

Housing and Urban Development

Annual Action Plan

Passaic County, New Jersey



FY2011



FY 2011 Annual Action Plan

The CPMP Annual Action Plan includes the SF-424 and narrative responses to Action Plan questions to which CDBG, HOME, HOPWA and ESG grantees must respond each year in order to be compliant with the Consolidated Planning Regulations.

ACTION PLAN

The Annual Action Plan includes the SF-424 and is due every year no less than 45 days prior to the start of the grantee's program year start date. HUD does not accept plans between August 15 and November 15.

EXECUTIVE SUMMARY 91.220(B)

1. The Executive Summary is required. Include the objectives and outcomes identified in the plan and an evaluation of past performance.

Priorities and Actions

During the year, Passaic County will fund activities in furtherance of the objectives and priorities identified in the Strategic Plan for the five years from 2008 to 2012. These include:

- a. Support improvements to public facilities and services**
 - 1) Recreation Center Improvements
 - 2) Public Library improvements
- b. Improve, maintain, and expand infrastructure**
 - 1) Improve County streets
 - 2) Improve County sidewalks
 - 3) Repair sanitary and sewer systems
- c. Support Public Services**
 - 1) Provide funding to organizations service the County's elderly population

d. Program Administration

	<u>Activity Name and Description</u>	<u>Proposed Funding</u>
1	Public Improvements	\$710,629
	a. Recreation Improvements	
	b. Street Reconstruction	
	c. Sidewalks	
	d. ADA Improvements	
	e. Sanitary Sewer Systems	
	f. Storm Sewer Lines	
2	Public Services - Project LINC and Operation SAIL	\$49,555
3	Administration and Planning	\$190,046
	Total CDBG	\$950,230

Outcome Performance Measures

HUD has developed an outcomes performance measurement system to collect information on outcomes of activities and to aggregate that information at the local and national level. Below is a list of Passaic County's proposed 2011 projects as matched with their HUD-approved performance measures.

PERFORMANCE MEASURES FY 2009

PRIORITY	PROJECT	OUTCOME MEASURE	OBJECTIVE	OUTPUT
Infrastructure	Borough of Hawthorne - Street Improvements	Availability/ Accessibility	Create a suitable living environment	1,544 people
	Borough of West Milford - Street Improvements	Availability/ Accessibility	Create a suitable living environment	1,193 people
	Borough of Wanaque - Sanitary and Storm Sewer Improvements	Availability/ Accessibility	Create a suitable living environment	695 people
	Borough of Prospect Park - Recreational Facilities Improvements	Availability/ Accessibility	Create a suitable living environment	5,572 people
	Borough of Totowa - Sanitary and Storm Sewer Improvements	Availability/ Accessibility	Create a suitable living environment	716 people
Public Facilities	Borough of North Haledon - ADA improvements	Availability/ Accessibility	Create a suitable living environment	1 public facility
	Borough of Totowa - ADA Improvements	Availability/ Accessibility	Create a suitable living environment	1 public facility
Public Services	Catholic Family and Community Services - LINC Program	Availability/ Accessibility	Sustainability	50 people
	NewBridge Services - Operation SAIL	Availability/ Accessibility	Sustainability	45 people

Geographic Distribution:

Passaic County will provide CDBG funds to activities serving the twelve participating jurisdictions: **BLOOMINGDALE, HALEDON, HAWTHORNE, LITTLE FALLS, NORTH HALEDON, POMPTON LAKES, RINGWOOD, PROSPECT PARK, TOTOWA, WANAQUE, WEST MILFORD, WOODLAND PARK**

As such assistance is not directed to any specific geographic area. The 2011 Consolidated Action Plan maps show the location of the site-specific activities. These maps follow the project activity sheets included in the appendix.

The areas of Passaic County that have a concentration of Non-White and Latino populations are very limited. Only Census Block Groups in Haledon and Prospect Park have higher concentrations of Non-White and Latino households. In previous years in the FY2008-FY2012 Consolidated Strategic Plan, the County has funded projects in

Haledon, and in FY 2011 the County will continue to fund recreational improvements in Prospect Park.

The remaining area benefit projects in FY2011 will take place in areas of LMI concentration throughout the County. Activities that benefit persons with disabilities are presumed to benefit low income persons and are taking place in two facilities in the County. All the CDBG funding (100%) will benefit LMI clientele and areas throughout the County.

Evaluation of Past Performance:

The County is working with the local municipalities and subrecipients of the prior year funds to complete funded activities. To date, three projects have been completed and invoiced in the communities of Pompton Lakes, Prospect Park and Hawthorne. Public services provided through LINC – Catholic Family and Community Development are underway. Work on the septic system at Strengthen Our Sisters is nearly complete and six project are about to commence in the Spring, 2011.

As required by HUD, 75 days after the end of the County's fiscal year, ending August 31, 2010, Passaic County made the FY 2009 Consolidated Annual Performance and Evaluation Report (CAPER) available for public comment. This report provided an evaluation of the County's performance, including spending accomplishments and housing rehabilitation accomplishments. The next CAPER will be completed and available for public display in early November 2011, and be submitted to HUD by November 30, 2011. The County expects to be timely at the conclusion of the year as it will meet the standard of 1.5 times the annual allocation.

