

## General

### General Questions

1. Over the Action Plan year, The City of Warwick will concentrate its Community Development Program in the following neighborhoods, which are “target areas”:

- Pontiac
- Apponaug
- Conimicut

In addition, the City undertakes certain activities on a city wide basis with income qualified households.

2. An ongoing system of strategic neighborhood planning for the Community Development Program determines project and investment location and priority. Each neighborhood has a neighborhood plan completed, with the assistance of a consultant. Residents also determine priority need.

The needs of the neighborhoods are considered in setting social services priority and location. Also, Community Development staff works with non-profit providers to consider community and area-wide needs and program/project location.

3. The actions to be taken over the next year in order to overcome obstacles in meeting underserved needs are as follows:
  - Age of housing stock. Warwick will continue its housing rehabilitation program and lead hazard program to address needs in older housing stock.
  - Expansion of T. F. Green Airport. The City will continue to advocate for its neighborhoods through the Environmental Impact Statement process.
  - Non-profit coordination. Non-profit housing developers will be organized into an “ad hoc” committee, meeting periodically. This will assist in coordinating their efforts in Warwick.

### Managing the Process

1. The Office of Housing and Community Development, part of the Planning Department, in the City of Warwick is the lead agency for overall administration of programs covered by the Annual Plan. The City has contracted with a number of private, non-profit agencies, including the following, for program implementation:

The Consolidated Plan for the City of Warwick 2005-2009  
The Annual Action Plan 2005-2006

- Westbay Community Action
  - Elizabeth Buffum Chace Center
  - Kent County Mental Health Center
  - Warwick House of Hope
  - Rhode Island Family Shelter
  - Warwick Boys' and Girls' Clubs
2. The formulation of the Annual Action Plan was based on research, consultation and collaboration. A consultant, Mr. Dan Cahill, was retained by the City to assist in completing the Annual Action Plan.
- Research sources included the U.S. Census; housing reports generated by the State of Rhode Island, RI Housing, the RI Housing Resources Commission, the RI Health Department among others.
- Consultations with non-profit and public agencies at the state and city level were wide ranging and complete. A number of these agencies provided important documentation, which was considered in the Plan.
3. A new element for coordination will be introduced over the next program year. Non-profit housing developers will be organized into an "ad hoc" committee, meeting periodically. This will assist in coordinating their efforts in Warwick. Staff will also assist these non-profit developers with any issues or processes (permitting etc.) within the City.

## **Citizen Participation**

1. The City of Warwick has followed a Citizen Participation Plan for the Annual Action Plan. This Citizen Participation Plan is on file at the Office of Housing and Community Development in the City Hall Annex and available for public review. The process for formulating the Annual Action Plan involved public hearings, solicitation of proposals and consultations with community stakeholders. The City also formulated a Consolidated Plan for a five year period. Both the Annual Action Plan and the Consolidated Plan were available for public comment after the program was published in summary form on April 12, 2005. Comments and questions can be directed to:

Mr. Kevin Sullivan  
Office of Housing and Community Development  
City of Warwick  
City Hall Annex  
3275 Post Road  
Warwick, RI 02886-7191

Email: [kevin.j.sullivan@warwickri.com](mailto:kevin.j.sullivan@warwickri.com)  
Phone: 738-2000 x6371

The Consolidated Plan for the City of Warwick 2005-2009  
The Annual Action Plan 2005-2006

Fax: 732-9522

2. To Be Completed - Citizen Comments or views on the plan.
3. The City of Warwick took several steps to broaden public participation in the development of the Consolidated Plan, including outreach to minorities and non-English speaking persons, as well as persons with disabilities. For instance, consultations were undertaken with the following agencies/non-profits:
  - Governor's Commission on Disabilities
  - Governor's Advisory Commission on Hispanic Affairs

The City of Warwick also has a Fair Housing Committee and the Mayor's Committee on Disabilities. The consultant met with both groups.

