

NEW BUSINESS

11-15-10



Town of Middleborough
Office of Economic & Community Development
20 Centre Street
Middleborough, MA 02346

Tel: 508-946-2402, Fax: 508-946-2413
Janekudcey@verizon.net

November 8, 2010

Memorandum

To: Chair, Marsha Brunelle

From: Jane Kudcey, Program Manager, Office of Economic & Community Development

RE: Community Development Block Grant W-9 Form

Please sign the enclosed W-9 form in order for the Mass. Department of Housing and Community Development to release funds for the 2010 Housing Rehabilitation Program and the Emergency Funds Program.

C: Charles Cristello, Town Manager

Request for Taxpayer Identification Number and Certification

Completed form should be given to the requesting department or the department you are currently doing business with.

Name (List legal name, if joint names, list first & circle the name of the person whose TIN you enter in Part I-See Specific Instruction on page 2)
Town of Middleborough

Business name, if different from above. (See Specific Instruction on page 2)

Check the appropriate box: Individual/Sole proprietor Corporation Partnership Other *Municipality*

Legal Address: number, street, and apt. or suite no.
10 Nickerson Ave.

Remittance Address: if different from legal address number, street, and apt. or suite no.

City, state and ZIP code
Middleborough MA 02346

City, state and ZIP code

Phone # *(508) 946-2402* Fax # *(508) 946-2413* Email address: *analevanko1@verizon.net*

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. For individuals, this is your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Part I instruction on page 2. For other entities, it is your employer identification number (EIN). If you do not have a number, see How to get a TIN on page 2.
 Note: If the account is in more than one name, see the chart on page 2 for guidelines on whose number to enter.

Social security number

070-00-1221

OR

Employer identification number

04-0001221

Vendors:
 Dunn and Bradstreet Universal Numbering System (DUNS)

DUNS

0217177771

Part II Certification

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me), and
- I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Services (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding, and
- I am an U.S. person (including an U.S. resident alien).
- I am currently a Commonwealth of Massachusetts's state employee: (check one): No Yes If yes, in compliance with the State Ethics Commission requirements.

Certification instructions: You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply.

Sign Here Authorized Signature ► Date ►

Purpose of Form
 A person who is required to file an information return with the IRS must get your correct taxpayer identification number (TIN) to report, for example, income paid to you, real estate transactions, mortgage interest you paid, acquisition or debt, or contributions you made to an IRA.

Use Form W-9 only if you are a U.S. person (including a resident alien), to give your correct TIN to the person requesting it (the requester) and, when applicable, to:

- Certify the TIN you are giving is correct (or you are waiting for a number to be issued).
- Certify you are not subject to backup withholding

If you are a foreign person, use the appropriate Form W-8. See Pub 515, Withholding of Tax on Nonresident Aliens and Foreign Corporations.

What is backup withholding? Persons making certain payments to you must withhold a designated percentage, currently 28% and pay to the IRS of such payments under certain

conditions. This is called "backup withholding." Payments that may be subject to backup withholding include interest, dividends, broker and barter exchange transactions, rents, royalties, nonemployee pay, and certain payments from fishing boat operators. Real estate transactions are not subject to backup withholding.

If you give the requester your correct TIN, make the proper certifications, and report all your taxable interest and dividends on your tax return, payments you receive will not be subject to backup withholding. **Payments you receive will be subject to backup withholding if:**

- You do not furnish your TIN to the requester, or
- You do not certify your TIN when required (see the Part II instructions on page 2 for details), or
- The IRS tells the requester that you furnished an incorrect TIN, or
- The IRS tells you that you are subject to backup withholding because you did not report all your interest and dividends only), or

5. You do not certify to the requester that you are not subject to backup withholding under 4 above (for reportable interest and dividend accounts opened after 1983 only).

Certain payees and payments are exempt from backup withholding. See the Part II instructions on page 2.

