

# Early Action Project Overview



**UNION SQUARE**

A CHOICE NEIGHBORHOOD

**Shenae Draughn**  
*Executive Vice President*  
9/11/2024

**TO: Katherine Carter, Nathan Mishler, HUD Choice Neighborhood**  
**FROM: Shenae Draughn, Executive Vice President**  
**DATE: September 11, 2024**  
**Re: Early Action Project Overview**



## **I. Scope of Work**

The Early Action Activities focus on improving Trowbridge Square Park and the surrounding Trowbridge Square Historic District, which is historically significant as one of the city's earliest planned residential neighborhoods. Established in the mid-19th century, the park and its surrounding area reflect the urban planning ideals of the time, providing a blend of green space and residential living. Located just 0.08 miles from the Robert T. Wolfe Apartments, this park serves as a central community hub.

Trowbridge Square was also an important part of the Underground Railroad network, offering secret routes and safe houses for enslaved Black individuals seeking freedom in the Northern states and Canada. This connection adds a profound layer of historical significance to the park and neighborhood, highlighting their role in the struggle for freedom and justice. The current efforts to enhance the park and district are not only about revitalization but also about honoring and preserving this important legacy.

The Applicant has chosen to focus on improving Trowbridge Square Park and the surrounding area based on input from Robert T. Wolfe residents, the Early Action Advisory Committee, the Union Square Steering Task Force, community members, and the City of New Haven. These upgrades are designed to foster community pride, encourage more frequent use of the park, and enhance accessibility for people with disabilities, seniors, and families with strollers, thus promoting inclusivity and ensuring the park can be enjoyed by everyone.

In addition, the Applicant is in the process of finalizing an agreement to purchase artwork from a Robert T. Wolfe resident for community banners, with a preliminary purchase agreement already outlined. This initiative reflects a commitment to involving local talent and celebrating community contributions.

The scope of work includes: (1) regrading and rebuilding the park's stone dust path; (2) installing a pendulum swing with a safety zone to support various communal swinging activities; (3) placing pole banners that honor the community's connection to the Underground Railroad; (4) installing an interpretive display or monument that highlights the historical significance of the Trowbridge Square area in New Haven's history; and (5) completing the Part 58 environmental assessment.



## II. Project Budget and Leveraged Commitment

Activity	Amount	Sources
Phase 1 Environmental Assessment	\$2,750	ECC/Glendower
ECC/Glendower Administration	\$54,720	ECC/Glendower
ECC/Glendower Third-Party Consultant	\$15,000	ECC/Glendower
City of New Haven Administration	\$13,680	City of New Haven
Install and Rebuild Stone Dust Paths	\$65,000	Planning Grant
Interpretive Display	\$35,000	Planning Grant
Pendulum Swing	\$28,000	Planning Grant
Banners	\$10,000	Planning Grant
Construction Contingency	\$13,000	Planning Grant
<b>Total</b>	<b>\$237,150</b>	

## III. Evidence of Firm Commitment

As can be seen from the Project Development Budget, the \$150,000 Choice Neighborhood Planning Grant expenditure will leverage significant available resources from our partners. The City of New Haven Board of Alders has approved defraying the cost of City employees who will oversee the scope of work's planning, design, and implementation. The Elm City Communities/Glendower governing bodies have approved the firm commitment of funds identified in the project budget.



#### IV. Project Schedule

October 2024	November 2024	December 2024	January 2025	February 2025
HUD Approval	The final design for park improvements	Select contractors for park improvements	Park improvements in the process	Complete park improvements
Preliminary design for park improvements	Issue bids for contractors to construct park improvements	Start park improvements		Conduct outreach, press release, Installation Day, and Ribbon Cutting to commemorate the completion of Early Action Activities
Design pole banners	Procure and install pole banners			

#### V. Program/Policy Guidelines or /Administrative Details

The Applicant and Co-Applicant have partnered with the City of New Haven Engineering Department, which will be responsible for planning, designing, and implementing the scope of work at Trowbridge Square Park. The applicant and co-applicant will finalize an agreement to acquire the artwork from the Robert T. Wolfe resident, who has agreed to develop graphics for the banners. The City of New Haven Board of Alders has approved executing a passthrough agreement whereby the funds needed to undertake the Early Action Activities at Trowbridge Square Park will be "passed through" to the City, which will implement these activities.

If you have any questions or comments, please do not hesitate to contact me at 203-498-8800 ext. 1091, or via email [sdraughn@elmcitycommunities.org](mailto:sdraughn@elmcitycommunities.org).

Thank you,

Shenae Draughn,  
Executive Vice President