



# community development partnership

*Creating opportunities for people to live, work, & thrive on the Lower Cape*

March 14, 2019

## **RE: Progress Report: September 1, 2018 – January 31, 2019: Cape Housing Institute**

- Held 6-week training from October 3<sup>rd</sup> – November 7<sup>th</sup> in Eastham and Harwich. 55 elected and appointed municipal officials and town staff attended. During the Institute CDP and HAC had weekly check-ins and weekly debriefs. Attendees were given feedback forms after each session as well as one longer evaluation form referring to the entire Institute. After the Institute, the CDP reviewed feedback and began planning for 2019.
    - Ten people from Harwich attended the 2018 Cape Housing Institute as follows:
      - Art Bodin, Housing Commi
      - Larry Brophy, Planning Board
      - Tracy Cannon, Housing Authorities
      - Christopher Clark, Town Administrator
      - Charleen Greenhalgh, Town Planner
      - Brendan Lowney
      - Joseph Mcparland, Housing Committee
      - Evan Melillo, Town Administration
      - Kevin Rutherford, Town Administration
      - John Stewart, Housing Authorities
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- Speaker coordination:
    - Ten speakers were involved in the Institute, six of whom were new. At least three meetings were held with each speaker including an initial meeting to discuss the vision and goals of the session, a meeting to discuss their presentation draft one month before their session, and a meeting with their co-presenters to discuss session timing two weeks before their session. During this time we also collected their headshots, bios and Speaker Agreements.
  - Marketing & Promotion:
    - Taped an episode of [This Place Matters](#) with former Institute graduate.
    - Guest on 8/15/18 Sunday Journal Radio show.
    - Met with a CT housing agency to share best practices is replicating our program.
    - Hired a photographer to document the sessions.

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- Logistics: Finalized venues and logistics. The Outer Cape Housing Institute was held at the Eastham Public Library. The Lower Cape Housing Institute was held at the Harwich Cultural Center.
- Post-Institute Wrap-Up: New this year, we offered a seventh session on a town-by-town basis to CHI graduates.
  - Met with a consultant about facilitating these sessions.
  - Developed a Design Committee with Lower Cape Town staff to design the wrap-ups. Convened one in-person and one phone meeting with the Design Committee to get input on goals and structure of the sessions.
  - Held wrap-ups in Provincetown, Wellfleet, Eastham, Brewster, Chatham, Orleans and Harwich.
- Peer Group Meetings:
  - Held Fall Outer Cape Peer Group meeting in Provincetown and Fall Lower Cape Peer Group meeting in Chatham. Held Winter Outer Cape Peer Group meeting in Eastham and Lower Cape Peer Group meeting in Brewster.
- Advanced Training
  - Met with Mass Housing Partnership (MHP) to discuss partnering on bringing their trainings to the Cape.
  - Supported promotion of MHP's Affordable Housing Trust Training in Chatham.
  - Met with MACDC about developing a community engagement training.
  - Met with CHAPA (Citizens Planning and Housing Association) about developing a community engagement training.
  - Met with MHP to set 2019 Schedule of Advanced Trainings.
- Curriculum for Housing Institute
  - Session 1 – “Cape Cod Housing Needs & Your Data Story”
    - Redesigned to cover broader range of data sources and focus on storytelling
    - Includes “Putting a Face on Affordable Housing”: a story from someone living in affordable housing
    - Policy update
  - Session 2: “Chapter 40B Overview”
    - New topic!
    - Includes a developer for their perspective
  - Session 3 – “Planning & Community Engagement”
    - Community Engagement is a new topic
    - Town staff will share local examples of successful planning processes
    - Town staff will share local examples of best practices around community education

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## Session 4 – “Financing”

- Redesigned to explain how a town can encourage desirable housing development by decreasing the cost of development
- Includes a case study exercise on how to make the math work when creating a development with tax credits

## Session 5 – “Development”

- Redesigned to focus on the predevelopment aspects that a town can control
- Includes a new presentation on Housing Types and how to produce housing that fits within the character of a town

## Session 6 – “Fair Housing & Advocacy”

- Advocacy is a new topic
- We will cover the hot topic of how to respond to NIMBYism

### Expenses apportioned to Harwich

DESCRIPTION	AMOUNT
Dir of Housing Advocacy (3 <sup>rd</sup> and 4 <sup>th</sup> Qtr 2018 Earnings )	\$8,065.
Chief Program Officer (3 <sup>rd</sup> and 4 <sup>th</sup> Qtr 2018 Earnings)	\$ 735.
Harwich Cultural Center (rent)	\$1,200.
Total	\$ 10,000.

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