33.33% of the residents make a low- or moderate-income. Please refer to the PROJECT/ACTIVITY SERVICE AREA map on page 6 in part I, to determine if your activity is located within an eligible area. </div> <div style="border: 1px solid black; padding: 5px; margin-bottom: 10px;"> Census Tract and Block: </div> <div style="margin-bottom: 10px;"> <input type="checkbox"/> Low/Moderate Limited Clientele (LMC): the activity benefits a group of persons (rather than residents in a particular area) 51% of whom themselves or their family make a low- or moderate-income. The following groups are presumed to be eligible: abused children, battered spouses, elderly persons, adults meeting the Bureau of Census' Current Population Reports definition of "severely disabled", homeless persons, illiterate adults and persons living with AIDS. </div> <div style="margin-bottom: 10px;"> <input type="checkbox"/> Low/Moderate Housing (LMH): The project will provide or improve permanent residential structures which, upon completion, will be occupied by households that make a low- or moderate-income. This includes but is not limited to acquisition or rehabilitation. Housing can be either owner or renter occupied units in one family or multi-family structures. </div> <div style="margin-bottom: 10px;"> <input type="checkbox"/> Slum or Blighted Area (SBA): the project is in a designated slum/blighted area as defined under State or local law and will address conditions that qualified the area as slum or blighted. </div> <div style="margin-bottom: 10px;"> <input type="checkbox"/> Spot Blight (SBS): the project will prevent or eliminate specific conditions of blight or physical decay outside a slum area. Activities are limited to clearance, historic preservation, rehabilitation of buildings, but only to the extent necessary to eliminate conditions detrimental to public health and safety. </div>	
Does your program benefit any of the following? <div style="list-style-type: none; padding-left: 0;"> <input type="checkbox"/> Abused children <input type="checkbox"/> Elderly persons (age 62 and older) <input type="checkbox"/> Battered spouses <input type="checkbox"/> Homeless persons <input type="checkbox"/> Severely disabled adults (as defined by Bureau of Census*) <input type="checkbox"/> Illiterate adults <input type="checkbox"/> Persons living with AIDS <input type="checkbox"/> Migrant farm workers <input checked="" type="checkbox"/> Other (please specify): </div>	DUNS #: (Note: All entities receiving federal assistance are required to have a DUNS #)

II. General Description

1. Brief Project Description (please avoid using abbreviations)

The financial scholarships are provided to student-athletes who would not be able to participate due to financial need. By receiving a scholarship, they are positioned to participate in a robust after school athletic program, spending 5-6 days a week with peers, coaches and mentors developing confidence, work ethic, communication skills and reinforcement on the priority of healthy-life decisions and academic success. We believe that extra-curricular sports are an extension of the classroom and playing sports for Arlington High School will allow students to be educated to their fullest capacity.

2. Consolidated Plan Goals and Objectives

The plan is to offer equal opportunities to the families that are in financial need of a scholarship to cover all or part of the school's athletic fees. Research has shown that student athletes are less likely to have disciplinary issues, have better attendance at school, and build confidence and self-esteem. Arlington High School promotes interschool athletics that provide lifelong and life-quality learning experiences to students while enhancing their achievement of educational goals.

3. Geographic Distribution of Activities: (Town wide, or Census Tract)

All students from Arlington High School in financial need would be eligible for a scholarship. Students must be enrolled full time in Arlington High School, academically eligible in their classes and they must attend a full day of school to participate in athletics. By allowing academics, attendance and behavior to be the driving forces of eligibility, rather than financial status, we are better serving our Arlington students.

III. Attachments

The following attachments must accompany this proposal:

- 501(c)(3) Letter of Tax Determination Status from the Internal Revenue Service (IRS)
- One (1) copy of agency's most recent financial audit
- One (1) copy; MA Certificate of Good Standing

Collaborative Partners: If this application is being submitted on behalf of a collaborative please identify all partnering agencies.

N/A

Project Narrative

Based on the evaluation criteria identified, use the space provided to answer each prompt

1. a) Community Need: Please discuss the community need that will be addressed through your proposed project, and your familiarity with said community need. Project goals should be consistent with the Priority Need categories identified in the 5-Year Consolidated Plan.

There are diverse economic levels throughout the community. However, no student should be excluded from an opportunity to develop themselves and to represent their Town due to this. The goal is to increase the amount of athletic scholarships that are offered to student-athletes as the demand and need for doing so has risen. We strongly believe that access to the benefits of educational athletics should not be restricted to a certain income level. By offering scholarships, all of our students in the community are able to take part in building relationships, maintaining physical fitness, developing life skills and having a role in the community. Our goal is to continue to work to afford all of our students these opportunities, regardless of the income level of the family. By evening the platform and offering opportunities to all of our student-athletes, we are better serving them positively impacting the community by demonstrating unity and equality.

1. b) Will all clients be residents of Arlington? If not, please provide a percentage of non-Arlington residents.

Approximately 96% of the students will be Arlington Residents and 4% of the students will be Boston Residents who are in the METCO Program.

2. Resources & Capacity: Please discuss the staff and resources that will be used to execute the proposed project, familiarity with the community need and how said need/population will be contacted & engaged.

Applicants provide their tax documentation or their free and reduced lunch letter to the business office. We will post the scholarship application with instructions on the school's athletic website. It will be posted in the Athletic registration payment section. I will also talk about it at our two athletic information nights. One of the which is mandatory for a parent or guardian to be in attendance. The business office will review all scholarship applications and approve each or notify a family if they have not been approved. The process is designed to be minimally invasive to protect the privacy of each student and offer parallel registration experiences for those receiving or not receiving scholarships.

3. Encouraging Partnerships: Does the proposed project involve new or existing partnerships with other service providers in the community? Please Explain.

Not at this time.

4. Cost Benefit: Describe how the overall cost of your proposed project relates to the outputs or outcomes of the project. For example, divide the funding request by the estimated number of people served by this program: \$10,000 funding request /100 people served= \$100/person.

Our request of \$10,000 is to cover a portion of the scholarships. Right now our Athletic fees range from \$100 to \$700 based on the specific sport. We are looking to help out as many students as we can who's families are in financial need. It is difficult at this point to say how much each individual would get because we don't know what sports they plan to play next year.

5. Leveraged Funds: Has the organization secured additional funding sources or in-kind support to cover the proposed project?

Not Applicable.

6. Self Sufficiency: Will the proposed project be self-sufficient and no longer require CDBG funding after one year? After a few years?

I do not anticipate we will be self-sufficient as our numbers and need have grown and funding within the district is stretched to cover increased costs. There are more students wanting to participate and there are more students in need. We are greatly appreciative, and reliant on the CDBG funding source.

7. New Public Services Program: Is the proposed project offering a new service and is it available from any other providers in the community?

There are no other services like this in the community.

Additional Comments: If necessary, use this space to include additional project information not covered in the categories above.

100% of funding goes to student scholarship. No additional funding is used for administrative time etc.

Budget Description

Please provide a budget for the proposed project. Include all proposed expenses & funding sources. Grant recipients & the Town will have an opportunity to create a more detailed budget upon notification of the project's acceptance.

A. Non-Construction Projects/Activities (Public Services)

Description	A	B	A+B
	CDBG Funds Requested	Other Funding*	Total Proposed Budget
Office Supplies	0		
Utilities	0		
Repairs/Maintenance	0		
Travel	0		
Salaries (List relevant positions)	0		
Athletic Scholarships	\$10,000.00		
Other:			
TOTAL PROPOSED BUDGET	\$10,000.00		

B. Construction Projects (physical improvements) Note: Federal wage rates may apply for some construction projects. Applicants are strongly advised to speak with Town of Arlington staff before submitting an application for a physical project.

Description	A	B	A+B
	CDBG Funds Requested	Other Funding*	Total Proposed Budget
Construction			
Acquisition			
Appraisals			
Design			
TOTAL PROPOSED BUDGET			

**Summary of Other Funding - please indicate the amount and type of additional funding committed or pending for this project, if applicable. (Do not include CDBG amounts requested in this application)*

Funding Source	Amount	Committed or Pending
Other Federal:		
State:		
Local:		
Private:		
Other:		
Total:		

MEASURING ACCOMPLISHMENTS TABLE

PLEASE AVOID ABBREVIATIONS

NEED STATEMENT	GOAL	INPUTS	ACTIVITIES	OUTPUTS	OUTCOMES
Description of Need to be Addressed	Proposed goals to reduce extent of problems or needs	Resources to be dedicated or utilized to meet proposed goals	What the program does with the input to fulfill its mission	Direct products of program activities	ST (Short Term) LT (Long Term) Benefits that result from the program
Providing opportunities for all student athletes to participate in educational athletics, Currently the fee limits participation, or deters it for those in financial need.	Alleviating the financial burden of athletic participation to allow all students to form healthy relationships, exercise, build confidence, develop work ethic and strengthen communication skills.	All funds go directly to the student's Scholarship. Which covers supervision, transportation, and equipment needs.	All input directly benefits student athletes so that they may experience and reap the benefits from the same opportunities as other students in different financial positions.	High School Interscholastic Athletic Programming.	(ST) Allows Student to participate in athletic programming, alleviating financial burden, fostering a culture of equality and unity. (LT) Developing skills such as communication, work ethic, accountability, and commitment while developing

Nationally Reportable Outputs

Please indicate the number of outputs expected

Businesses Assisted		Persons Served	45
Households Assisted		Jobs Created	

TOWN OF ARLINGTON
COMMUNITY DEVELOPMENT BLOCK GRANT
FUNDING APPLICATION
FISCAL YEAR 2020-2021

Agency & Project Summary Information	
I. Contact Information (If application is completed by a Collaborative, provide the contact information for the lead entity only)	
Agency/Organization Arlington Housing Development	Project Name Operation Success Learning Center
Contact Janet Maguire	Title Co-founder
Mailing Address 2 Fremont Court, Menotomy Manor	Project Location Menotomy Manor Housing
Email jmaguire924@hotmail.com	Phone 781-710-5309
Anticipated Start Dates 09/20/2020	Anticipated End Dates 06/23/2021
Amount of Request \$6,000.00	Registered on SAM.gov? (all applicants must be registered here to receive federal funding)
Please Identify the Type of Organization Applying for Funds (Note: More than one may apply) <input type="checkbox"/> 501(c)3 <input type="checkbox"/> For-profit authorized under 570.201(o) <input type="checkbox"/> Faith-based Organization <input checked="" type="checkbox"/> Unit of Government <input type="checkbox"/> Institution of Higher Education	
Determining Eligibility This project/activity must meet ONE of the HUD National Objectives listed below. Please check ONE box below.	
<input checked="" type="checkbox"/> Low/Moderate Income Area Benefit (LMA): the project/activity meets the needs of persons residing in an area where at least 33.33% of the residents make a low- or moderate-income. Please refer to the PROJECT/ACTIVITY SERVICE AREA map on page 6 in part I, to determine if your activity is located within an eligible area.	
<div style="border: 1px solid black; height: 20px; width: 60%; margin: 5px 0;"></div> Census Tract and Block:	
<input type="checkbox"/> Low/Moderate Limited Clientele (LMC): the activity benefits a group of persons (rather than residents in a particular area) 51% of whom themselves or their family make a low- or moderate-income. The following groups are presumed to be eligible: abused children, battered spouses, elderly persons, adults meeting the Bureau of Census' Current Population Reports definition of "severely disabled", homeless persons, illiterate adults and persons living with AIDS.	
<input type="checkbox"/> Low/Moderate Housing (LMH): The project will provide or improve permanent residential structures which, upon completion, will be occupied by households that make a low- or moderate-income. This includes but is not limited to acquisition or rehabilitation. Housing can be either owner or renter occupied units in one family or multi-family structures.	
<input type="checkbox"/> Slum or Blighted Area (SBA): the project is in a designated slum/blighted area as defined under State or local law and will address conditions that qualified the area as slum or blighted.	
<input type="checkbox"/> Spot Blight (SBS): the project will prevent or eliminate specific conditions of blight or physical decay outside a slum area. Activities are limited to clearance, historic preservation, rehabilitation of buildings, but only to the extent necessary to eliminate conditions detrimental to public health and safety.	
Does your program benefit any of the following? <input type="checkbox"/> Abused children <input type="checkbox"/> Elderly persons (age 62 and older) <input type="checkbox"/> Battered spouses <input type="checkbox"/> Homeless persons <input type="checkbox"/> Severely disabled adults (as defined by Bureau of Census*) <input type="checkbox"/> Illiterate adults <input type="checkbox"/> Persons living with AIDS <input type="checkbox"/> Migrant farm workers <input checked="" type="checkbox"/> Other (please specify):	DUNS #: (Note: All entities receiving federal assistance are required to have a DUNS #)

II. General Description

1. Brief Project Description (please avoid using abbreviations)

Established in 1999 by Janet Maguire and Peggy Regan. Operation Success meets Monday through Thursday evenings for an hour and a half each night. Operation Success offers services for any resident of Menotomy Manor in grades 6-12. Operation Success is staffed by Arlington teachers, Arlington residents, and retired teachers. Operation Success provides a quiet, supervised environment where the students can get started on their homework and receive help when needed to meet the needs of their educational requirements. All services are for free.

2. Consolidated Plan Goals and Objectives

1. To have students become engaged in their learning
3. To empowers the students to gain the skills to succeed in school and as positive citizens of Arlington.

3. Geographic Distribution of Activities: (Town wide, or Census Tract)

Menotomy Manor, Arlington Housing Authority in East Arlington

III. Attachments

The following attachments must accompany this proposal:

- 501(c)(3) Letter of Tax Determination Status from the Internal Revenue Service (IRS)
- One (1) copy of agency's most recent financial audit
- One (1) copy; MA Certificate of Good Standing

Collaborative Partners: If this application is being submitted on behalf of a collaborative please identify all partnering agencies.

Arlington Housing Authority

Project Narrative

Based on the evaluation criteria identified, use the space provided to answer each prompt

1. a) **Community Need:** Please discuss the community need that will be addressed through your proposed project, and your familiarity with said community need. Project goals should be consistent with the Priority Need categories identified in the 5-Year Consolidated Plan.

Operation Success provides a safe and enriching program where the benefits to the students are proven by their active participants as learners and positive citizens. Many of the students are raised in households where English is the second-language and their parents are unable to support their academics. The staff actively assists students in developing organizational, time-management, and study skills that help them complete their homework and encourage their overall academic success.

Operation Success also offer other valuable experiences for the participants:

1. Group meetings to address concerns of the students
2. Cultural field trips
3. Provide school supplies for the participants each year

1. b) Will all clients be residents of Arlington? If not, please provide a percentage of non-Arlington residents.

All "clients", students are residents of the Menotomy Manor

2. **Resources & Capacity:** Please discuss the staff and resources that will be used to execute the proposed project, familiarity with the community need and how said need/population will be contacted & engaged.

For the 2020-2021 academic year:

- a. the program coordinator will be a stipend position
- b. The supervisory and nightly staff of Operation Success are volunteers

3. Encouraging Partnerships: Does the proposed project involve new or existing partnerships with other service providers in the community? Please Explain.

For the year 2019/2020, Operation Success had a partnership with doctoral students of Tufts who did part of their internship at Operation Success nightly.

4. Cost Benefit: Describe how the overall cost of your proposed project relates to the outputs or outcomes of the project. For example, divide the funding request by the estimated number of people served by this program:
 $\$10,000 \text{ funding request} / 100 \text{ people served} = \$100/\text{person}.$

Estimated amount of participants based on 2019/2020 enrollment

$\$6,000/30 = \200

Covers all school supplies throughout the year.

5. Leveraged Funds: Has the organization secured additional funding sources or in-kind support to cover the proposed project?

No

6. Self Sufficiency: Will the proposed project be self-sufficient and no longer require CDBG funding after one year? After a few years?

No

7. New Public Services Program: Is the proposed project offering a new service and is it available from any other providers in the community?

There are no other providers that offer this service.

Additional Comments: If necessary, use this space to include additional project information not covered in the categories above.

Budget Description

Please provide a budget for the proposed project. Include all proposed expenses & funding sources. Grant recipients & the Town will have an opportunity to create a more detailed budget upon notification of the project's acceptance.

A. Non-Construction Projects/Activities (Public Services)

Description	A	B	A+B
	CDBG Funds Requested	Other Funding*	Total Proposed Budget
Office Supplies	\$5000.00	-----	\$5000.00
Utilities	-----	-----	\$0.00
Repairs/Maintenance	-----	-----	\$0.00
Travel	-----	-----	-----
Salaries (List relevant positions)			
Program Coordinator	\$1000.00	-----	\$1000.00
Other:			
TOTAL PROPOSED BUDGET			

B. Construction Projects (physical improvements) Note: Federal wage rates may apply for some construction projects. Applicants are strongly advised to speak with Town of Arlington staff before submitting an application for a physical project.

Description	A	B	A+B
	CDBG Funds Requested	Other Funding*	Total Proposed Budget
Construction			
Acquisition			
Appraisals			
Design			
TOTAL PROPOSED BUDGET	0.00	0.00	0.00

**Summary of Other Funding - please indicate the amount and type of additional funding committed or pending for this project, if applicable. (Do not include CDBG amounts requested in this application)*

Funding Source	Amount	Committed or Pending
Other Federal: N/A		
State:		
Local:		
Private:		
Other:		
Total:		

MEASURING ACCOMPLISHMENTS TABLE
PLEASE AVOID ABBREVIATIONS

NEED STATEMENT	GOAL	INPUTS	ACTIVITIES	OUTPUTS	OUTCOMES
Description of Need to be Addressed	Proposed goals to reduce extent of problems or needs	Resources to be dedicated or utilized to meet proposed goals	What the program does with the input to fulfill its mission	Direct products of program activities	ST (Short Term) LT (Long Term) Benefits that result from the program
To provide Operation Success participants with the necessary supplies					LT-Students are prepared for their daily school responsibilities through individual and group tutoring.

Nationally Reportable Outputs

Please indicate the number of outputs expected

Businesses Assisted		Persons Served	30
Households Assisted	30	Jobs Created	

**TOWN OF ARLINGTON
COMMUNITY DEVELOPMENT BLOCK GRANT
FUNDING APPLICATION
FISCAL YEAR 2020-2021**

Agency & Project Summary Information	
I. Contact Information (If application is completed by a Collaborative, provide the contact information for the lead entity only)	
Agency/Organization Arlington Youth Counseling Center (AYCC)	Project Name Mental health counseling for youth and families, and resource support for vulnerable community members.
Contact Colleen Leger	Title Executive Director
Mailing Address 670R Massachusetts Avenue, Arlington, MA 02476	Project Location (AYCC) 670R Massachusetts Avenue
Email cleger@town.arlington.ma.us	Phone 781-316-3259
Anticipated Start Dates July 1, 2020	Anticipated End Dates June 30, 2021
Amount of Request \$20,000	Registered on SAM.gov? (all applicants must be registered here to receive federal funding)
Please Identify the Type of Organization Applying for Funds (<i>Note: More than one may apply</i>)	
<input type="checkbox"/> 501(c)3 <input type="checkbox"/> For-profit authorized under 570.201(o) <input type="checkbox"/> Faith-based Organization <input checked="" type="checkbox"/> Unit of Government <input type="checkbox"/> Institution of Higher Education	
Determining Eligibility This project/activity must meet ONE of the HUD National Objectives listed below. Please check ONE box below.	
<input type="checkbox"/> Low/Moderate Income Area Benefit (LMA): the project/activity meets the needs of persons residing in an area where at least 33.33% of the residents make a low- or moderate-income. Please refer to the PROJECT/ACTIVITY SERVICE AREA map on page 6 in part I, to determine if your activity is located within an eligible area.	
<div style="border: 1px solid black; padding: 5px;">Census Tract and Block:</div>	
<input checked="" type="checkbox"/> Low/Moderate Limited Clientele (LMC): the activity benefits a group of persons (rather than residents in a particular area) 51% of whom themselves or their family make a low- or moderate-income. The following groups are presumed to be eligible: abused children, battered spouses, elderly persons, adults meeting the Bureau of Census' Current Population Reports definition of "severely disabled", homeless persons, illiterate adults and persons living with AIDS.	
<input type="checkbox"/> Low/Moderate Housing (LMH): The project will provide or improve permanent residential structures which, upon completion, will be occupied by households that make a low- or moderate-income. This includes but is not limited to acquisition or rehabilitation. Housing can be either owner or renter occupied units in one family or multi-family structures.	
<input type="checkbox"/> Slum or Blighted Area (SBA): the project is in a designated slum/blighted area as defined under State or local law and will address conditions that qualified the area as slum or blighted.	
<input type="checkbox"/> Spot Blight (SBS): the project will prevent or eliminate specific conditions of blight or physical decay outside a slum area. Activities are limited to clearance, historic preservation, rehabilitation of buildings, but only to the extent necessary to eliminate conditions detrimental to public health and safety.	
Does your program benefit any of the following? <input checked="" type="checkbox"/> Abused children <input type="checkbox"/> Elderly persons (age 62 and older) <input checked="" type="checkbox"/> Battered spouses <input checked="" type="checkbox"/> Homeless persons <input type="checkbox"/> Severely disabled adults (as defined by Bureau of Census*) <input type="checkbox"/> Illiterate adults <input type="checkbox"/> Persons living with AIDS <input type="checkbox"/> Migrant farm workers <input type="checkbox"/> Other (please specify):	DUNS #: <div style="border: 1px solid black; padding: 5px;"> (Note: All entities receiving federal assistance are required to have a DUNS #) 07-380-2126 </div>

II. General Description

1. Brief Project Description (please avoid using abbreviations)

Arlington Youth Counseling Center (AYCC) is a community-based mental health center licensed by the Department of Public Health and serving Arlington youth (ages 3-21) and their families. AYCC is the leading provider of outpatient and school based child and adolescent mental health services in Arlington, offering individual, group, and family counseling, psychiatric evaluation, and medication management. AYCC is also one of the only providers in the area that accepts youth with public health insurance. AYCC is committed to ensuring that all community youth and families have access to necessary mental health counseling and medication treatment, regardless of their ability to pay. AYCC provides thousands of dollars of free and reduced-fee care to families who are uninsured, under-insured, or who otherwise cannot afford the cost of deductibles and copays. Historically, AYCC has utilized CDBG funding to provide free and reduced-fee care to low/moderate income families in need of financial assistance.

AYCC oversees two additional programs: 1) First Step- a support group for victims and survivors of domestic violence; and 2) Community Resource Support/Case Management services for Arlington residents facing a range of issues including housing instability and homelessness, food insecurity, unemployment, and utility arrears. AYCC has recently expanded the second program to include outreach and support services to homeless individuals in the community.

AYCC seeks \$20,000 in CDBG funding to provide the following services: 1) free and reduced-fee mental health counseling and medication treatment, 2) outreach to and case management services for economically unstable Arlington residents and homeless individuals in the community and 3) therapeutic groups and support services for victims and survivors of domestic violence.

2. Consolidated Plan Goals and Objectives

AYCC will address the priority need category of Public Services, with the objective of providing the following essential public services: 1) mental health services for youth and families, 2) community outreach, resource support, and case management services for homeless, low-income, and other vulnerable members of the Arlington community, and 3) weekly therapeutic support for women who have experienced domestic violence.

3. Geographic Distribution of Activities: (Town wide, or Census Tract)

Town wide. AYCC provides outpatient and school-based mental health services to youth (and their families) who live or attend school in Arlington. AYCC's Community Resource Specialist and Case Manager/Homeless Outreach Worker serve homeless individuals in Arlington, as well as other Arlington residents under the age of 60 who are in need of resource assistance. The First Step group welcomes women from any community, however, the majority live in Arlington.

III. Attachments

The following attachments must accompany this proposal:

- 501(c)(3) Letter of Tax Determination Status from the Internal Revenue Service (IRS)
- One (1) copy of agency's most recent financial audit
- One (1) copy; MA Certificate of Good Standing

Collaborative Partners: If this application is being submitted on behalf of a collaborative please identify all partnering agencies.

AYCC is the sole applicant for this grant. However, in order to fulfill both its mission and its range of support programs and services, AYCC collaborates extensively with other Town Departments, including the Arlington Public Schools, Arlington Police Department, and the Board of Health, and as well as with local and regional health care and service providers, including the Housing Corporation of Arlington, Arlington Housing Authority, Reach Beyond Domestic Violence, and the Somerville Homeless Coalition.

Project Narrative

Based on the evaluation criteria identified, use the space provided to answer each prompt

1. a) **Community Need:** Please discuss the community need that will be addressed through your proposed project, and your familiarity with said community need. Project goals should be consistent with the Priority Need categories identified in the 5-Year Consolidated Plan.

Youth and Family Mental Health Services
According to the CDC, an estimated one in five children, ages 3-17, has a diagnosable mental health disorder. Yet, due to a number of financial and structural barriers, only 20% of those children receive treatment in any given year. Without access to proper treatment, mental disorders among children and teens can cause significant and lasting functional impairments at home, in school, socially with peers, and in the community. AYCC is committed to making quality mental health services affordable and accessible to all youth and families in Arlington. AYCC offers flexible hours, with early morning and evening hours available for school-age children and working families. AYCC also provides school-based counseling in all Arlington Public schools to children with school-related issues, as well as those who are unable to access services in the community. In 2019, AYCC conducted 6,580 mental health sessions to over 350 youth and families, acting as a lifeline for many children and teens whose underlying mental health conditions contribute to a range of social, behavioral, and school-performance related problems.

