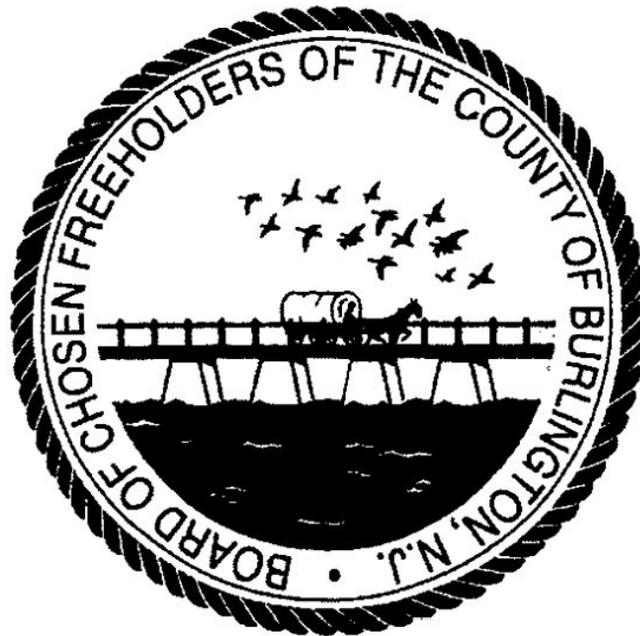


CONSOLIDATED ANNUAL PLAN

FISCAL YEAR 2017

Community Development and Housing Programs

Burlington County, New Jersey



Prepared for the Board of Chosen Freeholders

by

Community Development and Housing

# Executive Summary

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

### 1. Introduction

The Fiscal Year 2017 Annual Action Plan represents the third year of Burlington County's Consolidated Plan for the Fiscal Years 2015-2019 as approved by the Burlington County Board of Chosen Freeholders and approved by HUD. The Annual Action Plan serves as Burlington County's application for Community Development Block Grant Program and HOME Investment Partnerships Program entitlement grants and identifies the proposed programs and projects to be funded during Burlington County's Fiscal 2017 Year.

The primary objectives of the Community Development Block Grant Program (CDBG) is the development of the urban county by establishing and maintain a suitable living environment, providing decent housing, and expanding economic opportunities particularly for moderate-, low- and extremely low-income residents.

The HOME Investment Partnerships Program (HOME) is dedicated to increasing the availability and accessibility to affordable housing for low income households through the development of affordable housing and assistance to first time homebuyers.

The 2017 Annual Action Plan identifies how Burlington County proposes to utilize the funds allocated in the 2017 to address its community development, housing, and public services goals and priorities as described in the Consolidated Plan. The Burlington County Community Development and Housing Division administers both the CDBG and HOME Programs.

The Annual Action Plan is intended to coordinate the County's Community Development activities with those of other public agencies, private non-profit affordable housing providers, and non-housing providers and establishes a unified, coordinated vision for Community Development actions.

### 2. Summarize the objectives and outcomes identified in the Plan

This could be a restatement of items or a table listed elsewhere in the plan or a reference to another location. It may also contain any essential items from the housing and homeless needs assessment, the housing market analysis or the strategic plan.

The Annual Action Plan outlines major priority needs based on the Needs Assessment and Market Analysis. These include:

- Public Facilities and Improvements - Support the use of CDBG funding for public facilities and improvements. This includes, but is not limited to, road improvements, removal of architectural barriers at public facilities, and water/sewer improvements.
- Public Services - Non Homeless and Homeless - Support the use of CDBG Public Service funds for activities that benefit and address the issues of housing, homelessness, and homeless prevention, transportation for seniors and disabled, and supportive services that provide long term meaningful change for their participants through education and training.
- Housing Rehabilitation and Emergency Assistance – Provide housing rehabilitation assistance for low /income homeowners living in substandard housing and provide assistance that addresses emergency housing issues affecting immediate health and safety for low/moderate income homeowners.
- Affordable Housing – Increase and improve housing affordability through the development and/or rehabilitation of new rental and/or homeowner affordable housing and assistance to first time homebuyers.

### **3. Evaluation of past performance**

This is an evaluation of past performance that helped lead the grantee to choose its goals or projects.

Burlington County Community Development and Housing establishes its goals and activities intended to address identified community needs and gaps in services as established during its citizen participation and local consultation process. Activities and projects which are consistent with the goals and objectives of the Consolidated Plan are chosen according to community needs and along with an evaluation of past performance and implementation capacity of grant/loan recipients.

Burlington County Community Development and Housing has submitted its Consolidated Annual Performance and Evaluation Report (CAPER) for the years 2010, 2011, 2012, 2013, 2014. The CAPER evaluates and provides details on performance for those individual years and of the Five Year Consolidated Plan 2010-2014. The 2015 CAPER was submitted and both evaluated and provided details on the performance in relation to the 2015-2019 Five Year Consolidated Plan. Burlington County has, for the most part, been successful at meeting its stated goals and objectives.

Although Burlington County experienced not insignificant cuts to both its CDBG and HOME grant funding which somewhat impacted its ability to reach some of its goals, leveraging of other funding sources enabled the mostly successful achievement of the goals set forth in the previous Five Year Consolidated Plan and in the current Plan.

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

Summary from citizen participation section of plan.

To engage the public at large in the initial consultation process, the County held a public hearing during the early stages of the Plan's development (October 20, 2016). The public hearing is designed to solicit comments regarding funding goals and objectives in addition to specific activities that might be considered for funding.

