

October 15, 2009

Mr. Gary Reisine  
Director  
Community Planning and Development  
US Dept. of Housing and Urban Development  
Hartford Field Office  
One Corporate Center, 19<sup>th</sup> Floor  
Hartford, CT 06103-3220

Dear Gary:

Attached please find two copies of Amendment 3 to the City of Meriden's 2008-2009 Annual Action Plan for the 34<sup>th</sup> Community Development Block Grant program year. The Amendment reallocates CDBG-R funding previously allocated to Kuhn Employment Services Inc. to New Opportunities Circles and Shelter Now programs. All other programs included in the previously approved Amendment 2 are unchanged.

Please let us know if the Amendment meets your approval. If there are any questions, please contact me at (203) 630 4105.

Sincerely,

Juliet Burdelski  
Grants Administrator

Enclosure

City of Meriden CD 34 Annual Plan  
Amendment 3  
October 2009

**I. Summary**

On June 1, 2009, the Meriden City Council voted to approve the allocation of \$244,198 in CDBG-R funds to implement activities that are consistent with requirements of the American Recovery and Reinvestment Act of 2009. \$194,198 was allocated to the improvement of Inner City Sidewalks by the City of Meriden, \$40,000 was allocated to the implementation of public service activities, and \$10,000 was allocated to administration of the program by the City of Meriden. The projects are consistent with the City Consolidated Plan for Housing and Community Development and with the requirements of the American Recovery and Reinvestment Act of 2009.

On July 6, 2009, the City of Meriden submitted CD 34 Annual Plan-Amendment 2, which was approved by HUD. Amendment 2 included five public services programs approved by HUD as being consistent with the goals of the American Recovery and Reinvestment Act.

During the month of July, the City of Meriden solicited letters of interest from qualified 501(c) 3 non-profit organizations interested in completing public service activities under the CDBG-R program. The City received letters of interest from seven organizations for nine public services projects. Three of the projects were determined to be ineligible for CDBG-R funds. Six programs, including four that were included in CD 34 Annual Plan-Amendment 2, were recommended by staff to receive CDBG-R funding.

On September 21, 2009, the Meriden City Council voted to approve six Public Services activities under the CDBG-R Program. The single change from the Public Services activities included in the previously submitted CD 34 Annual Plan-Amendment 2 is the relocation of \$10,000 from “Kuhn Employment Services, Inc” to two public services programs to be implemented by New Opportunities Inc. Kuhn Employment Services, Inc. did not submit a letter of interest nor did a representative participate in the Council meetings when the proposed use of CDBG-R funds was discussed. Therefore, this program was not recommended for funding. The public services activities that will replace the Kuhn program are as follows:

New Opportunities Inc.-Shelter NOW, \$6,500: Project will provide case management and support services to 10 persons residing at Shelter NOW emergency shelter. Demand for shelter services is at an all time high and additional support services are required.

New Opportunities Inc.-Circles Campaign, \$3,500: Circles is an intentional strategy for building relationships across class and race lines in order to end poverty in Meriden. Funding will allow for 6 additional Circles Leaders to receive counseling and to receive stipends throughout the 15-week coinvestigation process.

**Applicable rules and regulations**

The organization will be required to meet all applicable rules and regulations covering all CDBG subrecipients. This Amendment, once approved by HUD, will be known as “CD-34 Annual Plan Amendment 3” and included as a permanent attachment for the CDBG 34 Annual Plan, which was approved on August 18, 2008.

**Summary of Public Input**

In June 2009, City of Meriden approved the use of \$40,000 in Community Development Block Grant-Recovery Act funds (CDBG-R) on Public Services Activities. In July 2009, HUD authorized the City to allocate \$40,000 in CDBG-R funds for public service activities that meet the goals of the American Recovery and Reinvestment Act of 2009. During July, 2009, the City of Meriden solicited letters of

interest from qualified 501(c) 3 non-profit organizations interested in completing public service activities under the CDBG-R program. The "City of Meriden Public Services Grant Opportunity" notice was posted on the City website from July 1, 2009 through July 31, 2009. All CDBG grantees were informed of the grant opportunity at the June 29, 2009 CDBG Grantee Orientation Workshop held at City Hall. The City received nine letters of interest from seven organizations. Three of the projects were determined to be ineligible for CDBG-R funds because the federal law specifically prohibits the use of CDBG-R funds on recreational programs or facilities. Staff recommended that the other six programs receive an allocation of CDBG-R funds as follows:

