

BRANFORD MANOR PRESERVATION, L.P.

30 Hudson Yards, 72nd Floor
New York, NY 10001

January 2, 2024

John Burt
Town Manager
Town of Groton
45 Fort Hill Road
Groton, CT 06340

Keith Hedrick
Mayor
City of Groton
295 Meridian Street
Groton, CT 06340

Dear Sirs:

Per Section 6(c) of that certain Real Property Tax Incentive Agreement for the Improvement and Operation of a Low-Income Subsidized Rental Housing Complex (“Tax Agreement”) by and between The Town of Groton (“Town”), The City of Groton (“City’), and Branford Manor Preservation, L.P. (“Owner”), below is an explanation of compliance with the requirements of the Tax Agreement by section reference.

§ 7(a)(i)

- All payments have been paid on or prior to their due dates.

§ 7(a)(ii)

- As detailed below, there are no current violations of Sections 3, 5 and/or 6.

§ 3

- All payments have been paid on or prior to their due dates.

§ 5(a)

- Related Management Company managed the Property during all of 2023
- In 2023, the Owner contracted with Rainbow Housing Assistance Corporation to employ a full-time Resident Services Coordinator to, among other things, deliver the services required by Exhibit 4 of the Tax Agreement. The Owner paid Rainbow \$154,597 in 2023 toward the provision of resident services, including those required by Exhibit 4. A

summary of activities performed by Rainbow that satisfy the requirements of Exhibit 4 are attached below. In addition, office space is available daily for the Police Department as needed, and the PD and Management have a good working relationship and they have access to the community building daily as needed.

§ 5(b)

- The Property's HAP Contract is currently in effect for 100% of revenue-producing units

Please note that income and expense reports for 2023 will be submitted no later than June 1, 2024 as has been customary in past years.

Please advise if you need further information to satisfy the reporting requirements in Section 6(c) of the Tax Agreement.