Penalties

Failure to furnish TIN. If you fail to furnish your correct TIN to a requester, you are subject to a penalty of \$50 for each such failure unless your failure is due to reasonable cause and not to willful neglect.

Civil penalty for false information with respect to withholding. If you make a false statement with no reasonable basis that results in no backup withholding, you are subject to a \$500 penalty.

Criminal penalty for falsifying information. Willfully falsifying certifications or affirmations may subject you to criminal penalties including fines and/or imprisonment.

Misuse of TINs. If the requester discloses or uses TINs in violation of Federal law, the requester may be subject to civil and criminal penalties.

Please print or type



Town of Middleborough
Office of Economic & Community Development
20 Centre Street
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Tel: 508-946-2402, Fax: 508-946-2413

November 4, 2010

Memorandum

To: Chair Marsha Brunelle

From: Anna M. Nalevanko, Director, Office of Economic & Community Development (OECD)

RE: Signature Request for FY05 Grant Amendment and FY10 Authorized Signature Card

We are requesting that you sign the attached Budget and Program Revision Form. We are in the process of closing the Mass Department of Housing and Community Development's FY05 CDF Grant. The following Program Income Projects are attached to this grant: The Sign and Façade Program, the Star Mill Feasibility Study, the Sidewalk renovation and the School "Engineering is Elemental" project and the Program Income Housing Rehab Program. We have small balances remaining in these projects. The purpose of this amendment request is to simply close out the Program Income Projects and release these funds.

In addition, we are attaching the Authorized Signature Form. As part of the 2010 CDF grant requirements, we need this form to be updated and filed in the OECD Office.

Please contact us if you have any questions.

c: Charles Cristello, Town Manager

Massachusetts Community Development Block Grant Program

Budget and Program Revision Form

Community/Grantee: Town of Middleborough	Original Award: \$555,500.00
Program Name/Year:	Revision #: P-number (program revision) B-number (budget revision) E-number (extensions)
Grant #: CDF-G-2005-Middleborough-05652	Date Revision Submitted: 11/03/2010
Contract End Date: 09/30/2010	

This request is for the following change(s). Grantee check all "Requested" that apply; DHCD will initial those that are approved in the approved column

Grantee Requested	An X in the left column indicates the item is included by the Grantee, an X in the right hand column indicates DHCD approval of the item when the form is signed.	DHCD Approved
	Budget Amendment to increase the grant award to \$744,466.36	
X	Budget Revision for: <ul style="list-style-type: none"> Change in administrative dollars Transfer of funds from construction to non-construction or vice versa Cumulative transfers among separately budgeted activities which exceed or are expected to exceed 10% of the approved grant award if the grant award exceeds \$100,000 	
	Program Extension (to increase period of availability of funds/period of performance) to	
	<ul style="list-style-type: none"> This extension will extend period of performance beyond the end of the term of the current grant agreement 	
	Program Revision for: <ul style="list-style-type: none"> Revision in scope or effectiveness of a project/program design or significant change in the accomplishment of the national objective or beneficiaries to be served. Changes in key personnel For non-construction projects, contracting out or subgranting or otherwise obtaining services of a third party to perform activities which are central to the purposes of the award if not specified in the application or grant award Other, specify 	

This request is submitted and all relevant information specified on page 4 is provided in attachments. I understand that this revision or extension requested is not approved unless and until this form is countersigned as "approved" or "approved with revisions" by the Associate Director and returned to me.

Authorized Signature for Grantee:	Date / / Print Name & Title:
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Program Rep. initial and date:	Program manager signature and date:
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This request # _____ is _____ approved as requested	_____ approved with the modifications shown on the _____ following pages numbered _____	_____ denied
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Authorized signature for Mass. CDBG	Sandra L. Hawes, Associate Director, DCS Print name, title, and date
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AMENDMENT REQUEST

CDF-G-2005-Middleborough-05652

This request is for the following change(s).