Translation services were offered for all meetings. Public hearings were advertised in the Providence American, Warwick Beacon, and The Providence Journal.

## **Institutional Structure**

The institutional delivery structure for community development will continue to be improved over the next year. City staff will work closely with the Warwick Housing Authority and a number of non-profit agencies who participate in partner programs (including Westbay Community Action, House of Hope, and the Elizabeth Buffum Chace Center.)

In addition, a new element for coordination will be introduced over the next program year. The Office of Housing and Community Development staff will meet with non-profit housing developers periodically for two purposes. First, efforts in Warwick will be coordinated. Second, staff will reach out to assist these non-profit developers with any issues or processes (permitting etc.) within the City.

## **Monitoring**

The Office of Housing and Community Development staff will monitor all projects for conformance to the Strategic Plan and the Annual Action Plan.

All sub-recipients will have comprehensive monitoring. The sub-recipients falling into the following categories are designated high risk and will be monitored regularly: new to the program, experiencing turnover in key staff, previous non-compliance or performance, carrying out high risk activities, or undertaking a new activity.

## The Consolidated Plan for the City of Warwick 2005-2009 The Annual Action Plan 2005-2006

The basic monitoring procedure includes five steps: initial notification letter; entrance conference; documentation and data acquisition (on quarterly basis at a minimum), exit conference, monitoring letter. The monitoring letter will either have a positive finding or negative finding. The latter will indicate either specific recommendations for improvement or corrective action to be taken, with a written response required.

In the event of a problem situation with a sub-recipient, the City has defined three levels of sanctions:

- Stage I. Early warning/early response with the following steps: additional training, more frequent reporting by sub-recipient, frequent on-site monitoring.
- Stage II. Intervention with the following steps: restrict payment request, disallow expenses, impose probationary status.
- Stage III. Temporarily suspend sub recipient; non-renewal; terminate current grant; initiate legal action.

### **Lead-Based Paint**

The City has instituted a lead paint hazard reduction program, which began in 2003 and is funded by HUD as part of the Federal Lead Paint Hazard Reduction Program. The program outcomes for the next year include:

- A better informed population will lead to safer household practices and fewer poisoned people.
- 47 lead safe housing units and an estimated 25 children living in those units with decreased risk of lead poisoning.
- Improved cleaning habits and less risk of lead poisoning for those households.
- Affordable housing is increased and retained. Affordable rents will continue to be offered on all rental units assisted. A special incentive will attract more Section 8 units to the Warwick Housing Authority. The result will be additional Section 8 units and continued affordable rents on all rental units to increase/continue affordable housing in Warwick.

## Housing

### Specific Housing Objectives

1. As shown in the completed housing needs table, the City of Warwick expects to assist 236 households over the next year. Of the first year goals listed, 185 of the households will be assisted through the sewer “tie in” program. Also, 51 households will be assisted through the housing rehabilitation program. The specific profile of the households to be assisted (according to income, cost burden, family size and tenure – owner or renter) is included in the housing needs table.

The Sewer “tie in” program assists income qualified households to connect to sewer mains. This program addresses three objectives:

- Neighborhood improvement. Housing and neighborhood quality is improved when septic tanks are removed and replaced with a tie in to the sewer main.
- Affordable housing. Assistance with this program, often required because of failing septic tanks systems, lowers the cost of a household staying in affordable housing.
- Health and safety. The sewer collection system and this “tie in” program offer a safer alternative to septic tanks.

The housing rehabilitation program assists income qualified households to address code violations and improve the energy effectiveness of their household. This program also improves neighborhood conditions by addressing any blighting influences. The rehab program also keeps housing affordable by making necessary improvements and increasing the energy efficiency of the housing unit at a lower cost for the household. Warwick’s housing rehabilitation program is a low interest loan program with the payments becoming part of a revolving fund to continue housing rehab.

The housing rehabilitation program complements Warwick’s lead hazard reduction program. The lead program, started over the past two years, insures that housing units are lead safe. The lead program is a grant program, to eligible homeowners. Work on the units is complemented by an education program to encourage parents to recognize and guard against the danger of lead paint poisoning.

