

# **PASSAIC COUNTY, NJ**

## **ANNUAL ACTION PLAN**

### **FY 2019**

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# Executive Summary

## AP-05 Executive Summary - 24 CFR 91.200(c), 91.220(b)

### 1. Introduction

Passaic County receives funding annually from the U.S. Department of Housing and Urban Development under the Community Development Block Grant (CDBG) Program. The Department of Planning and Economic Development is the County's designated department responsible for the federal grant program. One of the requirements for receiving these funds is the development of a five-year Consolidated Plan for Housing and Community Development (CP) to provide policy direction for the next five years of funding decisions. In general, the CP is guided by three overarching goals that are applied according to a community's needs. The goals are:

- To provide decent housing by preserving the affordable housing stock, increasing the availability of affordable housing, reducing discriminatory barriers, increasing the supply of supportive housing for those with special needs and transitioning homeless persons and families into housing.
- To provide a suitable living environment through safer, more livable neighborhoods, greater integration of low- and moderate- income residents throughout the cities, increased housing opportunities and reinvestment in deteriorating neighborhoods.
- To expand economic opportunities through more jobs paying self-sufficient wages, homeownership opportunities, development activities that promote long-term community viability and the empowerment of low- and moderate-income persons to achieve self-sufficiency.

The County prepared a new Five Year Consolidated Plan for FY 2018-2022. This plan is the basis for allocation priorities and actions for FY 2019. The federal funding resource for implementation of the plan is the Community Development Block Grant (CDBG) Program. The main objective of this program is to develop viable urban communities by providing decent housing, a suitable living environment, and economic opportunities, principally for persons of low and moderate-income levels. Funds can be used for a wide array of activities, including: housing rehabilitation, construction or rehabilitation of public facilities and infrastructure, removal of architectural barriers, public services, rehabilitation of commercial or industrial buildings and loans or grants to businesses.

2. Summarize the objectives and outcomes identified in the Plan

In 2018, the County prepared a five-year plan for the fiscal years 2018 to 2022. This is the second annual plan that will implement the goals and objectives outlined in that plan.

Goal Name	Description
<b>Affordable Housing</b>	Creation/preservation of affordable housing including housing rehabilitation assistance and preservation/expansion of homeless facilities.
<b>Public Facility Improvements</b>	Improvements to public facilities that serve low- and moderate-income clientele and/or are located in low- and moderate-income areas and demolition of vacant structures that pose a risk to the health and safety of residents in any area of the community.
<b>Infrastructure Improvements</b>	Improvements to public infrastructure that serve low- and moderate-income residents and/or are located in low- and moderate-income areas.
<b>Public Services</b>	Provision of public services to low- and moderate-income clientele.
<b>Homelessness</b>	Support the efforts of the PCICH to reduce the incidence of homelessness and reduce the length of time persons experience homelessness.
<b>Planning and Administration</b>	Administration and planning conducted to operate the CDBG program successfully.

During FY 2019, the County will use CDBG funds for activities in support of the goals for public facilities, infrastructure, public services and planning and administration.

### 3. Evaluation of past performance

Passaic County is currently administering the FY 2018 grant program. The program year runs from September 1, 2018 to August 31, 2019. The Comprehensive Annual Performance and Evaluation Report (CAPER) for this year will be available for public review during December, 2019. The last CAPER, for FY 2017, covered the period through August 31, 2018.

During FY 2017, Passaic County received \$788,241 in CDBG funds and spent a total of \$828,017.23. The County allocated the grant funds to seven public facilities and infrastructure projects, and four public services projects, including a fair housing outreach program. During 2017 there were 9 projects completed that were funded in prior years.

During FY 2018, Passaic County received \$849,041 and funded eight municipal and three public service projects. In addition, the County funded several smaller municipal projects from funds remaining from completed projects in older years but no 2017 projects.

The County has been meeting the timeliness standard of no more than 1.5 times its annual allocation at the end of the 10<sup>th</sup> month of the program year. Municipal projects are often not ready to implement in the first year after funding. This is a situation that the County is seeking to address.

The County's Continuum of Care (Paterson/Passaic County CoC) utilizes McKinney-Vento funds from HUD to support permanent supportive housing, the Homeless Management Information System and a Rapid Re-housing program. The CoC received \$4,557,884 in funding for twelve (12) projects in FY 2018.

### 4. Summary of Citizen Participation Process and consultation process

The Passaic County CDBG program includes outreach to municipalities and organizations as described in full in the Annual Plan. Such outreach included:

1. Informing the municipalities and organizations of the availability of funds, application deadline, and first public hearing date. Letters and emails were sent out in early December 2018.
2. The first public meeting was held on February 1, 2019. The hearing was advertised in two local newspapers and a blast email reminded interested parties of the hearing.
3. The Action Plan was disseminated by email to all of the participating jurisdictions as well as organizations that represent low- and moderate-income persons and those with limited English proficiency. The second public hearing announcement was included in this communication.

4. A second hearing was held prior to the regularly scheduled meeting of the Passaic County Board of Chosen Freeholders on June 11, 2019 at 5:30 pm. The hearing was advertised with the availability of the Action Plan for display and disseminated through agencies that have contact with low- and moderate-income persons and those with limited English proficiency.

5. Summary of public comments

TBD

6. Summary of comments or views not accepted and the reasons for not accepting them

TBD

7. Summary

Materials from the County's public outreach efforts are included in the "Public Outreach" attachment.