- Budget Amendment to increase the grant award amount
- Change in administrative dollars
- Transfer of funds from construction to non-construction or vice versa
- Cumulative transfers among separately budgeted activities which exceed or are expected to exceed 10% of the approved grant award if the grant award exceeds \$100,000

Request Date 11/3/2010

Justification

I

BUDGET AMENDMENT FORM**Activity 4C Rehabilitation Loans/Grants \$479,250.00**

	CDBG	PI	Total
Current Budget	\$388,500.00	\$90,750.00	\$479,250.00
Change	\$0	(\$108.69)	(\$108.69)
Revised Budget	\$388,500.00	\$90,641.31	\$479,141.31
Less Expenses	\$479,141.31		
Balance	\$0		

BUDGET AMENDMENT FORM**Activity 5C Commercial Improvements \$8,900.00**

	CDBG	PI	Total
Current Budget	\$0	\$8,900.00	\$8,900.00
Change	\$0	(\$1,071.25)	(\$1,071.25)
Revised Budget	\$0	\$7,828.75	\$7,828.75
Less Expenses	\$7,828.75		
Balance	\$0		

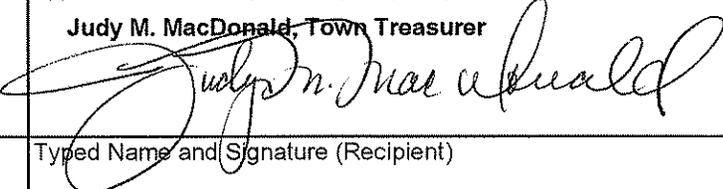
BUDGET AMENDMENT FORM**Activity 5E Infrastructure or Streetscape Improvements \$18,800.00**

	CDBG	PI	Total
Current Budget	\$0	\$18,800.00	\$18,800.00
Change	\$0	(\$2,454.00)	(\$2,454.00)
Revised Budget	\$0	\$16,346.00	\$16,346.00
Less Expenses	\$16,346.00		
Balance	\$0		

BUDGET AMENDMENT FORM**Activity 8B Program Costs \$9,700.00**

	CDBG	PI	Total
Current Budget	\$0	\$9,700.00	\$9,700.00
Change	\$0	(\$5.95)	(\$5.95)
Revised Budget	\$0	\$9,694.05	\$9,694.05
Less Expenses	\$9,694.05		
Balance	\$0		

Replica of Standard Form 1194
 This form is blue.

standard form 1194	AUTHORIZED SIGNATURE FORM MASSACHUSETTS COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM	For State use only Date of Approval:
Name and address of Recipient Town of Middleborough 10 Nickerson Avenue Middleborough, MA 02346	ISSUED BY: Massachusetts Small Cities Program Dept/Housing & Community Development 100 Cambridge Street - Suite 300 Boston, MA 02114	
SIGNATURES OF INDIVIDUALS AUTHORIZED TO REQUEST PAYMENT OF MA CDBG FUNDS only one signature is required on payment vouchers		
Typed Name and Signature (Recipient) Charles J. Cristello 	Typed Name and Signature (Recipient) Judy M. MacDonald, Town Treasurer 	
Typed Name and Signature (Recipient) Steven Dooney, Town Accountant 	Typed Name and Signature (Recipient)	
I certify that the signatures above are of the individuals authorized to draw payment vouchers for MA CDBG funds. Marsha L. Brunelle, CEO & Chair/Board of Selectmen	APPROVED: (for State use only)	
Date and signature of authorizing official (recipient)	Date and signature of agency certifying officer	



Town of Middleborough
Office of Economic & Community Development
20 Centre Street
Middleborough, MA 02346
Tel: 508-946-2402, Fax: 508-946-2413

November 10, 2010

Memorandum

To: Chair Marsha Brunelle and Board Members Alfred Rullo, Muriel Duphily, Stephen McKinnon, and Steven Spataro

From: 
Anna M. Nalevanko, Director, Office of Economic & Community Development (OECD)