2. The City of Warwick works to leverage as much funding as possible to address housing need. The lead paint reduction program is one example. The City works closely with the non-profit partner Westbay Community Action on housing programs by making cross referrals. Westbay’s programs are funded through state and federal agencies including (Federal) Health and Human Services, FEMA, and the Center for Disease Control. Westbay and the House of Hope also utilize Federal tax credits for new housing development for transition and affordable housing. The tax credit program is available through RI Housing, the tax-exempt mortgage and finance agency for the State of Rhode

The Consolidated Plan for the City of Warwick 2005-2009  
The Annual Action Plan 2005-2006

Island, which is active throughout the City with programs for private housing finance. Through these finance programs, RI Housing offers below market rate financing for homeowner and rental property for qualifying households. RI Housing is a pass through for HUD funding through the HOME, ESG and HOPWA programs.

The Rhode Island Housing Resources Commission provides state funding for housing in Warwick. The Commission administers the Neighborhood Opportunity Program. The City assists its non-profit partners to access resources from the Commission and RI Housing and coordinates the use of community development funds used in conjunction with those programs.

In general terms, Warwick's community development program leverages private housing finance as neighborhoods improve and housing is developed and rehabilitated on a non-assisted basis.

## **Needs of Public Housing**

The Warwick Housing Authority's strategy to service the needs of public housing is as follows:

- Expand the supply of assisted housing when opportunities are present.
- Develop partnerships with non-profit agencies.

Depending on funding availability, the WHA works to revitalize and restore public housing projects and improve the living environment of those residing in public housing with several steps. The WHA continually applies for modernization funds to do this.

## **Barriers to Affordable Housing**

The City of Warwick will take concrete action concerning affordable housing over the next year with several actions, new and continuing.

- Tax policy. The City's tax policy will continue to recognize the special status of the elderly and the disabled, assisting them to lower the costs of maintaining their residence in Warwick. The City provides for an exemption of \$6,000 in valuation from homes owned and occupied by residents who are 65 years of age or older. In addition there is "circuit breaker" credit with an income qualification for both the elderly and the 100% disabled.
- Zoning. The zoning process grants a density bonus for multi-family developments of 15% for low income or elderly developments.

The Consolidated Plan for the City of Warwick 2005-2009  
The Annual Action Plan 2005-2006

- Affordable Housing Task Force. With the Office of Housing and Community Development serving as staff, the Committee continues to meet and update their report periodically.
- Non-profit development of affordable housing. The City will work with its partners including Westbay Community Action and the House of Hope for the development of affordable housing for low- and moderate-income households and transitional housing for the homeless.

## Homeless

### Homeless Strategic Plan

1. In addition to community development assistance, two additional sources of funding support the non-profits (see #2 below) providing homeless assistance in Warwick:
  - **Public.** Funding authorized by the McKinney-Vento Homeless Assistance Act provides key funding through RI Housing which administers the Continuum of Care. There are several other sources of public funding, including state assistance and the (Federal) Health and Human Services support for CAP agencies which goes to Westbay. House of Hope's transitional housing program will be supported through Federal tax credits.
  - **Private.** The United Way supports the efforts of the non-profits in Warwick which also do their own private fundraising.
2. Over the next year, Warwick will address the specific objective concerning homeless in the Strategic Plan by relying on close partnerships with four non-profits in providing homeless assistance in the City. Warwick provides ongoing support through the Community Development Program and other resources to these partners:
  - House of Hope. Supportive services, emergency housing, transitional housing. Over the next year, the Community Development Program will support this non-profit's comprehensive social service program with a grant of \$21,000.
  - Elizabeth Buffum Chace Center. Emergency housing (abused spouse), supportive housing, transitional housing. The EBC Center will receive a grant of \$13,000 from community development over the next year to support their youth programming.
  - RI Family Shelter. Emergency housing (families). The Shelter will receive a grant of \$20,000 for their expansion program.
  - Westbay Community Action. The emergency housing assistance program run by Westbay, will receive a grant of \$5,000 from the Community Development Program for the next year. Westbay will also receive grants totaling \$165,000 for housing programs that will prevent homelessness.

The obstacles to completion of these action steps include the increasing cost of home purchase and rental units as well as limited funding to address the priorities.

3. Warwick's strategy for eliminating chronic homelessness is also centered with the efforts of its non-profit partners, particularly EBC Center and House of Hope who are providing transitional housing and supportive services. Over the next year, the House of Hope plans to expand its transitional housing. The expansion is supported by the community development program. The non-profits listed above are part of a statewide planning network that coordinates all efforts. By supporting their efforts through the Annual

The Consolidated Plan for the City of Warwick 2005-2009  
The Annual Action Plan 2005-2006

Action Plan, Warwick's efforts become incorporated into statewide efforts to reduce homelessness.

4. Warwick's efforts at homelessness prevention are in two categories. First, the Community Development Program works on housing rehabilitation and removing lead hazards. The outcome of these programs insures low- and moderate-income households can continue in their homes and not face financially catastrophic issues with lead poisoning. Second, emergency assistance is available through City budgeted programs at the Warwick Department of Social Services. Emergency assistance is also available through Westbay, a non-profit partner located in Warwick.
5. Any Discharge Coordination Policy will be based on a state wide model, since Rhode Island is such a small state. The Homeless Coalition will be included in setting that policy. (The City of Warwick does not receive ESG funds.)

## Community Development

### Community Development

The community development needs identified by the City of Warwick fall within the broad program goals to benefit low- and moderate- income persons, to prevent or eliminate slums and blight and to eliminate threat to public health and welfare.

Within these broad nationally legislated goals, Warwick has identified non-housing needs at the neighborhood level and for certain public services.

#### Public facilities and improvements

Over the next year, Warwick will concentrate its community development resources in the Pontiac, Apponaug and Conimicut neighborhoods. Aging infrastructure in these neighborhoods translates to improvement needs for:

- Street
- Sidewalks
- Sewer and water lines

In addition, streetscape and signage elements are needed to demarcate neighborhoods/villages and enhance community identification and continuity. Sidewalks would be designed to accommodate handicapped persons and improve pedestrian safety.

Improvements to community facilities, parks and recreation facilities are needed to provide “community” space and further enhance the image of the three neighborhoods.

The following activities are listed as a high priority in the community development needs table in order to implement these aspects of the neighborhood plans:

- Public facilities and improvements
- Parks, recreational facilities
- Street improvements
- Sidewalks

Other projects in the public facilities and improvements section of eligible activities that are a high priority are:

- Senior centers
- Homeless facilities (see Homeless sections of Consolidated Plan)
- Child care centers

## The Consolidated Plan for the City of Warwick 2005-2009 The Annual Action Plan 2005-2006

Senior centers are a community focal point where persons 60 years of age and older come together as individuals or in groups. They gather for services and/or activities which enhance their dignity, reflect their experience and skill, support their independence, and encourage their involvement in and with the community. Centers also provide service and service referral for seniors' diverse needs and interests.

The Warwick Community Development Program has and will continue to support child care facilities principally for non-profit providers. Child care is an essential part of an equation for low income families, many of whom are headed by female.

### Public Service

Warwick expects to extend most of its public service activities through non-profit partners. High priorities include:

- Public service (general)
- Senior services
- Youth services
- Child care services
- Abused and neglected children
- Mental health services
- Homeownership assistance (see homeless sections)

Senior services include home visitation services designed to address the needs of seniors in their home, as well as agency services provided on site. Many of these services keep seniors in their home, avoiding the higher costs of nursing and assisted living facilities.