As part of the application process, each municipality is required advertise its intention to submit an application for CDBG funds and hold a public hearing to solicit opinions from their residents.

Applications are reviewed by staff for eligibility/appropriateness in meeting the identified needs. Funding recommendations are made first to the Executive Committee elected by the Community Development General Advisory Committee and then to the Community Development General Advisory Committee. The General Advisory Committee reviews the staff recommendations and makes a formal recommendation to the County Board of Chosen Freeholders.

The Freeholders reviews the recommendations and either adopts, modifies or rejects the recommendations. Upon adoption by the Board of Chosen Freeholders, the recommendations are used to develop the annual action plan which is submitted to HUD for final approval.

Additional public hearings are held to solicit comments on the Annual Plan draft prior to adoption by the Board of Chosen Freeholders (March 30, 2017 and April 26, 2017). To make the opportunity to be heard accessible to the greatest number of people, the draft plan was placed on the County's website and a hearing took place during the evening in the Human Services Facility, which is handicap accessible. Advance notice was published in the Burlington County Times, Burlington County's official newspaper. Written comments were also invited. The announced purpose of the hearing was to obtain views, opinions and information to be considered in developing the Consolidated Plan. Assistance was offered to those with language barriers or disabilities.

When the draft Plan was completed it was made available for public review for a 30-day period from March 13 to April 13, 2017. A notice of the Plan's availability for review and comment, including a brief summary of the Plan and specified locations where it could be reviewed, was published in the Burlington County Times.

A public hearing was held during the 30-day comment period to afford opportunity for comment on the draft Plan and a second public hearing was held by the Board of Chosen Freeholders prior to their adopting the Consolidated Plan.

The Draft 2017 Annual Plan provided for Public comment utilized the funding allocation amount as unchanged from Program Year 2016. The actual funding allocation differed slightly from the amount

utilized in the original Draft 2017 Annual Plan, although the amounts allocated to the activities did not differ, with the exception of funds allocated to Administration activities and a Public Service activity. The amount of prior year funds utilized for the 2017 Plan was decreased.

The amended Draft 2017 Annual Plan was posted on the County's website and a notice of the Plan's availability for review and comment, including a brief summary of the Plan and specified locations where it could be reviewed, was published in the Burlington County Times on June 27, 2017 and allowed for a 15-day comment period.

## **5. Summary of public comments**

This could be a brief narrative summary or reference an attached document from the Citizen Participation section of the Con Plan.

The sole public comment was received at the Public Hearing held during a Board of Chosen Freeholders meeting on April 2, 2017. The comment can be summarized as follows:

During the Public Hearing held during Board of Chosen Freeholders meeting on April 26, 2017, Kent Pipes, President, Affordable Homes Group stated that he believed that the 2017 Annual Plan did not serve the homeless adequately and did not follow Burlington County's 10-Year Plan to End Homelessness. Mr. Pipes stated that he was a member of a non-profit group that had submitted an innovative project to be considered for micro housing independent living for long term permanent housing. The non-profit had applied for \$60,000 to purchase the potential site.

Mr. Pipes stated that without aggressive planning and risk, nothing would happen. A board member of the non-profit had donated \$20,000 from his mother's estate, as had Mr. Pipes himself. The proposed activity was not approved for funding under the Community Development Block Grant Program. Mr. Pipes admitted that land use approval by the municipality had not been granted.

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

The decision to not fund the project submitted by the non-profit agency referred to by Mr. Pipes was not funded for several reasons as follows:

1. Property to be acquired is not zoned for the proposed purpose. Township on record as opposed to the change in zoning, resulting in possible lengthy process.

2. Funding required to complete the property purchase and establish micro housing campus contingent on receiving low-income housing tax credits. An evaluation of the tax credit application requirements appears to not favor a successful result. Funding under CDBG would have been insufficient to the project's success.

## **7. Summary**

The Burlington County Community Development office has created many opportunities for public participation and/or comment in the development of the 2017 Annual Plan. It is, however, disappointing that greater participation in the process is not evidenced.

**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.

Agency Role	Name	Department/Agency
CDBG Administrator	BURLINGTON COUNTY	Community Development and Housing
HOME Administrator	BURLINGTON COUNTY	Communiy Development and Housing

**Table 1 – Responsible Agencies**

**Narrative (optional)**

**Consolidated Plan Public Contact Information**

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Burlington County Community Development and Housing

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

### **1. Introduction**

Burlington County conducted significant consultation with citizens, municipal officials, nonprofit agencies, public housing agencies, private developers, governmental agencies, and the Continuum of Care in preparing this plan. The County held a kickoff meeting and two public meetings while developing this Plan. Additionally, a survey was widely distributed to the community to assist in determining priorities to be addressed during the five year period of the Plan.

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

The Division of Community Development and Housing in conjunction with staff from the County Human Services department, leads the Burlington County Continuum of Care (CoC) and facilitates the process for the CoC and provides direction on planning and policy issues that impact the homeless population. The CoC is comprised of public and assisted housing providers, private and governmental health, mental health and service agencies providing services in Burlington County. This collaboration enables Burlington County to provide human services to the homeless and identify and address gaps in services across the County. Additionally, Burlington County undertook consultation with citizens, municipal officials, nonprofit agencies, public housing agencies, private developers, and other governmental agencies in preparing this plan through public meetings and discussions.

