Town of Lincoln, Massachusetts
Community Preservation Committee
Project Submission Form

For the FY09 funding submittals, the CPC has instituted a two-step process for submittal of applications. In order to be considered for recommendation at the March 2008 Town Meeting, preliminary "Letters of Interest" and this form must be submitted prior to September 15, 2007. Should your submittal be determined eligible for consideration, you shall be contacted regarding submittal of a detailed request information, which will be due prior to October 22, 2007.

Project Name: UPDATE CONSOLIDATED HOUSING PLAN

Submitted by: BJ Scheff, Chair

Submission Date: November 13, 2007

Address, Phone, E-mail:
PO Box 577, Lincoln MA 01773
scheffassoc@earthlink.net

Town Committee or Organization (if applicable): HOUSING COMMISSION

Brief description of the project:
Engage a consultant to assist in updating the "Consolidated Housing Plan" last published in March 2003. In addition to identifying both short and long range goals, the consultant would also help us evaluate the feasibility of the projects listed below and determine an appropriate action plan to meet our affordable housing needs through 2025.

Time frame for completion of the project:
The Housing Plan would be presented at the State of the Town Meeting in the fall of 2008. Money for any recommended projects would be appropriated in the spring at 2009 Town Meeting.

How does this project help preserve Lincoln's character or further its mission?

See Attached

What are your funding requirements for this project?

<table>
<thead>
<tr>
<th>Fiscal Year</th>
<th>Implementation Costs</th>
<th>Maintenance Costs</th>
<th>Total Costs</th>
<th>Other Funding Sources (and $ amount)</th>
<th>CPC Funds Requested</th>
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<td>2009</td>
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For CPC Use:
Received on: / / Received by: 

Determination: 
Reviewed on: / / 

2009-08
Please provide information regarding anticipated future funding requests from the Community Preservation Fund:

<table>
<thead>
<tr>
<th>Proposed Project</th>
<th>FY2009 Funds</th>
<th>FY2010 Funds</th>
<th>FY2011 Funds</th>
<th>FY2012 Funds</th>
<th>FY2013 Funds</th>
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<tr>
<td>UPDATE CONSOLIDATED HOUSING PLAN</td>
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**PLEASE ATTACH SUPPORTING DOCUMENTS OR OTHER INFORMATION**

**GUIDELINES FOR SUBMISSION**

1. Is the project consistent with Lincoln’s vision, and its Housing, Open Space and Recreation Plans, and other planning documents that have received town-wide review and input.

2. Does the project have the support of relevant town committees or organizations. (e.g. Conservation, Recreation, Historic, or Housing, etc.).

3. Does the project have other financial support.

4. Does the project help preserve threatened resources or currently owned town assets.

5. Does the project serve multiple needs and populations.

6. Does the project serve a population that is currently underserved.

7. Feasibility: We will pay special attention to whether the project can realistically be accomplished within the time frame and budget that is proposed.

8. Urgency: We will be interested to know the impact of a delay in initiating this project.

   Please keep in mind also that there are legal limitations on the uses of CPA funds. If you have any doubt about your project’s eligibility, please submit it so we have the opportunity to review it. Thank you.

   - The Community Preservation Committee

**Please submit 11 copies of your application to Anita Scheipers, Assistant Town Administrator,**

**MISSION STATEMENT OF THE COMMUNITY PRESERVATION COMMITTEE**

*In alignment with the Town of Lincoln’s Vision Statement, the Community Preservation Committee mission is to:*

- Preserve Lincoln’s historic resources and structures;
- Preserve and enhance Lincoln’s open space for both conservation and recreation; and
- Preserve and increase Lincoln’s affordable housing in order to foster economic, racial/ethnic and age diversity among its citizenry.
How does this project help preserve Lincoln's character or further its mission?

With the completion of construction of three units at Sunnyside Lane, the sale of the affordable units at Minuteman Commons, and the planned development of the Deaconess Abundant Life Community, the Town's affordable housing needs have been met through 2010.

The Housing Commission has now completed the short-term goals that were identified in our current plan, and we need to look to the future. We now need to take a look at our intermediate and long-range plans to determine which are still relevant and can be implemented in the short-term.

The consultant would gather the most recent demographics and other information to evaluate our current population, the diversity of that population, and Lincoln's housing needs with an emphasis on finding ways to increase our affordable unit count by 15 units by 2010. The analysis would help us to develop relevant goals for our community.

The consultant would also assist us in determining the viability of future projects, such as:

- Multi-unit development
- Buy-down of small homes or condominiums to add to the rentable stock,
- Buy-down of small homes or condominium units for resale as affordable private homes,
- Purchase of a house to use in a group living situation for disabled adults,
- Local “Section 8” program.

These ideas and others that would come out of this process would all be considered.

Therefore, we are requesting $12,000 to hire a consultant to assist the Commission in gathering the information we require to update our Housing Plan.