Community Resource Support, Case Management, and Homeless Outreach
Healthy People 2020 identifies "Economic stability" as a critical domain among the social determinants of health. Poverty, unemployment, housing instability, homelessness and food insecurity can have profoundly damaging effects on people's lives. In Arlington, there are many individuals and families who face economic instability, either short term or chronic, as well as those who are homeless or near homeless, and many lack the knowledge, ability, or resources to access assistance on their own. Many of these situations are further complicated by underlying mental health issues or substance use disorders. In 2019, our Community Resource Specialist responded to over 75 requests for services, and has supported residents in a myriad of ways including housing and financial assistance applications, accessing Arlington EATS Market and SNAP benefits, accessing fuel assistance, and enrolling residents in MassHealth. In December, AYCC hired a full time Case Manager/Community Outreach Worker to provide intensive case management services to Arlington residents with complicated resource needs, and to further engage and offer support to homeless individuals in the local woods and throughout the community.

First Step

According to the CDC, 1 in 4 women will report experiencing abuse over the course of a lifetime. The impact is widespread and devastating- victims and survivors of domestic violence experience a range of negative health outcomes, including emotional stress, psychological trauma, physical injury and death. The First Step program has led a support group for victims and survivors of domestic violence for over 20 years. Through education, support, and advocacy, First Step helps people who have experienced domestic violence develop healthy lives and relationships, and find support and empowerment within themselves, among other survivors, and throughout their community. The group meets weekly, with weekly attendance ranging from 5-10 group members.

1. b) Will all clients be residents of Arlington? If not, please provide a percentage of non-Arlington residents.

AYCC's outpatient and school-based mental health clients either live, or attend school in Arlington. The vast majority live in Arlington, with fewer than 5% residing elsewhere but attending school in Arlington.

All clients of AYCC's community resource support program either live in Arlington or identify as homeless in Arlington.

Roughly 75% of First Step members live in Arlington.

2. **Resources & Capacity:** Please discuss the staff and resources that will be used to execute the proposed project, familiarity with the community need and how said need/population will be contacted & engaged.

AYCC has a multidisciplinary team of clinicians, including a child and adolescent psychiatrist, psychiatric clinical nurse specialist, psychologists, licensed independent clinical social workers (LICSWs), licensed mental health clinicians (LMHCs), licensed clinical social workers (LCSWs) and other postdoctoral and masters level clinical interns. The Executive Director oversees all agency operations, and is responsible for financial management, including grants and agency contracts. The Administrative Assistant/Billing Agent helps manage client financial assistance applications, and tracks all services eligible for CDBG funding.

AYCC currently has 290 active mental health clients, and as many as 100 families waiting to be seen. Referrals typically come from schools, pediatricians' offices, and parents. Counseling and medication services are insurance-based, but families are informed of our financial aid opportunities and are encouraged to apply if they are uninsured or lack adequate insurance coverage.

Residents who access our Community Resource Support services are typically referred by AYCC clinicians, Arlington Public Schools, Town departments, churches, and other human services organizations. Residents work with our Community Resource Specialist and Case Manager free of charge, as this service is typically utilized by adults and families with very low or no income. Our Homeless Outreach Worker participates in an outreach team comprised of members from the Arlington Police Department, Board of Health, and Somerville Homeless Coalition. At least once a week they outreach and offer resource support to homeless individuals in the local woods, Arlington Center, Robbins Library and other community locations where homeless individuals have been identified.

Women are referred to First Step primarily through the Police Department, Reach Beyond Domestic Violence, and other domestic violence prevention agencies. Some self-refer, having come across informational materials in local doctors' offices and businesses. First Step group is free of charge and is intentionally not insurance-based due to safety concerns for the participants. Groups are not time-limited, and women can attend for as long as they need the support.

3. Encouraging Partnerships: Does the proposed project involve new or existing partnerships with other service providers in the community? Please Explain.

AYCC has well-established partnerships with many service providers in the community. These include the Arlington Public Schools, the Arlington Police Department, Health and Human Services, Reach Beyond Domestic Violence, the Housing Authority, Housing Corporation of Arlington, local pediatricians' offices, and other youth-serving and human services organizations. AYCC participates in a bi-monthly meeting with many of these service providers, including a new partner- Somerville Homeless Coalition. All of these organizations serve as referral sources for AYCC. They also collaborate with AYCC clinicians, the Community Resource Specialist and Case Manager, and the Domestic Violence Specialist to help coordinate care, secure community resources and assistance for residents and homeless individuals in Arlington, and raise awareness in the community about mental health and other support services. In addition to being one of the primary referral sources for AYCC, the Arlington Public Schools also partner with AYCC to offer students across all grade levels school-based counseling services, as well as group therapy and therapeutic classroom support at the Gibbs School, Ottoson Middle School, and Arlington High School.

4. Cost Benefit: Describe how the overall cost of your proposed project relates to the outputs or outcomes of the project. For example, divide the funding request by the estimated number of people served by this program:
 $\$10,000 \text{ funding request} / 100 \text{ people served} = \$100/\text{person}.$

CDBG funding for this project will enable youth and families struggling with mental health issues to access the critical counseling services and medication treatment they need. While the costs per client, per session, may range from a \$10 session copayment to \$135 for a full uninsured session, the benefits are immeasurable considering the costs of untreated mental illness. Likewise, the costs associated with unmet basic resource needs and homelessness (critical social determinants of health), and the trauma of domestic violence can be staggering and far reaching. The cost to AYCC of providing these free services to vulnerable Arlington residents are primarily personnel costs for AYCC clinicians, the Community Resource Specialist, Case Manager/Outreach Worker, and Domestic Violence Specialist, which do not have dedicated sources of funding. Typically, 10-20 AYCC clients access CDBG funding for mental health sessions each year. Over 70 individuals were offered community resource support last year, a number which is expected to grow in the upcoming year with the new Case Manager/Homeless Outreach worker position. And 12 women participated in weekly First Step groups, while several others were referred to support services elsewhere. While the funding is not equally distributed among all service recipients, an average cost per person for an estimated 130 people served in the upcoming year would be \$153/person.

5. Leveraged Funds: Has the organization secured additional funding sources or in-kind support to cover the proposed project?

AYCC relies on several funding sources to support its various programs and services and to offset the cost of providing free and reduced-fee counseling sessions. In 2019, in addition to generating \$430,000 in revenue from insurance claims and client copayments, AYCC received funding from the Town of Arlington, Arlington Public Schools, and the Department of Mental Health. AYCC also raised over \$90,000 from private donors, corporate sponsorships, foundations, and fundraising events like AYCC's annual Gala. AYCC anticipates a similar funding mix next year.

6. Self Sufficiency: Will the proposed project be self-sufficient and no longer require CDBG funding after one year? After a few years?

As an organization, AYCC has made significant advancements over the years towards self-sufficiency by increasing revenues and diversifying its funding streams. However, to fulfill its mission of serving all youth and families in the community regardless of ability to pay and to continue to deliver exceptional programs and services that serve the most vulnerable and disenfranchised members of the community, AYCC will continue to require funding from CDBG and other federal, state, and local grants.

7. New Public Services Program: Is the proposed project offering a new service and is it available from any other providers in the community?

The mental health services offered by AYCC are not new. However, they are unique in the community and not available through other providers. Unlike most providers in the area, AYCC serves community youth and families across all income levels, accepting youth and families with public health insurance, as well as those who are uninsured and underinsured. AYCC works with all families to ensure equal access to mental health services through AYCC. The Community Resource Specialist is the only position in the community dedicated to helping residents under 60 with complicated basic resource needs. The First Step group is the only DV support group in Arlington, and the only continuous (not time limited) group in the region. The Case Manager/Homeless Outreach Worker is both a new position, and a unique service in Arlington.

Additional Comments: If necessary, use this space to include additional project information not covered in the categories above.

Budget Description

Please provide a budget for the proposed project. Include all proposed expenses & funding sources. Grant recipients & the Town will have an opportunity to create a more detailed budget upon notification of the project's acceptance.

A. Non-Construction Projects/Activities (Public Services)

Description	A	B	A+B
	CDBG Funds Requested	Other Funding*	Total Proposed Budget
Office Supplies		\$4,200	\$4,200
Utilities		\$35,000 (EHR&Billing System)	\$35,000
Repairs/Maintenance			
Travel			
Salaries (List relevant positions)	\$20,000	\$782,115	\$802,115
Other:		\$6,000	\$6,000
TOTAL PROPOSED BUDGET	\$20,000	\$827,315	\$847,315

B. Construction Projects (physical improvements) Note: Federal wage rates may apply for some construction projects. Applicants are strongly advised to speak with Town of Arlington staff before submitting an application for a physical project.

Description	A	B	A+B
	CDBG Funds Requested	Other Funding*	Total Proposed Budget
Construction			
Acquisition			
Appraisals			
Design			
TOTAL PROPOSED BUDGET			

**Summary of Other Funding - please indicate the amount and type of additional funding committed or pending for this project, if applicable. (Do not include CDBG amounts requested in this application)*

Funding Source		Amount	Committed or Pending
Other Federal:			
State:		\$175,000	Pending submission/approval by State legislature and Governor
Local:		\$120,000-Town; \$40,000-School Contract	Pending approval by Town meeting; Superintendent
Private:		\$43,000	grants
Other:		\$450,000	Anticipated revenue from health insurance and client copays
Total:			

MEASURING ACCOMPLISHMENTS TABLE
PLEASE AVOID ABBREVIATIONS

NEED STATEMENT	GOAL	INPUTS	ACTIVITIES	OUTPUTS	OUTCOMES
Description of Need to be Addressed	Proposed goals to reduce extent of problems or needs	Resources to be dedicated or utilized to meet proposed goals	What the program does with the input to fulfill its mission	Direct products of program activities	ST (Short Term) LT (Long Term) Benefits that result from the program
1) Low to moderate income earning families face financial barriers to accessing necessary child and adolescent mental health services in the community. 2) Residents experiencing basic resource needs and those facing homelessness lack access to support services. 3) Victims of domestic violence lack resources, support, and validation to move beyond their abusive relationships.	1) Increase access to mental health services by providing funding support when gaps in coverage, or other financial constraints exist. 2) Provide outreach and resource support and facilitate access to other assistance and support services. 3) Provide therapeutic support and referrals to other DV organizations to women in group.	Executive Director and Billing Agent to manage financial assistance application process and allocation of CDBG funding to eligible families. AYCC clinicians to provide mental health counseling and medication treatment to AYCC clients. Clinicians will also identify and refer clients for financial assistance. AYCC community resource specialist and case manager/homeless outreach worker will work with clients to facilitate access to assistance programs and other local, regional, and state resources. First Step group leaders will facilitate weekly groups and offer support to group members.	The Executive Director and Billing agent will apply grant funding to account balances for eligible families. AYCC clinicians and the psychiatric nurse practitioner will provide mental health counseling, psychiatric evaluation, and medication treatment to youth and families of all income levels, regardless of ability to pay. The community resource specialist and First Step leaders will provide assistance to community members experiencing homelessness, economic instability, or domestic violence.	Income eligible youth and families who are approved for (CDBG) financial assistance will receive mental health services through AYCC, at no cost to them. Residents will gain access to the appropriate local and state assistance programs to access stable housing and address basic resource needs. Victims and survivors of domestic violence will receive weekly therapeutic support and referrals to partnering DV prevention organizations.	1. (ST) Community youth and families, and Arlington residents will access needed mental health and support services to address their presenting concerns. 2a. (ST) Fewer admissions to the ER and inpatient hospitalizations for children and teens in the community. 2b. (ST & LT) More residents with stable housing, health insurance, food access, and adequate living conditions. 3a. (ST & LT) Improved social, emotional, and behavioral functioning at home, in school, and in the community, as a result of therapeutic counseling and medication treatment. 3b. Improved health and wellbeing among all Arlington residents.

Nationally Reportable Outputs

Please indicate the number of outputs expected

Businesses Assisted		Persons Served	130
Households Assisted	30	Jobs Created	

TOWN OF ARLINGTON
COMMUNITY DEVELOPMENT BLOCK GRANT
FUNDING APPLICATION
FISCAL YEAR 2020-2021

Agency & Project Summary Information	
I. Contact Information (If application is completed by a Collaborative, provide the contact information for the lead entity only)	
Agency/Organization Arlington Council on Aging	Project Name Adult Day Health
Contact Kristine Shah	Title Acting Director
Mailing Address 27 Maple Street, Arlington MA 02476	Project Location 27 Maple Street, Arlington MA 02476
Email kshah@town.arlington.ma.us	Phone 781-316-3401
Anticipated Start Dates July 1, 2020	Anticipated End Dates June 30, 2021
Amount of Request \$6,000	Registered on SAM.gov? (all applicants must be registered here to receive federal funding)
Please Identify the Type of Organization Applying for Funds (Note: More than one may apply) <input type="checkbox"/> 501(c)3 <input type="checkbox"/> For-profit authorized under 570.201(o) <input type="checkbox"/> Faith-based Organization <input checked="" type="checkbox"/> Unit of Government <input type="checkbox"/> Institution of Higher Education	
Determining Eligibility This project/activity must meet ONE of the HUD National Objectives listed below. Please check ONE box below.	
<input type="checkbox"/> Low/Moderate Income Area Benefit (LMA): the project/activity meets the needs of persons residing in an area where at least 33.33% of the residents make a low- or moderate-income. Please refer to the PROJECT/ACTIVITY SERVICE AREA map on page 6 in part I, to determine if your activity is located within an eligible area.	
<div style="border: 1px solid black; height: 20px; width: 100%; margin-top: 10px;"></div> Census Tract and Block:	
<input checked="" type="checkbox"/> Low/Moderate Limited Clientele (LMC): the activity benefits a group of persons (rather than residents in a particular area) 51% of whom themselves or their family make a low- or moderate-income. The following groups are presumed to be eligible: abused children, battered spouses, elderly persons, adults meeting the Bureau of Census' Current Population Reports definition of "severely disabled", homeless persons, illiterate adults and persons living with AIDS.	
<input type="checkbox"/> Low/Moderate Housing (LMH): The project will provide or improve permanent residential structures which, upon completion, will be occupied by households that make a low- or moderate-income. This includes but is not limited to acquisition or rehabilitation. Housing can be either owner or renter occupied units in one family or multi-family structures.	
<input type="checkbox"/> Slum or Blighted Area (SBA): the project is in a designated slum/blighted area as defined under State or local law and will address conditions that qualified the area as slum or blighted.	
<input type="checkbox"/> Spot Blight (SBS): the project will prevent or eliminate specific conditions of blight or physical decay outside a slum area. Activities are limited to clearance, historic preservation, rehabilitation of buildings, but only to the extent necessary to eliminate conditions detrimental to public health and safety.	
Does your program benefit any of the following? <input type="checkbox"/> Abused children <input checked="" type="checkbox"/> Elderly persons (age 62 and older) <input type="checkbox"/> Battered spouses <input type="checkbox"/> Homeless persons <input type="checkbox"/> Severely disabled adults (as defined by Bureau of Census*) <input type="checkbox"/> Illiterate adults <input type="checkbox"/> Persons living with AIDS <input type="checkbox"/> Migrant farm workers <input type="checkbox"/> Other (please specify):	DUNS #: (Note: All entities receiving federal assistance are required to have a DUNS #) 073802126

II. General Description

1. Brief Project Description (please avoid using abbreviations)

The Arlington Council on Aging and Cooperative Elder Services collaborate to identify older adults and families that can benefit from day programs. Education is constant and ongoing. Adult Day Health services provided by Cooperative Elder Services, Inc. provides nursing and health care services, meals and other social programs for individuals with medical or cognitive challenges. Funds requested are providing a small subsidy to our low-income families, allowing them the benefit of receiving adult day health services.

2. Consolidated Plan Goals and Objectives

Previous years funding have provided 20 Arlington seniors a \$300.00 scholarship toward the daily cost of adult day health services of \$81 per day providing approximately 3 1/2 days of care. Currently Cooperative Elder Services, Inc. serves 42 Arlington residents, providing 5,000 units of service. Research has demonstrated the effectiveness of adult day health programs in meeting the specific needs of seniors with chronic medical conditions. Moreover, these programs allow families to remain intact, living at home longer and postponing the need for long term care.

3. Geographic Distribution of Activities: (Town wide, or Census Tract)

The target participation group are older adults in Arlington, MA. Cooperative Elder Services, Inc. reports that 70% of the individuals attending the Arlington program are classified as low-income (\$24,000 or less annually). Providing quality of care for loved ones, while keeping them home and in the community has a significant financial impact on these families.

III. Attachments

The following attachments must accompany this proposal:

- 501(c)(3) Letter of Tax Determination Status from the Internal Revenue Service (IRS)
- One (1) copy of agency's most recent financial audit
- One (1) copy; MA Certificate of Good Standing

Collaborative Partners: If this application is being submitted on behalf of a collaborative please identify all partnering agencies.

1. Cooperative Elder Services, Inc. is the only provider of Adult Day Health services in Arlington.
2. BrightView of Arlington provides the space and funding for a Memory Cafe. Memory Cafe's are specific programming to be inclusive of caregiver, and one who has cognitive decline.
3. The Arlington Council on Aging hosts a monthly Caregiver support group.

Project Narrative

Based on the evaluation criteria identified, use the space provided to answer each prompt

1. a) **Community Need:** Please discuss the community need that will be addressed through your proposed project, and your familiarity with said community need. Project goals should be consistent with the Priority Need categories identified in the 5-Year Consolidated Plan.

Nearly 60% of caregivers in Arlington experience the financial impact of providing quality care for a loved one. In some instances, caregivers are forced to leave their jobs, resulting in significant financial loss to care for a family member. We intend to reduce the impact of aging and chronic conditions on individuals and their families by utilizing opportunities to reach more Arlington seniors, provide a scholarship for families, and enhance the relationship between Arlington seniors who benefit from adult day health services with the Council on Aging.

1. b) Will all clients be residents of Arlington? If not, please provide a percentage of non-Arlington residents.

All scholarship recipients will be residents of Arlington.

2. **Resources & Capacity:** Please discuss the staff and resources that will be used to execute the proposed project, familiarity with the community need and how said need/population will be contacted & engaged.

The COA meets with Cooperative Elder Services, Inc. once a year to discuss the use of the CDBG funding and reviews each invoice submitted for services of Arlington residents prior to submitting it to the grant administrator. Additionally, the Council on Aging has 2 licensed Social Workers who regularly educate and refer Arlington residents to Cooperative Elder Services, Inc.

Cooperative Elder Services, Inc. is the primary source of subsidy recipient and submits the client beneficiary from with the invoice for payment.

3. Encouraging Partnerships: Does the proposed project involve new or existing partnerships with other service providers in the community? Please Explain.

Cooperative Elder Services Inc. is the sole provider in the area. The COA works exclusively with them for this project.

4. Cost Benefit: Describe how the overall cost of your proposed project relates to the outputs or outcomes of the project. For example, divide the funding request by the estimated number of people served by this program:
 $\$10,000 \text{ funding request} / 100 \text{ people served} = \$100/\text{person}.$

Grant funds will not be allocated for Council on Aging staff or administrative staff at Cooperative Elder Services, Inc. All funds will go directly for benefit of the Arlington senior to pay for services he/she receives. $\$6,000 \text{ requested} / 20 \text{ older adults served} = \$300/\text{person}.$

5. Leveraged Funds: Has the organization secured additional funding sources or in-kind support to cover the proposed project?

Arlington Council on Aging staff support this project to meet the gap of needs required outside of the grant funding provided.

6. Self Sufficiency: Will the proposed project be self-sufficient and no longer require CDBG funding after one year? After a few years?

This program will not be self sustainable without the assistance of CDBG funding. Adult Day Health services are cost prohibitive for many. For those who qualify for Mass Health, may receive a specified amount of services. While long-term care insurance may cover adult day health it is an expensive option for many to pursue.

7. New Public Services Program: Is the proposed project offering a new service and is it available from any other providers in the community?

This proposed services has been in place thanks to past CDBG funding. Cooperative Elder services has been in business for over 40 years.

Additional Comments: If necessary, use this space to include additional project information not covered in the categories above.

Budget Description

Please provide a budget for the proposed project. Include all proposed expenses & funding sources. Grant recipients & the Town will have an opportunity to create a more detailed budget upon notification of the project's acceptance.

A. Non-Construction Projects/Activities (Public Services)

Description	A	B	A+B
	CDBG Funds Requested	Other Funding*	Total Proposed Budget
Office Supplies			
Utilities			
Repairs/Maintenance			
Travel			
Salaries (List relevant positions)			
Adult Day Scholarships for Cooperative Elder Services	\$6,000.00		\$6,000.00
Other:			\$6,000.00
TOTAL PROPOSED BUDGET	\$6,000.00		

B. Construction Projects (physical improvements) Note: Federal wage rates may apply for some construction projects. Applicants are strongly advised to speak with Town of Arlington staff before submitting an application for a physical project.

Description	A	B	A+B
	CDBG Funds Requested	Other Funding*	Total Proposed Budget
Construction			
Acquisition			
Appraisals			
Design			
TOTAL PROPOSED BUDGET			

**Summary of Other Funding - please indicate the amount and type of additional funding committed or pending for this project, if applicable. (Do not include CDBG amounts requested in this application)*

Funding Source		Amount	Committed or Pending
Other Federal:			
State:			
Local:			
Private:			
Other:			
Total:			

MEASURING ACCOMPLISHMENTS TABLE

PLEASE AVOID ABBREVIATIONS

NEED STATEMENT	GOAL	INPUTS	ACTIVITIES	OUTPUTS	OUTCOMES
Description of Need to be Addressed	Proposed goals to reduce extent of problems or needs	Resources to be dedicated or utilized to meet proposed goals	What the program does with the input to fulfill its mission	Direct products of program activities	ST (Short Term) LT (Long Term) Benefits that result from the program
Nearly all caregivers in Arlington experience the financial impact of providing quality care for a loved one. The Adult Day Health Program reduces the burden.	Goals include improving access to community-based care for more Arlington residents with chronic diseases, provide respite for family care givers, and give additional day of attendance/ week for current clients who benefit from greater attendance in the Adult Day Health Program.	Proposed funds will be used for direct services for older adults in Arlington. COA staff and Cooperative Elder Services Staff will identify those in need. The COA Director will monitor funds and COA Administrative staff will process all bills.	The Adult Day program is available 6 days per week, 7 hours per day. This program is considered respite care for caregivers while providing a safe and stimulating environment for the clients.	20 Arlington older adults receive a \$300.00 benefit through these funds.	ST: Continue offering the benefit of scholarships for adult day health programs to 20 older adults in Arlington annually. LT: Increase number of participants in the Adult Day Health Program. Increase number of attendance days for clients with acute medical conditions. Provide quality respite for caregivers. Delay the need for long-term care.

Nationally Reportable Outputs

Please indicate the number of outputs expected

Businesses Assisted		Persons Served	20
Households Assisted		Jobs Created	

TOWN OF ARLINGTON
COMMUNITY DEVELOPMENT BLOCK GRANT
FUNDING APPLICATION
FISCAL YEAR 2020-2021

Agency & Project Summary Information	
I. Contact Information (If application is completed by a Collaborative, provide the contact information for the lead entity only)	
Agency/Organization Arlington Council on Aging	Project Name Council on Aging Transportation Program
Contact Kristine Shah	Title Acting Director
Mailing Address 27 Maple Street, Arlington, MA 02476	Project Location 27 Maple Street, Arlington, MA 02476
Email kshah@town.arlington.ma.us	Phone 781-316-3401
Anticipated Start Dates July 1, 2020	Anticipated End Dates June 30, 2021
Amount of Request \$36,500.00	Registered on SAM.gov? (all applicants must be registered here to receive federal funding)
Please Identify the Type of Organization Applying for Funds <i>(Note: More than one may apply)</i> <input type="checkbox"/> 501(c)3 <input type="checkbox"/> For-profit authorized under 570.201(o) <input type="checkbox"/> Faith-based Organization <input checked="" type="checkbox"/> Unit of Government <input type="checkbox"/> Institution of Higher Education	
Determining Eligibility This project/activity must meet ONE of the HUD National Objectives listed below. Please check ONE box below.	
<input type="checkbox"/> Low/Moderate Income Area Benefit (LMA): the project/activity meets the needs of persons residing in an area where at least 33.33% of the residents make a low- or moderate-income. Please refer to the PROJECT/ACTIVITY SERVICE AREA map on page 6 in part I, to determine if your activity is located within an eligible area.	
<div style="border: 1px solid black; height: 20px; width: 100%; margin-top: 10px;"></div> Census Tract and Block:	
<input checked="" type="checkbox"/> Low/Moderate Limited Clientele (LMC): the activity benefits a group of persons (rather than residents in a particular area) 51% of whom themselves or their family make a low- or moderate-income. The following groups are presumed to be eligible: abused children, battered spouses, elderly persons, adults meeting the Bureau of Census' Current Population Reports definition of "severely disabled", homeless persons, illiterate adults and persons living with AIDS.	
<input type="checkbox"/> Low/Moderate Housing (LMH): The project will provide or improve permanent residential structures which, upon completion, will be occupied by households that make a low- or moderate-income. This includes but is not limited to acquisition or rehabilitation. Housing can be either owner or renter occupied units in one family or multi-family structures.	
<input type="checkbox"/> Slum or Blighted Area (SBA): the project is in a designated slum/blighted area as defined under State or local law and will address conditions that qualified the area as slum or blighted.	
<input type="checkbox"/> Spot Blight (SBS): the project will prevent or eliminate specific conditions of blight or physical decay outside a slum area. Activities are limited to clearance, historic preservation, rehabilitation of buildings, but only to the extent necessary to eliminate conditions detrimental to public health and safety.	
Does your program benefit any of the following? <input type="checkbox"/> Abused children <input checked="" type="checkbox"/> Elderly persons (age 62 and older) <input type="checkbox"/> Battered spouses <input type="checkbox"/> Homeless persons <input type="checkbox"/> Severely disabled adults (as defined by Bureau of Census*) <input type="checkbox"/> Illiterate adults <input type="checkbox"/> Persons living with AIDS <input type="checkbox"/> Migrant farm workers <input type="checkbox"/> Other (please specify):	DUNS #: (Note: All entities receiving federal assistance are required to have a DUNS #) 073802126

II. General Description

1. Brief Project Description (please avoid using abbreviations)

The Council on Aging's Transportation program is one of the most utilized and relied-upon programs run by the department. Transportation services on the COA vans include rides around town to medical appointments, grocery shopping (both in-town and outside of Arlington for low cost alternatives at Market Basket), personal hygiene appointments, social visits and rides to and from the Senior Center. Senior Center rides help people get to meet with their social workers, the COA Nurse, have lunch with peers at the Minuteman Meals Site or attend an exercise programs or enrichment activity. Older adults who utilize rides for these services are able to be more independent and not isolated in their homes. In addition to the two handicap accessible lift-equipped vans that run each day, the transportation program also includes a subsidized taxi service called Dial a Ride, a volunteer led medical escort driving program for appointments outside of Arlington and Uber rides to medical appointments. The COA Transportation department also provides referrals and assistance when partner organizations such as MBTA or MassDot can be helpful to an Arlington resident. We host an annual MBTA CharlieCard registration event and information on the MBTA Ride service frequently.