Branford Social Services

Services	Focus Based on Social Services List	Rainbow In-House Support	Support from Partners
Food Pantry	On-Site Food Pantry		<ul style="list-style-type: none"> RSC has been working with United Way to have a Food pantry. The food pantry is on hold. UCONN EFNEP (Expanded Food and Nutrition Program) would like to partner with Branford Manor. This program will work with residents by cooking and demonstrating how to prepare a tasty, budget-friendly meal. The program is expected to begin on May 31st from 12 pm to 1 pm. The program consists of 4 consecutive lessons over 4 weeks in which the resident tastes the food that has been prepared. After the fourth class, the resident receives free kitchen tools. The class is also presented virtually. Seniors Meals are hosted every Monday from 6:00 PM-7:00 PM at the Groton Senior Center. Catholic Charities collaborates with RSC for appointments for residents. Related Management purchased a one-time food bag for our residents through Costco. Groton Human Services collaborates with RSC for appointments for residents. Food for the People will be delivering food boxes every Wednesday, the number of boxes will be based on availability.
Health, Education, Safety	Provide a space for Rainbow/Partner to provide services to residents	<p>RSC provides residents with Rainbow Core Program Components: Web-Based Resident Applied Programming (WRAP):</p> <ul style="list-style-type: none"> Health and Nutrition BMI and Healthy Weight Healthy Eating on a Budget Asthma and Allergies English as a Second Language (ESL) Best Ways to Get a College Education on a Budget Citizenship Senior Classes/Rainbow Senior Circle Chair Exercises <ul style="list-style-type: none"> Health and Nutrition High Blood Pressure and Stroke Social Interaction Scam and Fraud Prevention Home Safety Training 	<ul style="list-style-type: none"> Rainbow offers weekly exercise classes that are available via WRAP. Providers are being secured to support on-site exercise or virtual programs. We are currently working on partnering with KINIMA Fit RSC collaborated with Ledge Light for a flu vaccine/Blood pressure screening in January Event RSC collaborated with Lawrence and Memorial Hospital Yale New Haven Health to join the January, February, March, April, and May events to provide information on the diabetes program, Asthma, and free examinations for women without insurance. RSC collaborated with TVCCA will host event to provide WIC program and early childhood information for January 2024, this will be a recurring onsite service. RSC collaborated with Community Health Network to join January, February, March, April and May events to provide information about Fat Attack & Sugar Rush and the HUSKY program. RSC collaborated with Groton Public Schools to join January and April events to provide counseling information. RSC collaborated with International Dance and Fitness Academy (IDFA) to join January's event to provide information on their fitness classes for on-site events. RSC collaborated with Catholic Charities to attend the February event to provide assistance with applications, re-determinations, and scanning documentation to DSS. RSC collaborated with Maxsip Telecom: the Affordable Connectivity Program for April and May events to provide a free tablet and or phone paid for by the STATE for all families that receive government programs, families are only responsible for a one-time activation fee of \$20 dollars. RSC collaborated with Groton Fire Department to join the April event to provide safety information.
United Way	Provide a space for Rainbow/Partner to provide services to residents		<ul style="list-style-type: none"> RSC is working with Jill Rusk, the Community Impact Program Resource Manager, about the possibility of providing snacks for the youth program. RSC completed forms and Food Handlers Card. Currently waiting for Jill to provide a date for the site visit. Rainbow has partnered with United Way to provide backpacks for the Summer Picnic event. Rainbow has been accepted to join the Gemma E. Moran United Way / Labor Food Center as a new Member Agency. The New Food Member Agency meeting was completed on June 27, 2023, at 10:00 am at the Gemma E. Moran United Way / Labor Food Center, 374 Broad Street, New London. We can start the pantry right away, Jill is set to visit the site on August 22, 2023. United Way hosts the Mobile Pantry every 4th Friday of the month at John's Christian Church next door.
Homeownership Counseling	Provide a space for Rainbow/Partner to provide services to residents	<p>RSC provides residents with Rainbow Core Program Components: Web-Based Resident Applied Programming (WRAP): 10 Steps to Buying a Home</p>	<ul style="list-style-type: none"> Liberty Bank has partnered with Catholic Charities for the Seminar classes that will be starting on March 20th, 2023. One of the classes will be on homeownership Counseling. RSC collaborated with Gateway Mortgage Services to join February's event to provide information on the process of homeownership and classes.
Money Management and Education	Provide a space for Rainbow/Partner to provide services to residents	<p>Rainbow has partnered with Housing Partnership Network to offer financial services to renters, through the Renter Advantage Program. The Renter Advantage program offers a free and confidential discussion with a certified nonprofit financial counselor that can help the resident reach their goals. RSC provides residents with Rainbow Core Program Components: Web-Based Resident Applied Programming (WRAP):</p> <ul style="list-style-type: none"> Financial Literacy Know Your Financial Rights Take Control of Your Credit 	<ul style="list-style-type: none"> Liberty Bank has partnered with Catholic Charities for the Seminar classes that will be started on March 20th, 2023. Financial Seminar Classes were completed for the following dates: 5/17/23, 6/6/23 and 6/21/23. RSC collaborated with United Way to provide information about the Alice Saves Program which offers financial counseling online or by phone and can help with challenges such as dealing with creditors, finding resources, managing their money, and more.
Career Counseling	Provide a space for Rainbow/Partner to provide services to residents	<p>Rainbow Workforce- Provides a one-on-one comprehensive evaluation of employment and training needs. Assesses customer skills by interviewing, testing, and other methods. Works with customers to develop individual training plans, engage employer placement contacts, and coaching. Assists residents with job placement, including job-search classes, labor market analysis, and employment contacts. National Online Vocational Program- one-on-one training, skills development, and certification (qualification required):</p> <ul style="list-style-type: none"> Health and Human Services Pathway Early Childhood Development Medical Office Administrative Professional Medical Billing Coding Technology Pathway IBM Technical Customer Service Specialist Google IT Professional IBM Data Science Office Administration Pathway Office Administration Professional +Software Training Office Management Preparation Bookkeeping and Accounting (non-CPA) Business Development 	<ul style="list-style-type: none"> RSC collaborated with the Connecticut Department of Labor Community: American Job Center to join April's event and provided information on workforce assistance to job seekers and employers.

