

PROJECT APPLICATION FORM

Applicant: Affordable Housing Trust

Submission Date : 11/1/24

Address: Truro Town Hall

Purpose: (Select all that apply)

☐ **Open Space**

☒ **Affordable Housing**

☐ **Historic Preservation**

☐ **Recreation**

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Town Committee:

(If applicable): Truro Housing Authority, on behalf of the Truro Affordable Housing Trust

Project Name: Affordable Housing Trust

Project Location/Address: N/A

Amount Requested: A minimum of 60% of the available Community Preservation Funds for the Fiscal Year 2026.

Project Summary: In the space below, provide a brief summary of the project.

See Narrative.

Estimated Date for Commencement of Project: Ongoing

Estimated Date for Completion of Project: Ongoing

PROJECT NARRATIVE

This application requests funding in the amount of a minimum of 60% of the available Community Preservation Funds for FY2026 on behalf of The Truro Affordable Housing Trust for the purpose of Community Housing. This Trust was established by Massachusetts General Law 274 of the Acts of 2002. The funds of this Trust can be used for a variety of activities that create, support and preserve affordable housing. The Community Preservation enabling legislation has provisions specifically for the CPC to fund Trusts. Currently the members of the Select Board serve as the trustees.

The need for affordable housing in Truro has been well documented, and the lack of quality affordable housing is one of the most critical problems facing the sustainability of our community. Funding for the Affordable Housing Trust provides opportunities to fund projects that could include assisting in maintaining affordability, land acquisition, pre-development/feasibility study, or any other program allowable under the CPA. Projects can be reviewed at any time (so not tied to the yearly Town Meeting cycle), and are approved by the Select Board.

In the past, the Truro Affordable Housing Trust funds have been used to assist in re-sales of affordable homes and to provide buy-down funds to ensure that affordability remains. This is a truly critical program, as deed riders from the 1990's include re-sale calculations that can result in unaffordable home sale prices. Trust funds have also been used to assist the Truro Housing Authority and Habitat for Humanity in land acquisition. More recently the Trust has used their CPA funds to:

- Allocate \$1.8 million to the Cloverleaf Housing Project for a local funding match to leverage state grants, to subsidize the cost of infrastructure and soft costs associated with the project. Funds were also allocated to help cover increased costs caused by a combination of the delay in start of the project and inflation.
- The AHT has allocated funds for the Rental Assistance Program, designed to assist income-eligible families who are struggling to pay their rent. We have been helping Truro families stay in their homes since 2022.
- The AHT will be especially important, as Truro begins the process of building desperately needed affordable housing on the Walsh Property. In the short term, it will be important source for funding the cost of developing an RFP, conducting environmental studies, etc.

The rationale for requesting this amount of money from CPC is to maintain a pool of funds that are quickly accessible for time-sensitive affordable housing initiatives so that Truro can take advantage of these opportunities as they arise. Funding for CPC eligible projects is especially important this year since the funds in AHT are seriously depleted. We believe that this amount is required to ensure that the Cloverleaf and Walsh projects have the funds to move forward at a steady pace to provide housing needed to make Truro sustainable. These funds will support strategies identified in the approved Housing Production Plan (HPP), and to respond to the sense of urgency that the housing crisis has generated in our community.

REVIEW AND RECOMMENDATION CRITERIA/GUIDELINES

- Consistent with goals and priorities of the Select Board and the proposed Local Comprehensive Plan.
- Economically and reasonably feasible to implement.
- Serves multiple needs and populations.
- Leverages additional or multiple sources of funding (required by most State and federal funding applications).
- Utilizes, preserves, protects or enhances currently owned Town land or housing assets.
- Consistent with recent Town Meeting actions, as supported at the Annual Town meeting.
- Community Character: Promotes diversity through affordable housing and is consistent with Town planning documents, including the Local Comprehensive Plan and the Housing Production Plan.

- Community Impact/Needs: Meets multiple needs and populations in Town, addresses significant community needs, and meets the needs of an underserved population.

Michelle Jarusiewicz

Housing Advocate & Consultant

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Housing Trusts on Lower Cape

For Truro Housing Authority DRAFT

October 9, 2024

Overview & Scope

In response to discussions with members of the Truro Housing Authority [THA], conduct research of the Housing Trusts of the Lower Cape towns of Provincetown, Truro, Wellfleet, Eastham, Orleans, Brewster, Harwich, and Chatham. Conduct inquiries with three members of each community including board members and town staff.

