11.1 Implement an Affordable Housing Plan

5 – 70 Points

Action Updates

This action was last updated in 2025. The previous version of this action is available for comparison. Edits are highlighted in yellow.

Objective

Understand your community's residents and existing housing options, assess current and future housing needs, and implement equitable affordable housing strategies.

Complementary Actions:

- Grow Sustainable and Affordable Housing
- Implement Policy for Sustainable, Diverse Housing Options

What to Do

For each of the items below, an inclusive planning process and creation of a proactive communications strategy is encouraged. For additional information, please consult the Sustainable CT Equity Toolkit in the Sustainable CT Action Optimize for Equity, as well as "Planning for Affordability in Connecticut: Affordable Housing Plan and Process Guidebook".

The more you do, the more points you earn.

1. Create a housing committee with diverse membership, ideally reflective of the demographics of your community and region. Members may include representatives from planning, public health, housing authorities, schools, and social services; landlords; housing developers; residents (including both renters and homeowners); and individuals who work in your municipality and may not be able to afford to live in the community. Roles on the committee include bringing together local leaders to proactively plan for affordable housing; creating a constituency of advocates for more affordability in the community; and providing support to municipal leaders on decision-making related to affordable housing development. The committee must be active and meet at least annually. **(5 points)**

   Submit: A list of names and titles/sectors of current members of the housing committee; the date of the most recent meeting; a description of its community engagement process and communication strategy; and at least one additional piece of documentation related to the meetings, such as a promotional flyer, an agenda, minutes, presentations, or photographs.

2. Analyze and present data on housing in your municipality. **(10 or 15 points, if additional data is gathered as described in worksheet 2)**

   All elements must be completed to receive credit.

   a. Create, expand or maintain your community's housing data profile, starting with information in the most recent municipal housing data profiles produced by the Partnership for Strong Communities. Analyze the data and describe the implications of the data for your community's housing future by filling in worksheet 1 **(required, 10 points)**. You may also look at potential additional data points outlined in this worksheet 2 **(optional, 5 additional points).** *Worksheet 1 must be completed using the most recent housing data profile.*

b. Present and discuss your municipality's housing data profile and your analysis of it as part of a community conversation, led by your community's housing committee (if you have one), with participation from a broad group of stakeholders, including one or more members of your municipality's legislative body and planning and zoning commission (or equivalent entity). Your presentation must have taken place in the last three years.

Submit: Your most recent municipal Partnership for Strong Communities housing data profile; a completed worksheet 1 (required); and the date on which you presented the data at a public meeting and which meeting (i.e., Town Council, Planning and Zoning Commission, etc.). If pursuing the optional additional 5 points for looking at potential additional data indicators, also submit worksheet 2.

3. Implement strategies identified in the Affordable Housing Plan adopted by your municipality and submitted to the CT Office of Policy and Management (as required by State statute). Examples of programs eligible for points under this Action are listed below; anything submitted for points must be a strategy in your municipality's Affordable Housing Plan. **(5-50 points)**

   The more you do, the more points you earn. Educational events or workshops earn 5 points and must have taken place in the last three years; campaigns earn 10 points and must have been active in the last three years; funding allocations earn 10 points and must have been made in the last three years; assessments, inventories, and similar strategies earn 10 points and may have been completed at any time, as long as your municipality demonstrates that they are still relevant; project implementation earns 15 points and must have been completed in the last three years; and municipal policy changes earn 20 points and may have been completed at any time.

   Note: Projects that are used to earn points toward this Action may not be used to earn points toward any other Sustainable CT Action (i.e., no "double-counting").
   - Update municipal zoning regulations to allow a more diverse housing stock.
   - Implement a first-time homebuyer program to provide financial assistance to low- and moderate-income homebuyers.
   - Preserve and/or promote affordable housing by providing tax incentives in exchange for affordable units in new or redeveloped housing, forming partnerships with affordable housing advocacy organizations, or using a Housing Trust Fund to place income limitations on new housing units.
   - Inventory municipally-owned properties for potential affordable housing development.
   - Promote ADUs as an option to create more affordable housing units.
   - Host an educational or outreach event to educate community members (including residents, municipal officials, and local businesses) on affordable housing.