RE: 2010 CDBG Sub-Grantee Agreement with South Shore Community Action Council to Administer Public Service Activity: *Middleborough- Lakeville Emergency Housing Assistance Program*

The purpose of this communication is to request the Board's signature on a Sub-Grantee Agreement with the South Shore Community Action Council. The South Shore Community Action Council (SSCAC) is the Sub-Grantee for the above activity for our 2010 CDBG Grant. Their services were procured through an RFP process. This agency has a track record of managing a similar activity and is aware of regulatory requirements and CDBG LMI guidelines. The Towns of Middleborough and Lakeville will be responsible for oversight of the project.

The award amount for direct emergency loans to Middleborough and Lakeville residents and for administration of this activity is \$49,862, with \$39,600 of this going towards emergency funds and the remainder for SSCAC administration. The period of service is November 15, 2010 through March 30, 2011 *(or end date may be sooner if funds expended)*

Please contact me if you would like further details.

c: Charles Cristello, Town Manager



**TOWNS OF MIDDLEBOROUGH AND LAKEVILLE
2010 CDBG PROGRAM PUBLIC SOCIAL SERVICES**

**SUB-GRANTEE AGREEMENT
BY AND BETWEEN
SOUTH SHORE COMMUNITY ACTION COUNCIL, INC. AND
THE TOWN OF MIDDLEBOROUGH**

This Agreement, made as of the 15th day of November 2010, by and between the Town of Middleborough, Massachusetts (Town) and South Shore Community Action Council, Inc. (Sub-Grantee)

WITNESSETH THAT:

Whereas, the Town desires to engage the Sub-Grantee to provide administration of the Town's 2010 CDBG Grant Public Service Activity: ***Middleborough-Lakeville Emergency Housing Assistance Program***. Whereas, the Sub-Grantee is qualified as the Community Action Council (CAC) and has been the selected vendor through an RFP process and is agreeable to render aforesaid professional and administrative services.

Now therefore, for and in consideration of the going and of the mutual promises hereinafter expressed, and intending to be legally bound hereby, the parties hereto do mutually agree as follows:

1. **ENGAGEMENT OF SERVICES:** the Town hereby engages the Sub-Grantee to perform the services set forth herein and the Subcontractor hereby accepts the engagement.
2. **SCOPE OF SERVICES:** the Sub-Grantee shall perform the necessary professional services as described in the Scope of Services as found in Attachment A.
3. **AWARD AMOUNT:** The award amount to the Sub-Grantee shall be up to ***\$49,862*** from CDBG funds for direct loans and grant administration for the work outlined in Scope of Services, Attachment A.
4. **ADDITIONAL CERTIFICATION:** The Sub-Grantee agrees to maintain worker's compensation for all employees performing work under this contract and by signing Attachment B adheres to the laws of the Commonwealth of Massachusetts relating to taxes and withholdings.

AS AGREED

By: **TOWN OF MIDDLEBOROUGH**

By: **SOUTH SHORE COMMUNITY
ACTION COUNCIL, INC.**

Authorized Signatory

Authorized Signatory

Date

Date

Scope of Services

Project Description

Project Name: Middleborough-Lakeville Emergency Housing Assistance Program

Type of Project: Public Social Service, Emergency Housing Assistance

Sub-Grantee/Grant Management: South Shore Community Action Council (SSCAC) is the Sub-Grantee for this activity; their services were procured through an RFP process. This agency has a track record of managing a similar activity and is aware of regulatory requirements and CDBG LMI guidelines. The Towns of Middleborough and Lakeville will be responsible for oversight of the project.

Service Period: November 15, 2010 – March 30, 2011 *(or end date may be sooner if funds expended)*

Total CDBG dollars requested for the project: \$39,600 is for emergency funds that South Shore Community Action Council will oversee distribution of and \$10,262 is for South Shore Community Action Council, Inc. for administration of activity.

