

PASSAIC COUNTY, NJ

ANNUAL ACTION PLAN

FY 2016

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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 current CP corresponds to five fiscal years, which began September 1, 2013, and will end August 31, 2018. The primary federal funding resource in the 2013-2017 Consolidated 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 2013, the County prepared a Five-year plan for the fiscal years 2013 to 2017. This is the fourth annual plan that will implement the goals and objectives outlined in that plan. These goals and objectives are:

- A. Improve and expand the existing housing for low-income households.
 - 1. Provide financial assistance for housing rehabilitation
 - 2. Support efforts to stabilize and expand affordable homeownership
 - 3. Provide support to organizations seeking to develop new rental housing, particularly for veterans, or make improvements to existing rental units that provide affordable housing
 - 4. Support actions to expand the supply of rental assistance and supportive housing for persons who are homeless
- B. Support improvements to public facilities and services
 - 1. Recreation center improvements
 - 2. Public library improvements
 - 3. Neighborhood Facilities
 - 4. Non-residential historic preservation
 - 5. Demolition of structures unsuitable for rehabilitation
- C. Improve, maintain, and expand infrastructure
 - 1. Improve streets
 - 2. Improve sidewalks, including curb ramp construction
 - 3. Improve water, sanitary and storm sewer systems
 - 4. Improve parks
- D. Support Public Services
 - 1. Provide funding to organizations that serve the County's elderly population
 - 2. Support actions to expand homeless prevention and rapid re-housing services and financial assistance
 - 3. Support the Continuum of Care and implementation of the Passaic County Ten Year Plan to End Homelessness
- E. Support actions to further economic development and creation of decent jobs
- F. Support planning and administration of community and housing development activities

During FY 2016, 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 2015 grant program. The program year runs from September 1, 2015 to August 31, 2016. The Comprehensive Annual Performance and Evaluation Report (CAPER) for this year will be available for public review during December, 2016. The last CAPER, for FY 2014, covered the period through August 31, 2015.

During FY 2014, the Passaic County received \$866,001 in CDBG funds and spent a total of \$830,298. The County allocated these funds to six public infrastructure projects, one public facility project, and three public services projects, including a fair housing outreach program.

During the year, the County received an additional \$50,245 in funds from HUD that were reallocated from Westchester County, NY due to their failure to meet low-income housing goals established in a court settlement on fair housing. Passaic County allocated these funds to a public infrastructure project on Ryerson Avenue in the Borough of Bloomingdale.

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 \$3.5 million in funding in FY 2015.

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 January, 2016.
2. The first public meeting was held on February 5, 2016. Information about the hearing was sent to all municipalities and interested agencies in January 2016. 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 will be held prior to the regularly scheduled meeting of the Passaic County Board of Chosen Freeholders on June 14, 2016 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

TBD

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

Agency Role	Name	Department/Agency
Lead Agency	Passaic Co. NJ	N/A
CDBG Administrator	Passaic Co. NJ	Department of Planning and Economic Development

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AP-10 Consultation – 91.100, 91.200(b), 91.215(l)

1. Introduction

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(l))

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.

CDBG funds will provide support to two public service agencies that deliver 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 youth living in foster care.

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's CDBG funds will also support fair housing counseling services to residents to ensure 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 2016 Annual Plan. The County Plan to End Homelessness and the FY 2015 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. Describe agencies, groups, organizations and others who participated in the process and describe the jurisdictions, consultations with housing, social service agencies and other entities

Agencies were directly consulted during the Five-Year Consolidated Plan process and provided with an opportunity to comment during the FY 2016 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 2016 Annual Plan process are listed below.

Table 2 – Agencies, groups, organizations who participated

Agency/Group/Organization	Agency/Group/Organization Type
Passaic County Housing Agency	Public Housing
Passaic County Department of Planning and Economic Development	County Government
Passaic County Department of Human Services	County Government, Services - Homeless
Passaic County Department of Senior Services, Disabilities and Veteran’s Affairs	County Government
Passaic County Work Force Investment Board (WIB)	County Government
Catholic Family and Community Services	Services – Not for Profit
NewBridge Services	Services – Not for Profit
Addiction Services	Services – Substance Abuse
Strengthen Our Sisters	Services – Domestic Violence
St. Joseph’s PATH Program of Passaic County	Services – Mental Health, Homeless
Habitat for Humanity	Housing - Not for Profit

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?
HOPE in Passaic County, a Ten Year Plan to End Homelessness	Passaic County Department of Human Services	The Ten-Year plan was used to create the homeless strategies and to understand the housing needs and market analysis.
Work Force Investment Board Strategic Plan	Work Force Investment Board	The WIB goals influenced the Strategic Plan's economic development goals.