CITIZEN PARTICIPATION 91.220(B)

2. Provide a summary of the citizen participation and consultation process (including efforts to broaden public participation in the development of the plan.

The citizen participation process evidence is included in Appendix 2.

In agreement with 24 CFR 91.115(e) Passaic County has adopted a Citizen Participation Plan describing the citizen participation requirements of its CDBG program. The Citizen Participation Plan is on file at the Passaic County Department of Planning and on the web site.

On February 10, 2011, public hearings were held at the Planning Department, 930 Riverview Drive – Suite 250, Totowa, to solicit input from social service agencies, housing providers, local municipalities, County agencies, and the general public. The hearing was held at 5:00 p.m. in order to maximize the opportunity for citizen participation.

On May 13, 2011, a summary of the Action Plan was published in the *Herald News* alerting interested persons as to the availability of the plan. The plan was placed at the following location in Passaic County for public review:

- Planning Department, 930 Riverview Drive– Suite 250, Totowa New Jersey 07512;
- County Administration Building at 401 Grand St, Paterson, NJ
- Municipal Clerk’s Office in the following municipalities: Bloomingdal, Haledon, Hawthorne, Little Falls, Pompton Lakes, Prospect Park, Wanaque, West Milford, Woodland Park
- Passaic County Housing Authority: 100 Hamilton Plaza, Paterson
- Passaic County website: www.passaiccountynj.org
- Strengthen Our Sisters, PO Box 1089, Hewitt NJ 07421
- Catholic Charity and Community Services, 24 DeGrasse Street, Paterson NJ 07505
- NewBridge Services, 105 Hamburg Turnpike, Pompton Lakes, NJ 07442

The public review period will be from May 13 to June 14, 2011. A public hearing will be held on June 13, 2011, to allow for review and discussion of the Annual Plan and proposed use of FY 2011 Program Funds. The Board of Freeholders of Passaic County is expected to approve submittal of the Action Plan on June 28, 2011. Documentation of the Citizen Participation process is included in the appendix of this document. Citizen comments received during the review period will be included in the final Action Plan.

a. Based on the jurisdiction's current citizen participation plan, provide a summary of the citizen participation process used in the development of the consolidated plan. Include a description of actions taken to encourage participation of all its residents, including the following:

1. low- and moderate-income residents where housing and community development funds may be spent;
2. minorities and non-English speaking persons, as well as persons with disabilities;
3. local and regional institutions and other organizations (including businesses, developers, community and faith-based organizations);
4. residents of public and assisted housing developments and recipients of tenant- based assistance;
5. residents of targeted revitalization areas.

Announcement of the availability of the Annual Plan for public review was sent to organizations that represent persons with limited English speaking ability, disabilities, and low income. These included the Passaic County Human Services Department (CSBG, CoC); the Passaic County Housing Authority; Strengthen Our Sisters (homeless, victims of domestic violence); Catholic Family and Community Services; and NewBridge Services.

b. Identify agencies, groups, and organizations that participated in the process. This should reflect consultation requirements regarding the following:

1. General §91.100 (a)(1) - Consult with public and private agencies that provide health services, social and fair housing services (including those focusing on services to children, elderly persons, persons with disabilities, persons with HIV/AIDS and their families, homeless persons) during the preparation of the plan.
2. Homeless strategy §91.100 (a)(2) – Consult with public and private agencies that provide assisted housing, health services, and social services to determine what resources are available to address the needs of any persons that are chronically homeless.
3. Metropolitan planning §91.100 (a)(5) -- Consult with adjacent units of general local government, including local government agencies with metropolitan-wide planning responsibilities, particularly for problems and solutions that go beyond a single jurisdiction, i.e. transportation, workforce development, economic development, etc.
4. HOPWA §91.100 (b)-- Largest city in EMSA consult broadly to develop metropolitan-wide strategy for addressing needs of persons with HIV/AIDS and their families.
5. Public housing §91.100 (c) -- Consult with the local public housing agency concerning public housing needs, planned programs, and activities.

As discussed in Section 2a., the County invited organizations representing persons with limited English, disabilities, the homeless, and lower-income residents to comment on the Annual Plan. These organizations include:

- Passaic County Human Services Department (CSBG, CoC)

PASSAIC COUNTY

- Passaic County Planning Department
- Passaic County Workforce Investment Board
- Passaic County Senior, Disability Services and Veteran's Affairs
- Paterson's HOPWA Program
- Passaic County Housing Authority,
- Strengthen Our Sisters (homeless, victims of domestic violence),
- Catholic Family and Community Services, and
- NewBridge Services
- Cerebral Palsy of New Jersey
- North Jersey Developmental Center
- ARC of Bergen & Passaic
- Passaic County Elks Cerebral Palsy Treatment Center
- Brodie Adult Day Care Center
- Home Care Options
- Passaic County Elks Adult Training Center

3. Provide a summary of citizen comments or views on the plan.

To be included if any comments received

4. Provide a written explanation of comments not accepted and the reasons why these comments were not accepted.

To be included if any comments received

RESOURCES 91.220(C)(1) AND (C)(2)

5. Identify the federal, state, and local resources (including program income) the jurisdiction expects to receive to address the needs identified in the plan. Federal resources should include Section 8 funds made available to the jurisdiction, Low-Income Housing Tax Credits, and competitive McKinney-Vento Homeless Assistance Act funds expected to be available to address priority needs and specific objectives identified in the strategic plan.