### **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.**

Human Services Dept staff, which includes Community Development personnel, leads the Continuum of Care (CoC) providing direction on planning and policy issues that impact the homeless population and assist local applicants in the development of applications for Super NOFA funding designed to serve the homeless and special needs populations. The CoC is comprised of over 20 public and assisted housing providers, private and governmental health, mental health and service agencies providing services in Burlington County.

To better integrate Services, the County Human Services Department has systems in place for evaluating homeless services coordination, and coordination with the mental health and other institutional discharge planning. These take place through committees of the Mental Health Board, including the System Review Committee, the Jail Diversion Team, and the Crisis Intervention Team (CIT) initiatives. The commitment to working toward shared planning of these groups is anticipated to streamline the

funding that is received for mental health, drug and alcohol, and homeless services to work toward the goal of ending homelessness. The CIT program is a collaboration with local law enforcement staff to train personnel on recognizing mental health issues in the course of their work and responding with appropriate treatment and placement resources throughout the continuum. Further changes include joint collaborative meetings of community partners from the Drug and Alcohol planning, mental health board, and homeless planning groups. System Restructuring and Data Monitoring goals are being carried out through the development of new bed and service capacity. The goal is to establish immediate placement beds strategically located throughout the county, to serve as points of entry for specific populations that are in need of housing.

Initiatives include an on-going assessment of the HMIS to improve data by tracking and monitoring performance and enhancing access, collaboration with mental health planning partners, residential health care facilities, transportation assessment, and system-wide coordination restructuring the CoC into a performance management and oversight group.

The County homeless strategy is coordinated through the CoC and is made up of several private non-profit organizations that directly contract with HUD for Continuum of Care funding. Outreach, intake, and assessment includes services designed to identify those in need of services and shelter, to gather basic client information, and to achieve a comprehensive view of the client's situation and to facilitate client access to all appropriate community services. A pilot Coordinated Assessment tool developed by members of the CoC is nearing system-wide launch.

**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**

The County of Burlington has not received ESG funding in decades and is not expected to receive those funds in the future.

The CoC collaborates with the New Jersey Housing and Mortgage Finance Agency (HMFA) for the management of services using HMIS. HMFA, the State Department of Community Affairs (DCA), and the Departments of Human Services and Children and Families also coordinate planning for service funding to individuals with disabilities and homeless youth. Through the efforts of the New Jersey Coalition to End Homelessness, the Association of State Human Services Directors, and the County Welfare Association Directors, leaders of the Burlington County teams are informed of and informing state representatives of opportunities for improved coordination.

The CoC works closely with the HMIS lead agency to assess data quality, The HMIS staff regional coordinator meets with the CoC monthly and attends all of the CoC meetings. The HMIS staff works in collaborations with the CoC staff in reviewing agency reports whenever needed in addition to these monthly meetings. Training is offered quarterly. When data quality issues are a concern for an agency, the agency is notified in writing by our HMIS lead agency and the CoC staff person is copied, follow up training is then scheduled to remediate the problem. Community Development staff have initiated a mandatory monthly HMIS Data Quality meetings to assist and ensure that HMIS data quality continues to improve and reflect the level and quality of assistance provided by CoC member agencies. Additionally, staff attends training provided by the HMIS provider in order to keep abreast of policy and/or procedural updates.

**2. Describe Agencies, groups, organizations and others who participated in the process and describe the jurisdiction's consultations with housing, social service agencies and other entities**

**Table 2 – Agencies, groups, organizations who participated**

1	<b>Agency/Group/Organization</b>	CATHOLIC CHARITIES - DIOCESE OF TRENTON
	<b>Agency/Group/Organization Type</b>	Services-Victims of Domestic Violence
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Homeless Needs - Families with children Homelessness Strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Organization was consulted through CoC discussions and participation in the areas of needs assessment and homeless strategy relating to those who are homeless as victims of domestic violence. A broader understanding of those needs is expected to lead to creating greater housing opportunities.
2	<b>Agency/Group/Organization</b>	CATHOLIC CHARITIES EMERGENCY SERVICES
	<b>Agency/Group/Organization Type</b>	Services - Housing Services-homeless
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Organization was consulted through CoC discussions in the areas of needs assessment and homeless strategy relating to those facing homelessness. A broader understanding of those needs had led to joint participation in the rapid re-housing program and creating greater housing opportunities
3	<b>Agency/Group/Organization</b>	Burlington County Board of Social Services
	<b>Agency/Group/Organization Type</b>	PHA

	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Public Housing Needs Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Organization was consulted through CoC discussions, bi-weekly meetings in the areas of needs assessment and homeless strategy relating to those facing homelessness. A broader understanding of those needs is expected to lead to creating a new homeless strategy that is focused on rapid re-housing
4	<b>Agency/Group/Organization</b>	BURLINGTON COUNTY CAP
	<b>Agency/Group/Organization Type</b>	Housing Service-Fair Housing
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Organization was consulted through CoC discussions in the areas of needs assessment and homeless strategy relating to those facing homelessness. As the Community Action agency, a better coordination of service is expected to lead to creating greater housing opportunities.
5	<b>Agency/Group/Organization</b>	Burlington County Continuum of Care
	<b>Agency/Group/Organization Type</b>	Planning organization Continuum of Care

	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Organization was consulted through group discussions in the areas of needs assessment and homeless strategy relating to those facing homelessness. A broader understanding of those needs is expected to lead to creating increased housing opportunities, better coordination of services and strategies.
6	<b>Agency/Group/Organization</b>	CONTACT of Burlington County
	<b>Agency/Group/Organization Type</b>	Services - Housing Services-Children Services-Elderly Persons Services-Victims of Domestic Violence Services-homeless Service-Fair Housing Services - Victims
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Unaccompanied youth Homelessness Strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Organization was consulted to discuss issues relating to needs assessment and homeless strategy relating to those facing homelessness. A broader understanding of those needs is expected to lead to creating greater housing opportunities.