2. Consolidated Plan Goals and Objectives

Goals include utilizing the Transportation Department's aforementioned services to remove barriers, allowing access to health care and maintain a health status. In addition to supporting social interactions and intellectual growth, transportation is provided to the Arlington Senior Center so older adults have access to meals, programs, and services sponsored by the Council on Aging. Recognizing that transportation for older adults is becoming increasingly difficult for the population, COA staff is a part of regional and town-wide committees to ensure that the needs of our seniors are considered in transportation related planning in all aspects.

3. Geographic Distribution of Activities: (Town wide, or Census Tract)

COA transportation is available to Arlington residents age 60+. All programs and activities the transportation department serves are within Arlington with the exception of medical appointments. Medical appointment requests are accommodated for Arlington residents to locations through out the greater Boston region thanks to our pool of volunteer medical escort drivers. Uber rides are scheduled for seniors when a volunteer driver cannot be found.

III. Attachments

The following attachments must accompany this proposal:

- 501(c)(3) Letter of Tax Determination Status from the Internal Revenue Service (IRS)
- One (1) copy of agency's most recent financial audit
- One (1) copy; MA Certificate of Good Standing

Collaborative Partners: If this application is being submitted on behalf of a collaborative please identify all partnering agencies.

Our collaborative partners include:

Yellow Cab of Belmont (aka Arlington Taxi) has a contractual agreement with the Town of Arlington for the Dial A Ride Taxi Program.

Uber is used through the Uber Central Platform to transport seniors to medical appointments when a volunteer driver cannot be found.

The George & Elizabeth Sanborn Foundation works through the COA to have any cancer related medical transportation arranged for all residents in Arlington.

21 volunteers drive others medical appointments as a part of our Volunteer Medical Escort program.

Project Narrative

Based on the evaluation criteria identified, use the space provided to answer each prompt

1. a) **Community Need:** Please discuss the community need that will be addressed through your proposed project, and your familiarity with said community need. Project goals should be consistent with the Priority Need categories identified in the 5-Year Consolidated Plan.

There is a need to provide low cost and accessible transportation services to our older residents. The COA Vans operate M-F and offer rides to the Senior Center for \$1.50 each way. Other rides provided on the vans within Arlington are \$3.00 each way and out of town Medical Appointments are \$10 each way (for either a volunteer medical escort ride or Uber ride). The dial a ride taxi program offers transportation services 7 days a week between 9am-4pm for rides in Arlington at the cost of \$5.00. Additionally, due to overwhelming demand, the van also offers rides to Arlington Eats Market on Wednesdays, Market Basket in Burlington on Tuesdays, holiday shopping trips to Target in Watertown and also trips to the Burlington Mall for a weekly winter mall walking program.

Transportation is one of the key services that the COA offers. Keeping seniors on the move is a main goal. The organization utilizes paid staff and volunteers to schedule rides, sell tickets and taxi vouchers and data entry activities that support the programs.

1. b) Will all clients be residents of Arlington? If not, please provide a percentage of non-Arlington residents.

100% of clients are residents of Arlington.

2. **Resources & Capacity:** Please discuss the staff and resources that will be used to execute the proposed project, familiarity with the community need and how said need/population will be contacted & engaged.

The Council on Aging continuously looks to expand communication and engagement efforts with older residents of Arlington to assure they are aware and involved with our services if they choose. Communications around our transportation services are ongoing and include a section in the COA monthly newsletter, ad panels on the sides of COA vans, announcements in The Advocate, ACMI publicity and information posted on town social media. A brochure on our transportation services is also included in our newly popular "welcome packet" which we distribute to new visitors who call or walk-in our offices. We also complete special projects when we are sharing new transportation news, such as a door hanger distribution that we did through volunteers to all 5 senior housing apartments within Arlington in 2019, spreading the word to almost 700 older adults.

3. Encouraging Partnerships: Does the proposed project involve new or existing partnerships with other service providers in the community? Please Explain.

In an effort to assist more residents with transportation to medical appointments, the COA launched a new pilot program with Uber in 2018. This arrangement allows us to schedule and view Uber rides for Arlington residents even if the resident does not have a smart phone. Uber rides help us fill the gap when there are medical rides needed but all volunteer medical escorts are unavailable. Uber offers both standard and wheelchair accessible vehicles in Arlington.

The COA partners with the MBTA to host Senior Charlie Card registration events at the Senior Center annually.

Through a grant from the George & Elizabeth Sanborn Foundation, the COA Transportation program provides administrative support and schedules rides for cancer patients to their treatments and medical appointments.

Realizing that partnering with neighboring communities is essential to growing transportation services, COA staff attend regional task force meetings and collaborate with colleagues from Burlington, Lexington, Watertown, Concord and Bedford regularly. The goals of this task force include joining forces and working together through already established programs to grow and connect transportation services.

4. Cost Benefit: Describe how the overall cost of your proposed project relates to the outputs or outcomes of the project. For example, divide the funding request by the estimated number of people served by this program:
 $\$10,000 \text{ funding request} / 100 \text{ people served} = \$100/\text{person}.$

It is extremely difficult to operate an enterprise fund for low cost senior transportation without financial assistance from grants or donations. The cost benefit is great; reducing isolation, frailty, and depression are valuable components to an older adult's health and providing transportation services to help them go about their lives as independently as possible is crucial.

5. Leveraged Funds: Has the organization secured additional funding sources or in-kind support to cover the proposed project?

The COA Transportation program is supported by staff who are funded by the municipality and small amount of funds from the Formula Allocation through the Executive Office of Elder Affairs.

6. Self Sufficiency: Will the proposed project be self-sufficient and no longer require CDBG funding after one year? After a few years?

The COA Transportation program is dependent on CDBG funds.

7. New Public Services Program: Is the proposed project offering a new service and is it available from any other providers in the community?

This is not a new service and there are no other town providers in Arlington that provide low cost senior transportation. In fact, many other organizations have cut back on senior transportation which has put a greater demand on our services (for example, Armstrong Ambulance no longer provides private address chair-car services for medical appointments).

Additional Comments: If necessary, use this space to include additional project information not covered in the categories above.

The purchase of our COA Vans are supported by a MassDOT grant. Our current vans that are on the road were purchased through grants in 2013 and 2018.

Budget Description

Please provide a budget for the proposed project. Include all proposed expenses & funding sources. Grant recipients & the Town will have an opportunity to create a more detailed budget upon notification of the project's acceptance.

A. Non-Construction Projects/Activities (Public Services)

Description	A	B	A+B
	CDBG Funds Requested	Other Funding*	Total Proposed Budget
Office Supplies			
Utilities			
Repairs/Maintenance			
Travel			
Salaries (List relevant positions)			
Drivers, Info & Referral	\$36,500		
Other:		\$103,453	
TOTAL PROPOSED BUDGET	\$36,500	\$103,453	\$139,953

B. Construction Projects (physical improvements) Note: Federal wage rates may apply for some construction projects. Applicants are strongly advised to speak with Town of Arlington staff before submitting an application for a physical project.

Description	A	B	A+B
	CDBG Funds Requested	Other Funding*	Total Proposed Budget
Construction			
Acquisition			
Appraisals			
Design			
TOTAL PROPOSED BUDGET			

**Summary of Other Funding - please indicate the amount and type of additional funding committed or pending for this project, if applicable. (Do not include CDBG amounts requested in this application)*

Funding Source		Amount	Committed or Pending
Other Federal:			
State:			
Local:	Municipal/reserve	\$65,053	pending
Private:	Symmes, COA Fundraising	\$21,000	pending
Other:	User Fees	\$17,400	pending
Total:		\$139,953	

MEASURING ACCOMPLISHMENTS TABLE
PLEASE AVOID ABBREVIATIONS

NEED STATEMENT	GOAL	INPUTS	ACTIVITIES	OUTPUTS	OUTCOMES
Description of Need to be Addressed	Proposed goals to reduce extent of problems or needs	Resources to be dedicated or utilized to meet proposed goals	What the program does with the input to fulfill its mission	Direct products of program activities	ST (Short Term) LT (Long Term) Benefits that result from the program
Provide a variety of low cost transportation options to Arlington Seniors	Transportation removes obstacles to healthcare access and to community connections. The goal is to reduce isolation, frailty and depression. Affordable transportation access for all leads to an Age Friendly Community.	Existign staff including Transportation Coordinator, along with volunteers, will aide in service implementation and delivery.	COA transportation operates 5 days a week, with the exception of our dial a ride taxi program which operates 7 days per week. COA Vans are equipped for wheelchair users.	There are 284 unique riders with over 8,262 rides per year.	ST: Maintain the integrity of the transportation program, offering a variety of low-cost transportation services. Continue filling the gaps of medical rides needed with Uber and continue to grow our pool of volunteer medical escorts. LT: Implement cross-town transportation pilots with immediate neighbors to broaden the scope of our transportation services to neighboring communities.

Nationally Reportable Outputs

Please indicate the number of outputs expected

Businesses Assisted		Persons Served	284
Households Assisted		Jobs Created	

TOWN OF ARLINGTON
COMMUNITY DEVELOPMENT BLOCK GRANT
FUNDING APPLICATION
FISCAL YEAR 2020-2021

Agency & Project Summary Information	
I. Contact Information (If application is completed by a Collaborative, provide the contact information for the lead entity only)	
Agency/Organization Arlington Council on Aging	Project Name Volunteer Coordinator
Contact Kristine Shah	Title Acting Director
Mailing Address 27 Maple Street Arlington, MA 02476	Project Location 27 Maple Street Arlington, MA 02476
Email kshah@town.arlington.ma.us	Phone 781-316-3401
Anticipated Start Dates July 1, 2020	Anticipated End Dates June 30, 2021
Amount of Request \$53,800	Registered on SAM.gov? (all applicants must be registered here to receive federal funding)
Please Identify the Type of Organization Applying for Funds (Note: More than one may apply) <input type="checkbox"/> 501(c)3 <input type="checkbox"/> For-profit authorized under 570.201(o) <input type="checkbox"/> Faith-based Organization <input checked="" type="checkbox"/> Unit of Government <input type="checkbox"/> Institution of Higher Education	
Determining Eligibility This project/activity must meet ONE of the HUD National Objectives listed below. Please check ONE box below.	
<input type="checkbox"/> Low/Moderate Income Area Benefit (LMA): the project/activity meets the needs of persons residing in an area where at least 33.33% of the residents make a low- or moderate-income. Please refer to the PROJECT/ACTIVITY SERVICE AREA map on page 6 in part I, to determine if your activity is located within an eligible area.	
<div style="border: 1px solid black; height: 20px; width: 100%; margin-top: 10px;"></div> Census Tract and Block:	
<input checked="" type="checkbox"/> Low/Moderate Limited Clientele (LMC): the activity benefits a group of persons (rather than residents in a particular area) 51% of whom themselves or their family make a low- or moderate-income. The following groups are presumed to be eligible: abused children, battered spouses, elderly persons, adults meeting the Bureau of Census' Current Population Reports definition of "severely disabled", homeless persons, illiterate adults and persons living with AIDS.	
<input type="checkbox"/> Low/Moderate Housing (LMH): The project will provide or improve permanent residential structures which, upon completion, will be occupied by households that make a low- or moderate-income. This includes but is not limited to acquisition or rehabilitation. Housing can be either owner or renter occupied units in one family or multi-family structures.	
<input type="checkbox"/> Slum or Blighted Area (SBA): the project is in a designated slum/blighted area as defined under State or local law and will address conditions that qualified the area as slum or blighted.	
<input type="checkbox"/> Spot Blight (SBS): the project will prevent or eliminate specific conditions of blight or physical decay outside a slum area. Activities are limited to clearance, historic preservation, rehabilitation of buildings, but only to the extent necessary to eliminate conditions detrimental to public health and safety.	
Does your program benefit any of the following? <input type="checkbox"/> Abused children <input checked="" type="checkbox"/> Elderly persons (age 62 and older) <input type="checkbox"/> Battered spouses <input type="checkbox"/> Homeless persons <input type="checkbox"/> Severely disabled adults (as defined by Bureau of Census*) <input type="checkbox"/> Illiterate adults <input type="checkbox"/> Persons living with AIDS <input type="checkbox"/> Migrant farm workers <input type="checkbox"/> Other (please specify):	DUNS #: (Note: All entities receiving federal assistance are required to have a DUNS #) 073802126

II. General Description

1. Brief Project Description (please avoid using abbreviations)

In 1990, the Selectboard established the Volunteer Coordinator and Transportation Supervisor role, a traditionally grant funded position. This role serves to supervise and coordinate volunteers as well as manage the van and transportation programs and is essential to the Council on Aging's mission to engage older residents in community participation. This position currently oversees over 200 volunteers annually who participate in a variety of projects, programs and activities. These volunteers include the 20 volunteers that are part of the tax work off abatement program and 5 volunteers that are a part of the Harry Barber volunteer program. These volunteers also include 21 medical escort drivers, 10 volunteer nurses, 10 friendly visitors, 50 Thanksgiving meal delivery volunteers, 20 Warm Wishes holiday gift bag volunteers and dozens of program and activity volunteers. They also include volunteers in the COA office that assist with data entry, front desk coverage and various administrative tasks. The Volunteer/Transportation Coordinator is ultimately responsible for ensuring smooth service delivery in transportation programs and a positive and fulfilling experience for COA volunteers.

2. Consolidated Plan Goals and Objectives

The Volunteer Coordinator seeks to engage older residents of Arlington and recruit volunteers. Volunteering encourages civic engagement and volunteer hours fill the gap where budgets end and the need for services exist. Through the transportation program, older adults will be able to access the community center, attend social programming, tend to their medical and personal needs, and participate in civic engagement, which is necessary to healthy aging in place.

3. Geographic Distribution of Activities: (Town wide, or Census Tract)

All volunteer activities will be located in Arlington, MA.

III. Attachments

The following attachments must accompany this proposal:

- 501(c)(3) Letter of Tax Determination Status from the Internal Revenue Service (IRS)
- One (1) copy of agency's most recent financial audit
- One (1) copy; MA Certificate of Good Standing

Collaborative Partners: If this application is being submitted on behalf of a collaborative please identify all partnering agencies.

The COA consistently collaborates with other partners and agencies in town regarding volunteer projects, programs and activities.

Project Narrative

Based on the evaluation criteria identified, use the space provided to answer each prompt

1. a) **Community Need:** Please discuss the community need that will be addressed through your proposed project, and your familiarity with said community need. Project goals should be consistent with the Priority Need categories identified in the 5-Year Consolidated Plan.

As an official Age Friendly Community, Arlington continues to explore and develop engagement opportunities for our older community members. The Volunteer Coordinator position provides management in keeping the resident active and involved in the community. Volunteering includes promoting the vitality of the older adult and decreases ageism by actively engaging the older adult in the community. Many of our current volunteers are retired from the workforce and enjoy staying involved in the community they live in. The coordinator is vital to maintaining the effective and structured volunteer program. This program is a mutually beneficial relationship for the health and well being of the senior and the Town of Arlington.

1. b) Will all clients be residents of Arlington? If not, please provide a percentage of non-Arlington residents.

The programs and activities impacted by the Volunteer Coordinator are for Arlington residents age 60 and above. Individuals who volunteer for the Council on Aging are Arlington residents of all ages, however, the vast majority of our regular volunteer base are over age 60 themselves.

2. **Resources & Capacity:** Please discuss the staff and resources that will be used to execute the proposed project, familiarity with the community need and how said need/population will be contacted & engaged.

The Volunteer Coordinator works very closely with the Arlington community as a whole. They contact and engage potential and current volunteers personally and directly, but also through our COA monthly newsletter, flyers, informational sessions, local newspapers and online websites. The Volunteer Coordinator works through Give Back Time to recruit and provide feedback on Arlington High School volunteers and also works directly with the AHS Guidance Department regarding student intern volunteers. The Volunteer Coordinator works closely with all tax work off program participants and places them in volunteer roles within the COA and other departments around Arlington.

3. Encouraging Partnerships: Does the proposed project involve new or existing partnerships with other service providers in the community? Please Explain.

By virtue of cultivating volunteers, the role of the Volunteer Coordinator is to develop and maintain partnerships through out the community in a variety of ways. The level of involvement and programming provides an excellent platform to accomplish the development of long term partners such as the Retired Men's Club, The Free Masons, local Girl Scout troops, Arlington Recreation and Arlington Public Schools.

4. Cost Benefit: Describe how the overall cost of your proposed project relates to the outputs or outcomes of the project. For example, divide the funding request by the estimated number of people served by this program:
 $\$10,000 \text{ funding request} / 100 \text{ people served} = \$100/\text{person}$.

The Volunteer Coordinator position is vital in fulfilling the mission of the COA. Dedicated management and oversight of the 200+ volunteers that help serve the older adults in Arlington is what allows the program grow and allows us to run so many volunteer driven events, programs and activities. It goes without saying that the work that the volunteers accomplish would be extremely expensive for the Town of Arlington if our volunteers were paid staff. The Volunteer Coordinator position allows for necessary work to get done by very capable and talented individuals at a low cost.

5. Leveraged Funds: Has the organization secured additional funding sources or in-kind support to cover the proposed project?

Historically, this role has been complimented by other staff within the Council on Aging and this will not change. The COA Program Coordinator, Social Workers, Nurse, Director and administrative staff all support the parts of this role that funding does not cover.

6. Self Sufficiency: Will the proposed project be self-sufficient and no longer require CDBG funding after one year? After a few years?

The Council on Aging will continue to need future funding for the Volunteer Coordinator role.

7. New Public Services Program: Is the proposed project offering a new service and is it available from any other providers in the community?

The Volunteer Coordinator position has been in place since 1990 and is not available from any other providers in the community.

Additional Comments: If necessary, use this space to include additional project information not covered in the categories above.

Budget Description

Please provide a budget for the proposed project. Include all proposed expenses & funding sources. Grant recipients & the Town will have an opportunity to create a more detailed budget upon notification of the project's acceptance.

A. Non-Construction Projects/Activities (Public Services)

Description	A	B	A+B
	CDBG Funds Requested	Other Funding*	Total Proposed Budget
Office Supplies			
Utilities			
Repairs/Maintenance			
Travel			
Salaries (List relevant positions)			
Volunteer/Transportation Coordinator	\$53,800	0	\$53,800
Other:			\$53,800
TOTAL PROPOSED BUDGET	\$53,800		

B. Construction Projects (physical improvements) Note: Federal wage rates may apply for some construction projects. Applicants are strongly advised to speak with Town of Arlington staff before submitting an application for a physical project.

Description	A	B	A+B
	CDBG Funds Requested	Other Funding*	Total Proposed Budget
Construction			
Acquisition			
Appraisals			
Design			
TOTAL PROPOSED BUDGET			

**Summary of Other Funding - please indicate the amount and type of additional funding committed or pending for this project, if applicable. (Do not include CDBG amounts requested in this application)*

Funding Source	Amount	Committed or Pending
Other Federal:		
State:		
Local:		
Private:		
Other:		
Total:		

MEASURING ACCOMPLISHMENTS TABLE

PLEASE AVOID ABBREVIATIONS

NEED STATEMENT	GOAL	INPUTS	ACTIVITIES	OUTPUTS	OUTCOMES
Description of Need to be Addressed	Proposed goals to reduce extent of problems or needs	Resources to be dedicated or utilized to meet proposed goals	What the program does with the input to fulfill its mission	Direct products of program activities	ST (Short Term) LT (Long Term) Benefits that result from the program
The Volunteer Coordinator position allows a structured framework for engagement of interested older adults in Arlington. Volunteering within the COA allows residents to provide crucial services and programs to the residents we serve and allows excellent services to take place at a lower cost.	Goals include engaging individuals around Arlington in civic engagement opportunities.	Current volunteers and staff are already in place to support this Volunteer Coordinator position. A focus on keeping Arlington "age friendly" allows the Volunteer Coordinator position to thrive and grow their impact.	This role manages 270 volunteers who contribute to the 85+ programs and events hosted by the Council on Aging. Additionally, this role coordinates the Senior Tax Work Off and Harry Barber programs.	Volunteer opportunities allows for older adults to engage in their community, reduces isolation, frailty and depression. Volunteering also provides visibility and access for residents and increases awareness of food insecurity programs and other services and benefits that the COA provides residents age 60+. The programs and activities that these volunteers engage in reach over 5,000 participants per year.	ST: Maintain the integrity of the program while sustaining and cultivating current volunteers with-in the program. The renovation of the Senior Center in to the Arlington Community Center in 2020 will require the help of new off-site volunteers to help keep our programs and activities running during the construction period. LT: Recruit and cultivate new volunteer relationships to help COA programs and activities grow and meet the needs of the residents of Arlington.

Nationally Reportable Outputs

Please indicate the number of outputs expected

Businesses Assisted		Persons Served	270
Households Assisted		Jobs Created	

TOWN OF ARLINGTON
COMMUNITY DEVELOPMENT BLOCK GRANT
FUNDING APPLICATION
FISCAL YEAR 2020-2021

Agency & Project Summary Information	
I. Contact Information (If application is completed by a Collaborative, provide the contact information for the lead entity only)	
Agency/Organization Fidelity House	Project Name Jobs Jobs Jobs
Contact Lisa Urben	Title Youth Program Director
Mailing Address 25 Medford St, Arlington, MA 02474	Project Location Fidelity House, Fidelity House Day Camp
Email fidelityhouseordir@hotmail.com	Phone 781-648-2005
Anticipated Start Dates July, 2020	Anticipated End Dates June, 2021 yes, registered on SAM.gov
Amount of Request \$5000.00	Registered on SAM.gov? (all applicants must be registered here to receive federal funding)
Please Identify the Type of Organization Applying for Funds (<i>Note: More than one may apply</i>) <div style="display: flex; justify-content: space-between;"> <input checked="" type="checkbox"/> 501(c)3 <input type="checkbox"/> For-profit authorized <input type="checkbox"/> Faith-based <input type="checkbox"/> Unit of Government <input type="checkbox"/> Institution of Higher Education </div> <div style="display: flex; justify-content: space-between;"> under 570.201(o) Organization </div>	
Determining Eligibility This project/activity must meet ONE of the HUD National Objectives listed below. Please check ONE box below.	
<input type="checkbox"/> Low/Moderate Income Area Benefit (LMA): the project/activity meets the needs of persons residing in an area where at least 33.33% of the residents make a low- or moderate-income. Please refer to the PROJECT/ACTIVITY SERVICE AREA map on page 6 in part I, to determine if your activity is located within an eligible area.	
<div style="border: 1px solid black; padding: 5px;">Census Tract and Block:</div>	
<input checked="" type="checkbox"/> Low/Moderate Limited Clientele (LMC): the activity benefits a group of persons (rather than residents in a particular area) 51% of whom themselves or their family make a low- or moderate-income. The following groups are presumed to be eligible: abused children, battered spouses, elderly persons, adults meeting the Bureau of Census' Current Population Reports definition of "severely disabled", homeless persons, illiterate adults and persons living with AIDS.	
<input type="checkbox"/> Low/Moderate Housing (LMH): The project will provide or improve permanent residential structures which, upon completion, will be occupied by households that make a low- or moderate-income. This includes but is not limited to acquisition or rehabilitation. Housing can be either owner or renter occupied units in one family or multi-family structures.	
<input type="checkbox"/> Slum or Blighted Area (SBA): the project is in a designated slum/blighted area as defined under State or local law and will address conditions that qualified the area as slum or blighted.	
<input type="checkbox"/> Spot Blight (SBS): the project will prevent or eliminate specific conditions of blight or physical decay outside a slum area. Activities are limited to clearance, historic preservation, rehabilitation of buildings, but only to the extent necessary to eliminate conditions detrimental to public health and safety.	
Does your program benefit any of the following? <div style="list-style-type: none; padding-left: 0;"> <input type="checkbox"/> Abused children <input type="checkbox"/> Elderly persons (age 62 and older) <input type="checkbox"/> Battered spouses <input type="checkbox"/> Homeless persons <input type="checkbox"/> Severely disabled adults (as defined by Bureau of Census*) <input type="checkbox"/> Illiterate adults <input type="checkbox"/> Persons living with AIDS <input type="checkbox"/> Migrant farm workers <input checked="" type="checkbox"/> Other (please specify): </div>	DUNS #: (Note: All entities receiving federal assistance are required to have a DUNS #) 159486745

II. General Description

1. Brief Project Description (please avoid using abbreviations)
Fidelity House offers child care job training and employment for teens from low to moderate family income levels.