The following chart represents the HUD Funding Sources Form and lists the federal entitlement resources to be made available to Passaic County during FY 2011 to implement the Annual Plan.

**Table 1-1
FY 2011 HUD Funding Sources**

Entitlement Grant (includes reallocated funds)					
	CDBG				\$950,230
TOTAL FUNDING SOURCES					
					\$950,230
Other Funds					\$0
Submitted Proposed Projects Totals					
					\$950,230
Unsubmitted Proposed Projects Totals					
					\$0

As shown in Table 1-1 Passaic County will have \$950,230 of CDBG program funds to finance its FY 2011 community development program. The County does not project having program income available.

The County 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 2011 COC program later this summer

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

6. Identify federal resources the jurisdiction expects to receive from the Housing and Economic Recovery Act and the American Recovery and Reinvestment Act that will be used to address priority needs and specific objectives identified in the plan.

Identify whether Neighborhood Stabilization Program funding is being used to address priority needs.

Identify whether CPD funding will be coordinated with Department of Energy's Energy Efficiency and Conservation Block Grants, and the Department of Labor's Workforce Investment Act programs to provide opportunities for unemployed, lower-skilled, and low-income women and men to advance along a middle class career track of increasing skills and wages.

The "Consolidated Plan Listing of Projects" (HUD Table 3) forms contained in this Action Plan reports that all of the CDBG Program Funds are allocated to the projects.

In addition, during the fiscal year other federal resources will likely be available in Passaic County, but administered by other agencies. These funds include McKinney Continuum of Care Grant, Section 8 Housing Choice Voucher Program, Community Services Block Grant (CSBG), Department of Energy Weatherization funds, and Housing Opportunities for Persons with AIDS Program (HOPWA) and Federal Low-Income Housing Tax Credits.

Funds from the DOE Weatherization Program were tied to the housing rehabilitation program that the County administered using repayments from an old DCA grant. These funds have been exhausted. WIB funds are not tied to CDBG activities but the WIB is an active participant in the Section 3 implementation process.

The County did not receive NSP funding.

7. Explain how federal funds will leverage resources from private and non-federal public sources.

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.

ANNUAL OBJECTIVES 91.220(C)(3)

**If not using the CPMP Tool: Complete and submit Table 3A.*

**If using the CPMP Tool: Complete and submit the Summary of Specific Annual Objectives Worksheets or Summaries.xls*

8. Provide a summary of specific objectives that will be addressed during the program year.

The following list includes those priorities identified in the Strategic Plan for the five years from 2008 to 2012 which the County expects to achieve during the forthcoming program year of 2011.

e. Support improvements to public facilities and services

- 3) Recreation Center Improvements
- 4) Public Library improvements

f. Improve, maintain, and expand infrastructure

- 4) Improve County streets
- 5) Improve County sidewalks
- 6) Repair sanitary and sewer systems

g. Support Public Services

- 2) Provide funding to organizations service the County's elderly population

h. Program Administration

DESCRIPTION OF ACTIVITIES 91.220(D) AND (E)

**If not using the CPMP Tool: Complete and submit Table 3C*

**If using the CPMP Tool: Complete and submit the Projects Worksheets and the Summaries Table.*

9. a. Provide a summary of the eligible programs or activities that will take place during the program year to address the priority needs and specific objectives identified in the strategic plan.

The following table provides a summary of the activities to be undertaken, the priority it achieves, and the amount of funding by funding source.