# The Process

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## **PR-05 Lead & Responsible Agencies – 91.200(b)**

### 1. Agency/entity responsible for preparing/administering the Consolidated Plan

Describe the agency/entity responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source.

Table 1 – Responsible Agencies

<b>Agency Role</b>	<b>Name</b>	<b>Department/Agency</b>
Lead Agency	Passaic Co. NJ	Department of Planning and Economic Development
CDBG Administrator	Passaic Co. NJ	Department of Planning and Economic Development, Division of Economic Development

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## **AP-10 Consultation – 91.100, 91.200(b), 91.215(I)**

### **1. Introduction**

The following information provides an overview of Passaic County's efforts to consult with relevant agencies during the development of this Annual Action Plan.

#### **Provide a concise summary of the jurisdiction's activities to enhance coordination between public and assisted housing providers and private and governmental health, mental health and service agencies (91.215(I))**

CDBG funds will provide support to a public service agency that delivers services to the elderly. There is an identified need for services to the elderly for assistance with independent living. The County's CDBG funds will also support the provision of advocacy services to abused youth living in foster care.

The Passaic County Housing Agency does not own or manage public housing in Passaic County. The Passaic County Housing Agency administers Section 8 vouchers only. When CDBG funds are used to provide assistance to persons living in the community, those that participate in the Section 8 program will also benefit.

The Continuum of Care (Coc) is administered by the Passaic County Department of Human Services. Through the CoC, Passaic County links to all mental health, homeless, services and health organizations.

The County will continue to hold a fair housing conference to create a better understanding of compliance with fair housing rules and regulations.

#### **Describe coordination with the Continuum of Care and efforts to address the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans, and unaccompanied youth) and persons at risk of homelessness.**

The Passaic County Department of Human Services facilitates the COC process and was consulted on several occasions for input on the Five-Year plan and FY 2019 Annual Plan. The County Plan to End Homelessness and the FY 2018 CoC application were referenced extensively throughout the Consolidated Plan.

#### **Describe consultation with the Continuum(s) of Care that serves the jurisdiction's area in determining how to allocate ESG funds, develop performance standards for and evaluate outcomes of projects and activities assisted by ESG funds, and develop funding, policies and procedures for the operation and administration of HMIS**

Passaic County does not receive ESG funds.

**2. Agencies, groups, organizations and others who participated in the process and consultations**

Agencies were directly consulted during the Five-Year Consolidated Plan process and provided with an opportunity to comment during the FY 2019 Annual Plan process. Many more received initial invitations to participate in the process and/or attended CoC meetings during which the Consolidated Plan goals and objectives were discussed.

Agencies and groups that participated in the preparation of the goals and objectives and received an invitation to participate in the 2019 Annual Plan process are listed below.

Table 2 – Agencies, groups, organizations who participated

1	<b>Agency/Group/Organization</b>	Passaic County Department of Human Services
	<b>Agency/Group/Organization Type</b>	Services - Housing Services-Children Services-Elderly Persons Services-Persons with Disabilities Services-Persons with HIV/AIDS Services-Victims of Domestic Violence Services-Homeless Services-Health Services-Education Services-Employment
	<b>What section of the Plan was addressed by Consultation?</b>	Homelessness Strategy Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Non-Homeless Special Needs Anti-poverty Strategy
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Through interviews with members of the Department of Human Services and attendance at the COC meeting, information was obtained on homeless services, the special needs population and services provided by Passaic County. Opportunities to coordinate and utilize CDBG funding were discussed.

2	<b>Agency/Group/Organization</b>	Passaic County Dept. of Engineering
	<b>Agency/Group/Organization Type</b>	
	<b>What section of the Plan was addressed by Consultation?</b>	
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Discussion with Department staff as to projects underway that address needs within areas of low income concentration and persons with disabilities. Also any projects to address flooding or other disaster preparedness.
3	<b>Agency/Group/Organization</b>	Passaic County Housing Agency
	<b>Agency/Group/Organization Type</b>	PHA Grantee Department
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Public Housing Needs Market Analysis Anti-poverty Strategy
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The Passaic County Housing Agency was consulted by email and phone to obtain data about unit availability and site selection as well as waiting list information. The PCHA is a part of County government and is consulted regularly about its needs.
4	<b>Agency/Group/Organization</b>	PROSPECT PARK
	<b>Agency/Group/Organization Type</b>	Other government - Local
	<b>What section of the Plan was addressed by Consultation?</b>	Economic Development Market Analysis
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	A focus group was held with municipal partners in the Urban County to discuss their long term needs, the housing needs and opportunities in their communities and service needs of their residents.

**Identify any Agency Types not consulted and provide rationale for not consulting**  
 All agency types were consulted.

**Other local/regional/state/federal planning efforts considered when preparing the Plan**

Table 3 – Other local / regional / federal planning efforts

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Comprehensive Economic Development Strategy (2015)	Passaic County Dept. of Planning and Economic Development	Strategic Plan goals align with the goals in the CEDS as funding allows, without duplication of activities.
Hazard Mitigation Plan (2015)	Passaic County Office of Emergency Management	Strategic Plan goals align with the goals in the Hazard Mitigation Plan as funding allows, without duplication of activities.
COC Annual Application to HUD	Passaic County Department of Human Services	Annual goals and achievements of the COC which align with the County's Five Year Plan.