2. Consolidated Plan Goals and Objectives
This program addresses the Arlington Consolidated Plan for ECONOMIC DEVELOPMENT objectives- Improve economic opportunities for low-income persons- Creating local employment opportunities

3. Geographic Distribution of Activities: (Town wide, or Census Tract)
Town wide

III. Attachments

The following attachments must accompany this proposal:

- 501(c)(3) Letter of Tax Determination Status from the Internal Revenue Service (IRS)
- One (1) copy of agency's most recent financial audit
- One (1) copy; MA Certificate of Good Standing

Collaborative Partners: If this application is being submitted on behalf of a collaborative please identify all partnering agencies.

The Arlington Boys & Girls Club participate in the Jobs, Jobs, Jobs program and each agency submits individual requests to use for the funding for teen employment at each facility.

Project Narrative

Based on the evaluation criteria identified, use the space provided to answer each prompt

1. a) **Community Need:** Please discuss the community need that will be addressed through your proposed project, and your familiarity with said community need. Project goals should be consistent with the Priority Need categories identified in the 5-Year Consolidated Plan.

This jobs, jobs, jobs program insures opportunities for teens from low - moderate income families that will benefit the

1. b) Will all clients be residents of Arlington? If not, please provide a percentage of non-Arlington residents.

All are Arlington residents.

2. **Resources & Capacity:** Please discuss the staff and resources that will be used to execute the proposed project, familiarity with the community need and how said need/population will be contacted & engaged.

Applications to apply for a job are given to all local high schools, at camp meetings held at Menotomy Manor, available at Fidelity House and alerted through newsletter distributions. All the resources are used to subsidize the low-moderate income youth's childcare employment and training.

3. Encouraging Partnerships: Does the proposed project involve new or existing partnerships with other service providers in the community? Please Explain.

The jobs, jobs, jobs program offers youth the chance to work locally at Fidelity House & the Arlington Boys & Girls Club.

4. Cost Benefit: Describe how the overall cost of your proposed project relates to the outputs or outcomes of the project. For example, divide the funding request by the estimated number of people served by this program:
\$10,000 funding request /100 people served= \$100/person.

\$5000 funding request/5 youth served = \$1000/high schooler.

5. Leveraged Funds: Has the organization secured additional funding sources or in-kind support to cover the proposed project?

n/a

6. Self Sufficiency: Will the proposed project be self-sufficient and no longer require CDBG funding after one year? After a few years?

Fidelity House is a non-profit youth center and would need to consider volunteer opportunities only as an option.

7. New Public Services Program: Is the proposed project offering a new service and is it available from any other providers in the community?

Fidelity House & the Arlington Boys & Girls Club collaborate with this program.

Additional Comments: If necessary, use this space to include additional project information not covered in the categories above.

Budget Description

Please provide a budget for the proposed project. Include all proposed expenses & funding sources. Grant recipients & the Town will have an opportunity to create a more detailed budget upon notification of the project's acceptance.

A. Non-Construction Projects/Activities (Public Services)

Description	A	B	A+B
	CDBG Funds Requested	Other Funding*	Total Proposed Budget
Office Supplies			
Utilities			
Repairs/Maintenance			
Travel			
Salaries (List relevant positions)	\$5,000.00		\$5,000.00
Other:			\$5,000.00
TOTAL PROPOSED BUDGET	\$5,000.00		

B. Construction Projects (physical improvements) Note: Federal wage rates may apply for some construction projects. Applicants are strongly advised to speak with Town of Arlington staff before submitting an application for a physical project.

Description	A	B	A+B
	CDBG Funds Requested	Other Funding*	Total Proposed Budget
Construction			
Acquisition			
Appraisals			
Design			
TOTAL PROPOSED BUDGET			

**Summary of Other Funding - please indicate the amount and type of additional funding committed or pending for this project, if applicable. (Do not include CDBG amounts requested in this application)*

Funding Source		Amount	Committed or Pending
Other Federal:			
State:			
Local:			
Private:			
Other:			
Total:			

MEASURING ACCOMPLISHMENTS TABLE

PLEASE AVOID ABBREVIATIONS

NEED STATEMENT	GOAL	INPUTS	ACTIVITIES	OUTPUTS	OUTCOMES
Description of Need to be Addressed	Proposed goals to reduce extent of problems or needs	Resources to be dedicated or utilized to meet proposed goals	What the program does with the input to fulfill its mission	Direct products of program activities	ST (Short Term) LT (Long Term) Benefits that result from the program
Provide economic opportunities and childcare job training for teens from low to moderate family income levels.	Insure there are positions available for youth program employment for teens from low to moderate income families.	Training, child care jobs available at Fidelity House, Fidelity House Day Camp.	Train the teen to work with children, provide weekly job and supervision, provide on the job feedback to enhance performance.	5-6 youth will be able to work a season(s) and benefit from the training and experience of college age and professional staff.	ST1- Low to moderate income youth will

Nationally Reportable Outputs

Please indicate the number of outputs expected

Businesses Assisted		Persons Served	5
Households Assisted		Jobs Created	

FISCAL YEAR 2020-2021

DUNS #:

(Note: All entities receiving federal assistance are required to have a DUNS #)

159486745

II. General Description

1. Brief Project Description (please avoid using abbreviations)

Our Menotomy Manor Outreach Program originated to directly address the developmental needs of Arlington's low income youth who reside at Menotomy Manor. It is designed to offer opportunities, reduce the barriers that prevent participation (including transportation and financial barriers) and help assimilate the youth into community wide programs. The program includes: Summer Camperships and free transportation to/from Fidelity House to attend our Summer Day Camp, free memberships, transportation to and from Fidelity House, participation in and scholarships for our youth programs during the school year and an on-site program during the school year. It is a unique program in Arlington that is able to offer stability, long term benefits and has served well over 2000 children for a sustained period of time since its inception.

2. Consolidated Plan Goals and Objectives

3. Geographic Distribution of Activities: (Town wide, or Census Tract)

III. Attachments

The following attachments must accompany this proposal:

- 501(c)(3) Letter of Tax Determination Status from the Internal Revenue Service (IRS)
- One (1) copy of agency's most recent financial audit
- One (1) copy; MA Certificate of Good Standing

Collaborative Partners: If this application is being submitted on behalf of a collaborative please identify all partnering agencies.

Project Narrative

Based on the evaluation criteria identified, use the space provided to answer each prompt

1. a) **Community Need:** Please discuss the community need that will be addressed through your proposed project, and your familiarity with said community need. Project goals should be consistent with the Priority Need categories identified in the 5-Year Consolidated Plan.

The need to increase developmental skills and further the social, physical and emotional growth of individuals in the community is universal. This program insures that more youth in our community have the same opportunities for growth, regardless of transportation and financial considerations. Fidelity House has been in operation since 1955 and have been

1. b) Will all clients be residents of Arlington? If not, please provide a percentage of non-Arlington residents.

Yes, all clients are Arlington residents.

2. **Resources & Capacity:** Please discuss the staff and resources that will be used to execute the proposed project, familiarity with the community need and how said need/population will be contacted & engaged.

The Youth Program Director is responsible for overseeing the administrative, personnel, supplies and transportation needs of the Program. An adult Outreach Coordinator is responsible for handling the on-site daily requirements for the program in addition to adjunct adult/college/high school staff employed in our Summer Day Camp and school year programming. Residents are contacted through mailings, on site meetings, program visibility, local school and housing liaisons, current clientele and brochure listings.

3. Encouraging Partnerships: Does the proposed project involve new or existing partnerships with other service providers in the community? Please Explain.

Fidelity House has a good working relationship with the Arlington Housing Authority to provide the youth/family tenants programming.

4. Cost Benefit: Describe how the overall cost of your proposed project relates to the outputs or outcomes of the project. For example, divide the funding request by the estimated number of people served by this program:
 $\$10,000 \text{ funding request} / 100 \text{ people served} = \$100/\text{person}.$

This overall program offers opportunities year round and the overall cost of the program is much greater than the funding requested. The monetary benefits and allocations varies and is not aptly described with a $\$20,000 \text{ funding request} / 100 \text{ people served} = \$200/\text{person}$ model. Looking at one facet of the program, Day Camp, our goal is to offer a minimum of 2 weeks to each child which will require $\$740/\text{person}$. The cost benefit in that example is $\$20,000 / 27 \text{ children served} = \$740.74/\text{child}.$

5. Leveraged Funds: Has the organization secured additional funding sources or in-kind support to cover the proposed project?

Additional funding is provided through current fundraising endeavors, individual campership donations and United Way.

6. Self Sufficiency: Will the proposed project be self-sufficient and no longer require CDBG funding after one year? After a few years?

The CDBG funding insures we can offer the current programming. In this era where everyone is fundraising, there is limited growth potential and no revenue is generated from the program participants.

7. New Public Services Program: Is the proposed project offering a new service and is it available from any other providers in the community?

This is a unique program that incorporates transportation, financial need and location into the service need.

Additional Comments: If necessary, use this space to include additional project information not covered in the categories above.

In the summer of 2019, Fidelity House had to relocate our Day Camp to a different facility, Regis College, as our previous location, Minuteman High School in Lexington eliminated pool facilities. Our Menotomy Manor financial allocations needed to increase to insure that a similar amount of kids could continue to benefit from 2 weeks of Day Camp. Despite the much higher rental fees incurred from previous summers, we were very encouraged to see a huge increase in swimming abilities during lessons. The new pool facility offers a lot more space for beginner swimmers to learn and practice their skills which was a huge benefit for participants in this program.

Budget Description

Please provide a budget for the proposed project. Include all proposed expenses & funding sources. Grant recipients & the Town will have an opportunity to create a more detailed budget upon notification of the project's acceptance.

A. Non-Construction Projects/Activities (Public Services)

Description	A	B	A+B
	CDBG Funds Requested	Other Funding*	Total Proposed Budget
Office Supplies		\$600.00	\$600.00
Utilities			
Repairs/Maintenance		\$4500.00	\$4500.00
Travel			
Salaries (List relevant positions)		\$11,000.00	\$11,000.00
Day Camp Campership	\$20,000.00		\$20,000.00
Memberships & activity scholarship		\$6000.00	\$6000.00
Other:		\$4210.00	\$4210.00
TOTAL PROPOSED BUDGET	\$20,000.00	\$26,310.00	\$46,310.00

B. Construction Projects (physical improvements) Note: Federal wage rates may apply for some construction projects. Applicants are strongly advised to speak with Town of Arlington staff before submitting an application for a physical project.

Description	A	B	A+B
	CDBG Funds Requested	Other Funding*	Total Proposed Budget
Construction			
Acquisition			
Appraisals			
Design			
TOTAL PROPOSED BUDGET			

**Summary of Other Funding - please indicate the amount and type of additional funding committed or pending for this project, if applicable. (Do not include CDBG amounts requested in this application)*

Funding Source		Amount	Committed or Pending
Other Federal:			
State:			
Local:	\$17,310.00		
Private:	\$9000.00		
Other:			
Total:	\$26,310.00		

MEASURING ACCOMPLISHMENTS TABLE

PLEASE AVOID ABBREVIATIONS

NEED STATEMENT	GOAL	INPUTS	ACTIVITIES	OUTPUTS	OUTCOMES
Description of Need to be Addressed	Proposed goals to reduce extent of problems or needs	Resources to be dedicated or utilized to meet proposed goals	What the program does with the input to fulfill its mission	Direct products of program activities	ST (Short Term) LT (Long Term) Benefits that result from the program
The need for youth to increase developmental skills and further the social, physical and emotional growth of the individual is universal and regardless of financial considerations.	Increase both the opportunities and participation of youth that reside at Menotomy Manor, provide prevention/ intervention programming, decrease barriers to participation by providing transportation, be a consistent presence in their developmental years and offer financial assistance year round.	Staff: Youth Program Director, Outreach Coordinator plus adjunct transport/	School year- children receive free memberships, scholarships to programs and transport to and from Fidelity House weekly. Onsite program offered one time a week. Summer scholarships offered for 2+ weeks of Day Camp and transportation to/from Fidelity House given.	94% of the families/ children served in this program fall into the HUD Very Low or Low Household Income	ST1- Increase number of day camp, school year participants that

Nationally Reportable Outputs

Please indicate the number of outputs expected

Businesses Assisted		Persons Served	100
Households Assisted		Jobs Created	

TOWN OF ARLINGTON
COMMUNITY DEVELOPMENT BLOCK GRANT
FUNDING APPLICATION
FISCAL YEAR 2020-2021

Agency & Project Summary Information Arlington Recreation Scholarship	
I. Contact Information (If application is completed by a Collaborative, provide the contact information for the lead entity only)	
Agency/Organization Town of Arlington - Recreation Department	Project Name Program Scholarships
Contact Erin Campbell	Title Assistant Director of Recreation
Mailing Address 422 Summer St.	Project Location Arlington
Email ecampbell@town.arlington.ma.us	Phone 781-316-3880
Anticipated Start Dates September 2020	Anticipated End Dates April 2021
Amount of Request \$15,000	Registered on SAM.gov? (all applicants must be registered here to receive federal funding)
Please Identify the Type of Organization Applying for Funds (Note: More than one may apply) <input type="checkbox"/> 501(c)3 <input type="checkbox"/> For-profit authorized under 570.201(o) <input type="checkbox"/> Faith-based Organization <input checked="" type="checkbox"/> Unit of Government <input type="checkbox"/> Institution of Higher Education	
Determining Eligibility This project/activity must meet ONE of the HUD National Objectives listed below. Please check ONE box below.	
<input type="checkbox"/> Low/Moderate Income Area Benefit (LMA): the project/activity meets the needs of persons residing in an area where at least 33.33% of the residents make a low- or moderate-income. Please refer to the PROJECT/ACTIVITY SERVICE AREA map on page 6 in part I, to determine if your activity is located within an eligible area.	
<div style="border: 1px solid black; height: 20px; width: 60%; margin-bottom: 5px;"></div> Census Tract and Block:	
<input checked="" type="checkbox"/> Low/Moderate Limited Clientele (LMC): the activity benefits a group of persons (rather than residents in a particular area) 51% of whom themselves or their family make a low- or moderate-income. The following groups are presumed to be eligible: abused children, battered spouses, elderly persons, adults meeting the Bureau of Census' Current Population Reports definition of "severely disabled", homeless persons, illiterate adults and persons living with AIDS.	
<input type="checkbox"/> Low/Moderate Housing (LMH): The project will provide or improve permanent residential structures which, upon completion, will be occupied by households that make a low- or moderate-income. This includes but is not limited to acquisition or rehabilitation. Housing can be either owner or renter occupied units in one family or multi-family structures.	
<input type="checkbox"/> Slum or Blighted Area (SBA): the project is in a designated slum/blighted area as defined under State or local law and will address conditions that qualified the area as slum or blighted.	
<input type="checkbox"/> Spot Blight (SBS): the project will prevent or eliminate specific conditions of blight or physical decay outside a slum area. Activities are limited to clearance, historic preservation, rehabilitation of buildings, but only to the extent necessary to eliminate conditions detrimental to public health and safety.	
Does your program benefit any of the following? <input type="checkbox"/> Abused children <input type="checkbox"/> Elderly persons (age 62 and older) <input type="checkbox"/> Battered spouses <input type="checkbox"/> Homeless persons <input type="checkbox"/> Severely disabled adults (as defined by Bureau of Census*) <input type="checkbox"/> Illiterate adults <input type="checkbox"/> Persons living with AIDS <input type="checkbox"/> Migrant farm workers <input type="checkbox"/> Other (please specify):	DUNS #: (Note: All entities receiving federal assistance are required to have a DUNS #) 073802126

II. General Description

1. Brief Project Description (please avoid using abbreviations)

Scholarships for Arlington Recreation Programs. There is an annual need in town for assistance with program fees. The requests for scholarship have been growing over the last several years. Last year, the department received requests for over \$30,000 in program assistance. The department works to accomodate these requests, however, it is becoming increasingly more challenging as more families seek multiple programs throughout the year.

2. Consolidated Plan Goals and Objectives

This request meets the public services objective by providing recreational opportunities to the community. It is critical for youth to be able to socialize with their peers outside school hours, enabling them to develop lifelong skills in communication, problem solving and team building. It is a goal of our programs that youth are able to build the skills necessary for problem solving and creative thinking.

3. Geographic Distribution of Activities: (Town wide, or Census Tract)

All residents have the ability to access our programs. We look to offer our programs at different locations throughout the community. Those that have difficulty or rely on public transportation still have to opportunity to participate in recreational programming. We strategically locate our programs that are in higher demand, as field space allows. We run our after school program at the Gibbs School because the need in East Arlington for after school care is higher.

III. Attachments

The following attachments must accompany this proposal:

- 501(c)(3) Letter of Tax Determination Status from the Internal Revenue Service (IRS)
- One (1) copy of agency's most recent financial audit
- One (1) copy; MA Certificate of Good Standing

Collaborative Partners: If this application is being submitted on behalf of a collaborative please identify all partnering agencies.

Although this program is run thorough the Recreation Department, we receive support through the school department in accessing locations for us to run our indoor programming and after school activities.

Project Narrative

Based on the evaluation criteria identified, use the space provided to answer each prompt

1. a) Community Need: Please discuss the community need that will be addressed through your proposed project, and your familiarity with said community need. Project goals should be consistent with the Priority Need categories identified in the 5-Year Consolidated Plan.

There is a continued need to support families that cannot afford to send their children to recreational programs. These programs provide a high level of childcare during off school hours. Our programs are a great resource to single parents and families that require both parents to work.

1. b) Will all clients be residents of Arlington? If not, please provide a percentage of non-Arlington residents.

Yes. Even though our programs are open to individuals in surrounding communities, only Arlington residents will qualify for scholarship.

2. Resources & Capacity: Please discuss the staff and resources that will be used to execute the proposed project, familiarity with the community need and how said need/population will be contacted & engaged.

The Recreation Department Administrative Staff will manage the project. The staff has worked with a number of families over the years. We work with my groups within the community to promote our programs. Scholarship applicants will be reviewed by the department staff to confirm eligibility.

3. Encouraging Partnerships: Does the proposed project involve new or existing partnerships with other service providers in the community? Please Explain.

This project provides opportunities for families with low-moderate income to participate in programs.

4. Cost Benefit: Describe how the overall cost of your proposed project relates to the outputs or outcomes of the project. For example, divide the funding request by the estimated number of people served by this program: \$10,000 funding request /100 people served= \$100/person.

The Recreation Department will continue to partner with other service providers in the community to address the recreational needs of its residents.

5. Leveraged Funds: Has the organization secured additional funding sources or in-kind support to cover the proposed project?

The Recreation Department seeks donations from other program participants and local businesses.

6. Self Sufficiency: Will the proposed project be self-sufficient and no longer require CDBG funding after one year? After a few years?

There is an annual need to provide scholarships to families.

7. New Public Services Program: Is the proposed project offering a new service and is it available from any other providers in the community?

The Recreation Department continues to explore new programs and services for residents. We gather input from participants and continually adapt and modify programs to meet the needs of Arlington's residents.

Additional Comments: If necessary, use this space to include additional project information not covered in the categories above.

Budget Description

Please provide a budget for the proposed project. Include all proposed expenses & funding sources. Grant recipients & the Town will have an opportunity to create a more detailed budget upon notification of the project's acceptance.

A. Non-Construction Projects/Activities (Public Services)

Description	A	B	A+B
	CDBG Funds Requested	Other Funding*	Total Proposed Budget
Office Supplies			
Utilities			
Repairs/Maintenance			
Travel			
Salaries (List relevant positions)			
Other:	\$15,000.00		\$15,000.00
TOTAL PROPOSED BUDGET			\$15,000.00

B. Construction Projects (physical improvements) Note: Federal wage rates may apply for some construction projects. Applicants are strongly advised to speak with Town of Arlington staff before submitting an application for a physical project.

Description	A	B	A+B
	CDBG Funds Requested	Other Funding*	Total Proposed Budget
Construction			
Acquisition			
Appraisals			
Design			
TOTAL PROPOSED BUDGET			

**Summary of Other Funding - please indicate the amount and type of additional funding committed or pending for this project, if applicable. (Do not include CDBG amounts requested in this application)*

Funding Source	Amount	Committed or Pending
Other Federal:		
State:		
Local:		
Private:		
Other:		
Total:		

MEASURING ACCOMPLISHMENTS TABLE

PLEASE AVOID ABBREVIATIONS

NEED STATEMENT	GOAL	INPUTS	ACTIVITIES	OUTPUTS	OUTCOMES
Description of Need to be Addressed	Proposed goals to reduce extent of problems or needs	Resources to be dedicated or utilized to meet proposed goals	What the program does with the input to fulfill its mission	Direct products of program activities	ST (Short Term) LT (Long Term) Benefits that result from the program
Adress the continued need to provide support to families that cannot afford to send their children to programs.	Assist families so they can participate in recreational programs. Assist families by offering these programs during out of school times to address the need for childcare.	Department Staff will be utilized to review applications, monitor and report on participants served.	The department offers a wide variety of programs to serve the needs of participants of all ages and abilities.	Annually, we serve over 50 households.	1. Increased opportunities to socialize with peers (ST/LT) 2. Increased problem solving (LT) 3. Improved social skills (LT)

Nationally Reportable Outputs

Please indicate the number of outputs expected

Businesses Assisted		Persons Served	60+
Households Assisted	50+	Jobs Created	

TOWN OF ARLINGTON
COMMUNITY DEVELOPMENT BLOCK GRANT
FUNDING APPLICATION
FISCAL YEAR 2020-2021

Agency & Project Summary Information	
I. Contact Information (If application is completed by a Collaborative, provide the contact information for the lead entity only)	
Agency/Organization Town of Arlington	Project Name Town Hall Plaza
Contact James Feeney	Title Interim Facilities Director
Mailing Address 730 Mass Ave, Arlington MA	Project Location 730 Mass Ave, Arlington MA
Email jfeeney@town.arlington.ma.us	Phone (781) 316-3113
Anticipated Start Dates July 1, 2020	Anticipated End Dates June 30, 2021
Amount of Request \$250,000	Registered on SAM.gov? (all applicants must be registered here to receive federal funding)
Please Identify the Type of Organization Applying for Funds (Note: More than one may apply) <input type="checkbox"/> 501(c)3 <input type="checkbox"/> For-profit authorized under 570.201(o) <input type="checkbox"/> Faith-based Organization <input checked="" type="checkbox"/> Unit of Government <input type="checkbox"/> Institution of Higher Education	
Determining Eligibility This project/activity must meet ONE of the HUD National Objectives listed below. Please check ONE box below. <p>■ Low/Moderate Income Area Benefit (LMA): the project/activity meets the needs of persons residing in an area where at least 33.33% of the residents make a low- or moderate-income. Please refer to the PROJECT/ACTIVITY SERVICE AREA map on page 6 in part I, to determine if your activity is located within an eligible area.</p> <div style="border: 1px solid black; padding: 5px; margin: 10px 0;"> Census Tract and Block: Tract: 356601; Block: 7 </div> <p><input type="checkbox"/> Low/Moderate Limited Clientele (LMC): the activity benefits a group of persons (rather than residents in a particular area) 51% of whom themselves or their family make a low- or moderate-income. The following groups are presumed to be eligible: abused children, battered spouses, elderly persons, adults meeting the Bureau of Census' Current Population Reports definition of "severely disabled", homeless persons, illiterate adults and persons living with AIDS.</p> <p><input type="checkbox"/> Low/Moderate Housing (LMH): The project will provide or improve permanent residential structures which, upon completion, will be occupied by households that make a low- or moderate-income. This includes but is not limited to acquisition or rehabilitation. Housing can be either owner or renter occupied units in one family or multi-family structures.</p> <p><input type="checkbox"/> Slum or Blighted Area (SBA): the project is in a designated slum/blighted area as defined under State or local law and will address conditions that qualified the area as slum or blighted.</p> <p><input type="checkbox"/> Spot Blight (SBS): the project will prevent or eliminate specific conditions of blight or physical decay outside a slum area. Activities are limited to clearance, historic preservation, rehabilitation of buildings, but only to the extent necessary to eliminate conditions detrimental to public health and safety.</p>	
Does your program benefit any of the following? <input type="checkbox"/> Abused children <input checked="" type="checkbox"/> Elderly persons (age 62 and older) <input type="checkbox"/> Battered spouses <input type="checkbox"/> Homeless persons <input checked="" type="checkbox"/> Severely disabled adults (as defined by Bureau of Census*) <input type="checkbox"/> Illiterate adults <input type="checkbox"/> Persons living with AIDS <input type="checkbox"/> Migrant farm workers <input type="checkbox"/> Other (please specify):	DUNS #: (Note: All entities receiving federal assistance are required to have a DUNS #) 073 802126

II. General Description

1. Brief Project Description (please avoid using abbreviations)

This Project aims to restore the main entry plaza at Arlington's historic Town Hall, located in the heart of Arlington's Civic Block at 730 Mass Ave. The entry plaza consists of the lower brick plaza nearest Mass Ave, paver switchback ramp, and upper stone plaza. These elements comprise the main entry to Town Hall. As a result of heavy use, deferred maintenance and severe winter conditions, the plaza has entered a state of disrepair, worsening each year. At present, many surfaces are heaved and irregular, presenting myriad accessibility challenges. Through thoughtful repair and reconstruction, this project intends to restore this feature for safe use, enjoyment and appreciation by this and future generations.