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. Such outreach included:

1. Informing the municipalities and organizations of the availability of funds and application deadline for applying. A schedule for hearings was also included. Letters and emails were sent out in December 2015.
2. The first public meeting was held on February 5, 2016. Information about the hearing was sent to all municipalities and interested agencies with the schedule in December 2015. The hearing was advertised in two local newspapers and a blast email reminded interested parties of the hearing.
3. A second hearing was held prior to the regularly scheduled meeting of the Passaic County Board of Chosen Freeholders on June 14, 2016, 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 Meeting	General Public	30	None	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 the availability of the plan.	None	None	N/A
3	Public Hearing	General Public	Freeholder Meeting	TBD	TBD	N/A
4.	Letters/Emails	Municipalities and Agencies	Sent to inform entities of process	TBD	TBD	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 2016, the amount projected to be allocated by HUD to Passaic County is \$810,869. A portion of this funding, \$50,393, for FY 2016 was reallocated from Westchester County, NY due to the settlement of a lawsuit with HUD for failure to affirmatively further fair housing.

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	810,869	0	0	800,000	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. 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 2016 CoC program later this summer.

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

There is no intent to use publically owned land for needs identified in the plan other than to improve existing public infrastructure and facilities.

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	2016	2017	Non-Housing Community Development	Urban County	Public Facility Improvements	\$100,000	Public Facility/Infrastructure other than LMI Housing Benefit: 3,090 Persons
2	Infrastructure Improvements	2016	2017	Non-Housing Community Development	Urban County	Infrastructure Improvements	\$501,560	Public Facility/Infrastructure other than LMI Housing Benefit: 5,994 Persons
3	Public Services	2016	2017	Homeless Non-Homeless Special Needs	Urban County	Public Services	\$47,135	Public Services other than LMI Housing Benefit: 120 Persons

Table 7 – Goal Descriptions

Goal	Description
Public Facility Improvements	Support improvements to public facilities and services, including: parks, recreation center improvements; public library improvements; neighborhood facilities; non-residential historic preservation; demolition of structures unsuitable for rehabilitation.
Infrastructure Improvements	Improve, maintain, and expand infrastructure, including: improving streets; improving sidewalks, including curb ramp construction; improving water and sewer systems.
Public Services	Support public services, including: providing funding to organizations that serve the County’s elderly population; supporting actions to expand homeless prevention and rapid re-housing services and financial assistance; supporting the Continuum of Care and implementation of the Passaic County Ten Year Plan to End Homelessness; providing funding to organizations that serve the County’s special needs population.

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. CDBG funds will not be used to rehabilitate or construct affordable housing in FY 2016.

AP-35 Projects – 91.220(d)

Introduction

The following project information for FY 2016 provides a comprehensive overview on the planned CDBG activities.

Table 8 – Project Information

#	Project Name
1	CDBG Administration
2	Borough of Bloomingdale – Leary Ave. Reconstruction
3	Borough of Haledon – Town Square Park
4	Borough of Hawthorne – 8 th Ave. Reconstruction
5	Borough of Pompton Lakes – Curb Cuts (ADA)
6	Borough of Prospect Park – N. 10 th St. Reconstruction
7	Borough of Totowa – Sanitary Sewer Lining (Phase IV)
8	Borough of Wanaque – Jenkins Ave., Locust St., Maple Ave., Orchard St. Road Reconstruction
9	Borough of Woodland Park – Glover Ave. Sanitary Sewer
10	Catholic Family and Community Services – Project LINC
11	NewBridge Services – Operation SAIL
12	Fair Housing Council of Northern NJ – Housing Discrimination Counseling
13	CASA – Court Appointed Advocacy for Victims of Child Abuse

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 2016 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, 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.

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

#	Project	Description	\$
1	CDBG Administration	Planning and administration for CDBG program.	\$162,174
2	Borough of Bloomingdale - Leary Ave. Reconstruction	Replacement of sewer lines, sewer laterals, water mains, water services, fire hydrants, curbs, sidewalk, and repaving of the road.	\$75,000
3	Borough of Haledon - Town Square Park	Development of new park in LMI area on former municipal building and brownfield site.	\$100,000
4	Borough of Hawthorne - 8th Ave. Reconstruction	Milling and paving of 8th Ave. from Horton Ave. to Florence Ave., including replacement of curbs as needed and ADA-compliant curb cuts at all intersections as well as retrofitting of catch basins to conform with storm water management rules.	\$50,000
5	Borough of Pompton Lakes - Curb Cuts (ADA)	Installation of ADA compliant curb ramps and detectable warning surfaces at 16 locations in the Borough of Pompton Lakes.	\$44,560
6	Borough of Prospect Park - N. 10th St. Reconstruction	Full-depth reconstruction of N. 10th St. between Haledon Ave. and Fairview Ave., including replacement of existing deteriorated concrete curb, sidewalk, and driveway aprons, new bicycle-safe grates, and installation of ADA-compliant curb ramps, as needed.	\$100,000
7	Borough of Totowa - Sanitary Sewer Lining (Phase IV)	Installation of cured-in-place pipe liner and sealing of manholes along the length of the sanitary sewer line. Sealing of sanitary sewer lateral connections at the main, and rehabilitation of sanitary manholes within the project limits: Riverview Drive between Rosalie St. and Margaret St.	\$100,000