**Table 1-3
FY 2011 Activities**

No.	Project Name	CDBG Eligible Activity	Name of Applicant	Funding Amount	Location of Project	Project Description	CDBG Statutory Objective Justification
1	Street Improvements - Repaving of Dixie Avenue	Public Facilities: Streets, Curbs, sidewalks	Borough of Hawthorne	\$ 110,000.00	Dixie Avenue from Lincoln Avenue to Fifth Avenue	Milling and paving of Dixie Avenue from Lincoln Avenue to Fifth Avenue, along with the replacement of curbs, as needed, the installation of dropped curbs and handicapped ramps at all intersections, and the retrofit of all catch basins to conform with Stormwater Management rules.	Low/Moderate Benefit: Area Benefit
2	Street Improvements: Marshall Hill Road Sidewalk - Phase III Priority One	Public Facilities: Streets	Borough of West Milford	\$ 100,000.00	From 15 Lincoln Avenue to 41 Marshall Hill Road West Milford	Construction of a public sidewalk along the northerly side of Marshall Hill Road from the Lincoln Hill Senior Housing facility to the Shop Rite shopping center. Construction will include approximately 1600 square yards of concrete sidewalk, 2750 feet of curbing as well as pavement repair.	Low Mod Benefit/Area Benefit
3	ADA Improvements: American Legion Post No. 428-ADA Accessibility Project	Public Facilities: Community Centers, Senior Centers	Borough of North Haledon	\$ 80,000.00	512 High Mountain Road, North Haledon, NJ	Installation of a new ADA compliant access ramp into the structure, replacement of the front entry door to include ADA compliant door opening equipment, modification to the rear emergency exit to provide a secondary means of ADA compliant egress, and/or replacement of the interior door leading to the main hall space and extensive renovation of the restroom facilities to bring them into ADA compliance.	Low Mod Benefit: Presumed Benefit: elderly persons and severely disabled adults
4	Sanitary and Storm Sewer Improvements: Monroe Street Sanitary Sewer Replacement	Public Facilities, Storm and Sanitary Sewers	Borough of Wanaque	\$ 117,379.00	Monroe Street from Whistler Place to Milton Place	Install a new sanitary sewer line in Monroe Street and provide for hooking up homeowners to the new line. The existing sewer line runs behind the homes, and in many places it is made of clay . The line is deteriorating and allows the inflow and infiltration of rain water into the sanitary system.	Mod Benefit Area Benefit
5	Recreational Facilities Improvements: Hofstra Park Bathroom and Sanitary Sewer System	Public Facilities: Park Bathroom Facility	Borough of Prospect Park	\$ 95,000.00	Hofstra Park, atop Struyk Avenue, Prospect Park	Installation of Bathroom Facilities following the installation of a 850' of 8" PVC sanitary sewer system line a portion of which was funded through FY 2009 and FY 2010 CDBG funds totaling \$148,406..	Low-mod income residents: Area Benefit - only park in the Borough
6	ADA Improvements: Totowa Borough Library ADA Compliance Improvement Project	Public Facilities: Community Centers, Senior Centers	Borough of Totowa	\$ 82,400.00	Dwight D. Eisenhower Public Library, 537 Totowa Road, Totowa, NJ 07512	Installation of ADA compliant restrooms and elevator. (No current ADA access to the library.)	Prevention and/or Elimination of Slums and Blight: Public Facility building rehabilitation

PASSAIC COUNTY

**Table 1-3
FY 2011 Activities (continued)**

No.	Project Name	CDBG Eligible Activity	Name of Applicant	Funding Amount	Location of Project	Project Description	CDBG Statutory Objective Justification
7	Sanitary and Storm Sewer Improvements: Totowa Borough Sewer Lining Project	Public Facilities: Storm and Sanitary Sewers	Borough of Totowa	\$ 125,850.00	Jefferson Street between Union Boulevard and Franklin Place Totowa, NJ	Studies of the existing sanitary sewer system recommend that the 70+ year old clay pipe sanitary sewer main located within Jefferson Street requires rehabilitation to eliminate the filtration of ground water into the sanitary sewer main. Project includes: lining the sewer main, sealing of the manholes and sealing lateral connections to reduce the amount of infiltration into the sanitary sewer system. Will also reduce operation and maintenance costs of the Williams Place pump station.	Low/Moderate Benefit: Area Benefit
8	Public Services: Project LINC	Public Services for Senior Citizens.Funded FY 2009 and FY 2010. Continuation of Services.	Catholic Family and Community Services	\$ 37,000.00	31 Pompton Avenue, Pompton Lakes, NJ 07442 Clients to be assisted live in Bloomingdale, Wanaque, Pompton Lakes, Ringwood and West Milford	LINC is a program offered by Catholic Family since 1974 reaching out to isolated lonely and homebound individuals providing medical and transportation services, shopping and shopping assistance, respite, companionship, outreach, telephone reassurance and information and referral in Upper Passaic County.	Presumed Benefit: Elderly Persons. Income qualification of individual beneficiaries will be needed.
9	Public Services: NewBridge Services Operation SAIL	Public Services for Senior Citizens	NewBridge Services	\$ 12,555.00	Services to Seniors in Six Municipalities: West Milford, Pompton Lakes, Wanaque, Bloomingdale, Ringwood, and Little Falls	Provide 495 hours of outreach, assessment and case management services to 45 frail, home-bound seniors ages 60 years of age and older annually which have low to moderate incomes and who live in the 4 municipalities indicated.	Low/Mod Benefit: Limited Clientele and Presumed Benefit: elderly persons
10	Administration (20%)	Administration	County	\$ 190,046.00			
			SUBTOTAL	\$ 950,230.00			

9b. Describe the outcome measures for activities in accordance with Federal Register Notice dated March 7, 2006, i.e., general objective category (decent housing, suitable living environment, economic opportunity) and general outcome category (availability/accessibility, affordability, sustainability).

The ability to clearly demonstrate program results at a national level is having serious consequences on program budgets. In response, HUD has developed an outcomes performance measurement system to collect information on outcomes of activities and to aggregate that information at the local and national level. The outcomes that HUD is tracking include:

- *Availability/accessibility*
 - Availability is related to making services, infrastructure, housing, or shelter available or accessible to individual residents/beneficiaries.
- *Affordability*
 - Affordability may include the creation or maintenance of affordable housing, basic infrastructure hook-ups or services such as transportation or day care.
- *Sustainability: Promoting livable or viable communities*
 - Sustainability is specifically tied to activities that are meant to ensure that a particular geographic area as a whole (neighborhood, downtown, etc) remains viable. It is targeted at supporting a specific physical location.