Skills: *40 years of experience in municipal government in senior staff positions including Housing Director, Grant Administration, and Assistant Town Manager.*

Experience

Town of Provincetown, MA –

- *2024: Housing Consultant* provided assistance and guidance on housing related projects including deed restricted home sale and sewer connection grant assistance.
- *2008–2023: Community Housing Specialist/Director* led Town efforts for community housing including staff liaison to the Community Housing Council [Provincetown's Affordable Housing Trust], Year-Round Market Rate Rental Housing Trust, Community Preservation Committee, and Economic Development Council. Led a variety of Community Housing efforts including new developments, deed-restricted home sales, rental assistance programs, real estate tax incentives, education and outreach, and launching the Trust's year-round rentals through the acquisition and implementation of Harbor Hill resulting in 28 year-round rentals. Part of team efforts to build the Town's toolbox to address the housing crisis since 1997.
- *1985–2023: Grant Administrator:* Staff liaison to both the Town's Community Preservation Committee and the Town's Economic Development Committee including drafting the Request For Proposals and all administration. Wrote successful applications and administered a variety of grant funded programs including many years of Mass. Community Development Block grants for water

system improvements, housing development, social services, and barrier removal. Under Mass. Cultural Council received numerous grants for economic development collaboration between arts organizations, local businesses, and the Town. Worked closely with Provincetown Police Dept. with numerous grants on the implementation of Community Policing

- *1996–2007: Acting Assistant Town Manager:* several timeframes, worked closely with the Town Manager on various activities including financial, personnel, affordable housing, and economic development
- *1990–1994: Assistant Town Manager:* Assistant Chief Administrative Officer, prepared and updated capital improvements program, assisted with development and implementation of performance appraisal systems, coordinated implementation of Community Oriented Policing through establishment of working partnerships with the community, police, and town government.
- *1991–1992: Interim Harbormaster:* Developed harbor mooring plan and drafted mooring rules and regulations.
- *1989–1990: Acting Town Manager:* Interim Chief Administrative Officer, prepared and submitted annual budget; pursued alternative courses of action for continued provision of solid waste disposal services during negotiations with Cape Cod National Seashore over future use of landfill on federal property.
- *1986–1989: Assistant to the Town Manager:* wrote successful grants for water main rehabilitation and drainage projects, oversaw MacMillan Pier reconstruction and dredging project
- *1984–1986: Deputy Tax Collector:* processed tax payments and other receipts

1984–1986

Private business – Co-owner

- Gia, inc. design apparel shop;
- World Trade Co. distributor of martial arts equipment

1984–present

Front Street Restaurant Provincetown – Host, Server

Education

Smith College, Northampton, MA – Bachelor of Arts 1979, Economics Major, Mathematics Minor

Community Service

Truro School Committee: Elected member 1999–2020

Awards

Gwen Pelletier Award for Community Service from the Community Development Partnership for years of Housing Advocacy, along with Commonwealth of Massachusetts State Senate Official Citation, April 25, 2024.

Outstanding Town Employee, Town of Provincetown December 15, 2023

Caroline Herron Award from Highland Affordable Housing of Truro along with Commonwealth of Massachusetts State Senate Official Citation October 13, 2022.

Massachusetts Housing Partnership Housing Hero June 11, 2015

Commonwealth of Massachusetts State Senate Official Citation: Provincetown's First Assistant Town Manager June 29, 1994

Massachusetts House of Representatives Honoring Resolution June 23, 1994

Tasks

1. **Affordable Housing Trust [AHT]:** Year and type of Trust, appointing authority, membership, composition, staff, authority, resources, and funding sources.
2. **Successes & Accomplishments:** Inquire about the Trust's successes and accomplishments.
3. **Challenges:** Inquire about the Trust's challenges and potential improvements to the process.
4. **Recommendations:** Based on the successes and challenges faced by other local communities, propose recommendations for the Truro Housing Authority [THA] for greater success.

Milestones & Cost

1. October/November 2024

Upon notice to proceed from THA, conduct research of Lower Cape Towns as described in Tasks 1,2, 3; \$2400.

2. December 2024

Prepare and submit written report and recommendations electronically to Truro Housing Authority; \$1,000.

3. December 2024/January 2025

Attend Truro Housing Authority meeting to present report. Based upon response from THA, provide edited final report; \$200.

Total for items 1 through 3: \$3,600.

4. January 2025 forward

At request of the Truro Housing Authority conduct additional work which may include further research, additional meetings, and revisions to the final report; \$100/hour; to be further defined and negotiated .