2. Consolidated Plan Goals and Objectives

This project furthers the objective of enhancing the Town's Public Facilities. Specifically, this restoration intends to remove barriers as well as conditions presenting potential accident hazards, especially for those living with a disability and those over the age of 65, created by the built environment. Safe access to and circulation around the facility will benefit the Town's more than 40,000 residents, employees and visitors that conduct business at this location.

3. Geographic Distribution of Activities: (Town wide, or Census Tract)

The Activities outlined herein pertain only to the designated project area contained within the parcel of land housing Town Hall, which resides in Block 7 of Tract 356702; however, it is clear the Town Hall, in serving as the Town's civic center, serves all residents Town-wide.

III. Attachments

The following attachments must accompany this proposal:

- 501(c)(3) Letter of Tax Determination Status from the Internal Revenue Service (IRS)
- One (1) copy of agency's most recent financial audit
- One (1) copy; MA Certificate of Good Standing

Collaborative Partners: If this application is being submitted on behalf of a collaborative please identify all partnering agencies.

Project Narrative

Based on the evaluation criteria identified, use the space provided to answer each prompt

1. a) Community Need: Please discuss the community need that will be addressed through your proposed project, and your familiarity with said community need. Project goals should be consistent with the Priority Need categories identified in the 5-Year Consolidated Plan.

Town Hall is a multi-purpose civic center located in the heart of the community. It houses a number of municipal departments and staff that generate a significant amount of foot traffic. Beyond that, the facility functions almost around the clock, serving as the primary meeting site for a number of municipal boards, committees and commissions, and a rental venue for myriad private events. The heavy usage of this deteriorating infrastructure located so prominently in the center of Town warrants immediate investment to correct deficiencies and provide safe access routes to the building.

1. b) Will all clients be residents of Arlington? If not, please provide a percentage of non-Arlington residents.

Clients served by this project will largely be Arlington residents; however, non-Arlington residents frequent the facility for meetings and private events.

2. Resources & Capacity: Please discuss the staff and resources that will be used to execute the proposed project, familiarity with the community need and how said need/population will be contacted & engaged.

The Town of Arlington will undertake this project with staff and resources from both the Facilities Department and Department of Public works, with oversight from the Town Manager's Office.

A recent self-evaluation conducted by the Institute for Human Centered Design identified various opportunities to improve program access and enhanced usability via the exterior access routes to the Town Hall facility, which have not been maintained in an operable, working condition over time. This comprehensive self-evaluation process has fostered robust planning for and development of the Town's ADA Transition Plan.

3. Encouraging Partnerships: Does the proposed project involve new or existing partnerships with other service providers in the community? Please Explain.

N/A.

4. Cost Benefit: Describe how the overall cost of your proposed project relates to the outputs or outcomes of the project. For example, divide the funding request by the estimated number of people served by this program: \$10,000 funding request /100 people served= \$100/person.

This investment of \$250,000 will arguably serve all Arlington residents and visitors; however, the outcome will have a targeted benefit for residents aged 65 and over (16.3%), and those living with a disability (4.6%). With a 2018 Census population estimate of 45,624 residents, this project would specifically serve approximately 9500 residents. Therefore, this \$250,000 funding request would cost approximately \$26.32 per person.

5. Leveraged Funds: Has the organization secured additional funding sources or in-kind support to cover the proposed project?

Complementary financial support in the amount of \$300,000 has been programmed into the Town's Fiscal Year 2021 Capital Budget.

6. Self Sufficiency: Will the proposed project be self-sufficient and no longer require CDBG funding after one year? After a few years?

The proposed infrastructure project requires only first-year CDBG funding.

7. New Public Services Program: Is the proposed project offering a new service and is it available from any other providers in the community?

N/A.

Additional Comments: If necessary, use this space to include additional project information not covered in the categories above.

Consultant Weston & Sampson is providing design services for the Town of Arlington, the funding for which was provided by a prior year capital appropriation.

Budget Description
Please provide a budget for the proposed project. Include all proposed expenses & funding sources. Grant recipients & the Town will have an opportunity to create a more detailed budget upon notification of the project's acceptance.

A. Non-Construction Projects/Activities (Public Services)

Description	A	B	A+B
	CDBG Funds Requested	Other Funding*	Total Proposed Budget
Office Supplies			
Utilities			
Repairs/Maintenance			
Travel			
Salaries (List relevant positions)			
Other:			
TOTAL PROPOSED BUDGET			

B. Construction Projects (physical improvements) Note: Federal wage rates may apply for some construction projects. Applicants are strongly advised to speak with Town of Arlington staff before submitting an application for a physical project.

Description	A	B	A+B
	CDBG Funds Requested	Other Funding*	Total Proposed Budget
Construction	\$250,000	\$300,000	\$550,000
Acquisition			
Appraisals			
Design			
TOTAL PROPOSED BUDGET	\$250,000	\$300,000	\$550,000

**Summary of Other Funding - please indicate the amount and type of additional funding committed or pending for this project, if applicable. (Do not include CDBG amounts requested in this application)*

Funding Source		Amount	Committed or Pending
Other Federal:			
State:			
Local:	Capital Budget	\$300,000	Pending Annual Town Meeting Approval
Private:			
Other:			
Total:			

MEASURING ACCOMPLISHMENTS TABLE

PLEASE AVOID ABBREVIATIONS

NEED STATEMENT	GOAL	INPUTS	ACTIVITIES	OUTPUTS	OUTCOMES
Description of Need to be Addressed	Proposed goals to reduce extent of problems or needs	Resources to be dedicated or utilized to meet proposed goals	What the program does with the input to fulfill its mission	Direct products of program activities	ST (Short Term) LT (Long Term) Benefits that result from the program
Remove barriers to entry at the front of Town Hall for residents and visitors, especially those living with a disability and those over the age of 65.	Undertake a thoughtful restoration that provides not only a functional, lasting space, but also respects and preserves the character of this historic and cultural resource.	Town of Arlington staff with assistance from Weston & Sampson. Input will also be provided by the Historical Commission and the community-at-large via a community forum.	The requested funding will be used to execute a contract with a General Contractor who will perform the necessary work in accordance with the project plans and specifications.	Provision of stable, firm surfaces and routes that meet accepted flatness and cross-slope standards.	A barrier-free, compliant entryway into the Town's hub (ST,LT) An updated assembly space for community gatherings, including Town Day and the Patriots' Day Parade (ST,LT)

Nationally Reportable Outputs

Please indicate the number of outputs expected

Businesses Assisted		Persons Served	9,500
Households Assisted		Jobs Created	

TOWN OF ARLINGTON
COMMUNITY DEVELOPMENT BLOCK GRANT
FUNDING APPLICATION
FISCAL YEAR 2020-2021

Agency & Project Summary Information	
I. Contact Information (If application is completed by a Collaborative, provide the contact information for the lead entity only)	
Agency/Organization Town of Arlington, MA	Project Name Whittemore Park Revitalization Project, Phase II
Contact Allison Carter	Title Economic Development Coordinator
Mailing Address 730 Massachusetts Avenue, Arlington, MA 02476	Project Location 611 Massachusetts Avenue, Arlington, MA 02476
Email acarter@town.arlington.ma.us	Phone 781-316-3090
Anticipated Start Dates 7/1/2020	Anticipated End Dates 6/30/2021
Amount of Request \$125,000.000	Registered on SAM.gov? (all applicants must be registered here to receive federal funding)
Please Identify the Type of Organization Applying for Funds <i>(Note: More than one may apply)</i> <div style="display: flex; justify-content: space-between; align-items: flex-start;"> <div style="width: 20%;"> <input type="checkbox"/> 501(c)3 </div> <div style="width: 20%;"> <input type="checkbox"/> For-profit authorized under 570.201(o) </div> <div style="width: 20%;"> <input type="checkbox"/> Faith-based Organization </div> <div style="width: 20%;"> <input checked="" type="checkbox"/> Unit of Government </div> <div style="width: 20%;"> <input type="checkbox"/> Institution of Higher Education </div> </div>	
Determining Eligibility This project/activity must meet ONE of the HUD National Objectives listed below. Please check ONE box below.	
<input checked="" type="checkbox"/> Low/Moderate Income Area Benefit (LMA): the project/activity meets the needs of persons residing in an area where at least 33.33% of the residents make a low- or moderate-income. Please refer to the PROJECT/ACTIVITY SERVICE AREA map on page 6 in part I, to determine if your activity is located within an eligible area.	
<div style="border: 1px solid black; padding: 5px; margin: 5px 0;"> Census Tract and Block: Tract 356300, Block 6 </div>	
<input type="checkbox"/> Low/Moderate Limited Clientele (LMC): the activity benefits a group of persons (rather than residents in a particular area) 51% of whom themselves or their family make a low- or moderate-income. The following groups are presumed to be eligible: abused children, battered spouses, elderly persons, adults meeting the Bureau of Census' Current Population Reports definition of "severely disabled", homeless persons, illiterate adults and persons living with AIDS.	
<input type="checkbox"/> Low/Moderate Housing (LMH): The project will provide or improve permanent residential structures which, upon completion, will be occupied by households that make a low- or moderate-income. This includes but is not limited to acquisition or rehabilitation. Housing can be either owner or renter occupied units in one family or multi-family structures.	
<input type="checkbox"/> Slum or Blighted Area (SBA): the project is in a designated slum/blighted area as defined under State or local law and will address conditions that qualified the area as slum or blighted.	
<input type="checkbox"/> Spot Blight (SBS): the project will prevent or eliminate specific conditions of blight or physical decay outside a slum area. Activities are limited to clearance, historic preservation, rehabilitation of buildings, but only to the extent necessary to eliminate conditions detrimental to public health and safety.	
Does your program benefit any of the following? <div style="list-style-type: none; padding-left: 0;"> <input type="checkbox"/> Abused children <input type="checkbox"/> Elderly persons (age 62 and older) <input type="checkbox"/> Battered spouses <input type="checkbox"/> Homeless persons <input type="checkbox"/> Severely disabled adults (as defined by Bureau of Census*) <input type="checkbox"/> Illiterate adults <input type="checkbox"/> Persons living with AIDS <input type="checkbox"/> Migrant farm workers <input checked="" type="checkbox"/> Other (please specify): </div>	DUNS #: (Note: All entities receiving federal assistance are required to have a DUNS #) 073802126

II. General Description

1. Brief Project Description (please avoid using abbreviations)

The Town of Arlington's Department of Planning and Community Development (DPCD) requests \$125,000.00 in Community Development Block Grant funds for the Phase II of the Whittemore Park Revitalization Project. The funding requested would create accessibility improvements to the Jefferson Cutter House, which is the home to the Cyrus Dallin Museum. The second phase would include creating a new accessible path to the rear door of the Jefferson Cutter House as well as improvements to the rear stairway. The existing side garden would be removed and replaced by a new garden, including a new granite retaining wall and wooden board fence.

2. Consolidated Plan Goals and Objectives

The Consolidated Plan identifies a goal as improving public facilities, infrastructure, and parks. By making this park and the Jefferson Cutter House compliant with the Americans with Disabilities Act, this project meets this goal of the Consolidated Plan.

3. Geographic Distribution of Activities: (Town wide, or Census Tract)

The proposed project is located in Census Tract 356300, Block 6, however the benefits will be available to any visitors to the park, which is located in the heart of Arlington Center, the town's central business district. It will also render benefits to visitors to the Cyrus Dallin Museum, which attracts visitors from around the region and beyond.

III. Attachments

The following attachments must accompany this proposal:

- 501(c)(3) Letter of Tax Determination Status from the Internal Revenue Service (IRS)
- One (1) copy of agency's most recent financial audit
- One (1) copy; MA Certificate of Good Standing

Collaborative Partners: If this application is being submitted on behalf of a collaborative please identify all partnering agencies.

This proposed project is Phase II of the larger Whittemore Park Revitalization Project. Phase I of that project is currently underway, and has been funded by Arlington's Community Preservation Act Committee. Partners on Phase II of the project include the Cyrus Dallin Museum, the Arlington Chamber of Commerce, and the operators of the nonprofit Cutter Gallery, all of which are located within the Jefferson Cutter House.

Project Narrative

Based on the evaluation criteria identified, use the space provided to answer each prompt

1. a) Community Need: Please discuss the community need that will be addressed through your proposed project, and your familiarity with said community need. Project goals should be consistent with the Priority Need categories identified in the 5-Year Consolidated Plan.

The Town of Arlington would like to allocate Community Development Block Grant funds for public facilities improvements at Whittemore Park. With this project, residents of Arlington and visitors to Arlington Center and the Jefferson Cutter House will be able to avail themselves to the accessibility improvements to the park and house that this project proposes.

Currently, there is no accessible entrance to the Cyrus Dallin Museum. In Whittemore Park, the current walkways, which were installed in the 1980s, are constructed of bricks which have heaved and been uprooted over time. The project will enable people with physical disabilities to access the house and park.

1. b) Will all clients be residents of Arlington? If not, please provide a percentage of non-Arlington residents.

All residents of Arlington will benefit from the accessibility improvements to be rendered by this project, however the museum and programming in Whittemore Park attract an audience that extends much wider than the town itself. For example, in the summers of 2018 and 2019, there was a pop-up beer garden in Whittemore Park. Over the course of both seasons the beer garden welcomed over 20,000 visitors, about 20% of which were residents of other communities.

2. Resources & Capacity: Please discuss the staff and resources that will be used to execute the proposed project, familiarity with the community need and how said need/population will be contacted & engaged.

The Director of Planning and Community Development and the Economic Development Coordinator will work with a project committee and consultants to implement this project. It will require coordination with the Town's Facilities and Public Works departments, who manage aspects of the site, as well as staff of the Cyrus Dallin Museum and the Arlington Chamber of Commerce, who work at the site.

3. Encouraging Partnerships: Does the proposed project involve new or existing partnerships with other service providers in the community? Please Explain.

The proposed project does not involve other service providers in the community.

4. Cost Benefit: Describe how the overall cost of your proposed project relates to the outputs or outcomes of the project. For example, divide the funding request by the estimated number of people served by this program:
 $\$10,000 \text{ funding request} / 100 \text{ people served} = \$100/\text{person}.$

We are asking for \$125,000 to fund Phase II of this project, which will benefit all members of the public who visit the park and use the Jefferson Cutter House.

5. Leveraged Funds: Has the organization secured additional funding sources or in-kind support to cover the proposed project?

This request would fund Phase II of the Whittemore Park Revitalization Project with Community Development Block Grant funding for accessibility improvements to the park and the Jefferson Cutter House. This request further leverages \$540,000 of Community Preservation Act funds for Phase I of the project and a future request of \$425,000 in Capital funds for Phase III.

6. Self Sufficiency: Will the proposed project be self-sufficient and no longer require CDBG funding after one year? After a few years?

This is a one-time project which will not require CDBG funding after one year.

7. New Public Services Program: Is the proposed project offering a new service and is it available from any other providers in the community?

This is not a public service program.

Additional Comments: If necessary, use this space to include additional project information not covered in the categories above.

Budget Description

Please provide a budget for the proposed project. Include all proposed expenses & funding sources. Grant recipients & the Town will have an opportunity to create a more detailed budget upon notification of the project's acceptance.

A. Non-Construction Projects/Activities (Public Services)

Description	A	B	A+B
	CDBG Funds Requested	Other Funding*	Total Proposed Budget
Office Supplies			
Utilities			
Repairs/Maintenance			
Travel			
Salaries (List relevant positions)			
Other:			
TOTAL PROPOSED BUDGET			

B. Construction Projects (physical improvements) Note: Federal wage rates may apply for some construction projects. Applicants are strongly advised to speak with Town of Arlington staff before submitting an application for a physical project.

Description	A	B	A+B
	CDBG Funds Requested	Other Funding*	Total Proposed Budget
Construction	\$125,000		\$125,000
Acquisition			
Appraisals			
Design			
TOTAL PROPOSED BUDGET	\$125,000		\$125,000

**Summary of Other Funding - please indicate the amount and type of additional funding committed or pending for this project, if applicable. (Do not include CDBG amounts requested in this application)*

Funding Source		Amount	Committed or Pending
Other Federal:			
State:			
Local:			
Private:			
Other:			
Total:			

MEASURING ACCOMPLISHMENTS TABLE

PLEASE AVOID ABBREVIATIONS

NEED STATEMENT	GOAL	INPUTS	ACTIVITIES	OUTPUTS	OUTCOMES
Description of Need to be Addressed	Proposed goals to reduce extent of problems or needs	Resources to be dedicated or utilized to meet proposed goals	What the program does with the input to fulfill its mission	Direct products of program activities	ST (Short Term) LT (Long Term) Benefits that result from the program
There is a need to bring Whittemore Park and the Jefferson Cutter House into compliance with the Americans with Disabilities Act so that all members of the community may enjoy those public facilities to the fullest extent possible.	The goal of the proposed project is to create accessibility improvements to the rear door and rear stairway that the Jefferson Cutter House.	The resources to be dedicated to the program is staff time from the Department of Planning and Community Development.	Staff time will be to work with a project committee and a landscape architect consultant team to implement the project.	The direct product of this project would be to provide accessibility improvements to a public park and building.	The short term benefit of the program is to provide accessibility improvements to a public park and building. The long term benefit of the program is to provide accessibility improvements to a public park and building.

Nationally Reportable Outputs

Please indicate the number of outputs expected

Businesses Assisted	3	Persons Served	25,000
Households Assisted		Jobs Created	

**TOWN OF ARLINGTON
COMMUNITY DEVELOPMENT BLOCK GRANT
FUNDING APPLICATION
FISCAL YEAR 2020-2021**

Agency & Project Summary Information	
I. Contact Information (If application is completed by a Collaborative, provide the contact information for the lead entity only)	
Agency/Organization Fod Link, Inc.	Project Name Capital for a building that is an accessible, sustainable, community resource
Contact DeAnne Dupont	Title President & Co-founder
Mailing Address 17 Brattle Street #17, Arlington, MA 02476	Project Location 108 Summer Street, Arlington, MA 02474
Email ddupont@foodlinkma.org	Phone 781-439-5736
Anticipated Start Dates 7/15/20	Anticipated End Dates 12/31/20
Amount of Request \$174,859	Registered on SAM.gov? Yes (all applicants must be registered here to receive federal funding)
Please Identify the Type of Organization Applying for Funds (Note: More than one may apply)	
<div style="display: flex; justify-content: space-between;"> <input checked="" type="checkbox"/> 501(c)3 <input type="checkbox"/> For-profit authorized under 570.201(o) <input type="checkbox"/> Faith-based Organization <input type="checkbox"/> Unit of Government <input type="checkbox"/> Institution of Higher Education </div>	
Determining Eligibility This project/activity must meet ONE of the HUD National Objectives listed below. Please check ONE box below.	
<input type="checkbox"/> Low/Moderate Income Area Benefit (LMA): the project/activity meets the needs of persons residing in an area where at least 33.33% of the residents make a low- or moderate-income. Please refer to the PROJECT/ACTIVITY SERVICE AREA map on page 6 in part I, to determine if your activity is located within an eligible area.	
<div style="border: 1px solid black; height: 20px; margin-top: 10px;"></div>	
<input checked="" type="checkbox"/> Low/Moderate Limited Clientele (LMC): the activity benefits a group of persons (rather than residents in a particular area) 51% of whom themselves or their family make a low- or moderate-income. The following groups are presumed to be eligible: abused children, battered spouses, elderly persons, adults meeting the Bureau of Census' Current Population Reports definition of "severely disabled", homeless persons, illiterate adults and persons living with AIDS.	
<input type="checkbox"/> Low/Moderate Housing (LMH): The project will provide or improve permanent residential structures which, upon completion, will be occupied by households that make a low- or moderate-income. This includes but is not limited to acquisition or rehabilitation. Housing can be either owner or renter occupied units in one family or multi-family structures.	
<input type="checkbox"/> Slum or Blighted Area (SBA): the project is in a designated slum/blighted area as defined under State or local law and will address conditions that qualified the area as slum or blighted.	
<input type="checkbox"/> Spot Blight (SBS): the project will prevent or eliminate specific conditions of blight or physical decay outside a slum area. Activities are limited to clearance, historic preservation, rehabilitation of buildings, but only to the extent necessary to eliminate conditions detrimental to public health and safety.	
Does your program benefit any of the following? <div style="margin-top: 5px;"> <input type="checkbox"/> Abused children <input checked="" type="checkbox"/> Elderly persons (age 62 and older) <input type="checkbox"/> Battered spouses <input checked="" type="checkbox"/> Homeless persons <input checked="" type="checkbox"/> Severely disabled adults (as defined by Bureau of Census*) <input type="checkbox"/> Illiterate adults <input type="checkbox"/> Persons living with AIDS <input type="checkbox"/> Migrant farm workers <input type="checkbox"/> Other (please specify): </div>	DUNS #: <div style="border: 1px solid black; padding: 5px; margin-top: 10px;"> (Note: All entities receiving federal assistance are required to have a DUNS #) 07-975-8062 </div>

II. General Description

1. Brief Project Description (please avoid using abbreviations)

In November 2018, with support from the Town of Arlington through a Community Development Block Grant, Food Link purchased a building at 108 Summer Street to create a much-needed operations hub. Once renovations are complete in late 2020 Food Link will have the capacity to increase annual food rescue from 600,000 pounds to 2 million pounds, the equivalent of 1.6 million meals. The new facility will allow Food Link to have a greater impact on reducing food waste and eliminating hunger in Arlington and surrounding communities. The new operations hub will feature an expanded cold and dry storage area, a sorting area that will also serve as a community space, and a loading dock. Food Link will create a facility that will allow volunteers to sort food indoors, store food for later deliveries or immediately rebox for same-day distribution, an accessible community/educational space, in an energy efficient building in keeping with Arlington's goals for a sustainable community, and a resource to benefit the Town of Arlington beyond the recipient agencies we currently serve.

Funding from this grant will support some of the key elements and additional costs of the new Food Link Operations Hub, including:

- 1) The purchase and installation of a Garaventa platform lift, a necessary element to make the facility accessible to all members of the community, including older adults and those with mobility challenges so that they can participate in all aspects of volunteer opportunities and community education sponsored programs. This request is to allocate 75% of the cost of the lift as the Arlington community will derive the most benefit from this element.
- 2) The purchase and installation generator, which will allow Food Link to be operational in the event of a prolonged power outage. Food Link will be a resource for the Arlington Department of Health and Human Services and the community by helping those residents negatively impacted by power outages, who might not have easy access to replenish lost fresh food nor have access to food during prolonged power outages. Since Food Link operates 7 days a week, 363 days a year, Arlington residents such as older adults, or low to low-moderate income residents will have a place to obtain food when other resources may not be available. This request is to allocate 100% of the cost of the generator as the Arlington community will derive the vast majority of the benefit from this element when there are power outages, particularly if this facility is incorporated into the Arlington Comprehensive Emergency Management plan.
- 3) Solar Panels (purchase & installation) are part of Food Link's efforts to create an energy efficient building and to reduce future operating costs. This request is to allocate 50% of the cost of the solar array which approximates the percentage of services that the Arlington community receives from Food Link.
- 4) Banding of the floor slab edges on the south side and the roof cornice – Banding is to finish the cornice and to provide additional insulation where there is thermal bridging thus further reducing future operating costs. This request is to allocate 50% of the cost of this exterior work which approximates the percentage of services that Arlington community receives from Food Link.
- 5) Repair of exterior cracks in the front of the building, add stucco on the front and paint entire exterior building, including the canopy columns & beams. This work will preserve the building and maintain the life of the building into the future. This request is to allocate 75% of the cost of this exterior work as it will extend the life of the building, improve the neighborhood facility, and be a part of the needed renovation work on this blighted building located on a prominent street in Arlington.

2. Consolidated Plan Goals and Objectives

Food Link's consolidated plan goals and objectives are to improve a public facility (108 Summer St.) in order to increase and provide access to fresh food to those considered low and low-moderate income individuals, particularly those living in Arlington, while renovating a blighted building thus improving this neighborhood facility, at the same time serving as a job creator in Arlington. Food Link is a community organization that rescues fresh food, alleviates hunger and contributes to environmental sustainability. The new operations hub at 108 Summer Street will allow Food Link to expand this mission with a greater impact on the community and more food for those in need. In 2019 Food Link distributed rescued food to programs serving over 3,500 food insecure individuals in Arlington. Food Link partners with community organizations, to reach children, older adults, at risk youth, and low-income households, and provide them with fresh nutritious food. In 2019, Food Link rescued over 600,000 pounds (lbs) of food, of that 328,000 lbs. was distributed to Arlington residents, only 250,000 lbs. came from businesses in Arlington. A larger facility featuring expanded cold and dry storage Food Link will be able to grow operations and the amount of distributed food by 333% over the next five years. Food Link is confident that this will increase the food distributed in Arlington to over 400,000 lbs. effectively meeting the Greater Boston Food Bank estimated unmet need in Arlington (according their 2019 Underserved Communities List).