Regional Application – Fund Distribution Each Community: \$24,200 is allocated for Middleborough residents and \$15,400 is allocated for Lakeville residents for a total in emergency assistance funds of \$39,600 (will depend on need).

Estimated Total Number of Beneficiaries: 12 to 36 families depending upon need (7-22 from Middleborough; 5-14 from Lakeville)

Estimated Low and Moderate Income Beneficiaries: 12 to 36 families depending upon need (7-22 from Middleborough; 5-14 from Lakeville)

National Objective: Direct benefit to Low and Moderate Income Persons. Income declaration will be required.

Compatibility with CAP Goals: Both SSCAC, serving Middleborough, and Citizens for Citizens, serving Lakeville, have homelessness prevention in their 3 year plans (with emergency housing assistance having been or is currently an activity). Citizens for Citizens currently only provides this funding for Fall River in their service area. Though Lakeville is served by Citizens for Citizens, both CAP agencies are in agreement that SSCAC will serve the Town of Lakeville under this CDBG funded program.

Project Scope: The Middleborough-Lakeville Emergency Housing Assistance Program will provide emergency direct assistance and counseling services to Middleborough and Lakeville LMI residents. South Shore Community Action Council (SSCAC) is the designated Community Action Program (CAP) serving Plymouth County (includes Middleborough) and part of the Cape (weatherization only).

The CDBG funding will provide the following:

- Emergency Financial Assistance to Middleborough and Lakeville Residents - CDBG funds will provide on average \$1,100 in emergency financial assistance to clients for: a) rental or utilities arrears to maintain current housing with payments will be made directly to the landlord or utility company b) first and/or last month's rent or security deposit to obtain a new apartment with payments will be made directly to the landlord or utility company, c) mortgage payments to prevent foreclosure with payments made directly to lending agency.
- Provide Case Management and Counseling Regarding Housing Issues to Middleborough and Lakeville Residents - Includes referrals, intervention as appropriate with landlords or utilities to prevent eviction or utility turnoffs, and budget counseling.
- Targeted Outreach to Middleborough and Lakeville Residents – Distribute details of assistance with contact information to COAs, Libraries, Town Halls, and other key locations. Attend community meetings and publish press releases (at start-up announcing availability of funds and at mid-point of project term).
- Administrative Funds for SSCAC to Manage and Conduct Scope of Work Tasks for the Middleborough-Lakeville Emergency Housing Assistance Program

Project Participation Eligibility: Any low-moderate income family from Middleborough or Lakeville within the income guidelines will be eligible for Emergency Housing Assistance. Eligibility will be determined by the gross income of all family members over the age of 18, as well as family size. The CDBG Program follows HUD income guidelines. (*note: guidelines are often updated in February*). Currently listed as:

- Family of 1....\$44,700
- Family of 2 ...\$51,100
- Family of 3 ...\$57,500
- Family of 4 ...\$63,850
- Family of 5 ...\$69,000
- Family of 6 ...\$74,100
- Family of 7 ...\$79,200
- Family of 8 ...\$84,300

All Homelessness Prevention applicants are required to complete an SSCAC Fuel Assistance application to determine income eligibility. Lakeville residents receive Fuel Assistance from Citizens For Citizens (CFC) in Fall River. Therefore, SSCAC will ensure all Lakeville residents seeking Emergency Housing Assistance complete Fuel Assistance applications with CFC and sign consent forms for CFC to release those completed applications to SSCAC. Program participants will also complete a program-specific intake form that will collect data required for CDBG activities reporting.

Participant Selection: Participants will be selected on a first-come, first-served basis upon submission of a completed application. SSCAC's Homelessness Prevention program uses a Bates numbering system to ensure applicants are served in the order in which their completed applications have been received. The Middleborough Office of Economic & Community Development (OECD) will also assist with outreach, having established a waiting list of applicants.