**AP-12 Participation – 91.105, 91.200(c)**

1. Summary of citizen participation process/Efforts made to broaden citizen participation

The Passaic County CDBG program includes outreach to municipalities and organizations as described in full in the Annual Plan. Such outreach included:

1. Informing the municipalities and organizations of the availability of funds, application deadline, and first public hearing date. Letters and emails were sent out in December 2018.
2. The first public meeting was held on February 1, 2019. The hearing was advertised in two local newspapers and a blast email reminded interested parties of the hearing.
3. The Action Plan was disseminated by email to all of the participating jurisdictions as well as organizations that represent low- and moderate-income persons and those with limited English proficiency. The second public hearing announcement was included in this communication.
4. A second hearing was held prior to the regularly scheduled meeting of the Passaic County Board of Chosen Freeholders on June 11, 2019 at 5:30 pm. The hearing was advertised with the availability of the Action Plan for display and disseminated through agencies that have contact with low- and moderate-income persons and those with limited English proficiency.

Outreach, particularly to municipalities, establishes the local priorities for funding. Each municipality that has an eligible CDBG project is considered for funding.

Table 4 – Citizen Participation Outreach

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
1	Public Needs Hearing	General Public	12 people attended the 1 <sup>st</sup> Public Needs Hearing	No comments were received.	None	N/A
2	Newspaper Ads	General Public	The newspaper ads were used to inform the public of the first and second public hearings as well as	TBD	None	N/A

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
			the availability of the plan.			
3	Public Hearing	General Public	Freeholder Meeting - XX people in attendance	TBD	None	N/A
4.	Letters /Emails	Municipalities and Agencies	Sent to inform entities of process	TBD	None	N/A

# Expected Resources

## AP-15 Expected Resources – 91.220(c) (1, 2)

### Introduction

The County became an entitlement community as an Urban County for the receipt of Community Development Block Grant (CDBG) funds from the U.S. Department of Housing and Urban Development (HUD) in 2008. The County is allocated a CDBG grant each fiscal year. In FY 2019, the amount allocated by HUD to Passaic County is \$ 860,233. The sum is less than prior years since we do not know if HUD will once again distribute the Westchester County funds due to on-going fair housing litigation. The Borough of Ringwood has declined to participate in the Urban County which further impacted the allocation.

Table 5 - Expected Resources – Priority Table

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Reminder of ConPlan	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	Federal	Infrastructure improvement, public facility improvements, housing rehabilitation, public services and administration	\$860,233	0	0	\$2,550,000	Block grant from HUD to address housing, community development and economic development needs in Passaic County.	

**Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied**

Each municipality will leverage the CDBG funds with community funds to provide engineering services for their projects. The County does not pay for engineering. In addition, the total project costs will require that some of the municipalities bond for the remainder of the funds needed to complete the project budget. In addition, some municipalities may have secured state grants to apply toward construction costs. However, there are no matching fund requirements for CDBG funding.

The Passaic County Public Housing Agency expects to receive ongoing Section 8 Rental Assistance Funding from HUD to continue to provide 835 vouchers to low income renters in Passaic County, outside of the entitlement cities.

Passaic County administers the Continuum of Care (CoC) program serving all homeless persons in the County. The CoC expects to apply for funding under the 2019 CoC program later this summer.

The County has a Homeless Trust Fund that is generating support for homeless prevention and rapid re-housing activities.

The County may seek funding from other sources to accomplish its goals. Such funding may include:

- McKinney – Vento Funds under the HEARTH Act
- CDBG Disaster Recovery
- Low-Income Housing Tax Credits
- New Markets Tax Credits
- Economic Development Initiative
- Environmental Protection Agency
- Department of Transportation
- Department of Veterans Affairs

State funds may also be sought:

- NJHMFA Special Needs Housing Fund
- HOME funds provided through DCA
- Weatherization Assistance Program
- Office of Mental Health
- Office of Alcohol and Substance Abuse Services
- Department of Health
- Department of Welfare (Supportive Services for the Homeless)
- Work First New Jersey
- Department of Transportation

The County is not aware of any Low-Income Housing Tax Credit (LIHTC) projects to be undertaken. However, should the occasion arise, the County would support a LIHTC application with a Certification of Consistency.

**If appropriate, describe publically owned land or property located within the jurisdiction that may be used to address the needs identified in the plan**

The County is exploring the feasibility of utilizing a county-owned site for affordable housing for elderly and veterans. This project would not involve CDBG funds however.

# Annual Goals and Objectives

## AP-20 Annual Goals and Objectives - 91.420, 91.220(c)(3)&(e)

Table 6 – Goals Summary

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Public Facility Improvements	2019	2022	Non-Housing Community Development	Urban County	Public Facility Improvements	\$205,000	Public Facility/Infrastructure other than LMI Housing Benefit: 6,705 Persons
2	Infrastructure Improvements	2019	2022	Non-Housing Community Development	Urban County	Infrastructure Improvements	\$453,187	Public Facility/Infrastructure other than LMI Housing Benefit: 2,205 Persons
3	Public Services	2019	2022	Homeless Non-Homeless Special Needs	Urban County	Public Services	\$30,000	Public Services other than LMI Housing Benefit: 100 Persons
4	Administration	2019	2022	Other	Urban County	Administration	\$172,046	Other – 1

Table 7 – Goal Descriptions

Goal	Description
Public Facility Improvements	Improvements to public facilities that serve low- and moderate-income clientele and/or are located in low- and moderate-income areas. 29,454 Persons Assisted
Infrastructure Improvements	Improvements to public infrastructure that serve low- and moderate-income residents and/or are located in low- and moderate-income areas. 9,253 Persons Assisted
Public Services	Provision of public services to low- and moderate-income clientele. 100 Persons Assisted
Planning and Administration	Administration and planning conducted to operate the CDBG program successfully.

