

CITY OF SOMERVILLE, MASSACHUSETTS
SOMERVILLE AFFORDABLE HOUSING TRUST FUND
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April 19, 2018

CPA FUNDING OPPORTUNITY FOR HOUSING PROGRAMS

CPA Background

In November 2012, Somerville voters overwhelmingly approved a 1.5% Community Preservation Act (CPA) surcharge on net property taxes. The Somerville Community Preservation Committee subsequently voted to empower the Somerville Affordable Housing Trust Fund, which has 25 years of experience preserving, creating, and supporting affordable housing in Somerville, to serve as the housing arm of the Committee. Since Fiscal Year 2015 (July 1, 2014-June 30, 2015), the Trust has been administering CPA funds designated for community housing purposes.

Programs and CPA Eligibility

This funding opportunity is designated for programs that either create affordable housing units or provide rental assistance or other financial assistance to income eligible households for the purpose of making housing affordable.

CPA funds can serve individuals and households up to 100% AMI. Eligible uses are:

- *Acquisition* – to obtain property interest by gift, purchase, devise, grant, rental, rental purchase, lease or otherwise. Eminent domain takings only as provided by G.L. c.44B.
- *Creation* - to bring into being, cause to exist.
- *Preservation* – to protect personal or real property from injury, harm or destruction.
- *Rehabilitation and Restoration* - if acquired or created with CPA funds. Capital improvements to comply with federal, state or local building or access codes or federal standards for rehabilitation of historic purposes.
- *Support* – to provide grants, loans, rental assistance, security deposits, interest-rate write downs or other forms of assistance directly to individuals and families eligible for community housing or to an entity that owns, operates or manages such housing for the purpose of making housing affordable. **Please note that the CPA funds cannot be used for rent arrearages, utility payments, moving costs, or case management.**

Criteria and Priorities

In addition to meeting the proper AMI level and project use, the following priorities apply:

- preserve or increase the supply of affordable housing in Somerville;
- help low -to -moderate households gain access to or retain housing.

The following criteria apply:

- the program will provide a measurable impact;
- the applicants have a demonstrated capacity to carry out the program for which they seek funding;
- the applicants demonstrate an ability to continue a program beyond the funding period;
- applications from non-profits are preferable. If two non-profits propose similar programs, Trustees will analyze the need within the community (is the need great enough to support the work of two agencies) and preference will be given to agencies based in Somerville.

Additional Information and Application Deadline

Please provide direct responses to each question within this application form.

Responses are due electronically by 10:00am on Wednesday, May 23rd, 2018 and respondents should also submit 10 printed copies (collated), by hand-delivery or by mail, postmarked on or before noon on Wednesday, May 23rd, 2018.

The electronic copy should be sent by email to Heidi Burbidge at hburbridge@somervillema.gov.

The printed copies should be sent or delivered to: City of Somerville Housing Division
Attn: Heidi Burbidge
Somerville City Hall
93 Highland Avenue
Somerville, MA 02145

If you have any questions, please do not hesitate to contact Heidi Burbidge at 617-625-6600 x2587 or via email at the email address listed above.

Program Application for CPA Funds

Date of Application _____

1. Agency Name and Address: _____

2. Non-profit designation (if applicable): _____

3. Contact name, phone number and email address for program manager: _____

4. Name of proposed Program: _____

5. Amount of request (CPA): _____

6. Note which eligible use category the proposed program fits (see pgs. 1-2): _____

7. Describe proposed activity (please attach additional pages as needed): _____

8. Timeframe for performance: _____

9. If it is a new program, estimated time to set up program: _____

10. Describe the need within the community for the type of program proposed and note any other agencies that may be addressing it (to the extent applicant is aware) and how this program is different:

11. Provide the income level of targeted beneficiary/beneficiaries:

12. Description of who the program will benefit (veteran population, homeless, etc. and please note the extent to which beneficiaries are Somerville residents):

13. Estimated number of individuals or households to be served: _____

14. Describe how program outcomes will be measured and tracked: _____

15. Please attach a complete program Budget and include the status of all funding source (note any funds pending or already received) and all sources and uses by amount.

16. Describe whether the proposed activity will be carried out with or without any other funding from the Trust: _____

17. Experience and capacity of the agency and staff – please describe staff available to work on the project (and note if staff need to be hired) and describe any similar successful programs and how they relate to other programmatic activities: _____

18. Note if applicant has previously been funded by the Trust and, if yes, a concise summary of the number of residents served in the prior fiscal year and the impact of the program:
