

CPC USE ONLY:	
Application #	<u>FY23-04</u>
Qualifies:	_____
Does not qualify:	_____

INITIAL ELIGIBILITY PROJECT APPLICATION FORM

DUE BY DECEMBER 3, 2021

TOWN OF NEEDHAM
COMMUNITY PRESERVATION COMMITTEE
 www.needhamma.gov/CPC
 Email Applications to:
 Cecilia Simchak and Kristen Wright:
 csimchak@needhamma.gov & kwright@needhamma.gov

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| <p>1. Applicant: Needham Housing Authority</p> | <p>Submission Date: 11/30/2021</p> |
| <p>2. Applicant's Address, Phone Number and Email:</p> <p><u>28 Capt. Robert Cook Drive, Needham MA 02494</u>
 <u>Chair@NeedhamHousing.org; 339-222-6187</u>
 <u>amedeiros@NeedhamHousing.org; 781-444-3011</u>
 Contact Name:
 Reg Foster, Chair; Angie Medeiros, Exec. Dir.</p> | <p>3. Purpose:
 (Please select all that apply)</p> <p><input type="checkbox"/> Open Space
 <input checked="" type="checkbox"/> Community Housing
 <input type="checkbox"/> Historic Preservation
 <input type="checkbox"/> Recreation</p> |
| <p>4. Project Name: NHA #4 – Funding for NHA Ass't Executive Director Position</p> | |
| <p>5. Project Location/Address/Ownership (Control):</p> <p>N/A</p> | |
| <p>6. Amount Requested:</p> | <p>\$97,500</p> |
| <p>7. Estimated Total Project Cost (If Different):</p> | <p>\$195,000</p> |
| <p>8. Critical Dates: (If Applicable)</p> <p>N/A</p> | |

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Project Name: NHA #4 – Funding for NHA Ass’t Executive Director Position

9. Project Summary: In 100 words or less provide a brief summary of the project:

Mid-summer 2021, the NHA embarked on a 5-10 year Modernization and Development Initiative (MRI) focused on overhauling 296 of our existing units and adding 121 new units of deeply affordable housing in Needham. The NHA has engaged the Cambridge Housing Authority as our consultant, guide and partner. Further details of the MRI initiative can be found in the 2019 NHA Facilities Master Plan (FMP), which can be downloaded from this link: (<https://www.needhamhousing.org/modernization-redevelopment-2/>).

Both the consultants who developed the FMP and the Cambridge Housing Authority have advised that the MRI will place a significant additional workload on the current Executive Director, who already has full-time day-to-day operational responsibilities for managing the NHA. Both consultants have strongly recommended that the NHA authorize a new Ass’t Executive Director position, an action which took place at the Board’s August 19, 2021 meeting. As envisioned, the position will begin on a part-time basis for the first few months, then ramp up to full-time as the MRI workload increases.

Funding is sought to support two years of the cost for the new position during the MRI’s pre-development period. 50% of the cost will be paid from NHA resources, and 50% of the cost would be CPA funded. After the pre-development period, it is expected that continued funding can be built into the costs of the initial construction period.

10. Community Need: In 100 words or less provide a brief statement of the need for and the benefits to the community.

Modernizing and/or redeveloping NHA’s 296 aging deeply affordable housing units will extend their usable life span 40+ years. Adding 121 new units to our inventory will go a long way towards addressing the shortage of deeply affordable housing (>50% AMI) in Needham. Both objectives are consistent with, and will fulfill, the goals of the 2021 NUARI Vision Statement approved at Spring 2021 Town Meeting, and also the 2022 Needham Affordable Housing Plan currently under development.

However while proceeding with the MRI and the additional workload it imposes on management, it’s very important that NHA day-to-day operations on behalf of our current residents continue as smoothly and problem-free as possible. Funding an additional FTE for NHA’s office is important to achieving success.

Note: This application enables the Community Preservation Committee to review the request to assess eligibility. You shall be notified by January 1 of your eligibility. If eligible you will be requested to supply additional information by February 1.