Each outcome is paired with an objective:

- *Create a suitable living environment*
 - This objective relates to activities that are intended to address a wide range of issues faced by LMI persons from physical problems with their environment such as poor quality infrastructure to social issues such as crime prevention, literacy or elderly health services.
- *Provide decent affordable housing*
 - This objective focuses on housing programs where the purpose of the program is to meet individual family or community needs and not programs where housing is an element of a larger effort since they would be more appropriately reported under suitable living environment.
- *Create economic opportunities*
 - This objective applies to the types of activities related to economic development, commercial revitalization or job creation.

Table 1-2
 FY 2011 Activities by National Outcomes and Objectives

PRIORITY	PROJECT	OUTCOME MEASURE	OBJECTIVE	OUTPUT
Infrastructure	Borough of Hawthorne - Street Improvements	Availability/ Accessibility	Create a suitable living environment	1,544 people
	Borough of West Milford - Street Improvements	Availability/ Accessibility	Create a suitable living environment	1,193 people
	Borough of Wanaque - Sanitary and Storm Sewer Improvements	Availability/ Accessibility	Create a suitable living environment	695 people
	Borough of Prospect Park - Recreational Facilities Improvements	Availability/ Accessibility	Create a suitable living environment	5,572 people
	Borough of Totowa - Sanitary and Storm Sewer Improvements	Availability/ Accessibility	Create a suitable living environment	716 people
Public Facilities	Borough of North Haledon - ADA improvements	Availability/ Accessibility	Create a suitable living environment	1 public facility
	Borough of Totowa - ADA Improvements	Availability/ Accessibility	Create a suitable living environment	1 public facility
Public Services	Catholic Family and Community Services - LINC Program	Availability/ Accessibility	Sustainability	50 people
	NewBridge Services - Operation SAIL	Availability/ Accessibility	Sustainability	45 people

GEOGRAPHIC DISTRIBUTION/ALLOCATION PRIORITIES 91.220(D) AND (F)

10. Describe the geographic areas of the jurisdiction (including areas of low income families and/or racial/minority concentration) in which assistance will be directed during the next year. Where appropriate, the jurisdiction should estimate the percentage of funds the jurisdiction plans to dedicate to target areas.

Passaic County will provide CDBG funds to activities serving the twelve participating jurisdictions: **BLOOMINGDALE, HALEDON, HAWTHORNE, LITTLE FALLS, NORTH HALEDON, POMPTON LAKES, RINGWOOD, PROSPECT PARK, TOTOWA, WANAQUE, WEST MILFORD, WOODLAND PARK**

As such assistance is not directed to any specific geographic area. The 2011 Consolidated Action Plan maps show the location of the site-specific activities. These maps follow the project activity sheets included in the appendix.

The areas of Passaic County that have a concentration of Non-White and Latino populations are very limited. Only Census Block Groups in Haledon and Prospect Park have higher concentrations of Non-White and Latino households. In previous years in the FY2008-FY2012 Consolidated Strategic Plan, the County has funded projects in Haledon, and in FY 2011 the County will continue to fund recreational improvements in Prospect Park.

The remaining area benefit projects in FY2011 will take place in areas of LMI concentration throughout the County. Activities that benefit persons with disabilities are presumed to benefit low income persons and are taking place in two facilities in the County. All the CDBG funding (100%) will benefit LMI clientele and areas throughout the County.

11. Describe the reasons for the allocation priorities, the rationale for allocating investments geographically within the jurisdiction (or within the EMSA for HOPWA) during the next year, and identify 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 FY2011 request was related to prior 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 lack of funding, NIMBYism, lack of affordable housing, and escalating costs to provide housing were cited as obstacles to providing affordable housing. Through the allocation of funds in this CP, housing activities have not been undertaken. However, the County will continue to provide resources to assist homeless and low-income persons obtain housing. HOME fund loan repayments received under DCA's program will be used to continue to provide housing rehabilitation assistance.

The County Housing Authority 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.

ANNUAL AFFORDABLE HOUSING GOALS 91.220(G)

**If not using the CPMP Tool: Complete and submit Table 3B Annual Housing Completion Goals.*

**If using the CPMP Tool: Complete and submit the Table 3B Annual Housing Completion Goals.*

12. Describe the one-year goals for the number of homeless, non-homeless, and special-needs households to be provided affordable housing using funds made available to the jurisdiction and one-year goals for the number of households to be provided affordable housing through activities that provide rental assistance, production of new units, rehabilitation of existing units, or acquisition of existing units using funds made available to the jurisdiction. The term affordable housing shall be defined in 24 CFR 92.252 for rental housing and 24 CFR 92.254 for homeownership.

Due to the limited funding Passaic County received through the CDBG Program, the type of housing activities that can be undertaken is limited.

Passaic County offers Weatherization Program services through the Department of Planning.