7	<b>Agency/Group/Organization</b>	MOORESTOWN ECUMENICAL NEIGHBORHOOD DEVELOPMENT (MEND)
	<b>Agency/Group/Organization Type</b>	Housing
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Market Analysis
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Non-profit CHDO consulted as member representative of General Advisory committee providing input on housing issues relating to individuals and families in the region, especially those affecting elderly and market conditions.
8	<b>Agency/Group/Organization</b>	BURLINGTON COUNTY OFFICE ON AGING
	<b>Agency/Group/Organization Type</b>	Other government - County
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Non-Homeless Special Needs
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	County Aging Department was consulted to discuss issues relating to needs assessment and homeless strategy relating to senior citizen population and their needs as a member of the General Advisory Committee. A broader understanding of those needs is expected to lead to creating greater understanding of elderly priorities.
9	<b>Agency/Group/Organization</b>	Burlington County Veterans Affairs
	<b>Agency/Group/Organization Type</b>	Other government - County
	<b>What section of the Plan was addressed by Consultation?</b>	Homelessness Needs - Veterans
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	County department was consulted for needs assessment and homeless strategy. A greater understating of veterans needs is expected.

10	<b>Agency/Group/Organization</b>	Servicios Latinos
	<b>Agency/Group/Organization Type</b>	Services to Spanish speaking population
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Minority housing
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Organization was consulted to discuss issues relating to needs assessment and homeless strategy related tho those facing homelessness in the Hispanic community through participation in the CoC. A broader understanding of those needs is expected to lead to creating greater housing opportunities for minority populations.
11	<b>Agency/Group/Organization</b>	Habitat for Humanity Burlington County
	<b>Agency/Group/Organization Type</b>	Housing
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Market Analysis
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Discussions with housing agency devoted to providing homeownership opportunities to low- and moderate- income households consulted for market analysis and housing needs assessment. Discussions intended to lead towards understanding homeownership issues.
12	<b>Agency/Group/Organization</b>	Monarch Housng Associates
	<b>Agency/Group/Organization Type</b>	Planning organization
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy

	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Agency integral in annual Point-in-Time count for Burlington County and provided analysis on homelessness within the county
13	<b>Agency/Group/Organization</b>	Burlington County Health Department
	<b>Agency/Group/Organization Type</b>	Other government - County
	<b>What section of the Plan was addressed by Consultation?</b>	Non-Homeless Special Needs Lead-based Paint Strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	County department was consulted to discuss issues relating to no-homeless special needs and lead-base paint issues. A broader understanding of those needs is expected to lead to developing programs and actions that contribute to healthy communities.
14	<b>Agency/Group/Organization</b>	Burlington City Housing Authority
	<b>Agency/Group/Organization Type</b>	PHA
	<b>What section of the Plan was addressed by Consultation?</b>	Public Housing Needs
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Local Housing Authority consulted to discuss status of public housing facilities and future plans. Better coordination of service is expected
15	<b>Agency/Group/Organization</b>	Beverly City Housing Authority
	<b>Agency/Group/Organization Type</b>	PHA
	<b>What section of the Plan was addressed by Consultation?</b>	Public Housing Needs
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Local Housing Authority consulted to discuss status of public housing facilities and future plans. Better coordination of service is expected

16	<b>Agency/Group/Organization</b>	Florence Housing Authority
	<b>Agency/Group/Organization Type</b>	PHA
	<b>What section of the Plan was addressed by Consultation?</b>	Public Housing Needs
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Local Housing Authority consulted to discuss status of public housing facilities and future plans. Better coordination of service is expected
17	<b>Agency/Group/Organization</b>	Christian Caring Center
	<b>Agency/Group/Organization Type</b>	Services-homeless
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Non-profit agency consulted for needs assessment and homeless strategy, particularly with the rural homeless. A better understanding of the issues and services that can provided facing both rural and suburban homeless is expected
18	<b>Agency/Group/Organization</b>	Burlington County Mental Health Board
	<b>Agency/Group/Organization Type</b>	Services-Health Planning organization
	<b>What section of the Plan was addressed by Consultation?</b>	Homeless Needs - Chronically homeless Homelessness Strategy Non-Homeless Special Needs Speical needs - mental health

	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Participation in regularly scheduled meeting of Mental Health Board to discuss issues relating to special needs population in the County. Coordination among various boards, county departments, and private providers is expected
19	<b>Agency/Group/Organization</b>	St Vincent de Paul
	<b>Agency/Group/Organization Type</b>	Services - Housing Services-Children Services-Elderly Persons Services-Persons with Disabilities
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Homeless Needs - Families with children Homelessness Needs - Veterans
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Non-profit, religious based organization consulted to discuss issues with which their organization addresses on daily basis to assist in needs assessment
20	<b>Agency/Group/Organization</b>	Burlington County General Advisory Committee
	<b>Agency/Group/Organization Type</b>	Other government - Local Planning organization Business and Civic Leaders
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Community Development - non housing
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	General Advisory Committee comprised of representatives from all municipalities in Burlington County, Joint Base McGuire-Dix-Lakehurst, and 17 Freeholder appointments from the housing industry, financial institutions, real estate, community action organization, and citizens at large. Provides consultation and approval of actions to be included in Annual Plan