**Estimate the number of extremely low-income, low-income, and moderate-income families to whom the jurisdiction will provide affordable housing as defined by HOME 91.215(b):**

Passaic County does not receive HOME funds and does not plan to do any housing activities in FY 2019.

## AP-35 Projects – 91.220(d)

### Introduction

The following project information for FY 2019 provides a comprehensive overview on the planned CDBG activities.

Table 8 – Project Information

#	Project Name
1	CDBG Administration
2	Borough of Bloomingdale – Union Ave. Sidewalk accessibility
3	Borough of Haledon – Bernard Ave. Street Improvements
4	Borough of Hawthorne – Construction of ADA Ramps
5	Township of Little Falls – Micklejohn Ave. Street Improvements
6	Borough of Prospect Park – 10 <sup>th</sup> Street Improvements
7	Borough of Totowa – Sanitary Sewer lining on Boyle Ave.
8	Township of West Milford – Municipal Building Bathroom Accessibility
9	Borough of Woodland Park – Library Bathroom for ADA Accessibility
10	County Parks – Bathroom Accessibility
11	CASA – Court Appointed Advocacy for Victims of Child Abuse
12	Home Care Options – Visiting Shopper Plus Program

### Describe the reasons for allocation priorities and any obstacles to addressing underserved needs

The allocations were selected based on eligibility of the activity, its ability to meet a national objective, and the evidence of need in the community. Further consideration was given to the past history of expenditure of CDBG funds by the community and whether the FY 2019 request was related to previously funded projects. The ability of the community to complete projects in a timely manner was given a high priority.

Passaic County allocated its entitlement funds to provide assistance with activities that meet the underserved needs of the communities participating in the program.

Obstacles identified in the Five Year Plan included:

- Increasing costs to complete projects;
- Fragmented approach to local planning and lack of coordination in addressing infrastructure needs; and
- Limited inter-municipality communication in addressing public facility needs.

In the Five-Year CP, obstacles such as a lack of funding, NIMBYism, a lack of affordable housing, limited infrastructure in the community, Highlands development

restrictions, and escalating costs to provide housing were cited as obstacles to providing affordable housing.

The County will continue to provide resources to assist homeless and low-income persons obtain housing. These programs may not necessarily involve CDBG funding.

The County Housing Agency provides rent vouchers to offset the high cost of rental housing in the County.

The Passaic County Human Services Department offers several programs to combat homelessness and is the administrator of H.O.P.E. in Passaic County, the County's plan to end chronic homelessness.

## AP-38 Projects Summary

Table 9 – Project Summary

1	<b>Project Name</b>	Administration
	<b>Target Area</b>	
	<b>Goals Supported</b>	Planning and Administration
	<b>Needs Addressed</b>	
	<b>Funding</b>	CDBG: \$172,046
	<b>Description</b>	Ongoing program management and public information
	<b>Target Date</b>	8/31/2020
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	n/a
	<b>Location Description</b>	Countywide
	<b>Planned Activities</b>	Administration
2	<b>Project Name</b>	<b>Borough of Bloomingdale – Union Ave. Sidewalk accessibility</b>
	<b>Target Area</b>	
	<b>Goals Supported</b>	Infrastructure Improvements
	<b>Needs Addressed</b>	Infrastructure Improvements
	<b>Funding</b>	CDBG: \$75,000
	<b>Description</b>	Union Avenue sidewalk reconstruction will make the sidewalks accessible from Oak Street to Paterson Hamburg Turnpike. Work would include installation of ADA curb ramps; replace sidewalks and driveway aprons. This area is low income.

	<b>Target Date</b>	11/14/2021
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	An estimated 2,095 persons will benefit from this project
	<b>Location Description</b>	Union Avenue
	<b>Planned Activities</b>	Sidewalk Reconstruction
<b>3</b>	<b>Project Name</b>	<b>Borough of Haledon - Bernard Ave. Street Improvements</b>
	<b>Target Area</b>	
	<b>Goals Supported</b>	Infrastructure Improvements
	<b>Needs Addressed</b>	Infrastructure Improvements
	<b>Funding</b>	CDBG: \$100,000
	<b>Description</b>	Installation of new ADA compliant curb ramps, thermoplastic road stripping and traffic markings..
	<b>Target Date</b>	11/30/2020
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	860 persons will benefit
	<b>Location Description</b>	Length of Bernard Avenue from Burhans Avenue to N. 15th Street.
	<b>Planned Activities</b>	Street improvements
<b>4</b>	<b>Project Name</b>	<b>Borough of Hawthorne – Construction of ADA Ramps</b>
	<b>Target Area</b>	
	<b>Goals Supported</b>	Infrastructure Improvements
	<b>Needs Addressed</b>	Infrastructure Improvements