<p>Youth Programs</p>	<p>Provide a space for Rainbow/Partner to provide services to residents</p>	<ul style="list-style-type: none"> • Youth Enrichment Program: Offered in the afternoon to individuals and families of the community at no cost with educational benefits for academic achievement. 	<ul style="list-style-type: none"> • RSC is working with GASP to provide prevention for teens, mental health, and substance abuse. • RSC collaborated with FAVOR to join April's event to provide information to families, help connect with schools, and provide advocacy. • RSC collaborated with New England Science & Sailing (NESS) Program to join the April Event to provide information about the NESS Summer Programs offer a unique combination of on-the-water and in-the-classroom lessons intended to spark curiosity, enhance learning, and encourage students to step out of their comfort zones. • RSC collaborated with Groton Baseball League to join March's Events to provide information on their baseball programs for the summer and upcoming tryouts for their teams. • RSC attends the bi-monthly Youth Advisory Council Meetings to gather information on all youth agencies and programs available at the time. • Rainbow has partnered with Salvation Army for a Summer Camp. The overnight camp trip will take place from July 17th to July 21st, 2023. • Breath Well/Respira Bien will be working with the youth on interactive educational activities on the lung. Parents will be invited to join the youth on June 7th, 14th, and 28th. • UCONN EFNEP (Expanded Food and Nutrition Program) would like to partner with Branford Manor. This program will work with the youth on cooking and demonstrating how to prepare tasty meals. • Liberty Bank will be collecting donations for school supplies. • Bikes for Kids, Children's First in Groton, Wayfarer Bicycle, and Child and Family Agency donated helmets for the Bike Rodeo event on 6/15/23 • Groton City PD, Yale New Haven, Child and Family, Community Health Network, Maintenance, and Groton City Mayor hosted bike safety awareness at the Bike Rodeo event on 6/15/23 • RSC collaborated with Catholic Charities to host a Teen financial workshop on 7/12/23.
<p>Recreational Activities</p>	<p>Provide a space for Rainbow/Partner to provide services to residents</p>	<p>See Event Tab</p>	<ul style="list-style-type: none"> • RSC is collaborating with Related to have a mobile ice cream truck to provide free ice cream once a month during the summer. The first date is set for June 30, 2023. • See Event Tabs for more dates and activities
<p>Advocacy Services</p>	<p>Provide a space for Rainbow/Partner to provide services to residents</p>	<p>Rainbow offers a free program to learn about the process of becoming a United States citizen. Rainbow's Citizenship Preparation Program includes:</p> <ul style="list-style-type: none"> • 100% FREE online lessons • Available in multiple languages • Provides details lessons on how to become a United States citizen • You will learn each step, the requirements, and the procedures for gaining U.S. Citizenship • Provides a guide to naturalization interview, forms, U.S. history + government, and common questions/answers • Available 24/7/365 so you can study at your pace 	<ul style="list-style-type: none"> • RSC collaborates with Immigration Advocacy and Support Center for appointments for residents. • RSC collaborates with the Connecticut Institute for Refugees and Immigrants for appointments for residents.
<p>Groton Human Services</p>	<p>Provide a space for Rainbow/Partner to provide services to residents</p>		<ul style="list-style-type: none"> • RSC is working with Groton Human Services on scholarships for camp and summer activities with the youth.
<p>Rainbow</p>	<p>To explore partnerships with local community organizations, nonprofits, and/or educational facilities to recruit and implement potential onsite resident services programs (including the provisions of volunteers, training resources, contributions, and/or space-sharing opportunities)</p>	<ul style="list-style-type: none"> • Rainbow provides housing stability counseling. • Rainbow Outreach Team (Staffed by Trained National Service Coordinators) will reach out to residents one-on-one, where valid phone numbers and e-mail addresses are available, identifying any needs they may have and informing them of available programs and services. • RSC and Portfolio Manager are connecting with different partners to host Monthly Virtual Events for different topics based on Monthly themes 	<ul style="list-style-type: none"> • Antaya Lee, the Director of Student Engagement at Mitchell College, collaborated with RSC to provide college students with volunteer opportunities. • RSC collaborated with Toys for Tots and resident were approved to receive toys. The date is to pick up TBD