21	<b>Agency/Group/Organization</b>	Oaks Integrated Care Services (formerly Twin Oaks)
	<b>Agency/Group/Organization Type</b>	Services - Housing Services-Persons with Disabilities Health Agency
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Homelessness Strategy Non-Homeless Special Needs
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Non-profit agency consulted to discuss issues relating to special needs population in the County. Better coordination of service is expected
22	<b>Agency/Group/Organization</b>	Legacy Treatment Services
	<b>Agency/Group/Organization Type</b>	Services - Housing Services-Persons with Disabilities Services-homeless
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Non-Homeless Special Needs
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Non-profit agency consulted to discuss issues relating to special needs population in the County. Better coordination of service is expected
23	<b>Agency/Group/Organization</b>	United Way of Greater Philadelphia and Sounthern New Jersey
	<b>Agency/Group/Organization Type</b>	Regional organization
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Non-Homeless Special Needs

<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Community Development staff serve on impact council for housing leading to a diverse information exchange on the needs in the area
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**Identify any Agency Types not consulted and provide rationale for not consulting**

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

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care	Burlington County Human Services Department	Homelessness prevention and rapid re-housing goals, strategies, and actions to be taken

**Table 3 – Other local / regional / federal planning efforts**

**Narrative (optional)**

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

### **1. Summary of citizen participation process/Efforts made to broaden citizen participation Summarize citizen participation process and how it impacted goal-setting**

To engage the public at large in the consultation process, Burlington County sponsored public hearings were conducted. During the early stages of the Plan's development (October 20, 2016), a public hearing was held. To make the opportunity to be heard accessible to the greatest number of people, the draft plan was placed on the County's website and two additional public hearings (March 30, 2017, April 26, 2017) took place during the evening in the Human Services facility and during the Public Meeting session of the regularly scheduled Freeholder Board meeting during the 30 day comment period and prior to their adopting the Annual Plan. A notice of the Plan's availability for review and comment, including a brief summary of the Plan and specified locations where it could be reviewed, was published in the Burlington County Times. All Public meetings were held in handicapped accessible facilities. Public meetings were also held at the municipal level by those municipalities submitting proposals for the 2017 Program Year as a requirement of their application.

With the change in the funding allocation amount and an amended 2017 Annual Plan, an additional 14-day comment period was announced by advertisement in the Burlington County Times on June 27, 2017.

**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	Newspaper Ad	Non-targeted/broad community		No comments received	No action required	
2	Internet Outreach	Non-targeted/broad community		No comments received	No action required	<a href="http://www.co.burlington.nj.us/DocumentCenter">http://www.co.burlington.nj.us/DocumentCenter</a>

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (if applicable)
3	Public Hearing	Non-targeted/broad community	Representatives from three (3) municipalities and three (3) social service agencies were attendance	No comments were received	No action required	

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)
4	Public Hearing	Non-targeted/broad community	No one in attendance	No comments received	No action required	

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)
				<p style="text-align: center;">Annual Action Plan 2017</p>	<p>The decision to not fund the project submitted by the non-profit agency referred to by Mr. Pipes was not funded for several reasons as<sup>25</sup> follows: :1. Property to be</p>	

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)
6	News paper Ad	Non-targeted/broad community		No comments received	No action required	

**Table 4 – Citizen Participation Outreach**



## Expected Resources

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

#### Introduction

While it is true that expected resources do not always materialize, planning financial resources for the 2017 Program Year requires Burlington County to review past funding resources and explore new funding opportunities. There are several sources of funds that have consistently or historically been leverage to accomplish goals and objectives under the five year consolidated plan and the 2017 annual action plan.

The following table provides the anticipated resources that Burlington County anticipates having available during the 2017 Program Year and remaining anticipated funding for the 2018, and 2019 Program Years.

#### Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	1,216,919	200,000	472,464	1,889,383	3,096,386	Municipalities receiving funds must pay for architectural/engineering and many couple state funds to ensure project is adequately funded. Non-profits receive funds from state,grants, private donations, and casino revenue
HOME	public - federal	Acquisition Homebuyer assistance Homeowner rehab Multifamily rental new construction Multifamily rental rehab New construction for ownership TBRA	577,788	50,000	0	627,788	948,841	First time homebuyers are required to contribute at least 3% of the purchase price. Affordable housing developers combine the use of LIHTC, municipal contributions, deferred developer fees, and other loan vehicles

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
Competitive McKinney-Vento Homeless Assistance Act	public - federal	Other	575,000	0	0	575,000	0	
General Fund	public - local	Housing	70,000	0	0	70,000	0	
LIHTC	private	Housing Multifamily rental new construction Multifamily rental rehab	26,987,614	0	0	26,987,614	0	
Section 8	public - federal	Housing Other	0	0	0	0	0	
Other	private	Public Services Other	983,445	0	0	983,445	0	
Other	public - federal	Housing Other	113,790	0	0	113,790	0	
Other	public - state	Housing	941,800	0	0	941,800	0	
Other	public - state	Housing Other	372,277	0	0	372,277	0	

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
Other	public - local	Public Improvements	269,367	0	0	269,367	0	

Table 5 - Expected Resources – Priority Table

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

In addition to the funds enumerated above that have often times been leveraged as a result of the availability of federal funds, CDBG, and HOME funds are intended to leverage other funding sources. The CDBG grants are sub-granted to municipalities and requires that each municipality provide some funding for their individual activity by at the least, providing the funding to cover engineering/architectural fees. The non-profit agencies receiving the limited funding all secure additional funding from state, federal, and local programs. The Burlington County First Time Homebuyers Program requires that each first time homebuyer contribute a minimum of 3% of their own funds towards the purchase of the home. The HOME developer program mandates that each activity funded meet the minimum threshold of 25% match; however, in most cases, Burlington County's HOME loan is a minor, but necessary part of the total funding package. The match contributions are in the form of land donations, deferral of taxes and fees, case investments, and private and state or local sources, and below market rate loans.