	<b>Funding</b>	CDBG: \$55,000
	<b>Description</b>	17 Handicap ramps installed at 8 different intersections throughout Hawthorne to comply with Americans with Disabilities Act.
	<b>Target Date</b>	9/30/2020
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	2,828 persons will benefit
	<b>Location Description</b>	various
	<b>Planned Activities</b>	Handicap curb ramp installation
5	<b>Project Name</b>	<b>Township of Little Falls – Micklejohn Ave. Street Improvements</b>
	<b>Target Area</b>	
	<b>Goals Supported</b>	Infrastructure Improvements
	<b>Needs Addressed</b>	Infrastructure Improvements
	<b>Funding</b>	CDBG: \$85,000
	<b>Description</b>	Micklejohn Avenue: Main to Woodcliff: Installation of Belgium block curbing, reset driveway curbing, reset pavers for driveways or walkways, concrete walk restoration, milling and paving, install traffic markings and crosswalks, reset 2 existing manholes.
	<b>Target Date</b>	9/30/2021
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	1,155 Persons will benefit
	<b>Location Description</b>	Micklejohn Avenue: Main to Woodcliff
	<b>Planned Activities</b>	Street Improvements

6	<b>Project Name</b>	<b>Borough of Prospect Park – 10<sup>th</sup> Street Improvements</b>
	<b>Target Area</b>	
	<b>Goals Supported</b>	Infrastructure Improvements
	<b>Needs Addressed</b>	Infrastructure Improvements
	<b>Funding</b>	CDBG: \$48,187
	<b>Description</b>	Milling, paving, curbs, sidewalks, driveway aprons, adjust water valve boxes, adjust manhole casting, ADA ramps and traffic markings
	<b>Target Date</b>	9/30/2021
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	1,550 persons
	<b>Location Description</b>	North 10th Street between Prescott Avenue and Dead Ends.
	<b>Planned Activities</b>	Street Improvements
7	<b>Project Name</b>	<b>Borough of Totowa – Sanitary Sewer lining on Boyle Ave</b>
	<b>Target Area</b>	
	<b>Goals Supported</b>	Infrastructure Improvements
	<b>Needs Addressed</b>	Infrastructure Improvements
	<b>Funding</b>	CDBG: \$90,000
	<b>Description</b>	Installation of cured-in-place pipe liner and sealing of manholes, along the length of the sanitary sewer line to be rehabilitated. . Seal sanitary sewer lateral connections at the main, and rehab of sanitary manholes within the project limits. 70+ year old clay pipes, brick manholes.
	<b>Target Date</b>	9/30/2021

	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	746 persons will benefit
	<b>Location Description</b>	Boyle Avenue between Totowa Road and Franklin Place
	<b>Planned Activities</b>	Sanitary Sewer Improvements
8	<b>Project Name</b>	<b>Township of West Milford – Municipal Building Bathroom ADA Accessibility</b>
	<b>Target Area</b>	
	<b>Goals Supported</b>	Public Facility Improvements
	<b>Needs Addressed</b>	Public Facility Improvements
	<b>Funding</b>	CDBG: \$35,000
	<b>Description</b>	The West Milford Municipal Complex Building #1 was constructed in 1957 as a single floor building. Additions to the structure, including split level floors, were completed prior to the ADA act standards and guidelines. Proposed ADA improvements include replacement of plumbing fixtures, electrical and lighting improvements, door replacement and other ADA required accessibility features. Building #1 has ADA access to the building, but did not provide ADA access to bathrooms through exterior ramps.
	<b>Target Date</b>	6/30/2021
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	3149 disabled persons in West Milford will benefit
	<b>Location Description</b>	1480 Union Valley Road, West Milford, NJ 07480
	<b>Planned Activities</b>	Bathroom accessibility improvements

<b>9</b>	<b>Project Name</b>	<b>Borough of Woodland Park – Library Bathroom for Accessibility</b>
	<b>Target Area</b>	
	<b>Goals Supported</b>	Public Facility Improvements
	<b>Needs Addressed</b>	Public Facility Improvements
	<b>Funding</b>	CDBG: \$60,000
	<b>Description</b>	Remove existing men's' and women's' bathrooms at the Library and replace them with ADA accessible bathrooms. Installation of accessible doors, stalls, toilets, urinals and sinks are included in the scope of work, including new tile, walls and paint and proper signage.
	<b>Target Date</b>	6/23/2020
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	4497 disabled persons in the Borough will benefit.
	<b>Location Description</b>	Alfred H. Baumann Free Public Library, 7 Brophy Lane, Woodland Park, NJ
	<b>Planned Activities</b>	Handicap barrier removal
<b>10</b>	<b>Project Name</b>	<b>County Parks – Bathroom Accessibility</b>
	<b>Target Area</b>	
	<b>Goals Supported</b>	Public Facility Improvements
	<b>Needs Addressed</b>	Public Facility Improvements
	<b>Funding</b>	CDBG: \$110,000
	<b>Description</b>	ADA rehabilitation of bathrooms - 1 restroom in Goffle Brook and 2 restrooms in Rifle Camp Park. May include ramps, entry doors, stalls, sinks, etc.
	<b>Target Date</b>	9/30/2020