Table 3B / ANNUAL AFFORDABLE HOUSING COMPLETION GOALS

Grantee Name: Passaic County Program Year: 2011	Expected Annual Number of Units To Be Completed	Resources used during the period			
		CDBG	HOME	ESG	HOPWA
BENEFICIARY GOALS (Sec. 215 Only)					
Homeless households		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Non-homeless households		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Special needs households		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Total Sec. 215 Beneficiaries*		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
RENTAL GOALS (Sec. 215 Only)					
Acquisition of existing units		<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
Production of new units		<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
Rehabilitation of existing units		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Rental Assistance		<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
Total Sec. 215 Affordable Rental		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
HOME OWNER GOALS (Sec. 215 Only)					
Acquisition of existing units		<input type="checkbox"/>	<input type="checkbox"/>		
Production of new units		<input type="checkbox"/>	<input type="checkbox"/>		
Rehabilitation of existing units		<input type="checkbox"/>	<input type="checkbox"/>		
Homebuyer Assistance		<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
Total Sec. 215 Affordable Owner		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

PASSAIC COUNTY

COMBINED RENTAL AND OWNER GOALS (Sec. 215 Only)					
Acquisition of existing units		<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
Production of new units		<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
Rehabilitation of existing units		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Rental Assistance		<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
Homebuyer Assistance		<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
Combined Total Sec. 215 Goals*		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
OVERALL HOUSING GOALS (Sec. 215 + Other Affordable Housing)					
Annual Rental Housing Goal		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Annual Owner Housing Goal		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Total Overall Housing Goal		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

* The total amounts for "Combined Total Sec. 215 Goals" and "Total Sec. 215 Beneficiary Goals" should be the same number.

PUBLIC HOUSING 91.220(H)

13. Describe the manner in which the plan of the jurisdiction will help address the needs of public housing and activities it will undertake during the next year to encourage public housing residents to become more involved in management and participate in homeownership.

There is no public housing located in Passaic County outside of entitlement cities. The Passaic County Housing Authority only administers a Section 8 program.

14. If the public housing agency is designated as "troubled" by HUD or otherwise is performing poorly, the jurisdiction shall describe the manner in which it will provide financial or other assistance in improving its operations to remove such designation during the next year.

Not applicable – The Passaic County Housing Authority has not been designated as “troubled.”

HOMELESS AND SPECIAL NEEDS 91.220(I)

15. Describe, briefly, the jurisdiction's plan for the investment and use of available resources and describe the specific planned action steps it will take over the next year aimed at eliminating chronic homelessness.

Passaic County was the first county in New Jersey to establish a Homeless Trust Fund. The resolution was unanimously approved by the Board of Chosen Freeholders on November 10, 2009. Funds will be available in 2011 for projects that assist the homeless.

The Passaic Continuum of Care (COC) has developed a Plan to End Chronic Homelessness that the County has endorsed. The County will utilize resources to the extent feasible in support of this Plan. The focus of the Ten Year Plan is the chronic homeless population. Appropriate discharge planning, an improved safety net, a single point of entry to the system and adequate permanent supportive housing are the means to address chronic homelessness.

H.O.P.E. in Passaic County, the Plan to End Homelessness, identifies the following strategies for chronic homelessness: First some system and policy changes need to be addressed to affect the larger landscape of the County. It was also decided that 600 units of permanent, affordable and supportive housing need to be created in order to end chronic homelessness and that steps would need to be taken to address the safety net that is in place in order to prevent homelessness and shorten the length of time that individuals spend homeless. Finally, steps will be taken in order to implement the plan and insure its relevance.

The County will make application for McKinney funding under the Supportive housing and Shelter Plus Care programs in 2011. At this time, projects have not yet been selected. The policy has been to only consider projects that provide permanent, affordable, and supportive housing for the chronically homeless. The following new projects were awarded to the Passaic County COC for 2010 and will be implemented in 2011:

- Paterson Park Apartments S+C \$806,760.00
- Passaic County Housing First S+C \$235,260.00
- Passaic County Housing First Collaborative III S+C \$369,480.00

16. Describe specific action steps to address the needs of persons that are not homeless identified in accordance with 91.215(e).

CDBG funds will be used to support activities that target elderly and disabled residents of the County, particularly the more rural northern part of the County. These programs

provide services that allow the elderly and persons with disabilities to age-in-place and prevent nursing home placement. Passaic County will continue to provide support for the elderly and disabled, particularly with assistance that allows them to continue living independently. As described in the Five Year Plan, Affordable Housing Strategy, Passaic County will rely on local developers to create new affordable housing units via rehabilitation or new construction.

17. Homelessness Prevention—Describe planned action steps over the next year to address the individual and families with children at imminent risk of becoming homeless.

The County secured HPRP funds from the State of New Jersey’s Department of Community Affairs in the amount of \$1,252,000. In addition, Passaic County administers the Homeless Prevention and Rapid Re-Housing Program (HPRP) grants for the Cities of Clifton and Paterson. Using a model developed for the 2008 McKinney Rapid Re-Housing competition, the County works with local providers to expand programs to rapidly re-house those that become homeless and created a process to divert from shelters those who may potentially be homeless by providing appropriate housing 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 ‘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.

BARRIERS TO AFFORDABLE HOUSING 91.220(J)

18. Describe the actions that will take place during the next year to remove barriers to affordable housing.

In the Five Year Plan, barriers were identified that may impede the ability of lower-income households to become home owners, for the County to provide adequate funding for housing rehabilitation, and for the development of new rental housing.

Barriers to home ownership were identified as:

- Difficulty saving for down payments and closing costs in combination with rental obligations and other economic factors.
- Many homes affordable to lower-income households require minor to major repairs to make the habitable. The repairs generally need to be funded at the time of purchase, adding to the expense of first time home ownership.
- Poor or unacceptable credit histories of applicants, poor records of employment among applicants, and lack of adequate budget and credit counseling for prospective homebuyers to assist them in maintaining their home ownership status.