   Submit: A copy of your officially adopted Affordable Housing Plan; a completed worksheet 3, and documentation of the adopted strategy. For example: for a zoning change, submit the officially adopted zoning revision with the relevant portions highlighted; for an inventory of municipal properties suitable for affordable housing development, submit the inventory and, if completed more than three years ago, a statement of how it is still relevant and used by your municipality; for a housing affordability program, submit a description of the program, number of participants, and outreach strategy; for an educational event, submit a description of the event, date of the event, number of participants, and a sample of educational material used or presented.

Engaging Partners

Sustainable CT encourages regional collaboration and other forms of partnership. For every action, please complete the "Partners" box in your submission, indicating the name(s) of any municipalities and/or organizations you partnered with (if any) and a brief description of your municipality's role. If you collaborate with other municipalities, each community will receive points. For additional information, please see the "Partners Guidance Document".

Potential Municipal and Community Collaborators

There are numerous potential collaborators for this action: anyone who collects and maintains information about

your community demographics, your local elected officials and other representatives from your municipality's governing board, the planning and zoning commission, public health professionals, transportation and housing agencies, redevelopment agencies, businesses, municipal planning department staff, nonprofit leaders, community leaders, regional councils of government and other regional planning groups and statewide and community housing organizations.

Funding

If available, below are potential funding sources specific to this Action. For a complete listing of potential funding opportunities to assist with implementing Sustainable CT Actions, please visit the Sustainable CT Grants Portal, which is searchable by Action. Please also visit the Support for Your Town page for opportunities for technical assistance and other supports.

- Urban Act Grant Program
- Sustainable CT Community Match Fund
- State Funding Readiness Project

Resources

Toolkits, Calculators, Guidance Documents

- Partnership for Strong Communities: Municipal Housing Data Profiles
- Connecticut Housing Finance Authority, Data Dashboards
- National Low Income Housing Coalition
- Connecticut Analysis of Impediments to Fair Housing Choice
- MAGIC at UConn (maps and data about Connecticut)
- Does Your Town Have Real Housing Options?
- Conducting A Housing Needs Assessment for Your Community: A Manual Provided by the Minnesota Housing Partnership
- Connecticut's Urban Housing Policy: A New Approach Focused on Sustainable Neighborhood Revitalization
- Benchmark CT
- The Way Forward: A New Narrative for Housing in Fairfield County

Organizations and Relevant Programs

- Partnership for Strong Communities
- Connecticut Data Collaborative
- Operation Fuel
- Connecticut Energy Assistance Program
- Connecticut Fair Housing Center
- Open Communities Alliance
- Urban Land Institute
- National Low Income Housing Coalition
- AdvanceCT (formerly the Connecticut Economic Resource Center, CERC)
- Connecticut Department of Housing
- Connecticut Department of Economic and Community Development
- Connecticut Office of Policy and Management
- Connecticut Housing Finance Authority
- LISC Connecticut
- LISC Connecticut Affordable Housing Products & Services

Why This Matters

Municipal and statewide economic challenges, changing demographics, challenges in affordability, and preferences for more walkable neighborhoods that offer high quality of life all suggest that Connecticut municipalities will need to adapt their housing stock to emerging needs. For example, the vast majority of occupied homes in Connecticut are single-family, but demand is increasing for other housing types. The majority of Connecticut's housing stock is more than 50 years old, and the need for energy efficient housing that utilizes more renewable energy and incorporates universal design and other features will demand retrofits and new constructions.

Benefits

Collecting, reviewing and analyzing your municipality's housing data is the first step in planning for the community's housing future, setting the stage for conducting a housing needs assessment. Things like transit-oriented development, affordable housing, accessible housing, and housing density often intertwine when building sustainable, thriving communities. With the information from the assessment, you'll be able to lower adverse environmental impacts from development, reduce greenhouse gas emissions, improve health and wellness, enhance economic well-being, and increase community and regional equity.

CT Success Stories

- Lyme - May 2022 Certification
- Deep River - Oct 2022 Certification
- East Haddam - Oct 2022 Certification
- Essex - Oct 2022 Certification
- Mansfield - Oct 2022 Certification
- Durham - May 2024 Certification
- Old Saybrook - May 2024 Certification
- Groton - Oct 2024 Certification
- Killingly - Oct 2024 Certification
- Marlborough - Oct 2024 Certification