	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	An estimated 21,808 persons with disabilities throughout the county will benefit.
	<b>Location Description</b>	Rifle Camp Park, Woodland Park and Goffel Brook Park, Hawthorne
	<b>Planned Activities</b>	Handicap barrier removal
11	<b>Project Name</b>	<b>County Court Appointed Special Advocates (CASA)</b>
	<b>Target Area</b>	
	<b>Goals Supported</b>	Public Services
	<b>Needs Addressed</b>	Public Services
	<b>Funding</b>	CDBG: \$15,000
	<b>Description</b>	Funds requested will be used to hire an advocacy coordinator who will recruit, train, screen and support CASA volunteers to provide court appointed advocacy service to foster youth from birth through age 21. (10 children assisted)
	<b>Target Date</b>	8/30/2020
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	An estimated 10 children will be assisted.
	<b>Location Description</b>	11 CDBG municipalities at client homes, schools and places of services. Headquarter: 415 Hamburg Turnpike, Wayne, NJ
	<b>Planned Activities</b>	Public Service
12	<b>Project Name</b>	<b>Home Care Options</b>
	<b>Target Area</b>	
	<b>Goals Supported</b>	Public Services

<b>Needs Addressed</b>	Public Services
<b>Funding</b>	CDBG: \$15,000
<b>Description</b>	Field Social Worker: 10 home visits/month. Will enhance existing Volunteer Shopping Program which provides assistance to homebound seniors to maintain their independence through assistance with shopping and securing medications. The enhanced Visiting Shopper Plus Program will include a field social worker who will assess clients for activities of daily living health issues. Appropriate referrals will be made to secure support services to ensure that seniors can remain in their homes. Grant will pay for Field Social Worker \$9000 and Direct Costs: \$6,000
<b>Target Date</b>	12/31/2020
<b>Estimate the number and type of families that will benefit from the proposed activities</b>	An estimated 90 households will benefit.
<b>Location Description</b>	Urban County municipalities
<b>Planned Activities</b>	Public Service
<b>Estimate the number and type of families that will benefit from the proposed activities</b>	n/a
<b>Location Description</b>	<b>930 Riverview Drive, Suite 250 Totowa, NJ 07512</b>
<b>Planned Activities</b>	Administration

## **AP-50 Geographic Distribution – 91.220(f)**

### **Description of the geographic areas of the entitlement (including areas of low-income and minority concentration) where assistance will be directed**

The areas of Passaic County that have a concentration of Non-White and Latino populations are limited but have increased since 2000. Census Block Groups in Haledon, Prospect Park, Wanaque, Pompton Lakes, and Woodland Park have higher concentrations of Non-White and Latino households in addition to concentrations of low- and moderate-income people.

There were no target areas selected for use of CDBG funding.

### **Rationale for the priorities for allocating investments geographically**

Assistance is not directed to any specific geographic area in the County. The 2019 Annual Action Plan maps show the location of the site-specific activities.

Area benefit projects in FY 2019 will take place in areas of low- and moderate-income concentration throughout the County.

All the CDBG funding (100%) will benefit LMI clientele either through area benefit or as presumed benefit populations throughout the County.

# Affordable Housing

## AP-55 Affordable Housing – 91.220(g)

### Introduction

The County does not receive HOME funds and CDBG funding is limited. Housing projects are not planned for FY2019. The COC anticipates receiving new housing first vouchers as part of their application to HUD

Table 10 - One Year Goals for Affordable Housing by Support Requirement  
**One Year Goals for the Number of Households to be Supported**

Homeless	10
Non-Homeless	0
Special-Needs	0
Total	10

Table 11 - One Year Goals for Affordable Housing by Support Type  
**One Year Goals for the Number of Households Supported Through:**

Rental Assistance	10
The Production of New Units	0
Rehab of Existing Units	0
Acquisition of Existing Units	0
Total	10

## **AP-60 Public Housing – 91.220(h)**

### Introduction

The Passaic County Housing Agency does not own or manage public housing in Passaic County. The Passaic County Housing Agency administers Section 8 vouchers only.

### **Actions planned during the next year to address the needs to public housing**

N/A – There is no public housing in the Urban County.

### **Actions to encourage public housing residents to become more involved in management and participate in homeownership**

Passaic County Housing Agency has a family self-sufficiency program, including job training, development of employment skills, educational activities, and savings accounts for the development of economic self-sufficiency. This program serves approximately 80 families annually of a total of 835 Housing Agency Section 8 families.

### **If the PHA is designated as troubled, describe the manner in which financial assistance will be provided or other assistance**

N/A – Not a troubled agency.

## **AP-65 Homeless and Other Special Needs Activities – 91.220(i)**

### Introduction

The Passaic County Continuum of Care (CoC) is supported by the staff of the Department of Human Services and administered by the Passaic County Interagency Council on Homelessness. The Passaic County Consolidated Plan relies on the work of the CoC to set policy and implement programs to prevent homelessness and assist persons who are homeless.

### **Describe the jurisdictions' one-year goals and actions for reducing and ending homelessness including:**

#### **Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs**

The CoC plans and manages the homeless system's coordination through an ongoing collaboration of public and non-profit agencies, grantors, advocacy groups and formerly homeless individuals. The CoC has provided grant funding to NJ-211 to be the single point of entry for the coordinated assessment process. NJ-211 is the virtual Coordinated Assessment access point accessible to the community via telephone availability 24 hours a day 7 days a week. NJ211 strives to make materials and phone conversations accessible to persons with limited English proficiency through translation. NJ211 is a key partner in conducting point of entry referrals into shelters, permanent housing, and services.