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

## **Discussion**

All recipients for assistance under the Community Development Block Grant Program and the HOME Investment Partnerships Program are expected to share the burden of costs for their respective activities. The funding sources utilized to support that cost share come from a variety of local, state, federal, and private sources.

Private financial institutions are essential resources for housing developments. The Federal Home Loan Bank of New York, Thrift Institutions Community Investment corp of NJ (TICIC), Casinoo Reinvestment Development Authority (CRDA), and Community Loan Funds of New Jersey have invested in housing development activities undertaken by developers in Burlington County in previous years. It is expected that developers and businesses applying for assistance using CDBG and HOME funding will also seek funds from these institutions and from local financial institutions.

To meeting Community Reinvestment Act (CRA) requirements, local financial institutions make low interest rate opportunities available to low income homebuyers. Reduced interest rates and grants are also made available through CRA programs to assist disabled people with handicap modifications to their dwelling units. Opportunities for these funding sources have greatly diminished.

## Annual Goals and Objectives

### AP-20 Annual Goals and Objectives

#### Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Affordable homeowner housing - homebuyer	2015	2019	Affordable Housing		First time homebuyer assistance	HOME: \$151,248	Direct Financial Assistance to Homebuyers: 17 Households Assisted
2	Housing rehabilitation	2015	2019	Affordable Housing		Rehabilitation of owner-occupied homes	CDBG: \$120,000	Homeowner Housing Rehabilitated: 10 Household Housing Unit
3	Affordable rental housing creation	2015	2019	Affordable Housing Homeless Non-Homeless Special Needs		Construction of affordable rental housing Rehabilitation of affordable rental housing	HOME: \$418,761 LIHTC: \$26,987,614	Rental units constructed: 132 Household Housing Unit
4	Housing counseling	2015	2019	Affordable Housing		Homelessness assistance and prevention services	CDBG: \$15,000 Social Services Block Grant: \$43,790	Homelessness Prevention: 200 Persons Assisted

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
5	Emergency shelter for victims of domestic violence	2015	2019	Homeless		Emergency shelter for victims of domestic violence	CDBG: \$30,000 Community Service Block Grant: \$337,000 FEMA: \$10,000 Social Services Block Grant: \$337,500 Social Services for the Homeless: \$35,790	Homeless Person Overnight Shelter: 150 Persons Assisted
6	Emergency services hotline	2015	2019	Homeless		Homelessness assistance and prevention services	CDBG: \$30,000 FEMA: \$8,000 Social Services Block Grant: \$115,000 Social Services for the Homeless: \$14,000	Homeless Person Overnight Shelter: 580 Persons Assisted Homelessness Prevention: 2200 Persons Assisted
7	Infrastructure improvements	2015	2019	Non-Housing Community Development		Infrastructure improvements	CDBG: \$742,000 Municipal funds: \$402,572	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 10600 Persons Assisted

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
8	Public facility improvements	2015	2019	Non-Housing Community Development		Public facility improvements	CDBG: \$244,000 Municipal funds: \$121,960	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 6171 Persons Assisted
9	Transportation services	2015	2019	Non-Housing Community Development		Special needs transportation services	CDBG: \$135,000 Casino revenue: \$983,445	Public service activities other than Low/Moderate Income Housing Benefit: 150 Persons Assisted
10	Homelessness prevention and rapid re-housing	2015	2019	Homeless		Homelessness assistance and prevention services	General Fund: \$70,000 Social Services for the Homeless: \$1,300,000	Homelessness Prevention: 350 Persons Assisted
11	Emergency home repair	2015	2019	Affordable Housing		Rehabilitation of owner-occupied homes	CDBG: \$45,000	Homeowner Housing Rehabilitated: 21 Household Housing Unit
12	Emergency heater replacement	2015	2019	Affordable Housing		Rehabilitation of owner-occupied homes	CDBG: \$45,000	Homeowner Housing Rehabilitated: 10 Household Housing Unit
13	Administration - CDBG	2015	2019	Non-Housing Community Development		Administration of CDBG Program	CDBG: \$283,383	Other: 1 Other
14	Administration - HOME	2015	2019	Affordable Housing		Administration of HOME Program	HOME: \$57,779	Other: 1 Other

**Table 6 – Goals Summary**

## Goal Descriptions

1	<b>Goal Name</b>	Affordable homeowner housing - homebuyer
	<b>Goal Description</b>	
2	<b>Goal Name</b>	Housing rehabilitation
	<b>Goal Description</b>	
3	<b>Goal Name</b>	Affordable rental housing creation
	<b>Goal Description</b>	
4	<b>Goal Name</b>	Housing counseling
	<b>Goal Description</b>	
5	<b>Goal Name</b>	Emergency shelter for victims of domestic violence
	<b>Goal Description</b>	
6	<b>Goal Name</b>	Emergency services hotline
	<b>Goal Description</b>	
7	<b>Goal Name</b>	Infrastructure improvements
	<b>Goal Description</b>	
8	<b>Goal Name</b>	Public facility improvements
	<b>Goal Description</b>	
9	<b>Goal Name</b>	Transportation services
	<b>Goal Description</b>	