Meriden Children's First-Meriden Children Zone Project \$5,000  
Meriden-Wallingford Chrysalis, Inc. Domestic Violence Services-Special Assistance Fund, \$10,000  
WFC-Open DOHR Employment and Training, \$10,000  
New Opportunities Inc-Shelter NOW, 6,500  
NOW-Circles Campaign, \$3,500  
Franciscan Home Care and Hospice Care, \$5,000

The recommendation was brought forward to the City Council at its regular meeting on August 17, 2009. The Council referred the item to the Human Services Committee, a standing committee of the City Council, which reviewed the item at its regularly scheduled meeting on Thursday, September 10, 2009. All regularly schedule Council and meeting notices are regularly posted in City Hall and on the City's website as are the minutes of all meetings. The organizations that were being considered for funding were invited by phone and email to attend the September 10, 2009 meeting and speak on the proposed use of CDBG-R funds.

David Radcliffe spoke on behalf of Meriden Children's First. The proposed project will create a Meriden Children's Zone that focuses a coordinated array of social services for young children and their families in one targeted lower income Meriden neighborhood (Census Tract 1701).

Gretchen Rossi spoke on behalf of Franciscan Home Care & Hospice Care. The project will provide mental health visits to low income and minority elderly Meriden residents.

Linsey Walters spoke on behalf of Meriden Wallingford Chrysalis. The project will provide increased hours for existing staff members to provide additional support services specifically focused on clients' financial issues and needs. Project would also provide some direct financial assistance to clients when deemed necessary by case worker.

Michael Bucilli spoke on behalf of the Women & Families Center. The project will provide employment and training services for 10 low income men and women in the Allied Health field including CAN training Medical Receptionist training, job placement assistance, computer instruction and employment readiness workshops.

Sadie Witherspoon spoke on behalf of Shelter NOW. The demand for shelter services is at an all time high and additional support services are required. Funding will be used to provide case management and support services to persons residing at Shelter NOW emergency shelter.

The resolution was unanimously recommended for adoption by the Human Services Committee. The resolution to approve the Public Services activities under the CDBG-R program was adopted by the Meriden City Council on September 21, 2009.

## **Changes to the CD 34 Annual Plan**

CD 34 Annual Plan, including Amendment 2 that covers the use of CDBG-R funds, will be amended as follows:

### **1E. Activity Name: New Opportunities Inc., Shelter NOW**

#### **2E. Activity Narrative**

The project will utilize \$6,500 in CDBG-R funds under the “Public Services” category. Project will provide case management and support services to 10 persons residing at Shelter NOW emergency shelter. Demand for shelter services is at an all time high and additional support services are required. 10 persons will be served annually.

Public services activities are consistent with the ARRA objectives as follows:

1. Preserving and creating jobs and promoting economic recovery: The project will provide up to 10 persons temporary housing and counseling services. .
2. Assisting those most impacted by the recession: The project will utilize up to \$6,500 for public service activities that assist those most impacted by the recession by providing 10 homeless persons temporary housing and counseling services.
3. Providing investment needed to increase economic efficiency: Not applicable.
4. Investing in transportation, environmental protection, or other infrastructure that will provide long-term economic benefits: Not applicable.
5. Minimizing or avoiding reductions in essential services: The project will utilize up to \$6,500 for public service activities that minimize or avoid reduction in essential services. Federal funds will be used to help offset projected cuts in local and state funding.
6. Fostering energy independence/reduced emissions: The project is not expected to result in significant energy independence benefits or significant reduction in emissions.

**3E. Jobs Created:** The project will co-fund the costs of up to 1 additional case worker to assist 10 persons.

**4E. Additional Information:** (How project promotes energy conservation, smart growth, green building technologies, or reduced pollution emissions): The project is not expected to result in significant energy independence benefits or significant reduction in emissions.