Food Link addresses the issue of hunger at the same time addressing issues related to environmental sustainability by rescuing wasted edible food that might otherwise end up in landfills. Along with serving the need for alleviating hunger among older adults, people with disabilities, the homeless and low income families and individuals, environmental sustainability is an essential component of Food Link's mission. Throughout its history Food Link has been committed to achieving nearly 100% reduction in waste with regard to the food that is rescued: food that is edible by humans is distributed to recipient agencies, food not edible by humans but adequate for animal consumption is distributed to farms, food that cannot be sent to local farms is composted, all materials that can be, will be repurposed or recycled. Food Link has a goal to renovate 108 Summer Street to be a model for energy efficiency, and the solar panels will contribute to energy efficiency in the building and reducing the carbon footprint of the community.

One of Food Link's challenges has been securing space that is accessible to all members of the community. Over its history Food Link has offered volunteer opportunities to community members of all ages, and emotional, mental and physical abilities, providing opportunities for adults with acquired brain injuries and those with limited mobility to participate in meaningful volunteer and work programs in Arlington. Food Link will be partnering with organizations like the LABBB Collaborative, Walnut Street Center of Medford, and Advocates - Douglas House and their Brain Injury Day and Community Programs of Lexington. All of which have approached Food Link for volunteer opportunities but for whom the lack of accessibility is a serious deterrent. Accessibility and the addition of a lift in the building will allow Food Link to fulfill the goal of creating a space that will allow for participation by all members of the communities Food Link serves, but particularly those in Arlington. One of the tasks for these volunteers will be sorting and individually packaging of the bread provided by Food Link to the Arlington Senior Center, Arlington Council on Aging and Arlington Housing Authority.

Food Link has developed the distinction of being a flexible nimble operation; operating 7 days a week, 363 days a year ensuring that Food Link resources are available when needed to the recipient agencies we serve and the low-income people who utilize their services. Food Link serves as a resource to a number of social service agencies throughout Arlington and 14 other communities in Eastern Massachusetts. The generator at 108 Summer Street will allow Food Link to deliver these services uninterrupted in the event of a major power outage and will allow Food Link

3. Geographic Distribution of Activities: (Town wide, or Census Tract)

Town wide

III. Attachments

The following attachments must accompany this proposal:

- 501(c)(3) Letter of Tax Determination Status from the Internal Revenue Service (IRS)
- One (1) copy of agency's most recent financial audit
- One (1) copy; MA Certificate of Good Standing

Collaborative Partners: If this application is being submitted on behalf of a collaborative please identify all partnering agencies.

Project Narrative

Based on the evaluation criteria identified, use the space provided to answer each prompt

1. a) Community Need: Please discuss the community need that will be addressed through your proposed project, and your familiarity with said community need. Project goals should be consistent with the Priority Need categories identified in the 5-Year Consolidated Plan.

According to the Arlington Health and Human Services (HHS) Community Health Needs Assessment 2017, with estimates provided by the Greater Boston Food Bank, there are 3550 food insecure individuals living in Arlington, approximately 8% of Arlington residents struggle with inadequate access to food. The USDA defines food insecurity as a lack of consistent access to enough food for an active, healthy life. For the past eight years Food Link has worked to help alleviate this issue in Arlington and 14 additional communities throughout greater Boston, over 70% of the individuals served by Food Link are considered low to low-moderate income as defined by the U.S. Department of Housing and Urban Development. In Arlington food insecurity is most prevalent amongst senior citizens, the largest social population that Food Link serves.

Food Link's Operations Hub at 108 Summer Street will provide Food Link with adequate storage (cold and dry) space to expand our collection and distribution of food in a purposeful way that takes into account cultural and dietary food preferences amongst the recipients we serve. Even through a year of transition, Food Link has continued to grow. In 2019, Food Link recovered food from 27 regular donors and 23 one-time food donors, rescuing 100,000 lbs. (20%) more food than in 2018. However, due to inadequate storage and facilities, Food Link has had to pass on available food and new food donors. Food Link's new facility will allow for more food to be rescued at a time when the need for access to nutritious food is likely to grow as the cost of living in Eastern Massachusetts continues to increase and there is an anticipated reduction in SNAP benefits. Food Link addresses the public service objectives in the Town of Arlington Consolidated Plan providing the essential service of access to fresh food for youth, older adults and vulnerable populations.

While a number of organizations actively work to address hunger in our community Food Link offers the unique service of bringing food to locations where the individuals with need for access to fresh food live, learn, play and congregate. By distributing food to the recipients, as opposed to requiring that they come to a central location where the food is distributed, Food Link removes some of the barriers associated with access to fresh nutritious foods, which can be especially daunting for working families, older adults and those with mobility issues who may not have access to transportation.

1. b) Will all clients be residents of Arlington? If not, please provide a percentage of non-Arlington residents.

No. Food Link distributes fresh nutritious food to 46 recipient agencies in Arlington and 14 surrounding communities and thus all of the recipients are not residents of Arlington. However, of the over 600,000 pounds of food collected and distributed by Food Link approximately 50-55% is delivered to recipient agencies, programs and residents in Arlington: Arlington Boys and Girls Club, Arlington EATS, Fidelity House, Wayside Youth and Family Supports STEPS, Arlington Council on Aging, Arlington Housing Authority Facilities, American Legion Post 39, NEAT - Neighbors Eating All together, Caritas Communities, Arlington Health & Human Services, and the Arlington Youth Counseling Center. At current capacity, Food Link is unable to serve new community organizations looking for food. Once settled into 108 Summer St, Food Link looks forward to finding creative ways to reach more food insecure individuals in Arlington. In 2019, Food Link began delivering food to a Caritas Communities building in Arlington, which houses individuals transitioning out of homelessness, the success of this partnership points to the potential of grocery delivery programs to additional Caritas Communities facilities in Arlington as well as other group homes serving people with physical and emotional challenges located in Arlington. It is worth noting that only 42% of the fresh food donations received by Food Link are sourced from retailers in Arlington. This results in 15-20% of the food provided to Arlington-based programs being sourced from other communities. Our sourcing and distribution continues to grow throughout our surrounding communities, providing Food Link the ability to provide even more food to the Arlington-based programs.

2. Resources & Capacity: Please discuss the staff and resources that will be used to execute the proposed project, familiarity with the community need and how said need/population will be contacted & engaged.

Food Link accomplishes the work of rescuing and distributing fresh food with 5 staff members and 200 regular volunteers along with an additional 200 one time or sporadic volunteers. 3 staff members are dedicated to operations, logistics and volunteer coordination and 2 staff members to administration, fundraising, outreach, and communications. Once the renovations are completed and Food Link is fully operational there will be a need to expand staff to oversee the expanded operations and additional volunteers. The staff will work to communicate to the public the availability of volunteer opportunities and the accessibility of the building. Staff will also be responsible for expanding opportunities made available to older adults plus programs for individuals with acquired brain injuries, mobility, developmental, and mental health challenges, who benefit from participating in their community through the Food Link operations hub.

For the renovations project Food Link relies upon the Co-founders and members of the Board of Directors and outside consultants including an architect, project manager and construction manager dedicated to overseeing the renovation construction project. Funding for the renovations project as well as ongoing operations is the responsibility of the Co-founders, Board Members, administrative staff, fundraising consultants (grant writing and direct mail) and a dedicated Development Committee.

3. Encouraging Partnerships: Does the proposed project involve new or existing partnerships with other service providers in the community? Please Explain.

The new operations facility will expand Food Link's capacity for rescue of fresh nutritious food from 600,000 pounds per year to as much as 2 million pounds per year. The additional capacity will enhance and expand the relationships Food Link has with 27 current food donors, and 46 current recipient agencies, as well as allowing Food Link to expand services collecting food from additional donors so that less food ends up in the waste stream and distributing the food to additional recipient agencies in and around Arlington. Food Link's current Arlington partnerships include 1) food donors - Arlington Whole Foods Market, Trader Joe's, Magic Bites, and Stop & Shop and 2) food recipients are listed in question 1b including: The new operations hub will allow Food Link to provide more deliveries to the existing partners and to expand distribution to Arlington residents in need through new programs and partnerships.

When the newly renovated facility is made accessible Food Link will reach out to the LABBB Collaborative, Walnut Street Center of Medford, and Advocates/Douglas House of Lexington, as well as other local nonprofits seeking partnerships with organizations able to offer meaningful volunteer opportunities that will assist Food Link in providing more food to the Arlington community. The new space will allow for more than one motorized wheelchair in the facility at one time, a restriction due to limited space in Food Link's past facilities. Additionally Food Link will utilize its new facility to serve as a community resource offering training and educational programs for volunteers and community members, including those that benefit from the food provided by Food Link. Food Link recognizes the need for a fully accessible facility so that programs will be open to all members of the community.

4. Cost Benefit: Describe how the overall cost of your proposed project relates to the outputs or outcomes of the project. For example, divide the funding request by the estimated number of people served by this program: \$10,000 funding request /100 people served= \$100/person.

\$174,859 funding request/3,300 people served = \$52.99/person (about the cost of food for one person for one week). 325,000 pounds of food distributed in Arlington / 3,300 people served = 98 pounds on average of food received by each recipient each year; For \$52.99, 3,300 Arlington residents receive 98 pounds of food in one year which is enough food for 82 meals. (NOTE: Food Link provides food at no cost to the recipients)

5. Leveraged Funds: Has the organization secured additional funding sources or in-kind support to cover the proposed project?

Food Link is currently in a \$3.25 million capital campaign to raise the funds to cover the cost of the renovation of the 108 Summer Street facility. To date Food Link has raised over \$1.2 million including funding from Eastern Bank, Cabot Family Foundation, Greater Boston Food Bank, Agnes Lindsay Trust, Mifflin Memorial Fund, Foundation for MetroWest and Ludcke Foundation, most offer opportunities for additional funding. Food Link has also raised funds targeted toward renovations for accessibility including First Church in Cambridge and Dana Home Foundation in Lexington. Food Link has the potential to tap into construction and permanent financing from Leader Bank for this project. In the coming year Food Link will expand fundraising efforts around the Capital Campaign including grants applications to Amelia Peabody Charitable Fund and Roy A. Hunt Foundation, both of which have expressed interest in supporting Food Link's Capital Campaign. Additionally individuals both from within Arlington and surrounding communities supporting this project. In-kind support has been provided for certain legal, engineering and design services. Construction materials, plumbing fixtures and shelving have been donated and it is anticipated that more will be received in the future. Eversource has several incentive programs for energy efficiency features such as lighting and insulation that Food Link is utilizing.

6. Self Sufficiency: Will the proposed project be self-sufficient and no longer require CDBG funding after one year? After a few years?

Food Link anticipates occupying the facility at 108 Summer St. by October 2020 with the installation of the generator by the end of 2020. At that time, Food Link anticipates that no additional funding will be necessary for the renovations. Food Link has successfully secured funding for general operating and program support allowing the organization to not only maintain but to grow operations during this transition phase. Supporters of Food Link include the Foundation for MetroWest, Ludcke Foundation, The Philanthropy Connection, Cummings \$100K for 100 (with plans to apply for a Cummings Sustaining Grant in 2020), \$85,000 in state funding through the Massachusetts Emergency Food Assistance Program. Food Link continues to build its pipeline to support the expansion of its food rescue operations during our current transition phase and will continue to do so once the renovations of the operations hub are completed.

7. New Public Services Program: Is the proposed project offering a new service and is it available from any other providers in the community?

Food Link has been providing fresh nutritious food to Arlington's residents for several years. This project will allow Food Link to provide more fresh food to Arlington residents, particularly those with disabilities and older adults. An accessible facility will allow more older adults and people with disabilities to participate. The generator will allow Food Link to provide the new service of becoming a food resource to Arlington when power outages occur, which in recent years has become a more common occurrence throughout the region.

Additional Comments: If necessary, use this space to include additional project information not covered in the categories above.

The new operational facility once completed will allow for the collection, and storage of a greater amount of fresh nutritious food which can then be distributed in greater quantities to the existing recipient agencies. Accessibility to fresh produce, dairy, meats and breads continues to be a major challenge for those facing food insecurity and the agencies serving them. Comments that Food Link receives from our local recipient agencies praise the fact that Food Link provides fresh fruits and vegetables; items many families cannot afford to purchase and items that satisfy the needs for individuals who do not eat meat for dietary or cultural reasons. Through the food supplied by Food Link many children are able to add healthy fresh foods to their diet that they may not have access to at home because they are too costly.

The Food Link operational hub will further serve as a community resource through its sorting room/ community space which can serve as a location for educational programs of benefit to the entire community including programs on waste reduction, recycling, the prevalence of food insecurity in our neighborhoods, the health benefits of access to fresh foods, and expansion of the state's program on food as medicine.

Budget Description

Please provide a budget for the proposed project. Include all proposed expenses & funding sources. Grant recipients & the Town will have an opportunity to create a more detailed budget upon notification of the project's acceptance.

A. Non-Construction Projects/Activities (Public Services)

Description	A	B	A+B
	CDBG Funds Requested	Other Funding*	Total Proposed Budget
Office Supplies			
Utilities			
Repairs/Maintenance			
Travel			
Salaries (List relevant positions)			
Other:			
TOTAL PROPOSED BUDGET			

B. Construction Projects (physical improvements) Note: Federal wage rates may apply for some construction projects. Applicants are strongly advised to speak with Town of Arlington staff before submitting an application for a physical project.

Description	A	B	A+B
	CDBG Funds Requested	Other Funding*	Total Proposed Budget
Construction			
Acquisition			
Appraisals			
Design			
NOTE - See attached schedule	174,859	87,103	261,962
TOTAL PROPOSED BUDGET	174,859	87,103	261,962

**Summary of Other Funding - please indicate the amount and type of additional funding committed or pending for this project, if applicable. (Do not include CDBG amounts requested in this application)*

Funding Source		Amount	Committed or Pending
Other Federal:			
State:			
Local:			
Private:	Individuals and grants	59,900	\$40,000 received; \$19,900 pending
Other:	Financing	27,203	Pending commencement of construction
Total:		87,103	

MEASURING ACCOMPLISHMENTS TABLE

PLEASE AVOID ABBREVIATIONS

NEED STATEMENT	GOAL	INPUTS	ACTIVITIES	OUTPUTS	OUTCOMES
Description of Need to be Addressed	Proposed goals to reduce extent of problems or needs	Resources to be dedicated or utilized to meet proposed goals	What the program does with the input to fulfill its mission	Direct products of program activities	ST (Short Term) LT (Long Term) Benefits that result from the program
The Arlington Department of Health and Human Services estimates that 3550 residents, roughly 8% are food insecure. The Greater Boston Food Bank puts the towns unmet need for providing enough food for 3 meals a day at 400,000 meals a year.	Food Link's building at 108 Summer Street once renovated will have the capacity over time to fill this gap for access to enough food for 3 meals a day for all Arlington residents. It is Food Link's goal for the building to also provide access to all residents and visitors who want to participate regardless of physical or mental challenges, that the building be energy efficient and equipped to be part of the towns emergency plan in the event of a prolonged power outage.	CDBG Funds will be utilized for the following inputs: 1) a lift to make the sorting/community space accessible to all Arlington residents, 2) Solar panels to aid with energy efficiency and to reduce operational costs for sustainability, 3) A generator which will enable Food Link to provide uninterrupted services to those in need throughout the community in the event of a prolonged power outage, 4) & 5) Exterior painting & stucco and banding of the building for preserving the exterior of the building, providing additional insulation where there is thermal bridging and further reducing future operating costs.	Food Link will use the lift and other accessibility enhancements to create a community resource that is accessible to all residents including those with mobility challenges so that they can participate in volunteer and educational programs. Solar panels and the painting and banding will serve to make the building more energy efficient and will reduce operating costs over the long run. The generator will be a community resource allowing Food Link to remain operational and thus a source of food in the event of a prolonged power outage, or emergency situation. The building, once renovated makes it possible to provide more food to low / low-moderate income residents	An accessible building will lead to more inclusive opportunities for those with physical limitations to participate as productive members of their community. An energy efficient building is in keeping with the Town's goal of reducing the community's collective carbon footprint and reduced costs of operations means Food Link can put more resources toward increasing the rescue and distribution of fresh food to help alleviate hunger for more residents of Arlington and to increase their good health.	ST: Complete renovations of the Operations Hub at 108 Summer Street and expand the collections and distributions of fresh nutritious food so that more residents in Arlington can benefit from access to enough food for three healthy meals a day. Create volunteer opportunities inclusive for all members of the community to participate LT: Expand food rescue operations to capacity of 2 million pounds of food per year and fulfill the unmet need of access to enough food for three meals a day for all residents of Arlington. Launch educational programs on reducing food waste, recycling, and food as medicine for that benefit all residents. Serve as an example of energy efficiency and an emergency resource in the event of a prolonged power outage.

Nationally Reportable Outputs

Please indicate the number of outputs expected

Businesses Assisted		Persons Served	3300
Households Assisted		Jobs Created	

II. General Description

1. Brief Project Description (please avoid using abbreviations)

In November 2018, with support from the Town of Arlington through a Community Development Block Grant, Food Link purchased a building at 108 Summer Street to create a much-needed operations hub. Once renovations are complete in late 2020 Food Link will have the capacity to increase annual food rescue from 600,000 pounds to 2 million pounds, the equivalent of 1.6 million meals. The new facility will allow Food Link to have a greater impact on reducing food waste and eliminating hunger in Arlington and surrounding communities. The new operations hub will feature an expanded cold and dry storage area, a sorting area that will also serve as a community space, and a loading dock. Food Link will create a facility that will allow volunteers to sort food indoors, store food for later deliveries or immediately rebox for same-day distribution, an accessible community/educational space, in an energy efficient building in keeping with Arlington's goals for a sustainable community, and a resource to benefit the Town of Arlington beyond the recipient agencies we currently serve.

Funding from this grant will support some of the key elements and additional costs of the new Food Link Operations Hub, including:

- 1) The purchase and installation of a Garaventa platform lift, a necessary element to make the facility accessible to all members of the community, including older adults and those with mobility challenges so that they can participate in all aspects of volunteer opportunities and community education sponsored programs. This request is to allocate 75% of the cost of the lift as the Arlington community will derive the most benefit from this element.
- 2) The purchase and installation generator, which will allow Food Link to be operational in the event of a prolonged power outage. Food Link will be a resource for the Arlington Department of Health and Human Services and the community by helping those residents negatively impacted by power outages, who might not have easy access to replenish lost fresh food nor have access to food during prolonged power outages. Since Food Link operates 7 days a week, 363 days a year, Arlington residents such as older adults, or low to low-moderate income residents will have a place to obtain food when other resources may not be available. This request is to allocate 100% of the cost of the generator as the Arlington community will derive the vast majority of the benefit from this element when there are power outages, particularly if this facility is incorporated into the Arlington Comprehensive Emergency Management plan.
- 3) Solar Panels (purchase & installation) are part of Food Link's efforts to create an energy efficient building and to reduce future operating costs. This request is to allocate 50% of the cost of the solar array which approximates the percentage of services that the Arlington community receives from Food Link.
- 4) Banding of the floor slab edges on the south side and the roof cornice – Banding is to finish the cornice and to provide additional insulation where there is thermal bridging thus further reducing future operating costs. This request is to allocate 50% of the cost of this exterior work which approximates the percentage of services that Arlington community receives from Food Link.
- 5) Repair of exterior cracks in the front of the building, add stucco on the front and paint entire exterior building, including the canopy columns & beams. This work will preserve the building and maintain the life of the building into the future. This request is to allocate 75% of the cost of this exterior work as it will extend the life of the building, improve the neighborhood facility, and be a part of the needed renovation work on this blighted building located on a prominent street in Arlington.

2. Consolidated Plan Goals and Objectives

Food Link's consolidated plan goals and objectives are to improve a public facility (108 Summer St.) in order to increase and provide access to fresh food to those considered low and low-moderate income individuals, particularly those living in Arlington, while renovating a blighted building thus improving this neighborhood facility, at the same time serving as a job creator in Arlington. Food Link is a community organization that rescues fresh food, alleviates hunger and contributes to environmental sustainability. The new operations hub at 108 Summer Street will allow Food Link to expand this mission with a greater impact on the community and more food for those in need. In 2019 Food Link distributed rescued food to programs serving over 3,300 food insecure individuals in Arlington. Food Link partners with community organizations, to reach children, older adults, at risk youth, and low-income households, and provide them with fresh nutritious food. In 2019, Food Link rescued over 600,000 pounds (lbs) of food, of that 325,000 lbs. was distributed to Arlington residents, only 250,000 lbs. came from businesses in Arlington. A larger facility featuring expanded cold and dry storage Food Link will be able to grow operations and the amount of distributed food by 333% over the next five years. Food Link is confident that this will increase the food distributed in Arlington to over 400,000 lbs. effectively meeting the Greater Boston Food Bank estimated unmet need in Arlington (according their 2019 Underserved Communities List).

Food Link addresses the issue of hunger at the same time addressing issues related to environmental sustainability by rescuing wasted edible food that might otherwise end up in landfills. Along with serving the need for alleviating hunger among older adults, people with disabilities, the homeless and low income families and individuals, environmental sustainability is an essential component of Food Link's mission. Throughout its history Food Link has been committed to achieving nearly 100% reduction in waste with regard to the food that is rescued: food that is edible by humans is distributed to recipient agencies, food not edible by humans but adequate for animal consumption is distributed to farms, food that cannot be sent to local farms is composted, all materials that can be, will be repurposed or recycled. Food Link has a goal to renovate 108 Summer Street to be a model for energy efficiency, and the solar panels will contribute to energy efficiency in the building and reducing the carbon footprint of the community.

One of Food Link's challenges has been securing space that is accessible to all members of the community. Over its history Food Link has offered volunteer opportunities to community members of all ages, and emotional, mental and physical abilities, providing opportunities for adults with acquired brain injuries and those with limited mobility to participate in meaningful volunteer and work programs in Arlington. Food Link will be partnering with organizations like the LABBB Collaborative, Walnut Street Center of Medford, and Advocates - Douglas House and their Brain Injury Day and Community Programs of Lexington. All of which have approached Food Link for volunteer opportunities but for whom the lack of accessibility is a serious deterrent. Accessibility and the addition of a lift in the building will allow Food Link to fulfill the goal of creating a space that will allow for participation by all members of the communities Food Link serves, but particularly those in Arlington. One of the tasks for these volunteers will be sorting and individually packaging of the bread provided by Food Link to the Arlington Senior Center, Arlington Council on Aging and Arlington Housing Authority.

Food Link has developed the distinction of being a flexible nimble operation; operating 7 days a week, 363 days a year ensuring that Food Link resources are available when needed to the recipient agencies we serve and the low-income people who utilize their services. Food Link serves as a resource to a number of social service agencies throughout Arlington and 14 other communities in Eastern Massachusetts. The generator at 108 Summer Street will allow Food Link to deliver these services uninterrupted in the event of a major power outage and will allow Food Link to partner with the Town of Arlington to be a resource for food for the most vulnerable members of our community, those who cannot easily replenish food lost

during an extended power outage.

Food Link has as an additional goal during this grant period to work with the Arlington Emergency Management Office to determine if the facility at 108 Summer St., particularly with generator capacity, could be incorporated into the Comprehensive Emergency Management.

3. Geographic Distribution of Activities: (Town wide, or Census Tract)

Town wide

III. Attachments

The following attachments must accompany this proposal:

- 501(c)(3) Letter of Tax Determination Status from the Internal Revenue Service (IRS)
- One (1) copy of agency's most recent financial audit
- One (1) copy; MA Certificate of Good Standing

Collaborative Partners: If this application is being submitted on behalf of a collaborative please identify all partnering agencies.

Project Narrative

Based on the evaluation criteria identified, use the space provided to answer each prompt

1. Community Need:

a) Please discuss the community need that will be addressed through your proposed project, and your familiarity with said community need. Project goals should be consistent with the Priority Need categories identified in the 5-Year Consolidated Plan.

According to the Arlington Health and Human Services (HHS) Community Health Needs Assessment 2017, with estimates provided by the Greater Boston Food Bank, there are 3550 food insecure individuals living in Arlington, approximately 8% of Arlington residents struggle with inadequate access to food. The USDA defines **food insecurity** as a lack of consistent access to enough food for an active, healthy life. For the past eight years Food Link has worked to help alleviate this issue in Arlington and 14 additional communities throughout greater Boston, over 70% of the individuals served by Food Link are considered low to low-moderate income as defined by the U.S. Department of Housing and Urban Development. In Arlington food insecurity is most prevalent amongst senior citizens, the largest social population that Food Link serves.

Food Link's Operations Hub at 108 Summer Street will provide Food Link with adequate storage (cold and dry) space to expand our collection and distribution of food in a purposeful way that takes into account cultural and dietary food preferences amongst the recipients we serve. Even through a year of transition, Food Link has continued to grow. In 2019, Food Link recovered food from 27 regular donors and 23 one-time food donors, rescuing 100,000 lbs. (20%) more food than in 2018. However, due to inadequate storage and facilities, Food Link has had to pass on available food and new food donors. Food Link's new facility will allow for more food to be rescued at a time when the need for access to nutritious food is likely to grow as the cost of living in Eastern Massachusetts continues to increase and there is an anticipated reduction in SNAP benefits. Food Link addresses the public service objectives in the Town of Arlington Consolidated Plan providing the essential service of access to fresh food for youth, older adults and vulnerable populations.