<b>10</b>	<b>Goal Name</b>	Homelessness prevention and rapid re-housing
	<b>Goal Description</b>	
<b>11</b>	<b>Goal Name</b>	Emergency home repair
	<b>Goal Description</b>	
<b>12</b>	<b>Goal Name</b>	Emergency heater replacement
	<b>Goal Description</b>	
<b>13</b>	<b>Goal Name</b>	Administration - CDBG
	<b>Goal Description</b>	
<b>14</b>	<b>Goal Name</b>	Administration - HOME
	<b>Goal Description</b>	

## Projects

### AP-35 Projects – 91.220(d)

#### Introduction

The process for developing the Program Year 2017 Annual Plan included the solicitation of comments early in the process, reivew of applications submitted by Community developmen staff and review and approval by the General Advisory Committee, public hearings to solicit comments on the plan, and review and approval by the burlington Board of Chosen Freeholders

#### Projects

#	Project Name
1	Bordentown City
2	Bordentown Township
3	Burlington Township
4	Cinnaminson Township
5	Dealnco Township
6	Delran Township
7	Edgewater Park Township
8	Evesham Township
9	Forence Township
10	Hainesport Township
11	Lumberton Township
12	Medford Township
13	Catholic Charities Emergency Services
14	Providence House/Catholic Charities
15	SEN-HAN Transportation
16	Clarifi
17	Evesham Section 811 Housing Corporation
18	Home Improvement Loan Program
19	Emergency Heater Repalcement Program
20	Emergency Home Repair
21	Rehabilitation Services
22	Housing Services
23	Administration - CDBG
24	Administration - HOME Program
25	Homelessness prevention and rapid re-housing
26	First Time Homebuyer Program

#	Project Name
27	Affordable rental housing creation

**Table 7 - Project Information**

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

**AP-38 Project Summary**  
**Project Summary Information**

1	<b>Project Name</b>	Bordentown City
	<b>Target Area</b>	
	<b>Goals Supported</b>	Public facility improvements
	<b>Needs Addressed</b>	Public facility improvements
	<b>Funding</b>	CDBG: \$78,000 Municipal funds: \$20,000
	<b>Description</b>	Architectural barrier removal: Installation of elevator at Old City Hall, a public meeting place and other accessible modifications
	<b>Target Date</b>	9/30/2017
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	It is estimated that approximately 324 disabled adults residing in the municipality will benefit from the proposed accessible modifications along with other disabled adults that will attend functions at this public facility.
	<b>Location Description</b>	
	<b>Planned Activities</b>	
2	<b>Project Name</b>	Bordentown Township
	<b>Target Area</b>	
	<b>Goals Supported</b>	Infrastructure improvements
	<b>Needs Addressed</b>	Infrastructure improvements Public facility improvements
	<b>Funding</b>	CDBG: \$78,000 Municipal funds: \$35,035
	<b>Description</b>	Architectural barrier removal: installation of handicapped curb ramps at municipal complex and in the Bossert neighborhood
	<b>Target Date</b>	9/30/2017
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	It is estimated that approximately 789 disabled adults in the municipality will benefit from this activity
	<b>Location Description</b>	
	<b>Planned Activities</b>	
3	<b>Project Name</b>	Burlington Township
	<b>Target Area</b>	

	<b>Goals Supported</b>	Infrastructure improvements
	<b>Needs Addressed</b>	Infrastructure improvements
	<b>Funding</b>	CDBG: \$78,000
	<b>Description</b>	Microsurfacing overlay of Pinewald Lane, Center Ave, and a portion of Langdon Rd
	<b>Target Date</b>	9/30/2017
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	It is estimated that approximately 1,305 low/mod persons ( 2,710 total people) will benefit from the activity
	<b>Location Description</b>	
	<b>Planned Activities</b>	
<b>4</b>	<b>Project Name</b>	Cinnaminson Township
	<b>Target Area</b>	
	<b>Goals Supported</b>	Infrastructure improvements
	<b>Needs Addressed</b>	Infrastructure improvements
	<b>Funding</b>	CDBG: \$78,000
	<b>Description</b>	Architectural barrier removal: installation of ADA compliant curb ramps at various intersections
	<b>Target Date</b>	9/30/2017
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	It is estimated that approximately 1778 disabled adults will benefit from this proposed activity
	<b>Location Description</b>	
	<b>Planned Activities</b>	
<b>5</b>	<b>Project Name</b>	Dealnco Township
	<b>Target Area</b>	
	<b>Goals Supported</b>	Infrastructure improvements
	<b>Needs Addressed</b>	Infrastructure improvements
	<b>Funding</b>	CDBG: \$78,000