Outreach: The Homelessness Prevention Coordinator will conduct in-reach with SSCAC's Fuel Assistance, Food Resources, and Transportation programs. She will also conduct outreach with

landlords, mortgage companies, banks, town officials, the Middleborough Housing Authority, Citizens for Citizens, the Taunton DTA office and social service agencies in the towns of Middleborough and Lakeville to identify eligible participants and to encourage participation.

Monitoring for HUD Income Eligibility: As explained above, potential participants will be required to complete a Fuel Assistance application and a program intake form which will, in turn, provide the Homelessness Prevention Coordinator with information required to ensure all program participants demonstrate need and meet income eligibility guidelines.

Project Administration: The Middleborough-Lakeville Emergency Housing Assistance program will be administered by SSCAC's Homelessness Prevention Coordinator, Ms. Mary Price. Ms. Price has been employed by SSCAC since September of 2000. She has held a variety of positions, most recently as Asset Development Coordinator and Homelessness Prevention Coordinator. Ms. Price develops and coordinates programs designed to increase the self sufficiency of families and individuals through education, asset building and financial incentives. These programs include Volunteer Income Tax Assistance (VITA) program, the Lend A Hand program, and the ICHH grant. Ms. Price is supervised by SSCAC's Planner, Ms. Nikki Galibois, PhD. For program administration, Ms. Price will:

1. Conduct outreach activities in conjunction with the Middleborough OECD in the towns of Middleborough and Lakeville
2. Coordinate with the Fuel Assistance programs at SSCAC and Citizens For Citizens for income eligibility determinations
3. Coordinate with the Middleborough OECD with application design and marketing materials directed at residents in both the towns of Middleborough and Lakeville
4. Complete intake and screen applicants to assess eligibility and need
5. Work on behalf of program participants with landlords, mortgage companies, banks, etc.
6. Provide program participants with basic financial literacy education and information about the availability of other assistance programs and community resources, including but not limited to Head Start, Career Center services, Financial Literacy, Food Assistance, etc.
7. Gather required documentation from participants, landlords, mortgage companies, banks, etc.
8. Process rental or mortgage assistance payments on behalf of program participants
9. Maintain thorough and accurate records and data on program participation
10. Provide weekly updates for Ms. Galibois on program performance
11. Prepare monthly service delivery reports for the Executive Director, Ms. Patricia Daly, the Board of Directors, and the Middleborough OECD
12. Prepare other reports for funding source as required and provide data for Middleborough OECD quarterly reports to the Mass. Department of Housing and Community Development.
13. Send weekly emails to Middleborough OECD with update on status of applications.

SSCAC has not administered previous CDBG funded projects, but currently administers many CSBG funded programs.

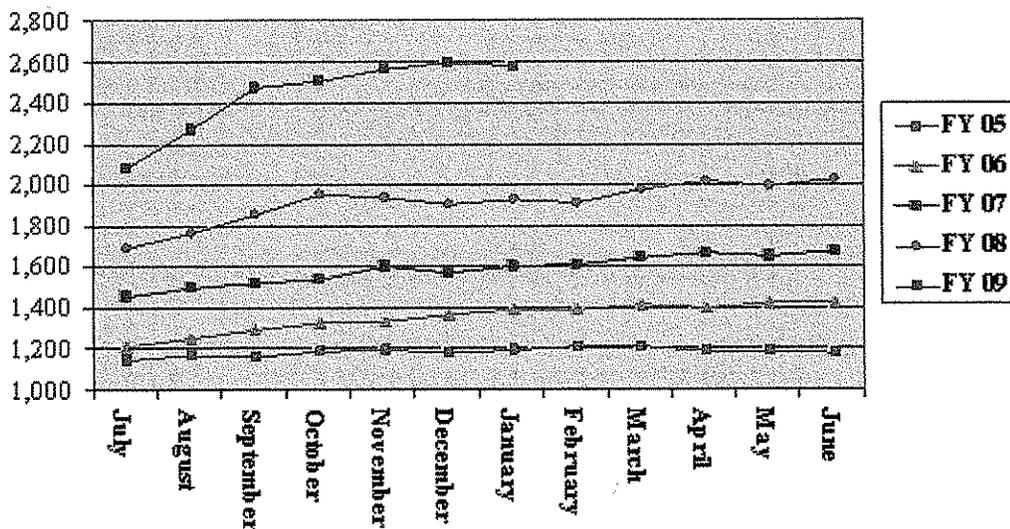
Participant Input: The Homelessness Prevention Coordinator works closely with each participating resident to provide ample opportunity for input and feedback on service. In 2011, SSCAC will conduct a Needs Assessment as part of its 3-year strategic planning. All Emergency Housing Assistance participants will be invited to participate in this process through the completion of satisfaction surveys and participation in focus groups to gather satisfaction and quality improvement data.