Barriers to housing rehabilitation were identified as:

- Demand of rehabilitation funding greatly exceeds the available financial resources.
- Cost for lead-based paint treatment increases the total cost of rehabilitation per unit, which decreases the number of housing units that are rehabilitated on an annual basis.

Barriers to developing new affordable housing were identified as:

- Increasing land costs, particularly in the more developed portions of the County that are convenient to transportation, infrastructure, and services.
- Brownfield sites may be contaminated with chemicals, heavy metals, and groundwater contamination.
- Demand for funding greatly exceeds the available financial resources.
- Institutional barriers were identified as overlapping and regulated land use, particularly in the Highlands Area, a designated preservation area.
- High real estate taxes reduce the affordability of housing.

To overcome the obstacles of the affordable housing, each municipality in the County has or will be developing its COAH plan to provide assistance to lower-income homebuyers, home owners, or developers to meet its fair share housing goals. Due to limited CDBG resources, Passaic County does not anticipate using CDBG funds to support home ownership or housing rehabilitation programs.

PASSAIC COUNTY

Further, to address institutional impediments, steps are being taken by various governmental agencies, including the Passaic County Planning Department and support staff, the New Jersey Department of Environmental Protection and Energy, the Land Use Regulatory Element (LURE) et al, to minimize, if not eliminate, the problems caused by jurisdictional overlaps of various governmental agencies. Environmental issues that are being addressed focus on construction techniques used to develop in the Highlands area, and the high cost of redevelopment of Brownfield sites contaminated with chemicals, heavy metals, and groundwater contamination.

OTHER ACTIONS 91.220(K)

19. Describe the actions that will take place during the next year to address obstacles to meeting underserved needs, foster and maintain affordable housing, evaluate and reduce the number of housing units containing lead-based paint hazards, reduce the number of poverty-level families, develop institutional structure, enhance coordination between public and private agencies (see 91.215(a), (b), (i), (j), (k), and (l)).

Address obstacles to meeting underserved needs, foster and maintain affordable housing

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

Non-housing community development needs will be addressed through CDBG funding resources. Obstacles identified in the Five Year Plan included:

- Increasing costs to complete projects,
- Fragmented approached to local planning and lack of coordination in addressing infrastructure needs, and
- Limited inter-municipal communication in addressing public facility needs.

In the Five Year CP, obstacles such as lack of funding, NIMBYism, lack of affordable housing, and escalating costs to provide housing were cited as obstacles to providing affordable housing. Through the allocation of funds in this CP, housing activities have not been undertaken. However, the County will continue to provide resources to assist homeless and low-income persons obtain housing. HOME fund loan repayments received under DCA's program will be used to continue to provide housing rehabilitation assistance.

The County Housing Authority 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.

During FY2011, the County will continue to provide a certificate of consistency for agencies seeking funding under federal programs that enhance the opportunity to meet the goals described in the Five Year Plan.

Evaluate and reduce the number of housing units containing 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. However, the State no longer makes funds available to property owner.

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

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. The CDBG program provides the potential of generating jobs that may be filled by Section 3 residents or hire Section 3 business.

Develop institutional structure

The County Planning Department 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. .

Enhance coordination between public and private 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 Interagency Council on Homelessness is comprised of providers to the homeless and prepares the McKinney application for funding from HUD.

20. Describe the actions to coordinate its housing strategy with local and regional transportation planning strategies to ensure to the extent practicable that residents of affordable housing have access to public transportation.

PASSAIC COUNTY

Passaic County has long been involved in land use planning that integrates housing and transportation. The County promoted the development of transit oriented development and walkable neighborhoods. The County is current updating the Transportation Element of its Master Plan and priority will be given to County-funded projects that meet the coals of the Transportation Element.

The County is not intending to use CDBG funds in support of housing development.

PROGRAM SPECIFIC REQUIREMENTS

CDBG 91.220(L)(1)

1. Identify program income expected to be received during the program year, including:
 - Amount expected to be generated by and deposited to revolving loan funds
 - Amount expected to be received from each new float-funded activity included in this plan
 - Amount expected to be received during the current program year from a float-funded activity described in a prior statement or plan.
2. Program income received in the preceding program year that has not been included in a statement or plan
3. Proceeds from Section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in its strategic plan.
4. Surplus funds from any urban renewal settlement for community development and housing activities.
5. Any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan.
6. Income from float-funded activities.
7. Urgent need activities, only if the jurisdiction certifies.
8. Estimate the amount of CDBG funds that will be used for activities that benefit persons of low and moderate income.

1. The County does not anticipate receiving program income in FY2011.
2. The County does not have any program income from FY2010.
3. The County has not applied for a Section 8 loan and as such does not have any loan obligations.
4. There are no surplus urban renewal funds.
5. The County does not have any funds that have been returned to the line of credit.
6. There will be no float funded activities or income from float funded activities.
7. There are no Urgent Need activities anticipated in 2011.
8. For FY2011, 100% of funds are being allocated for activities that benefit low- and moderate-income persons.