**5E. Responsible Organization:** New Opportunities Inc., 191 Pratt Street – Meriden, CT 06450

**1F. Activity Name: New Opportunities Inc., Circles Campaign**

**2F. Activity Narrative**

The project will utilize \$3,500 in CDBG-R funds under the “Public Services” category. Circles is an intentional strategy for building relationships across class and race lines in order to end poverty in Meriden. Funding will allow for 6 additional Circles Leaders to receive counseling and to receive stipends throughout the 15-week coinvestigation process.

Public services activities are consistent with the ARRA objectives as follows:

1. Preserving and creating jobs and promoting economic recovery: The project will provide up to 6 counseling services aimed at helping them get out of poverty.

2. Assisting those most impacted by the recession: The project will utilize up to \$3,500 for public service activities that assist those most impacted by the recession by providing 6 persons at or below the poverty level learn how to get out of poverty.

3. Providing investment needed to increase economic efficiency: Not applicable.

4. Investing in transportation, environmental protection, or other infrastructure that will provide long-term economic benefits: Not applicable.

5. Minimizing or avoiding reductions in essential services: The project will utilize up to \$3,500 for public service activities that minimize or avoid reduction in essential services. Federal funds will be used to help offset projected cuts in local and state funding.

6. Fostering energy independence/reduced emissions: The project is not expected to result in significant energy independence benefits or significant reduction in emissions.

**3F. Jobs Created:** The project will co-fund the costs of up to 1 additional case worker to assist 6 persons.

**4F. Additional Information:** (How project promotes energy conservation, smart growth, green building technologies, or reduced pollution emissions): The project is not expected to result in significant energy independence benefits or significant reduction in emissions.

**5F. Responsible Organization: New Opportunities Inc., 191 Pratt Street – Meriden, CT 06450**

Table 1 in the CD 34 Annual Plan Amendment 2 shall be amended as follows.

**Table 1**

Objective	Program Title	Other Program Description	HUD Outcome	Units/Persons per year	AMOUNT AND FUNDING SOURCE	HUD Matrix Code/NOC
<del>Suitable Living Environment</del>	<del>Kuhn Employment Opportunities, Inc. Mobile Work Crew</del>	<del>Project will provide handicapped persons work activities for job training and therapy. A minimum of 12 handicapped persons will participate in the project. The Meriden Park and Recreation and the Kuhn Employment Opportunities, Inc. will jointly administer this project.</del>	<del>Enhance Suitable Living Environment through Improved/New Accessibility</del>	<del>12</del>	<del>\$10,000</del>	<del>05B/LMC</del>
Suitable Living Environment	New Opportunities Inc., Shelter NOW	Provide case management and support services to 10 persons residing at Shelter NOW emergency shelter. Demand for shelter services is at an all time high and additional support services are required.	Enhance Suitable Living Environment through Improved/New Accessibility	10	\$6,500	05G/LMC
Suitable Living Environment	New Opportunities Inc., Circles	Circles is an intentional strategy for building relationships across class and race lines in order to end poverty in Meriden. Funding will allow for 6 additional Circles Leaders to receive counseling and to receive stipends throughout the 15-week coinvestigation process.	Enhance Suitable Living Environment through Improved/New Accessibility	6	\$3,500	05/LMC
TOTAL	ALL CDBG-R	Public Services		201	\$40,000.00	

The CDBG-R Worksheet will be amended as follows:

<i>Activity Name</i>	<i>Activity Description</i>	<i>Eligibility (Regulatory or HCDA Citation)</i>	<i>National Objective Citation</i>	<i>CDBG-R Project Budget (\$)</i>	<i>Additional Recovery Funds (\$)</i>	<i>Other Leveraged Funding (\$)</i>	<i>Total Activity Budget</i>
<b>Public Services-Kuhn Employment Opportunities, Inc. Mobile Work Crew</b>	<del>Project will provide handicapped persons work activities for job training and therapy. A minimum of 12 handicapped persons will participate in the project. The Meriden Park and Recreation and the Kuhn Employment Opportunities, Inc. will jointly administer this project.</del>	24 CFR 570.201-e	24 CFR 570.208 a-2-i	\$10,000	-	\$0	10,000
<b>Public Services-Meriden-New Opportunities Inc., Shelter NOW</b>	Provide case management and support services to 10 persons residing at Shelter NOW emergency shelter. Demand for shelter services is at an all time high and additional support services are required.	24 CFR 570.201-e	24 CFR 570.208 a-2-i	\$6,500		\$0	\$6,500
<b>Public Services-New Opportunities Inc., Circles Campaign</b>	Circles is an intentional strategy for building relationships across class and race lines in order to end poverty in Meriden. Funding will allow for 6 additional Circles Leaders to receive counseling and to receive stipends throughout the 15-week coinvestigation process.	24 CFR 570.201-e	24 CFR 570.208 a-2-i	\$3,500		\$0	\$3,500