Background Information

Project Need: In 1999, Middleborough's poverty level of 5.3% exceeded the 4.5% average poverty level for all towns in SSCAC's service area (U.S. Census 2000). As of November, 2009, the unemployment rate in the town of Middleborough had risen to 9.4% as compared to the 2008 annual average unemployment rate of 6.6% for the town (Executive Office of Labor and Workforce Development). At the same time, Middleborough is anticipated to be among those towns in our service area that will experience the highest population growth between 2010 and 2020 (MISER Population Projections). The economic picture for the town of Lakeville does not differ significantly from that of Middleborough. As of November, 2009, the unemployment rate in the town of Lakeville was 8.4% as compared to the 2008 annual average unemployment rate of 5.3% for the town (Executive Office of Labor and Workforce Development). The poverty level for Lakeville in 1999 was 3%. The estimated population change for the town of Lakeville is anticipated to be even greater than for Middleborough from 2000 to 2020. MISER Population Projections estimate a 66% increase in Lakeville's population size during that time period (MISER Population Projections).

The availability of affordable housing has not been able to keep pace with the growing populations of Middleborough and Lakeville facing economic hardship. According to the Massachusetts Affordable Housing Alliance (MAHA), Lakeville currently has 287 subsidized housing units as compared to 3,385 total housing units reported in the 2000 US Census. MAHA also reports that the town of Middleborough currently has 424 subsidized housing units compared to 7,195 total housing units reported in the 2000 US Census (www.massaffordablehomes.org/mahamap.html). Due to the lack of data on the current total numbers of housing units in each town, it is difficult to estimate the proportion of subsidized housing units relative to the overall housing units and therefore to obtain an accurate picture of the availability of low-income housing.

Fiscal year 2009 has witnessed a significant upsurge in the number of homeless families in Massachusetts. From July 2008 to January 2009, the caseload of homeless families statewide increased dramatically from 2,086 families to 2,580 families. The rate of increase during this snapshot of FY09 far exceeds the rate of increase in the caseload of homeless families during the previous 4 fiscal years.



(source: www.mass.gov/Ehed/dhcd/hs/homelessnumberchart.pdf)

From 2006 through September, 2008, the town of Lakeville saw the number of residents' home foreclosures increase by nearly 100% from 7 foreclosures in 2006 to 13 foreclosures in 2008. During that same time period, the town of Middleborough saw its foreclosures double from 16 foreclosures in 2006 to 33 foreclosures in 2008 (The Warren Group, as reported on www.myfoxboston.com).

Facing increased unemployment rates, limited subsidized housing availability, increased foreclosure rates, and surging homelessness rates, the residents of Middleborough and Lakeville have already reached out to SSCAC for rental and mortgage assistance. During FY09, two families received homelessness prevention services in the form of rental assistance. Four families applied for rental assistance through SSCAC's participation in the Patriot Ledger's Lend A Hand program (see detailed description below) but were denied assistance because the town falls outside the Lend A Hand program's service area. With the FY10 Lend A Hand program just beginning at the end of November 2009, one Middleborough family has already been denied Lend A Hand assistance because they do not meet the residence eligibility requirement.