BRANFORD MANOR EVENTS		
STATUS	Event	Date
Past Events/Activities	Health Fair	1/26/2023
Past Events/Activities	Valentine cards- HES Program	2/13/2023
Past Events/Activities	Tips for Financial Empowerment in 2023	2/23/2023
Past Events/Activities	TVCCA Energy Assitance	3/17/2023
Past Events/Activities	Financial Seminar Classes	3/20/2023
Past Events/Activities	Nutrition and Housekeeping	3/22/2023
Past Events/Activities	TVCCA Energy Assitance	3/24/2023
Past Events/Activities	Resource Carnival Event	4/12/2023
Past Events/Activities	Financial Seminar Classes	4/17/2023
Past Events/Activities	Spring Cleaning Event	5/10/2023
Past Events/Activities	Summer Camp Registration	5/10/2023
Past Events/Activities	Virtual Renter Advantage Event	5/24/2023
Past Events/Activities	Cleaning BINGO	5/25/2023
Past Events/Activities	UCONN EFNEP: Cook and Chat Program (Adults)	5/31/2023
Past Events/Activities	Financial Seminar Classes	6/5/2023
Past Events/Activities	Financial Prosperity Event	6/6/2023
Past Events/Activities	Breathe Well/Resipra Bien	6/7/2023
Past Events/Activities	UCONN EFNEP: Cook and Chat Program (Adults)	6/7/2023
Past Events/Activities	Virtual Identity Theft Event	6/13/2023
Past Events/Activities	Breathe Well/Resipra Bien	6/14/2023
Past Events/Activities	Bike Rodeo	6/15/2023
Past Events/Activities	Virtual Mental health Awarness Virtual Event	6/20/2023
Past Events/Activities	Financial Prosperity Event	6/21/2023
Past Events/Activities	UCONN EFNEP: Cook and Chat Program (Adults)	6/21/2023
Past Events/Activities	UCONN EFNEP: Cook and Chat Program (Adults)	6/28/2023
Past Events/Activities	Breathe Well/Resipra Bien	7/7/2023
Past Events/Activities	Nutrition and Fitness	7/12/23
Past Events/Activities	Teen Financial Workshop	7/12/2023
Past Events/Activities	Salvation Army Camp	7/17/2023
Past Events/Activities	UCONN EFNEP: Cook and Chat Program-Nutrition and Fitness Camp (Youth)	7/21/2023
Past Events/Activities	Nutrition and Fitness	7/26/23
Past Events/Activities	UCONN EFNEP: Cook and Chat Program-Nutrition and Fitness Camp (Youth)	7/28/2023
Past Events/Activities	Nutrition and Fitness	8/2/23
Past Events/Activities	UCONN EFNEP: Cook and Chat Program-Nutrition and Fitness Camp (Youth)	8/4/2023

Past Events/Activities	Skin Care	8/4/2023
Past Events/Activities	Rainbow Workforce: Vocational Virtual Event	8/9/2023
Past Events/Activities	UCONN EFNEP: Cook and Chat Program-Nutrition and Fitness Camp (Youth)	8/11/2023
Past Events/Activities	Rainbow Basic Computer Virtual Event	8/15/2023
Past Events/Activities	Nutrition and Fitness	8/16/23
Past Events/Activities	YaleNew HavenHealth: Diabetes ad Nutrition: Class 1	8/17/2023
Past Events/Activities	Rainbow Workforce: Job Readiness Virtual Event	8/23/2023
Past Events/Activities	Summer Community Cookout/Back to School Event	8/24/2023
Past Events/Activities	Funky Fitness Class with Karma	9/15/2023
Past Events/Activities	YaleNew HavenHealth: Breathe Well Educational Support Group for Adults	9/19/2023
Past Events/Activities	My Plate My Family- My Plate for my Family Meals- Virtual Event	9/28/2023
Past Events/Activities	My Plate My Family- How much food and physical activity? Virtual Event	10/5/2023
Past Events/Activities	YaleNew HavenHealth: Breathe Well Educational Support Group for Adults	10/12/2023
Past Events/Activities	My Plate My Family- Vegetables and fruit: Simple Solutions- Virtual Event	10/12/2023
Past Events/Activities	Senior Health-Medicare Reviews	10/17/2023
Past Events/Activities	My Plate My Family- Family Time Active and Fun- Virtual Event	10/19/2023
Past Events/Activities	Senior Health-Medicare Reviews	10/24/2023
Past Events/Activities	Spooktacular Bash	10/25/2023
Approval Completed	Funky Fitness Class with Karma	11/17/2023
Approval Completed	Friendsgiving Event	11/22/2023
Approval Completed	Branford Manor's Game and Book Club Night (Mayor Event)	Every 3rd Wednesday
Approval Completed	Senior Fitness	Every Tuesday
Approval Completed	BINGO	Every Wednesday
On Hold	Financial Gamification Event	TBD
On Hold	YaleNew HavenHealth: Diabetes ad Nutrition: Class 2	TBD
On Hold	YaleNew HavenHealth: Diabetes ad Nutrition: Class 3	TBD
Not Started	Pet Appreciation Day	TBD
On Hold	Cleaning Habits	TBD
Not Started	Holiday Celebration	TBD