While a number of organizations actively work to address hunger in our community Food Link offers the unique service of bringing food to locations where the individuals with need for access to fresh food live, learn, play and congregate. By distributing food to the recipients, as opposed to requiring that they come to a central location where the food is distributed, Food Link removes some of the barriers associated with access to fresh nutritious foods, which can be especially daunting for working families, older adults and those with mobility issues who may not have access to transportation.

b) Will all clients be residents of Arlington? If not, please provide a percentage of non-Arlington residents.

No. Food Link distributes fresh nutritious food to 46 recipient agencies in Arlington and 14 surrounding communities and thus all of the recipients are not residents of Arlington. However, of the over 600,000 pounds of food collected and distributed by Food Link approximately 50-55% is delivered to recipient agencies, programs and residents in Arlington: Arlington Boys and Girls Club, Arlington EATS, Fidelity House, Wayside Youth and Family Supports STEPS, Arlington Council on Aging, Arlington Housing Authority Facilities, American Legion Post 39, NEAT - Neighbors Eating All together, Caritas Communities, Arlington Health & Human Services, and the Arlington Youth Counseling Center. At current capacity, Food Link is unable to serve new community organizations looking for food. Once settled into 108 Summer St, Food

Link looks forward to finding creative ways to reach more food insecure individuals in Arlington. In 2019, Food Link began delivering food to a Caritas Communities building in Arlington, which houses individuals transitioning out of homelessness, the success of this partnership points to the potential of grocery delivery programs to additional Caritas Communities facilities in Arlington as well as other group homes serving people with physical and emotional challenges located in Arlington. It is worth noting that only 42% of the fresh food donations received by Food Link are sourced from retailers in Arlington. This results in 15-20% of the food provided to Arlington-based programs being sourced from other communities. Our sourcing and distribution continues to grow throughout our surrounding communities, providing Food Link the ability to provide even more food to the Arlington-based programs..

2. Resources & Capacity: Please discuss the staff and resources that will be used to execute the proposed project, familiarity with the community need and how said need/population will be contacted & engaged.

Food Link accomplishes the work of rescuing and distributing fresh food with 5 staff members and 200 regular volunteers along with an additional 200 one time or sporadic volunteers. 3 staff members are dedicated to operations, logistics and volunteer coordination and 2 staff members to administration, fundraising, outreach, and communications. Once the renovations are completed and Food Link is fully operational there will be a need to expand staff to oversee the expanded operations and additional volunteers. The staff will work to communicate to the public the availability of volunteer opportunities and the accessibility of the building. Staff will also be responsible for expanding opportunities made available to older adults plus programs for individuals with acquired brain injuries, mobility, developmental, and mental health challenges, who benefit from participating in their community through the Food Link operations hub.

For the renovations project Food Link relies upon the Co-founders and members of the Board of Directors and outside consultants including an architect, project manager and construction manager dedicated to overseeing the renovation construction project. Funding for the renovations project as well as ongoing operations is the responsibility of the Co-founders, Board Members, administrative staff, fundraising consultants (grant writing and direct mail) and a dedicated Development Committee.

3. Encouraging Partnerships: Does the proposed project involve new or existing partnerships with other service providers in the community? Please Explain.

The new operations facility will expand Food Link's capacity for rescue of fresh nutritious food from 600,000 pounds per year to as much as 2 million pounds per year. The additional capacity will enhance and expand the relationships Food Link has with 27 current food donors, and 46 current recipient agencies, as well as allowing Food Link to expand services collecting food from additional donors so that less food ends up in the waste stream and distributing the food to additional recipient agencies in and around Arlington. Food Link's current Arlington partnerships include 1) food donors - Arlington Whole Foods Market, Trader Joe's, Magic Bites, and Stop & Shop and 2) food recipients are listed in question 1b The new operations hub will allow Food Link to provide more deliveries to the existing partners and to expand distribution to Arlington residents in need through new programs and partnerships.

When the newly renovated facility is made accessible Food Link will reach out to the LABBB Collaborative, Walnut Street Center of Medford, and Advocates/Douglas House of Lexington, as well as other local nonprofits seeking partnerships with organizations able to

offer meaningful volunteer opportunities that will assist Food Link in providing more food to the Arlington community. The new space will allow for more than one motorized wheelchair in the facility at one time, a restriction due to limited space in Food Link's past facilities. Additionally Food Link will utilize its new facility to serve as a community resource offering training and educational programs for volunteers and community members, including those that benefit from the food provided by Food Link. Food Link recognizes the need for a fully accessible facility so that programs will be open to all members of the community.

4. **Cost Benefit:** Describe how the overall cost of your proposed project relates to the outputs or outcomes of the project. For example, divide the funding request by the estimated number of people served by this program:

\$10,000 funding request /100 people served= \$100/person.

\$174,859 funding request/3,300 people served = \$52.99/person (about the cost of food for one person for one week); 325,000 pounds of food distributed in Arlington / 3,300 people served = 98 pounds on average of food received by each recipient each year; For \$52.99, 3,300 Arlington residents receive 98 pounds of food in one year which is enough food for 82 meals. (NOTE: Food Link provides food at no cost to the recipients)

5. **Leveraged Funds:** Has the organization secured additional funding sources or in-kind support to cover the proposed project?

Food Link is currently in a \$3.25 million capital campaign to raise the funds to cover the cost of the renovation of the 108 Summer Street facility. To date Food Link has raised over \$1.2 million including funding from Eastern Bank, Cabot Family Foundation, Greater Boston Food Bank, Agnes Lindsay Trust, Mifflin Memorial Fund, Foundation for MetroWest and Ludecke Foundation, most offer opportunities for additional funding. Food Link has also raised funds targeted toward renovations for accessibility including First Church in Cambridge and Dana Home Foundation in Lexington. Food Link has the potential to tap into construction and permanent financing from Leader Bank for this project. In the coming year Food Link will expand fundraising efforts around the Capital Campaign including grants applications to Amelia Peabody Charitable Fund and Roy A. Hunt Foundation, both of which have expressed interest in supporting Food Link's Capital Campaign. Additionally individuals both from within Arlington and surrounding communities supporting this project. In-kind support has been provided for certain legal, engineering and design services. Construction materials, plumbing fixtures and shelving have been donated and it is anticipated that more will be received in the future. Eversource has several incentive programs for energy efficiency features such as lighting and insulation that Food Link is utilizing.

6. **Self Sufficiency:** Will the proposed project be self-sufficient and no longer require CDBG funding after one year? After a few years?

Food Link anticipates occupying the facility at 108 Summer St. by October 2020 with the installation of the generator by the end of 2020. At that time, Food Link anticipates that no additional funding will be necessary for the renovations. Food Link has successfully secured funding for general operating and program support allowing the organization to not only maintain but to grow operations during this transition phase. Supporters of Food Link include the Foundation for MetroWest, Ludecke Foundation, The Philanthropy Connection, Cummings \$100K for 100 (with plans to apply for a Cummings Sustaining Grant in 2020), \$85,000 in state funding through the Massachusetts Emergency Food Assistance Program.

Food Link continues to build its pipeline to support the expansion of its food rescue operations during our current transition phase and will continue to do so once the renovations of the operations hub are completed.

7. **New Public Services Program:** Is the proposed project offering a new service and is it available from any other providers in the community?

Food Link has been providing fresh nutritious food to Arlington's residents for several years. This project will allow Food Link to provide more fresh food to Arlington residents, particularly those with disabilities and older adults. An accessible facility will allow more older adults and people with disabilities to participate. The generator will allow Food Link to provide the new service of becoming a food resource to Arlington when power outages occur, which in recent years has become a more common occurrence throughout the region.

Additional Comments: If necessary, use this space to include additional project information not covered in the categories above.

The new operational facility once completed will allow for the collection, and storage of a greater amount of fresh nutritious food which can then be distributed in greater quantities to the existing recipient agencies. Accessibility to fresh produce, dairy, meats and breads continues to be a major challenge for those facing food insecurity and the agencies serving them. Comments that Food Link receives from our local recipient agencies praise the fact that Food Link provides fresh fruits and vegetables; items many families cannot afford to purchase and items that satisfy the needs for individuals who do not eat meat for dietary or cultural reasons. Through the food supplied by Food Link many children are able to add healthy fresh foods to their diet that they may not have access to at home because they are too costly.

The Food Link operational hub will further serve as a community resource through its sorting room/ community space which can serve as a location for educational programs of benefit to the entire community including programs on waste reduction, recycling, the prevalence of food insecurity in our neighborhoods, the health benefits of access to fresh foods, and expansion of the state's program on food as medicine.

TOWN OF ARLINGTON
COMMUNITY DEVELOPMENT BLOCK GRANT
FUNDING APPLICATION
FISCAL YEAR 2020-2021

Agency & Project Summary Information	
I. Contact Information (If application is completed by a Collaborative, provide the contact information for the lead entity only)	
Agency/Organization Arlington EATS	Project Name Fit-Out Project
Contact Andi Doane	Title Executive Director
Mailing Address 58 Medford St, Arlington, MA 02474	Project Location 117 Broadway, Arlington, MA 02474
Email adoane@arlingtoneats.org	Phone 339-707-6757 x 1001
Anticipated Start Dates 12-2019	Anticipated End Dates 12-2021
Amount of Request \$400,000	Registered on SAM.gov? (all applicants must be registered here to receive federal funding)
Please Identify the Type of Organization Applying for Funds (<i>Note: More than one may apply</i>)	
<input checked="" type="checkbox"/> 501(c)3 <input type="checkbox"/> For-profit authorized under 570.201(o) <input type="checkbox"/> Faith-based Organization <input type="checkbox"/> Unit of Government <input type="checkbox"/> Institution of Higher Education	
Determining Eligibility This project/activity must meet ONE of the HUD National Objectives listed below. Please check ONE box below.	
<input type="checkbox"/> Low/Moderate Income Area Benefit (LMA): the project/activity meets the needs of persons residing in an area where at least 33.33% of the residents make a low- or moderate-income. Please refer to the PROJECT/ACTIVITY SERVICE AREA map on page 6 in part I, to determine if your activity is located within an eligible area.	
<div style="border: 1px solid black; height: 20px; width: 100%; margin-top: 10px;"></div> Census Tract and Block:	
<input checked="" type="checkbox"/> Low/Moderate Limited Clientele (LMC): the activity benefits a group of persons (rather than residents in a particular area) 51% of whom themselves or their family make a low- or moderate-income. The following groups are presumed to be eligible: abused children, battered spouses, elderly persons, adults meeting the Bureau of Census' Current Population Reports definition of "severely disabled", homeless persons, illiterate adults and persons living with AIDS.	
<input type="checkbox"/> Low/Moderate Housing (LMH): The project will provide or improve permanent residential structures which, upon completion, will be occupied by households that make a low- or moderate-income. This includes but is not limited to acquisition or rehabilitation. Housing can be either owner or renter occupied units in one family or multi-family structures.	
<input type="checkbox"/> Slum or Blighted Area (SBA): the project is in a designated slum/blighted area as defined under State or local law and will address conditions that qualified the area as slum or blighted.	
<input type="checkbox"/> Spot Blight (SBS): the project will prevent or eliminate specific conditions of blight or physical decay outside a slum area. Activities are limited to clearance, historic preservation, rehabilitation of buildings, but only to the extent necessary to eliminate conditions detrimental to public health and safety.	
Does your program benefit any of the following? <input checked="" type="checkbox"/> Abused children <input checked="" type="checkbox"/> Elderly persons (age 62 and older) <input checked="" type="checkbox"/> Battered spouses <input checked="" type="checkbox"/> Homeless persons <input type="checkbox"/> Severely disabled adults (as defined by Bureau of Census*) <input checked="" type="checkbox"/> Illiterate adults <input checked="" type="checkbox"/> Persons living with AIDS <input type="checkbox"/> Migrant farm workers <input type="checkbox"/> Other (please specify):	DUNS #: (Note: All entities receiving federal assistance are required to have a DUNS #) 101446969

II. General Description

1. Brief Project Description (please avoid using abbreviations)

The organization Arlington EATS (EATS) grew from the 2017 merger of the Arlington Food Pantry and the volunteer led Arlington EATS, which provided vacation lunches and snacks to students in all schools in Arlington. Since 2017, Arlington EATS has grown to serve approximately 1,800 low to moderate income Arlington residents (children, adults and seniors) annually, making us one of the largest social service providers in town.

For four years the Food Pantry, now called the Arlington EATS Market, operated out of a shared space at 117 Broadway. That space is in the process of being torn down and replaced with affordable housing built by Housing Corporation of Arlington. Our Market now is temporarily operating out of St. John's Church on Pleasant St. When completed in 2021, the entire first floor (2,700 square feet) of the renovated space at 117 Broadway will be dedicated to Arlington EATS and will serve as our home for the foreseeable future.

Funds requested will support our \$1,000,000 capital campaign to build out the space to house our Market operations, provide program space for snack packing and produce washing, as well as office and meeting spaces. Since the food pantry opened in 1991, we have always shared space with other agencies or relied on the hospitality of churches. While these have been successful partnerships, these arrangements have limited our capacity in programming, access, and population reach to Arlington's most vulnerable residents.

Expansion of services is a part of our 2020-2023 strategic plan. We are building partnerships with other social service agencies and will have a dedicated, private meeting space to provide multiple services to our clients including applying for SNAP benefits, WIC, affordable housing assistance, unemployment benefits, job training, and financial planning. The new facility will include warehouse space for food storage in order to expand our reach to low to moderate income individuals by getting food out to the community through mobile and satellite access points.

Our new space will also be a hub for engaging the community in issues related to the causes and effects of poverty. We will be holding workshops and seminars that will educate the community about the impact of poverty and provide a call to action to reduce poverty in Arlington.

2. Consolidated Plan Goals and Objectives

Our project ties into the community neighborhood facilities for the Town's Consolidated Plan Activities and Objectives.

Our objective is to increase access to food, which in turn allows low and moderate income persons to have access to job opportunities and education. Without access to sufficient and nutritious foods, individuals are unable to learn, apply for employment, or maintain employment. Arlington EATS provides each family that shops at our 100% choice Market with 35-50 pounds of food (dependent on family size). The food consists of pantry staples, meat, eggs, dairy, fresh produce, and bread. Each family has access to the Market weekly on Wednesdays. With a new building, we will be able to triple service hours so that even more low to moderate income residents can access our services.

In addition to food, we will also provide low and moderate income persons with access to other resources through agency partnerships. We plan to have information available and a dedicated, private space to host other agency representatives for services such as SNAP, WIC, financial planning, job training, and affordable housing.

3. Geographic Distribution of Activities: (Town wide, or Census Tract)

Arlington EATS services are available town-wide. Any resident in need who brings a photo ID and proof of residency (lease, utility bill, or piece of mail with current address) can shop at our Market. Seniors, 60+, who qualify based on income can receive free groceries, including pantry staples and fresh produce, once a month at Drake Village. All low income Arlington seniors are eligible to participate. We offer lunches when school is not in session over the February and April vacation weeks and six weeks in the summer for low to moderate income Arlington students and their families at the Thompson School and the Robbins Library. We also provide snacks during the school day for students in all the Arlington Public Schools and Menotomy Preschool.

III. Attachments

The following attachments must accompany this proposal:

- 501(c)(3) Letter of Tax Determination Status from the Internal Revenue Service (IRS)
- One (1) copy of agency's most recent financial audit
- One (1) copy; MA Certificate of Good Standing

Collaborative Partners: If this application is being submitted on behalf of a collaborative please identify all partnering agencies.

There are no collaborative partners involved in this application.

Project Narrative

Based on the evaluation criteria identified, use the space provided to answer each prompt

1. a) Community Need: Please discuss the community need that will be addressed through your proposed project, and your familiarity with said community need. Project goals should be consistent with the Priority Need categories identified in the 5-Year Consolidated Plan.

The town of Arlington, Massachusetts has 3,500 residents who are food insecure, including 650 students on free and reduced price lunches. EATS' mission is to engage the community in eliminating food insecurity and hunger in Arlington. The Arlington EATS Market, previously known as the Food Pantry, serves a role in the food provisioning of at least 165 low to moderate income families every week. Food distribution allocations at the Market are based on an assumption that shoppers (clients) rely on it as a supplement to other grocery shopping and food acquisition during a typical week.

During the summer of 2019, EATS commissioned two Tufts graduate students to provide a program evaluation study of the Market to determine how much of shoppers' weekly food came from the Market. They interviewed 32 randomly selected clients to provide feedback. Because one of the graduate students was fluent in Mandarin and Cantonese as well as English, we were able to include Chinese shoppers who were not fluent in English, which provided data that had previously been unavailable. Thirty-one percent (31%) of shoppers reported receiving "most" or "all" of their weekly food from the Market. Ninety-one percent (91%) of shoppers reported coming to the Market "regularly" and rely on it for food at least every other week. These data suggest that many shoppers are using the Market as more than supplemental, and are, in fact, relying substantially on the Market for their weekly food.

In addition, 31% of our sample reported that they have relied on the Market for more than 5 years. Previous data did not have this category as a possible answer (terminating with the option of 2-5 years) but the length of reported use ranged over a decade. The need for EATS in Arlington is demonstrated by the consistent and long-term use of our programming by the community. While we currently serve 1,800 low to moderate income residents, our goal is to reach 2,600 low to moderate income residents who are food insecure. A dedicated facility for Arlington EATS would allow us to expand hours of service, provide more hunger related programming and reach more low and moderate income individuals.

1. b) Will all clients be residents of Arlington? If not, please provide a percentage of non-Arlington residents.

To be eligible to receive services from Arlington EATS, clients must be residents of Arlington, MA.

2. Resources & Capacity: Please discuss the staff and resources that will be used to execute the proposed project, familiarity with the community need and how said need/population will be contacted & engaged.

EATS has engaged Architectural Resources Cambridge (ARC) to provide pro bono design services. Our facility planning committee is Andi Doane, Executive Director, who has been with EATS for five years; Susan Dorson, Program Manager and long-time Arlington resident; and Marshall Audin, retired architect and Arlington EATS Board Member.

EATS has assembled a Capital Campaign Committee with the assistance of Arlington-based, fundraising consulting firm Dynamic Solution Associates. The committee will work to bring financial resources and solicit in-kind donations from construction vendors. The committee is in the process of developing a plan that will encompass soliciting support from the 3,500 member donor base (of which 1,319 individuals gave over \$370,000 in 2019), writing grants to appropriate foundations, and conducting outreach and communications to ensure the community is aware of our efforts.

Our organization values the feedback and engagement of the population served. We have one board member who is a client and 20% of our regular volunteers are clients. Additionally, we received feedback from 20% of our client population through one-on-one interviews conducted by two graduate students we engaged to do a program evaluation on the Market in summer 2019 (see question 1a).

We are in close partnership with Housing Corporation of Arlington (HCA), who is the owner and developer of the property. This has been a partnership since HCA purchased the property in 2014 and provided space for the Market from December 2014 through May 2019 while they secured funding for construction.

3. Encouraging Partnerships: Does the proposed project involve new or existing partnerships with other service providers in the community? Please Explain.

Arlington EATS regularly partners with organizations in the community to fulfill our mission. We have an excellent working relationship with Arlington Public Schools' Food Service as we use their facilities for our vacation and summer lunches as well as support for the snack program.

We also partner with groups like Arlington Health and Human Services, Arlington Council on Aging, and Arlington Youth Counseling Center to host emergency food closets, that we stock and maintain. We are also founding members of the Arlington Food Safety Network and Arlington Human Services Network, where we share information and send or receive referrals for low to moderate income clients.

We partner with Arlington-based Food Link, Boston Area Gleaners, and the Greater Boston Food Bank to allow for better use of local and regional food resources.

4. Cost Benefit: Describe how the overall cost of your proposed project relates to the outputs or outcomes of the project. For example, divide the funding request by the estimated number of people served by this program: \$10,000 funding request /100 people served= \$100/person.

EATS has been an integral part of the Arlington community since 1991. There is a demonstrated need for our services and circumstance has presented us for the first time in our nearly 30 year history to have a permanent home just for our organization. This new site will help us continue to meet our mission especially in lieu of current and upcoming cuts to government supports. The new space will also allow us to better maximize our resources for market shoppers and students. While the million dollar price tag on our renovations may seem expensive, the impact this investment in our community will be seen for years to come.

We currently serve 1,800 low and moderate income Arlington residents with food-related programming. We anticipate increasing our reach and serving 2,600 low to moderate income Arlington residents which would equate to \$385 per person served.

5. Leveraged Funds: Has the organization secured additional funding sources or in-kind support to cover the proposed project?

Approximately \$75,000 has been pledged in in-kind support from our architect ARC, \$60,000 in confirmed and pledged funds from individual donors has been committed to the project, to date. We have a fundraising plan that includes soliciting individual donors, foundations, and state funds to cover the remaining portion of the project. Additionally, our board has been mindful of this project for several years and has \$375,000 in reserve funds to be used, if needed.

6. Self Sufficiency: Will the proposed project be self-sufficient and no longer require CDBG funding after one year? After a few years?

The capital campaign has a limited scope as it will be a two year \$1 million campaign. The facility we are building is projected to be completed by December of 2021. Once complete the need for funds for this project will no longer be required. Ongoing operations of EATS will continue to be supported through individual contributions and grants.

7. New Public Services Program: Is the proposed project offering a new service and is it available from any other providers in the community?

Arlington EATS is the only organization that provides a food pantry, vacation and summer lunches, as well as a snack program in all of the schools for low to moderate income Arlington residents. In our 2019 Program Evaluation study, we learned that a majority (66%) of our shoppers use no other community food services besides EATS. We are a unique service that is reaching a population of low to moderate income residents that no other social service agency is reaching. Our Market is the only consistent source of free food for low to moderate income people that need it in Arlington.

We currently serve 1,800 low and moderate income residents. Our goal with a new facility is to reach 2,600 low and moderate income residents who are food insecure. A dedicated facility for Arlington EATS would allow us to expand hours of service, provide more hunger related programming, and reach more low to moderate income individuals.

Additional Comments: If necessary, use this space to include additional project information not covered in the categories above.

EATS ensures that all Arlington residents have access to healthy food by providing a diversity of programming and services in order to reach people of all ages and needs in Arlington. EATS provides 450,000 pounds of food annually to low to moderate income families and seniors in need. Some of the highly-requested items at the Market are household goods which are not frequently donated and must be purchased by EATS. This includes items such as diapers, laundry detergent and shampoo, necessities that families need in order to maintain dignity as well as quality of life.

EATS assists individuals as they apply for the Supplemental Nutrition Assistance Program (SNAP). The Senior Grocery Program provides low income qualifying individuals aged sixty or older with free groceries including pantry staples and fresh produce at a satellite location at Drake Village, which is more accessible to a large population of seniors. In 2019 EATS assisted 294 low and moderate income seniors on a weekly and/or monthly basis.

EATS services in schools make healthy food available to low to moderate income Arlington students and their families. Students who qualify for free or reduced price lunches during the school year may not have access to regular meals at home during long breaks. EATS' Summer and Vacation Lunch Program provided 3,365 meals to low to moderate income students and their families with healthy, nutritious food over the long summer vacation, February and April vacations, and over the weekends. The EATS School Lunch Debt Payback works with Arlington Public Schools to pay lunch fees that families are unable to pay due to hardship or missing the threshold for reduced lunch fees. The 2018-2019 lunch debt consisted of \$8,423 that Arlington EATS eliminated, reducing the financial burden for 260 students.