HOME 91.220(L)(1)

1. Describe other forms of investment. (See Section 92.205)
If grantee (PJ) plans to use HOME funds for homebuyers, did they state the guidelines of resale or recapture, as required in 92.254.
2. If grantee (PJ) plans to use HOME funds to refinance existing debt secured by multifamily housing that is being rehabilitated with HOME funds, state its refinancing guidelines required under 24 CFR 92.206(b).
3. Resale Provisions -- For homeownership activities, describe its resale or recapture guidelines that ensure the affordability of units acquired with HOME funds? See 24 CFR 92.254(a)(4).
4. HOME Tenant-Based Rental Assistance -- Describe the local market conditions that led to the use of a HOME funds for tenant based rental assistance program.

If the tenant based rental assistance program is targeted to or provides a preference for a special needs group, that group must be identified in the Consolidated Plan as having an unmet need and show the preference is needed to narrow the gap in benefits and services received by this population.

5. If a participating jurisdiction intends to use forms of investment other than those described in 24 CFR 92.205(b), describe these forms of investment.
6. Describe the policy and procedures it will follow to affirmatively market housing containing five or more HOME-assisted units.
7. Describe actions taken to establish and oversee a minority outreach program within its jurisdiction to ensure inclusion, to the maximum extent possible, of minority and women, and entities owned by minorities and women, including without limitation, real estate firms, construction firms, appraisal firms, management firms, financial institutions, investment banking firms, underwriters, accountants, and providers of legal services, in all contracts, entered into by the participating jurisdiction with such persons or entities, public and private, in order to facilitate the activities of the participating jurisdiction to provide affordable housing under the HOME program or any other Federal housing law applicable to such jurisdiction.
8. If a jurisdiction intends to use HOME funds to refinance existing debt secured by multifamily housing that is rehabilitated with HOME funds, state its financing guidelines required under 24 CFR 92.206(b).

Not applicable – Passaic County is not a HOME recipient.

HOPWA 91.220(L)(3)

1. One-year goals for the number of households to be provided housing through the use of HOPWA activities for: short-term rent, mortgage, and utility assistance to prevent homelessness of the individual or family, tenant-based rental assistance, units provided in housing facilities that are being developed, leased, or operated.

Not applicable – Passaic County is not a HOPWA recipient.

MONITORING

1. Describe actions that will take place during the next year to monitor its housing and community development projects and ensure long-term compliance with program requirements and comprehensive planning requirements.

The Passaic County Planning Department will monitor activities carried out to further the Consolidated Plan to ensure long-term compliance with program requirements. The objectives of the monitoring are to make sure that activities 1) comply with all regulations governing their administrative, financial, and programmatic operations; 2) achieve their performance objectives within schedule and budget; and 3) comply with the Consolidated Plan.

Internal controls have been designed to ensure adequate segregation of duties. The Passaic County Planning Department will prepare agreements for activities supported by CDBG and establishes accounts. Invoices will be monitored for compliance with the approved spending plan and federal regulations. The Passaic County Planning Department will administer Passaic County's Integrated Disbursement and Information System (IDIS). The Finance Department will now be responsible for approval of drawdowns. The Passaic County Planning Department is also primarily responsible for setting up and administering activities.

The Passaic County Planning Department will conduct on-site monitoring for all active CDBG assisted activities carried out by subrecipients at least annually.

The County will notify non-profit subrecipients by mail of the time and date for their scheduled monitoring visit. In addition, subrecipients will be notified of the program areas to be evaluated. The Passaic County Planning Department's notification will include a list of documentation to be made available and the key staff of the organization that need to be present during the monitoring visit. Notification will be provided approximately four weeks prior to the scheduled visit. The Finance Department will provide assistance with financial monitoring of non-profit subrecipients.

For all activities, the Passaic County Planning Department will conduct a full evaluation that includes all program areas. These reviews will involve an evaluation of eligibility, statutory objective compliance, accomplishments, timeliness and other federal requirements.

The Passaic County Planning Department will utilize a CDBG monitoring checklist when reviewing each project.

When conducting an on-site visit, the Passaic County Planning Department will:

- Conduct an entrance interview with key staff involved in conducting the activity.

- Review all pertinent subrecipient files, including any third party contractor files, for necessary documentation.
- Interview appropriate officials and employees of the subrecipient organization, third party contractor staff, program clientele, and interested citizens, to discuss the subrecipient's performance.
- Visit the project site(s) or a sampling of the projects being conducted.
- Discuss with the subrecipient any discrepancies resulting from the review of files, interviews, and site visits.
- Conduct an exit interview with the appropriate officials and/or staff of the subrecipient organization to discuss the findings of the monitoring visit.

OTHER NARRATIVES AND ATTACHMENTS

Include any action plan information that was not covered by a narrative in any other section. If optional tables are not used, provide comparable information that is required by consolidated plan regulations.

During the application process for FY2011 funds, municipalities were asked to provide information on their actions to remove barriers to affordable housing and expand housing choice consistent with the County's certification of affirmatively furthering fair housing. The questionnaire is found in the Appendix with the application for FY2011 funds.

The results of this questionnaire provide evidence that many communities do not have policies that are consistent with Fair Housing law. The County held a zoning workshop for municipal planners and planning commission members to present fair housing law and will continue to work with municipalities to amend ordinances over the next few years.