Youth services are offered by non-profits to provide a wide array of activities from counseling for troubled youth to social and recreational activities with a positive direction and community connection. Overall, there is a need for a safe, professionally supervised facility, offering a range of programs to meet the needs of children and teens when they are not in school. Services should be neighborhood based due to lack of transportation, and be low cost or no cost to the family's financial situation.

Child care services that assist family self sufficiency where low income families have a single parent or both parents are working.

Activities concerning abused and neglected children are aimed at an unfortunately persistent issue. National statistics indicated that 1 in 4 girls and 1 in 6 boys will be sexually abused before reaching the age of 18.

Mental health services addresses mental health, substance abuse and a broad range of issues including domestic spouse abuse. The City will be able to reach out with this activity to the victims of the "Station" fire in the town of West Warwick, one of the worst fires in the recent

The Consolidated Plan for the City of Warwick 2005-2009  
The Annual Action Plan 2005-2006

history of the country. The victims are still suffering from the tragedy's psychological effects which are expected to last for years to come.

Other activities

The construction of housing is an important activity for the community development program in Warwick, enabling the City to assist in non-profit development of affordable housing.

Housing rehabilitation activities are at the core of the Community Development Program and are reviewed as a housing priority elsewhere in the Consolidated Plan.

Administrative funds are needed to implement these Community Development Programs; housing, homeless and non-homeless special needs program. The administrative funding allows staff to manage community development and also engender neighborhood leadership and non-profit coordination.

## **Antipoverty Strategy**

Over the next year, the City of Warwick will work to reduce the number of poverty level families both directly and in partnership with non-profit agencies servicing the City's population. The direct programs are through the Office of Housing and Community Development (housing rehabilitation, lead hazard reduction) and the Department of Human Services (emergency assistance). The principal partnership for the City is through Westbay Community Action. Other partnerships include those with housing and service providers, which work to break the cycle of poverty in the City.

Westbay provides an Emergency Housing Assistance Program (State funded) to eligible households facing eviction, foreclosure, sub-standard housing or homelessness. Westbay's affordable housing program reduces poverty by putting low income people in their own homes, where otherwise the family would not be able to afford this type of housing. Westbay's workforce development programs also help to prevent poverty or help prospective workers escape poverty.

Other non-profit agencies which will work to reduce poverty include: the House of Hope, RI Family Shelter, The EBC Center. The City provides funding support for these agencies.

The Consolidated Plan for the City of Warwick 2005-2009  
The Annual Action Plan 2005-2006

## Non-Homeless Special Needs

The Non-Homeless Special Need Table (see appendix) identifies households that have special housing needs. The City of Warwick has assigned a high priority to meeting the needs of those on the public housing wait list. For all others, Warwick has assigned a medium priority to meeting these needs.

The table also identifies households in “Support of Service Needs” categories. There is an extensive network of public and private agencies in Warwick and the State that focus on both the housing needs and particularly the support of service need for the categories indicated in the Table. These agencies include:

- Rhode Island Division of Developmental Disabilities
- Rhode Island Division of Behavioral Health
- OSCIL
- Kent Center
- Kent House
- Addiction Recovery Institute
- Mental Health Services/Counseling and Intervention
- Warwick Housing Authority

As effective and dedicated as these non-profits and agencies may be, they do not and cannot meet all the needs of the target client groups even though a substantial portion of the need may be met. Given the priority for neighborhood revitalization and housing, it is difficult for Warwick to allocate large amounts to any of these non-profits on a sub-recipient basis. It is probable that the Warwick housing rehab, lead and sewer connection programs will benefit these sub-populations. However, direct action for the sub-populations would have to be through non-profits. Given limited funding, Warwick ranks priority for meeting these needs as a “low”, with two exceptions: housing for public housing residents (#59 in table for “Non-Homeless special Needs Including HOPWA”) and supportive services for public housing residents (#67). The Warwick Housing Authority expects to add two units and the Interfaith Association for Affordable Assisted Living expects to assist an additional 50 households. The Association gives homemaking assistance (housekeeping, carrying groceries, shoveling snow) to those households in need of this help.