Budget Description			
Please provide a budget for the proposed project. Include all proposed expenses & funding sources. Grant recipients & the Town will have an opportunity to create a more detailed budget upon notification of the project's acceptance.			
A. Non-Construction Projects/Activities (Public Services)			
Description	A	B	A+B
	CDBG Funds Requested	Other Funding*	Total Proposed Budget
Office Supplies			
Utilities			
Repairs/Maintenance			
Travel			
Salaries (List relevant positions)			
Other:			
TOTAL PROPOSED BUDGET			

B. Construction Projects (physical improvements) Note: Federal wage rates may apply for some construction projects. Applicants are strongly advised to speak with Town of Arlington staff before submitting an application for a physical project.			
Description	A	B	A+B
	CDBG Funds Requested	Other Funding*	Total Proposed Budget
Construction	\$400,000	\$525,000	\$925,000
Acquisition			
Appraisals			
Design		\$75,000	\$75,000
TOTAL PROPOSED BUDGET			\$1,000,000

**Summary of Other Funding - please indicate the amount and type of additional funding committed or pending for this project, if applicable. (Do not include CDBG amounts requested in this application)*

Funding Source		Amount	Committed or Pending
Other Federal:			
State:			
Local:			
Private:	Private donors and foundations	\$575,000	\$60,000 committed, \$515,000 pending
Other:	In-kind architectural design services	\$75,000	Committed
Total:			

MEASURING ACCOMPLISHMENTS TABLE

PLEASE AVOID ABBREVIATIONS

NEED STATEMENT	GOAL	INPUTS	ACTIVITIES	OUTPUTS	OUTCOMES
Description of Need to be Addressed	Proposed goals to reduce extent of problems or needs	Resources to be dedicated or utilized to meet proposed goals	What the program does with the input to fulfill its mission	Direct products of program activities	ST (Short Term) LT (Long Term) Benefits that result from the program
Arlington has low to moderate income residents that are food insecure.	<p>*To provide services that will offer food at no cost to 2,600 individuals in Arlington, MA struggling with food insecurity, including low to moderate income persons, abused children elders, battered spouses, homeless persons, and persons living with AIDS.</p> <p>*Raise \$1,000,000 to build out the newly constructed site at 117 Broadway transforming it into the Arlington EATS Market.</p>	<p>Staff: Program Manager & 100 volunteers Food: 1 million pounds of fresh produce, shelf stable foods, dairy, meat and bread.</p> <p>Facility: Newly built Market with warehouse space for food storage and processing, refrigeration, distribution area, and offices.</p> <p>Equipment: Shelving, refrigeration, tables, office equipment, sinks</p> <p>Building resources: Staff, Facility Committee, architect, construction contractor</p> <p>Funding: CDBG funds, grants, private foundations, private citizens</p>	<p>The staff and volunteers will offer a Market (food pantry) that will be open 12 hours a week for low to moderate income residents to access nutritious foods.</p> <p>The staff will raise the funds to design and build a functional space.</p> <p>The Facility team will work with the architect and construction contractor to design and build a functional space for programming and offices.</p>	<p>2,600 food insecure individuals will receive access to sufficient and nutritious foods.</p> <p>1 million pounds of food will be distributed annually to low and moderate income Arlington residents.</p> <p>\$1,000,000 will be raised.</p> <p>A functional building space for EATS will be constructed.</p>	<p>1. Low to moderate income Arlington residents will have regular access to nutritious and sufficient foods. (ST)</p> <p>2. Arlington will be a community where no child, family, or senior goes hungry. (LT)</p> <p>3. Arlington EATS will have a stable, permanent facility for programming for low to moderate income residents. (LT)</p>

Nationally Reportable Outputs

Please indicate the number of outputs expected

Businesses Assisted	0	Persons Served	2600
Households Assisted	1040	Jobs Created	0

TOWN OF ARLINGTON
COMMUNITY DEVELOPMENT BLOCK GRANT
FUNDING APPLICATION
FISCAL YEAR 2020-2021

Agency & Project Summary Information	
I. Contact Information (If application is completed by a Collaborative, provide the contact information for the lead entity only)	
Agency/Organization Town of Arlington, MA	Project Name Whittemore Park Revitalization Project, Phase II
Contact Allison Carter	Title Economic Development Coordinator
Mailing Address 730 Massachusetts Avenue, Arlington, MA 02476	Project Location 611 Massachusetts Avenue, Arlington, MA 02476
Email acarter@town.arlington.ma.us	Phone 781-316-3090
Anticipated Start Dates 7/1/2020	Anticipated End Dates 6/30/2021
Amount of Request \$125,000.000	Registered on SAM.gov? (all applicants must be registered here to receive federal funding)
Please Identify the Type of Organization Applying for Funds (<i>Note: More than one may apply</i>)	
<input type="checkbox"/> 501(c)3 <input type="checkbox"/> For-profit authorized under 570.201(o) <input type="checkbox"/> Faith-based Organization <input checked="" type="checkbox"/> Unit of Government <input type="checkbox"/> Institution of Higher Education	
Determining Eligibility This project/activity must meet ONE of the HUD National Objectives listed below. Please check ONE box below.	
<input checked="" type="checkbox"/> Low/Moderate Income Area Benefit (LMA): the project/activity meets the needs of persons residing in an area where at least 33.33% of the residents make a low- or moderate-income. Please refer to the PROJECT/ACTIVITY SERVICE AREA map on page 6 in part I, to determine if your activity is located within an eligible area.	
<div style="border: 1px solid black; padding: 5px; margin: 5px 0;">Census Tract and Block: Tract 356300, Block 6</div>	
<input type="checkbox"/> Low/Moderate Limited Clientele (LMC): the activity benefits a group of persons (rather than residents in a particular area) 51% of whom themselves or their family make a low- or moderate-income. The following groups are presumed to be eligible: abused children, battered spouses, elderly persons, adults meeting the Bureau of Census' Current Population Reports definition of "severely disabled", homeless persons, illiterate adults and persons living with AIDS.	
<input type="checkbox"/> Low/Moderate Housing (LMH): The project will provide or improve permanent residential structures which, upon completion, will be occupied by households that make a low- or moderate-income. This includes but is not limited to acquisition or rehabilitation. Housing can be either owner or renter occupied units in one family or multi-family structures.	
<input type="checkbox"/> Slum or Blighted Area (SBA): the project is in a designated slum/blighted area as defined under State or local law and will address conditions that qualified the area as slum or blighted.	
<input type="checkbox"/> Spot Blight (SBS): the project will prevent or eliminate specific conditions of blight or physical decay outside a slum area. Activities are limited to clearance, historic preservation, rehabilitation of buildings, but only to the extent necessary to eliminate conditions detrimental to public health and safety.	
Does your program benefit any of the following? <input type="checkbox"/> Abused children <input type="checkbox"/> Elderly persons (age 62 and older) <input type="checkbox"/> Battered spouses <input type="checkbox"/> Homeless persons <input type="checkbox"/> Severely disabled adults (as defined by Bureau of Census*) <input type="checkbox"/> Illiterate adults <input type="checkbox"/> Persons living with AIDS <input type="checkbox"/> Migrant farm workers <input checked="" type="checkbox"/> Other (please specify):	DUNS #: (Note: All entities receiving federal assistance are required to have a DUNS #) 073802126

II. General Description

1. Brief Project Description (please avoid using abbreviations)

The Town of Arlington's Department of Planning and Community Development (DPCD) requests \$125,000.00 in Community Development Block Grant funds for the Phase II of the Whittemore Park Revitalization Project. The funding requested would create accessibility improvements to the Jefferson Cutter House, which is the home to the Cyrus Dallin Museum. The second phase would include creating a new accessible path to the rear door of the Jefferson Cutter House as well as improvements to the rear stairway. The existing side garden would be removed and replaced by a new garden, including a new granite retaining wall and wooden board fence.

2. Consolidated Plan Goals and Objectives

The Consolidated Plan identifies a goal as improving public facilities, infrastructure, and parks. By making this park and the Jefferson Cutter House compliant with the Americans with Disabilities Act, this project meets this goal of the Consolidated Plan.

3. Geographic Distribution of Activities: (Town wide, or Census Tract)

The proposed project is located in Census Tract 356300, Block 6, however the benefits will be available to any visitors to the park, which is located in the heart of Arlington Center, the town's central business district. It will also render benefits to visitors to the Cyrus Dallin Museum, which attracts visitors from around the region and beyond.

III. Attachments

The following attachments must accompany this proposal:

- 501(c)(3) Letter of Tax Determination Status from the Internal Revenue Service (IRS)
- One (1) copy of agency's most recent financial audit
- One (1) copy; MA Certificate of Good Standing

Collaborative Partners: If this application is being submitted on behalf of a collaborative please identify all partnering agencies.

This proposed project is Phase II of the larger Whittemore Park Revitalization Project. Phase I of that project is currently underway, and has been funded by Arlington's Community Preservation Act Committee. Partners on Phase II of the project include the Cyrus Dallin Museum, the Arlington Chamber of Commerce, and the operators of the nonprofit Cutter Gallery, all of which are located within the Jefferson Cutter House.

Project Narrative

Based on the evaluation criteria identified, use the space provided to answer each prompt

1. a) Community Need: Please discuss the community need that will be addressed through your proposed project, and your familiarity with said community need. Project goals should be consistent with the Priority Need categories identified in the 5-Year Consolidated Plan.

The Town of Arlington would like to allocate Community Development Block Grant funds for public facilities improvements at Whittemore Park. With this project, residents of Arlington and visitors to Arlington Center and the Jefferson Cutter House will be able to avail themselves to the accessibility improvements to the park and house that this project proposes.

Currently, there is no accessible entrance to the Cyrus Dallin Museum. In Whittemore Park, the current walkways, which were installed in the 1980s, are constructed of bricks which have heaved and been uprooted over time. The project will enable people with physical disabilities to access the house and park.

1. b) Will all clients be residents of Arlington? If not, please provide a percentage of non-Arlington residents.

All residents of Arlington will benefit from the accessibility improvements to be rendered by this project, however the museum and programming in Whittemore Park attract an audience that extends much wider than the town itself. For example, in the summers of 2018 and 2019, there was a pop-up beer garden in Whittemore Park. Over the course of both seasons the beer garden welcomed over 20,000 visitors, about 20% of which were residents of other communities.

2. Resources & Capacity: Please discuss the staff and resources that will be used to execute the proposed project, familiarity with the community need and how said need/population will be contacted & engaged.

The Director of Planning and Community Development and the Economic Development Coordinator will work with a project committee and consultants to implement this project. It will require coordination with the Town's Facilities and Public Works departments, who manage aspects of the site, as well as staff of the Cyrus Dallin Museum and the Arlington Chamber of Commerce, who work at the site.

3. Encouraging Partnerships: Does the proposed project involve new or existing partnerships with other service providers in the community? Please Explain.

The proposed project does not involve other service providers in the community.

4. Cost Benefit: Describe how the overall cost of your proposed project relates to the outputs or outcomes of the project. For example, divide the funding request by the estimated number of people served by this program:
 $\$10,000 \text{ funding request} / 100 \text{ people served} = \$100/\text{person}.$

We are asking for \$125,000 to fund Phase II of this project, which will benefit all members of the public who visit the park and use the Jefferson Cutter House.

5. Leveraged Funds: Has the organization secured additional funding sources or in-kind support to cover the proposed project?

This request would fund Phase II of the Whittemore Park Revitalization Project with Community Development Block Grant funding for accessibility improvements to the park and the Jefferson Cutter House. This request further leverages \$540,000 of Community Preservation Act funds for Phase I of the project and a future request of \$425,000 in Capital funds for Phase III.

6. Self Sufficiency: Will the proposed project be self-sufficient and no longer require CDBG funding after one year? After a few years?

This is a one-time project which will not require CDBG funding after one year.

7. New Public Services Program: Is the proposed project offering a new service and is it available from any other providers in the community?

This is not a public service program.

Additional Comments: If necessary, use this space to include additional project information not covered in the categories above.

Budget Description

Please provide a budget for the proposed project. Include all proposed expenses & funding sources. Grant recipients & the Town will have an opportunity to create a more detailed budget upon notification of the project's acceptance.

A. Non-Construction Projects/Activities (Public Services)

Description	A	B	A+B
	CDBG Funds Requested	Other Funding*	Total Proposed Budget
Office Supplies			
Utilities			
Repairs/Maintenance			
Travel			
Salaries (List relevant positions)			
Other:			
TOTAL PROPOSED BUDGET			

B. Construction Projects (physical improvements) Note: Federal wage rates may apply for some construction projects. Applicants are strongly advised to speak with Town of Arlington staff before submitting an application for a physical project.

Description	A	B	A+B
	CDBG Funds Requested	Other Funding*	Total Proposed Budget
Construction	\$125,000		\$125,000
Acquisition			
Appraisals			
Design			
TOTAL PROPOSED BUDGET	\$125,000		\$125,000

**Summary of Other Funding - please indicate the amount and type of additional funding committed or pending for this project, if applicable. (Do not include CDBG amounts requested in this application)*

Funding Source		Amount	Committed or Pending
Other Federal:			
State:			
Local:			
Private:			
Other:			
Total:			

MEASURING ACCOMPLISHMENTS TABLE

PLEASE AVOID ABBREVIATIONS

NEED STATEMENT	GOAL	INPUTS	ACTIVITIES	OUTPUTS	OUTCOMES
Description of Need to be Addressed	Proposed goals to reduce extent of problems or needs	Resources to be dedicated or utilized to meet proposed goals	What the program does with the input to fulfill its mission	Direct products of program activities	ST (Short Term) LT (Long Term) Benefits that result from the program
There is a need to bring Whittemore Park and the Jefferson Cutter House into compliance with the Americans with Disabilities Act so that all members of the community may enjoy those public facilities to the fullest extent possible.	The goal of the proposed project is to create accessibility improvements to the rear door and rear stairway that the Jefferson Cutter House.	The resources to be dedicated to the program is staff time from the Department of Planning and Community Development.	Staff time will be to work with a project committee and a landscape architect consultant team to implement the project.	The direct product of this project would be to provide accessibility improvements to a public park and building.	The short term benefit of the program is to provide accessibility improvements to a public park and building. The long term benefit of the program is to provide accessibility improvements to a public park and building.

Nationally Reportable Outputs

Please indicate the number of outputs expected

Businesses Assisted	3	Persons Served	25,000
Households Assisted		Jobs Created	



TOWN OF ARLINGTON

MASSACHUSETTS 02476

781 - 316 - 3090

DEPARTMENT OF PLANNING and COMMUNITY DEVELOPMENT

MEMORANDUM

TO: Select Board, CDBG Sub-Committee

FROM: Jennifer Raitt, Director of Planning and Community Development

DATE: January 15, 2020

SUBJECT: CDBG Program Year 46 – Request for Funds

On behalf of the Department of Planning and Community Development, I am pleased to submit to you the following requests for Community Development Block Grant (CDBG) funds for the program year July 1, 2020 through June 30, 2021.

Planning

Planners – This is a request for **\$52,335** to fund a portion of the salary and fringe benefits of Department staff working on CDBG-related activities. Duties and responsibilities involve data gathering and analysis, survey creation and implementation, land use planning and zoning activities, affordable housing studies and implementation.

Planning Studies – This is a request for **\$90,000** will fund three planning activities. A portion of will fund an update to the Housing Production Plan, which will expire in November 2021, including but not limited to hiring a consultant to assist in the preparation of that plan. Updating the Housing Production Plan will ensure that the community can proactively address the affordable housing needs and develop strategies to work toward meeting those needs. We also plan to fund, in part, affordable housing delivery and investigating designating Arlington Center a Neighborhood Revitalization Strategy Area.

Administration

CDBG Administrator – This is a request for **\$71,551** to fund the salary and fringe benefits of the CDBG Administrator position. This staff person is responsible for the daily financial administration of the CDBG program and coordination of grant activities with program directors. The Administrator is also responsible for maintaining all records and completing the reporting requirements of the CDBG program as required by HUD.

General Administration – This is a request for **\$15,000** to fund administrative costs related to overall program development, management, coordination, monitoring, and evaluation. This line item also includes funding legal advertising and training and travel costs for the Administrator.

Total Request for Planning and Administration: \$228,886

**TOWN OF ARLINGTON
COMMUNITY DEVELOPMENT BLOCK GRANT
FUNDING APPLICATION
FISCAL YEAR 2020-2021**

Agency & Project Summary Information	
I. Contact Information (If application is completed by a Collaborative, provide the contact information for the lead entity only)	
Agency/Organization Envision Arlington	Project Name 2021 Annual Town Survey
Contact Kelly Lynema	Title Senior Planner, DPCD and member of Envision Arlington Standing Committee
Mailing Address Department of Planning & Community Development, 730 Mass Ave, Arlington MA 02476	Project Location Town of Arlington
Email klynema@town.arlington.ma.us	Phone 781-316-3096
Anticipated Start Dates September 2020	Anticipated End Dates May 2021
Amount of Request \$2,000	Registered on SAM.gov? (all applicants must be registered here to receive federal funding)
Please Identify the Type of Organization Applying for Funds (<i>Note: More than one may apply</i>) <div style="display: flex; justify-content: space-between; align-items: flex-start;"> <div style="width: 18%;"> <input type="checkbox"/> 501(c)3 </div> <div style="width: 18%;"> <input type="checkbox"/> For-profit authorized under 570.201(o) </div> <div style="width: 18%;"> <input type="checkbox"/> Faith-based Organization </div> <div style="width: 18%;"> <input checked="" type="checkbox"/> Unit of Government </div> <div style="width: 18%;"> <input type="checkbox"/> Institution of Higher Education </div> </div>	
Determining Eligibility This project/activity must meet ONE of the HUD National Objectives listed below. Please check ONE box below.	
<input type="checkbox"/> Low/Moderate Income Area Benefit (LMA): the project/activity meets the needs of persons residing in an area where at least 33.33% of the residents make a low- or moderate-income. Please refer to the PROJECT/ACTIVITY SERVICE AREA map on page 6 in part I, to determine if your activity is located within an eligible area.	
<div style="border: 1px solid black; height: 20px; margin-top: 5px;"></div> Census Tract and Block:	
<input type="checkbox"/> Low/Moderate Limited Clientele (LMC): the activity benefits a group of persons (rather than residents in a particular area) 51% of whom themselves or their family make a low- or moderate-income. The following groups are presumed to be eligible: abused children, battered spouses, elderly persons, adults meeting the Bureau of Census' Current Population Reports definition of "severely disabled", homeless persons, illiterate adults and persons living with AIDS.	
<input type="checkbox"/> Low/Moderate Housing (LMH): The project will provide or improve permanent residential structures which, upon completion, will be occupied by households that make a low- or moderate-income. This includes but is not limited to acquisition or rehabilitation. Housing can be either owner or renter occupied units in one family or multi-family structures.	
<input type="checkbox"/> Slum or Blighted Area (SBA): the project is in a designated slum/blighted area as defined under State or local law and will address conditions that qualified the area as slum or blighted.	
<input type="checkbox"/> Spot Blight (SBS): the project will prevent or eliminate specific conditions of blight or physical decay outside a slum area. Activities are limited to clearance, historic preservation, rehabilitation of buildings, but only to the extent necessary to eliminate conditions detrimental to public health and safety.	
Does your program benefit any of the following? <div style="list-style-type: none; padding-left: 0;"> <input type="checkbox"/> Abused children <input type="checkbox"/> Elderly persons (age 62 and older) <input type="checkbox"/> Battered spouses <input type="checkbox"/> Homeless persons <input type="checkbox"/> Severely disabled adults (as defined by Bureau of Census*) <input type="checkbox"/> Illiterate adults <input type="checkbox"/> Persons living with AIDS <input type="checkbox"/> Migrant farm workers <input checked="" type="checkbox"/> Other (please specify): </div>	DUNS #: (Note: All entities receiving federal assistance are required to have a DUNS #)

II. General Description

1. Brief Project Description (please avoid using abbreviations)

The survey project contributes to the planning, policy-management and capacity building for the community as described in detail under Title 24: Part 570 subpart C, Section 205.

Envision Arlington prepares an insert to the Town Census making it possible for all residents to express opinions or receive updates about important Town issues. This opportunity to educate the community and provide feedback from residents to the Town contributes to civic engagement. The survey is seen as an annual event in which departments and committees wish to participate and the data from a cross-section of residents is an aid to decision-making.

2. Consolidated Plan Goals and Objectives

Survey results help identify important issues and guide the Select Board, Town Manager, Town and School departments as well as other organizations partnered with government to develop policy.

3. Geographic Distribution of Activities: (Town wide, or Census Tract)

Town wide

III. Attachments

The following attachments must accompany this proposal:

- 501(c)(3) Letter of Tax Determination Status from the Internal Revenue Service (IRS)
- One (1) copy of agency's most recent financial audit
- One (1) copy; MA Certificate of Good Standing

Collaborative Partners: If this application is being submitted on behalf of a collaborative please identify all partnering agencies.

Project Narrative

Based on the evaluation criteria identified, use the space provided to answer each prompt

1. a) Community Need: Please discuss the community need that will be addressed through your proposed project, and your familiarity with said community need. Project goals should be consistent with the Priority Need categories identified in the 5-Year Consolidated Plan.

1. Provides broad community access to governance and long-range planning in Arlington.
2. Educates residents about topics addressed in the survey so they will be informed about community issues and will understand why their experiences and opinions are important in shaping Arlington's future.
3. Advance Town Meeting approved community goals adopted in 1993.
4. Encourages a wider cross-section of residents to engage in innovative thinking and problem solving, outside of the traditional boundaries of public forums and discussions.

1. b) Will all clients be residents of Arlington? If not, please provide a percentage of non-Arlington residents.

All clients will be residents of Arlington.

2. Resources & Capacity: Please discuss the staff and resources that will be used to execute the proposed project, familiarity with the community need and how said need/population will be contacted & engaged.

The project is supported by volunteers coordinated by the Envision Arlington Standing Committee and with assistance from planning staff when coordinating with other Town employees or departments.

3. Encouraging Partnerships: Does the proposed project involve new or existing partnerships with other service providers in the community? Please Explain.

The Annual Town Survey is a collaborative project. Volunteers work with any group in Town that applies to participate. In calendar year 2020 we increased efforts to recruit additional volunteers to expand opportunities to reach populations with less access to online surveys. Collaboration with other service providers will be key in achieving this.

4. Cost Benefit: Describe how the overall cost of your proposed project relates to the outputs or outcomes of the project. For example, divide the funding request by the estimated number of people served by this program: \$10,000 funding request /100 people served= \$100/person.

The requested funds will cover the cost of printing an informational insert, a limited number of paper copies, a Survey Monkey license, supplies to place paper copies in public buildings and printing a brief summary presentation for Town Meeting. An electronic copy with detailed analysis is posted on the Town website which is the least expensive approach. All of the funds are spent on outreach to residents.

5. Leveraged Funds: Has the organization secured additional funding sources or in-kind support to cover the proposed project?

Volunteer hours enable the project. Volunteers donate approximately 200 hours during various phases of the survey project. Based on Independent Sector's estimated 2018 Massachusetts volunteer hourly rate of \$32.15, the \$6,430 "matching funds" value of Envision Arlington volunteer support exceeds the funding requested.

6. Self Sufficiency: Will the proposed project be self-sufficient and no longer require CDBG funding after one year? After a few years?

No. The funds are spent on outreach so that all residents have the opportunity to participate. By administering the survey online, Envision Arlington is able to save money on print costs, but concurrently needs to strengthen outreach efforts to reach a broad subset of households.

7. New Public Services Program: Is the proposed project offering a new service and is it available from any other providers in the community?

No other providers in the community perform annual town-wide surveys that cover topics affecting multiple departments and town committees. The Envision Arlington Annual Town Survey has arisen as a yearly opportunity for residents to share their priorities, feedback, and opinions on a range of services, plans, and programs administered by the Town.

Additional Comments: If necessary, use this space to include additional project information not covered in the categories above.

Due to CDBG funding in 2019, we were able to see increases in response rates over responses to the 2018 survey, with approximately 25% of all households in Arlington responding to the survey. Detailed analysis of the demographic breakdown of the smaller pool of respondents has helped us encourage under-represented populations in Arlington to respond. At the current funding level we can sustain the survey using Survey Monkey and with minimal printing costs. If funding drops below the current level the survey would have to be canceled. It would be inappropriate to offer the survey only to residents who have computers.

A copy of the 2019 Annual Town Survey Report, which is publicly available and presented at Annual Town Meeting, is included with this application.

Budget Description

Please provide a budget for the proposed project. Include all proposed expenses & funding sources. Grant recipients & the Town will have an opportunity to create a more detailed budget upon notification of the project's acceptance.

A. Non-Construction Projects/Activities (Public Services)

Description	A	B	A+B
	CDBG Funds Requested	Other Funding*	Total Proposed Budget
Office Supplies	\$50		\$50
Utilities			
Repairs/Maintenance			
Travel			
Salaries (List relevant positions)			
Survey Monkey license	\$400		\$400
Other:	\$1,550		\$1,550
TOTAL PROPOSED BUDGET	\$2,000		\$2,000

B. Construction Projects (physical improvements) Note: Federal wage rates may apply for some construction projects. Applicants are strongly advised to speak with Town of Arlington staff before submitting an application for a physical project.

Description	A	B	A+B
	CDBG Funds Requested	Other Funding*	Total Proposed Budget
Construction			
Acquisition			
Appraisals			
Design			
TOTAL PROPOSED BUDGET			

**Summary of Other Funding - please indicate the amount and type of additional funding committed or pending for this project, if applicable. (Do not include CDBG amounts requested in this application)*

Funding Source	Amount	Committed or Pending
Other Federal:		
State:		
Local:		
Private:		
Other:		
Total:		

MEASURING ACCOMPLISHMENTS TABLE

PLEASE AVOID ABBREVIATIONS

NEED STATEMENT	GOAL	INPUTS	ACTIVITIES	OUTPUTS	OUTCOMES
Description of Need to be Addressed	Proposed goals to reduce extent of problems or needs	Resources to be dedicated or utilized to meet proposed goals	What the program does with the input to fulfill its mission	Direct products of program activities	ST (Short Term) LT (Long Term) Benefits that result from the program
Envision Arlington seeks to engage all residents in developing common goals and to develop connections between residents and their government.	The Annual Town Survey is a tool that allows broad participation without requiring physical presence at a specific meeting. The information gathered is a resource provided at no cost to the groups and departments.	It is important to include a mailing to each household to ensure equitable access to the survey. Printing is the largest cost and volunteer hours for design, outreach, publicity and data analysis enable the project.	We provide information about the needs and opinions of residents, aiding Town departments and committees with planning and decision-making.	In addition to summarizing the answers to survey questions, the survey allows for open comments that are transcribed and sorted by topic. The comments range from suggestions for new programs to feedback on all areas of community life.	ST benefit is data for to enable thoughtful plans based on broad input. LT benefit is to increase civic engagement by reaching out to every household. We can also use the survey as a tool for educating residents about services they may not know about that would benefit them.

Nationally Reportable Outputs

Please indicate the number of outputs expected

Businesses Assisted		Persons Served	
Households Assisted	4574	Jobs Created	