#	Project	Description	\$
8	Borough of Wanaque - Road Reconstruction	Road reconstruction of Jenkins Avenue, Locust Street, Maple Avenue, and Orchard Street.	\$75,000
9	Borough of Woodland Park - Glover Ave. Sanitary Sewer	Construction of a new sanitary sewer main along Glover Ave., serving four existing dwellings.	\$57,000
10	Catholic Family and Community Services - Project LINC	Provision of social services to seniors and disabled individuals in Passaic County.	\$20,000
11	NewBridge Services - Operation SAIL	Assessment and outreach to frail, homebound seniors residing in West Milford, Pompton Lakes, Wanaque, Bloomingdale, Ringwood and Little Falls.	\$12,135
12	Fair Housing Council of Northern NJ - Housing Discrimination Counseling	Provision of fair housing counseling and fair housing complaint services.	\$5,000
13	CASA - Court Appointed Advocacy for Victims of Child Abuse	Training of Court Appointed Special Advocates (CASA) volunteers to provide advocacy services to youth living in foster care from birth through age 21.	\$10,000

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 2016 Annual Action Plan maps show the location of the site-specific activities.

Area benefit projects in FY 2016 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 is not a major component of the program.

Table 10 - One Year Goals for Affordable Housing by Support Requirement

One Year Goals for the Number of Households to be Supported	
Homeless	0
Non-Homeless	0
Special-Needs	0
Total	0

Table 11 - One Year Goals for Affordable Housing by Support Type

One Year Goals for the Number of Households Supported Through:	
Rental Assistance	0
The Production of New Units	0
Rehab of Existing Units	0
Acquisition of Existing Units	0
Total	0

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. 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

During the year provider agencies regularly outreach to homeless living on the street and those at risk of becoming homeless. 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.

The SSVF and Salvation Army coordinate street outreach to homeless veterans.

A uniform intake form is used to assess the needs of all persons and families that are encountered through outreach.

Addressing the emergency shelter and transitional housing needs of homeless persons

The COC works with all the shelters in the County to ensure capacity to meet emergency needs. Shelter and transitional housing providers are moving toward rapid re-housing, housing first and limiting stays prior to permanent housing entry.

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

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 Passaic County Department of Human Services has hired a full-time veteran's services staff member to coordinate the goal of ending homelessness for veterans. Veteran Affairs Supportive Housing (VASH) staff members are active in the CoC and its sub-committees. This coordination has resulted assistance to veterans in securing and maintaining housing.

The 10-Year Plan for Ending Homelessness in Passaic County (H.O.P.E.) is working to achieve its goals through implementation of these strategies:

1. Create a single point of entry;
2. Continue to expand housing first to reach a total of 600 units for chronically homeless persons and families;
3. Increase the capacity of the non-profit sector to develop, manage, and operate permanent supportive housing;
4. Develop partnerships with public housing authorities and have them adopt a preference for the chronically homeless;
5. Create a central list of eligible chronically homeless individuals and families so that those most in need of housing secure a place to live.

The COC is working to shorten the length of time persons are homeless. To this end, transitional housing is being phased out and more permanent supportive housing created.

Returning to homelessness is also being addressed by placing a priority on job training and services for persons who are homeless. The Mainstream Resources committee of the COC is working to strengthen the connection between the Workforce Investment Board and educational institutions to assist residents in obtaining their GED and other vocational training. Working with the legal services and county courts, efforts are made to clear the records of homeless persons to remove another obstacle to self-sufficiency.

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 Passaic Department of Human Services, the COC lead, has hired a full-time veterans' services staff member to coordinate the goal for ending homelessness for veterans. The Paterson Housing Authority administers 35 VASH vouchers. Services are provided through the Social Services for Veterans Families (SSVF) Program.

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

Introduction

The Five Year Plan identified barriers to home ownership 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 them 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.

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

To overcome the obstacles of providing 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. Passaic County allocated CDBG funds in FY 2013 to support housing rehabilitation for homeowners which was initiated in FY 2014. In addition, Passaic County will provide a certification of consistency to projects that meet local codes and land use requirements.

Further, to address institutional impediments, steps are being taken by various governmental agencies, including the Passaic County Department of Planning and Economic Development and support staff, the New Jersey Department of Environmental Protection and Energy, the Land Use Regulatory Element (LURE), etc., 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.

AP-85 Other Actions – 91.220(k)

Introduction

In the Five-Year CP, obstacles such as a lack of funding, NIMBYism, a lack of affordable housing, and escalating costs to providing housing were cited as obstacles to providing affordable housing.

Actions planned to address obstacles to meeting underserved needs

Through the allocation of funds in this Annual Plan, housing activities have not been undertaken. However, the County will continue to provide resources to assist homeless and low-income persons obtain housing.

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. The County has a homeless trust fund which will provide resources to address homelessness.

Actions planned to foster and maintain affordable housing

Prior year allocations of funding provided resources for a housing rehabilitation program. This program was designed to address serious and imminent threats for which a homeowner has no resources to address and could cause them to lose their home. Although the County terminated the program at the end of 2015 because of the administrative burden, a total of 12 units will have been rehabilitated due to these efforts.

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.

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
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