Assistance provided: SSCAC's Homelessness Prevention Program provides a housing lifeline for families at the brink of homelessness. SSCAC seeks to bring its homelessness prevention experience to the towns of Middleborough and Lakeville. SSCAC seeks to offer shallow subsidies to those at risk of homelessness or to those in need of housing stabilization in the form of rental or mortgage assistance. SSCAC will negotiate with landlords or lenders, as applicable, to make direct rent or mortgage payments on behalf of Middleborough and Lakeville residents in need of housing stabilization services. Depending upon participant need and eligibility, participants will receive assistance in the form of rental or mortgage payments for up to three months. SSCAC estimates that it will be able to provide Emergency Housing Assistance to approximately 12 families needing 3-month subsidies or approximately 36 families needing 1-month subsidies, or some combination of 1-month and 3-month subsidies. Services will be provided by SSCAC's Homelessness Prevention Coordinator, Ms. Mary Price, from November 15, 2010 to March 30, 2011 (*end date may be earlier if funds expended*). All Emergency Housing Assistance services will be provided on-site with Ms. Price at SSCAC's office in West Plymouth. Once income eligibility is determined, the Homelessness Prevention Coordinator conducts an assessment and provides ongoing case management including education and referrals to

with a wide range of assistance, including SSCAC's Financial Literacy, VITA, and IDA programs, as well as other appropriate community services.

Project History: In response to the dire housing needs of South Shore residents, SSCAC has developed its Homelessness Prevention program which draws on 3 separate funding programs: Lend A Hand, EFSP/FEMA, and ICHH.

Lend A Hand

SSCAC has partnered with the Patriot Ledger in their Lend A Hand fundraising effort for the past 11 years. The funds are raised through private donations from late November through December and are distributed to eligible recipients on a first-come, first-served basis. Last year SSCAC utilized \$34,027 to assist 33 families with rent or mortgage payments, averaging \$1,031 per household. The service area defined in the eligibility criteria for the Lend A Hand program does not include the towns of Lakeville or Middleborough. Therefore, Middleborough and Lakeville residents are not eligible for housing assistance through this program.

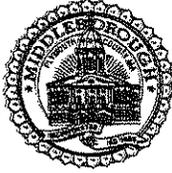
EFSP/FEMA

Funds are dispersed to agencies in late February and early March. There are two allotments: one for rent and mortgage payments, the other for utilities. FY09 FEMA funds were expended in approximately 45 days. SSCAC's FEMA funding covers Middleborough but not Lakeville. Lakeville may access FEMA through Brockton Area Multi-Service, Inc. Therefore, SSCAC FEMA assistance is not available to assist either Middleborough or Lakeville residents for 10 months out of the year.

Interagency Council on Housing and Homelessness (ICHH)

This grant is funded through Department of Housing and Community Development (DHCD) to target families most at risk of homelessness and/or shelter placement. This pilot project began in April 2009 and will run through September 30, 2010. Families are primarily referred to the program by either the Plymouth DTA office or the DHCD Homelessness Coordinator, who is housed at the Plymouth DTA office. Families from Middleborough and Lakeville have been eligible for this program. In FY09, 2 families from Middleborough received homelessness prevention services. Because the grant provides ongoing shallow subsidies over a period of time, however, the funding has been fully encumbered by families in the program.

The requested funds do not replace any existing municipal or state funds for the project.



ATTACHMENT B

South Shore Community Action Council / Town of Middleborough
(Agreement for Services)

Pursuant to Massachusetts General Laws Chapter 62C, Section 49A, I certify under the penalties of perjury that South Shore Community Action Council, Inc. has complied with all laws of the Commonwealth of Massachusetts relating to taxes, report of employees and contractors, and withholding and remitting child support.

(signature)

(Print name of person making certification)

(Date)