The CoC's Coordinated Assessment system covers the entire Passaic county geographic area through strategic outreach from PATH and SSVF partners. Strategic outreach covers the CoC's geography annually, but also proactively outreaches to the hardest to serve individuals who are not actively seeking services who are identified or staying in known locations. The PATH Program provides regular outreach at known locations. Further, through partnership with the eviction courts, PATH has addressed the needs of those at-risk of losing their housing. When families are removed from the welfare list, outreach is conducted to see if they have short-term places to live and long-term plans for permanent housing. Additional street outreach is conducted by "They Have A Name" to encourage people to move to shelter and services. The SSVF and Community Hope coordinate street outreach to homeless veterans.

As part of the coordinated system, the CoC has created a Housing Prioritization Tool (HPT) to assist the most vulnerable households in the Coordinated Assessment system. Using the tool ensures that people with the greatest needs will be prioritized when housing providers are seeking referrals for permanent supportive housing and rapid re-

housing placements. The CoC tracks the length of time clients remain on the list and where clients are discharged to, ensuring the effectiveness of the CoC and the prioritization process. The CoC can monitor bed availability in real-time for housing projects using Homeless Management Information System.

### **Addressing the emergency shelter and transitional housing needs of homeless persons**

Shelter and transitional housing providers are moving toward rapid re-housing, housing first and limiting stays prior to permanent housing entry. Funds were reallocated from PSH programs to fund rapid re-housing through the CoC. The Passaic County Homeless Trust Fund has also funded rapid re-housing and services in support of rapid re-housing projects. The State DCA funded 500 state-wide rental assistance vouchers for chronically homeless to be matched by services provided by local agencies. NJCDC is administering 50 vouchers and matching with services funded from the County's Homeless Trust Fund. The CoC is working to shorten the length of time persons are homeless. To this end, transitional housing is being phased out and more rapid-rehousing and permanent supportive housing created. The Hispanic Center Transitional Housing was restructured as a homeless shelter.

### **Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again**

Coordinated referral and an extensive inventory of services provide an opportunity for persons who are homeless to make a successful transition to permanent housing. The CoC Priorities are: (1) ending chronic and veteran homelessness, (2) creating new low-barrier housing first-oriented permanent supportive housing and rapid re-housing projects, and (3) creating a systemic response to homelessness through coordinated entry and assessment

- To end chronic homelessness, the CoC is utilizing a Housing Prioritization Tool to prioritize chronically homeless persons for permanent housing opportunities systematically and is supporting projects that have low-barrier intake and termination criteria, this includes having had NJCDC sponsor 15 new Housing First vouchers for the chronically homeless utilizing State Rental Assistance from NJ DCA
- To end homelessness, PCICH members Catholic Family and Community Services and Community Hope provide SSVF outreach, services, and rental

assistance and manage a by-name-list of identified veterans to connect them with veteran-specific and other community resources

- To create a systemic response to homelessness, the CoC has funded NJ 2-1-1 to cover the full geographic area with Coordinated Assessment access, and is holding monthly case conferencing meetings among outreach, housing providers and emergency shelter providers to prioritize resources for those who are longest time homeless and with the greatest severity of service needs

Through partnerships with the Children's Inter-Agency Coordinating Council (CIACC), education system partners, homeless liaisons, the behavioral health care system, child protective services and the homeless services system, homeless students and their families are identified and service plans developed to meet their needs. CIACC offers cross-training on homeless definitions, compliance and requirements, support systems for the homeless and effective community service providers. CIACC has developed a standardized intervention model for use in school settings to effectively determine the service needs of homeless children and connect them to appropriate providers. The homeless liaison serves on the CoC board.

**Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: being discharged from publicly funded institutions and systems of care (such as health care facilities, mental health facilities, foster care and other youth facilities, and corrections programs and institutions); or, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs.**

The CoC application to HUD indicated that the most effective way to decrease homelessness is through a single point of entry, assessment, expanded outreach, increased community awareness, coordination of efforts and expansion of housing opportunities and prevention services.

The Ten-Year Plan places a prevention emphasis on discharge planning and access to a safety net of services. The Coalition continues to:

- Work with the State of New Jersey and local public and private entities to establish an effective homelessness prevention program in Passaic County.
- Create a 'minimum standard' discharge policy to be adopted county-wide.
- Create affiliation agreements between various discharging agencies and shelters.
- Improve discharge planning policy for prisons and jails.
- Improve discharge planning for youth aging out of the DYFS system.

Partnerships with the school homeless liaisons will be strengthened through coordinated training sessions with providers. The Mainstream Committee of the CoC has incorporated education and early child care issues in their monthly meetings. The CoC works with the Children's Inter-Agency Coordinating Council (CIACC) to build partnerships with the healthcare system, child protective services and homeless services system to better identify homeless students and coordinate services.

The County has budgeted \$15,000 in FY19 CDBG funds for the County Court Appointed Special Advocates (CASA) program which assists foster youth.