## **VI. Summary of Environmental Review**

Administration and Public Services activities have been reviewed under CFR 24 Section 58.34(a)(1)-(11) and have been found to be exempt from the provision of the National Environmental Policy Act and other laws and authorities cited in Section 58.5. No Request for Release of Funds or Further Environmental Review is required.

## **VII. Attachments**

- Council Resolutions
- Copy of Request for Letters of Interest
- CDBG-R Worksheet

FINAL ADOPTED 9-21-09

<i>Activity Name</i>	<i>Activity Description</i>	<i>Eligibility (Regulatory or HCDA Citation)</i>	<i>National Objective Citation</i>	<i>CDBG-R Project Budget (\$)</i>	<i>Additional Recovery Funds (\$)</i>	<i>Other Leveraged Funding (\$)</i>	<i>Total Activity Budget</i>
<b>INNER CITY SIDEWALKS</b>	Sidewalk construction/reconstruction in low/moderate income areas. Qualifying Census tracts include 1702, 1710, 1701, 1703, 1714, 1709, 1708, 1715, 1706, 1713, 1704.	24 CFR 570.201-c	24 CFR 570.208 a-1-i	194,198		0	194,198
<b>Public Services-Women and Family Center-Open DOHR Employment and Training</b>	Project provides employment and training services for 10 low income men and women in the Allied Health field including CAN training, Medical Receptionist training, job placement assistance, computer instruction and employment readiness workshops. Women and Families Center will be the project administrator.	24 CFR 570.201-e	24 CFR 570.208 a-2-i	\$10,000		\$0	10,000
<b>Public Services-Meriden- Wallingford Chrysalis, Inc. Domestic Violence Services- Shelter Operations</b>	Project will provide emergency shelter, counseling, advocacy services, and a 24 hour emergency hot line to women and their children who are victims of domestic violence. A minimum of 110 persons will be served. The Meriden-Wallingford Chrysalis, Inc. will be the project administrator.	24 CFR 570.201-e	24 CFR 570.208 a-2-i	\$5,000		\$0	10,000
<b>Public Services-Franciscan Home Care &amp; Hospice Care</b>	Project will provide home health care services to low/moderate income families in Meriden. Franciscan Home Care and Hospice Care will be the project administrator.	24 CFR 570.201-e	24 CFR 570.208 a-2-i	\$5,000		\$0	5,000

<b>Public Services-Children's First Parent Leadership Training, Inc.</b>	Project will support implementation of the Children's First Early Childhood Blueprint program focused on targeted inner city areas. Meriden Children's First will be the project administrator.	24 CFR 570.201-e	24 CFR 570.208 a-2-i	\$5,000		\$0	5,000
<b>Public Services-Meriden-New Opportunities Inc., Shelter NOW</b>	Provide case management and support services to 10 persons residing at Shelter NOW emergency shelter. Demand for shelter services is at an all time high and additional support services are required.	24 CFR 570.201-e	24 CFR 570.208 a-2-i	\$6,500		\$0	\$6,500
<b>Public Services-New Opportunities Inc., Circles Campaign</b>	Circles is an intentional strategy for building relationships across class and race lines in order to end poverty in Meriden. Funding will allow for 6 additional Circles Leaders to receive counseling and to receive stipends throughout the 15-week coinvestigation process.	24 CFR 570.201-e	24 CFR 570.208 a-2-i	\$3,500		\$0	\$3,500
<b>Administration</b>	Administration of the CDBG-R/ARRA Funds	24 CFR 570.206-a-1	24 CFR 570.208 d-4	\$10,000		\$0	10,000
	<b>TOTAL</b>			\$244,198			244,198