## **AP-75 Barriers to affordable housing – 91.220(j)**

### Introduction

The County is in the process of updating the Analysis of Impediments to Fair Housing which was last completed in 2013. Barriers to affordable housing cited in that document include:

- The County has not updated the land use and housing elements of its Comprehensive Plan for over a decade. An updated land use element could review the amount of developable land in the County and identify potential site locations for affordable housing developments.
- Many of the municipal zoning ordinances in the Urban County are outdated, lack certain terms, definitions, and/or regulations, or are in violation of Federal fair housing law. Although all of the zoning ordinances reviewed in the Urban County permitted affordable housing types in at least one residential district, the amount of land zoned and available for the development of affordable housing types was sometimes limited by municipality. This was especially the case in Ringwood Borough where, multi-family units accounted for only 1.7% of the occupied housing stock. This is partially due to the Highlands Water Protection and Planning Act of 2004, which limits development in Ringwood Borough. All of the municipalities in the Urban County placed undue restrictions on group living facilities for persons with disabilities, such as designated them as conditional uses or not including them within the definition of family.
- Public transit is limited to the County's most densely developed areas and is unavailable to second and third shift workers, as well as those working on Sundays and holidays. This makes it difficult for people without a personal vehicle to access employment opportunities.

In the Five-Year CP, obstacles such as a lack of funding, NIMBYism, a lack of affordable housing, limited infrastructure in the community, Highlands development restrictions, and escalating costs to providing housing were cited as obstacles to providing affordable housing.

**Actions planned to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment**

The County will continue to conduct fair housing education and outreach. The county does not control land use, zoning, building codes or other actions with direct impact on land use. The County will continue to work in an advisory capacity to the local municipalities on land use issues.

## **AP-85 Other Actions – 91.220(k)**

### Introduction

The following information illustrates other actions that Passaic County will take to address its priority needs.

#### **Actions planned to address obstacles to meeting underserved needs**

The primary impediment to the County ability to meet underserved needs is the limited amount of CDBG funding to address identified priorities. The County will continue to seek public and private resources to leverage its entitlement funds in assisting with implementation of policies and programs.

The County Housing Agency provides rent vouchers to offset the high cost of rental housing in the County.

The Passaic County Human Services Department offers several programs to combat homelessness and is the administrator of the COC in Passaic County. The County has a Homeless Trust Fund which will provide resources to address homelessness.

#### **Actions planned to foster and maintain affordable housing**

The County will continue to support its goals of maintaining and expanding affordable housing by supporting activities and programs funded by others by certifying these activities as consistent with the five - year plan.

The Passaic County Weatherization and Home Energy Division provides utility subsidies to low income individuals residing in Passaic County to permit them to stay in their homes and have adequate heating and electricity. In addition, the Division rehabilitates the homes of low income individuals to ensure that they are energy efficient. Rehabilitation includes insulation, new windows, new hot water heaters and new boilers.

Additionally, the County will continue to provide resources to help homeless and low-income persons obtain housing. For example, the Passaic County Housing Agency provides rent vouchers to offset the high cost of rental housing in the County.

#### **Actions planned to reduce lead-based paint hazards**

The County is a participant in the New Jersey Health Department Lead Abatement Initiative. When children are identified with an elevated blood lead level, the County provides oversight to ensure that the lead-based paint problem is addressed. The State

recently announced its plans to reinstate funding for lead-based paint remediation. The County will once again be able to refer owners to this program.

The U.S. EPA guideline for renovation, paint and repair, effective April 22, 2010, requires that all contractors notify owners of properties constructed prior to 1978 of the potential for lead-based paint hazards and to perform work in a lead safe manner. Contractors must be trained and registered with the U.S. EPA to do work in older homes that disturbs painted surfaces. Local building code offices will be made aware of these requirements.

### **Actions planned to reduce the number of poverty-level families**

Through implementation of human services programs offered by or through funding provided by Passaic County, the County works to reduce the number of families with incomes below the poverty level. The County, in conjunction with the public and private agencies and institutions, provides lower-income households with the opportunity to gain the knowledge and skills as well as the motivation to become fully self-sufficient. Economic Development activities are directed toward the creation of new businesses and employment opportunities. The CDBG program provides the potential of generating jobs that may be filled by Section 3 residents or hire Section 3 businesses.

The county Workforce Development Board and Workforce Development Center develop training and provide job placement services for county residents.

### **Actions planned to develop institutional structure**

The County Department of Planning and Economic Development is responsible for the administration of the CDBG program. All sub-recipient agreements are monitored on an ongoing basis. The County participates with other groups when appropriate, such as planning for the homeless, to facilitate cooperative problem solving in Passaic County.

### **Actions planned to enhance coordination between public and private housing and social service agencies**

The County will continue efforts to enhance coordination between agencies by creating partnerships in the implementation the Section 3 outreach initiative and the Passaic County Interagency Council on Homelessness. The Section 3 outreach effort will partner with the Passaic County Workforce Development Center and the agencies involved in the Human Services Advisory Board to identify Section 3 individuals and businesses and to provide feedback on available job opportunities. The Passaic County CEAS/Continuum of Care is comprised of providers of homeless services and prepares the McKinney application for funding from HUD.

# Program Specific Requirements

## AP-90 Program Specific Requirements – 91.220(I)(1,2,4)

### Introduction

This section describes program specific requirements for CDBG funds.

### Community Development Block Grant Program (CDBG)

#### Reference 24 CFR 91.220(I)(1)

Projects planned with all CDBG funds expected to be available during the year are identified in the Projects Table. The following identifies program income that is available for use that is included in projects to be carried out.

1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed	\$0
2. The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan	\$0
3. The amount of surplus funds from urban renewal settlements	\$0
4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan.	\$0
5. The amount of income from float-funded activities	\$0
Total Program Income	\$0

### Other CDBG Requirements

1. The amount of urgent need activities	\$0
2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan.	100%