	<b>Description</b>	Architectural barrier removal: installation of ADA compliant handicapped ramps at various intersections and sidewalk replacement at senior housing complex
	<b>Target Date</b>	9/30/2017
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	It is estimated that 522 disabled adults will be assisted by this proposed activity
	<b>Location Description</b>	
	<b>Planned Activities</b>	
6	<b>Project Name</b>	Delran Township
	<b>Target Area</b>	
	<b>Goals Supported</b>	Infrastructure improvements
	<b>Needs Addressed</b>	Infrastructure improvements
	<b>Funding</b>	CDBG: \$78,000 Municipal funds: \$17,200
	<b>Description</b>	Resurfacing of Pheasant Rd and a portion of Manor Rd.
	<b>Target Date</b>	9/30/2017
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	It is estimated that approximately 1120 low/mod income people (1420 total persons) will benefit from this proposed activity.
	<b>Location Description</b>	
7	<b>Project Name</b>	Edgewater Park Township
	<b>Target Area</b>	
	<b>Goals Supported</b>	Infrastructure improvements
	<b>Needs Addressed</b>	Infrastructure improvements
	<b>Funding</b>	CDBG: \$78,000 Municipal funds: \$125,912
	<b>Description</b>	Stabilization and expansion of silver Park West drainage basin
	<b>Target Date</b>	9/30/2017

	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	It is estimated that approximately 540 low/moderate income (1165 total persons) will benefit from this proposed activity
	<b>Location Description</b>	
	<b>Planned Activities</b>	
8	<b>Project Name</b>	Evesham Township
	<b>Target Area</b>	
	<b>Goals Supported</b>	Infrastructure improvements Public facility improvements
	<b>Needs Addressed</b>	Infrastructure improvements Public facility improvements
	<b>Funding</b>	CDBG: \$78,000 Municipal funds: \$3,220
	<b>Description</b>	Architectural and material barrier removal: 1) installation of accessible door at entry to township library; 2) installation of accessible pathway for residents of disabled, low income community
	<b>Target Date</b>	9/30/2017
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	It is estimated that approximately 3361 disabled adults will benefit from this proposed activity
	<b>Location Description</b>	
	<b>Planned Activities</b>	
9	<b>Project Name</b>	Forence Township
	<b>Target Area</b>	
	<b>Goals Supported</b>	Public facility improvements
	<b>Needs Addressed</b>	Public facility improvements
	<b>Funding</b>	CDBG: \$78,000
	<b>Description</b>	Architectural barrier removal: renovations of existing bathrooms, entryway, and parking area to make handicapped accessible
	<b>Target Date</b>	9/30/2017

	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	It is estimated that 1459 disabled adults will benefit from this ipropsed activity
	<b>Location Description</b>	
	<b>Planned Activities</b>	
<b>10</b>	<b>Project Name</b>	Hainesport Township
	<b>Target Area</b>	
	<b>Goals Supported</b>	Infrastructure improvements
	<b>Needs Addressed</b>	Infrastructure imrovements
	<b>Funding</b>	CDBG: \$78,000
	<b>Description</b>	Sidewalk and curb replacement/installation on Edwin, Albert, and Washington Sts.
	<b>Target Date</b>	9/30/2017
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	It is estaimted that 720 low/modeate income people (1085 total persons) will benefit from this proposed activity
	<b>Location Description</b>	
	<b>Planned Activities</b>	
<b>11</b>	<b>Project Name</b>	Lumberton Township
	<b>Target Area</b>	
	<b>Goals Supported</b>	Public facility improvements
	<b>Needs Addressed</b>	Public facility improvements
	<b>Funding</b>	CDBG: \$78,000
	<b>Description</b>	Barrier removal: ADA improvements at Village Green Park, Phase IV
	<b>Target Date</b>	9/30/2017
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	It is estimated that 1028 disabled adults will benefit from this propsed activity
	<b>Location Description</b>	
	<b>Planned Activities</b>	

12	<b>Project Name</b>	Medford Township
	<b>Target Area</b>	
	<b>Goals Supported</b>	Infrastructure improvements
	<b>Needs Addressed</b>	Infrastructure improvements
	<b>Funding</b>	CDBG: \$78,000
	<b>Description</b>	Architectural and material barrier removal: installation of ADA compliant ramps and pathways from Senior Center to neighborhood park
	<b>Target Date</b>	9/30/2017
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	It is estimated that approximately 1535 disabled adults will benefit from this proposed activity
	<b>Location Description</b>	
	<b>Planned Activities</b>	
13	<b>Project Name</b>	Catholic Charities Emergency Services
	<b>Target Area</b>	
	<b>Goals Supported</b>	Emergency services hotline
	<b>Needs Addressed</b>	Homelessness assistance and prevention services
	<b>Funding</b>	CDBG: \$30,000 Social Services Block Grant: \$167,443 Social Services for the Homeless: \$79,414
	<b>Description</b>	Costs associated with operation of 24 hour emergency housing hotline
	<b>Target Date</b>	9/30/2017
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	It is estimated that access to homeless services for 2,200 households will be provided by this proposed activity. In addition, 580 homeless will be served by providing shelter and case management services.
	<b>Location Description</b>	
	<b>Planned Activities</b>	
14	<b>Project Name</b>	Providence House/Catholic Charities
	<b>Target Area</b>	

	<b>Goals Supported</b>	Emergency shelter for victims of domestic violence
	<b>Needs Addressed</b>	Emergency shelter for victims of domestic violence
	<b>Funding</b>	CDBG: \$30,000 Community Service Block Grant: \$458,784 Social Services Block Grant: \$232,573
	<b>Description</b>	Provide emergency housing for victims of domestic violence and their children
	<b>Target Date</b>	
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	It is estimated that at least 150 victims of domestic abuse and their children will be assisted under this proposed activity. In addition, supportive services will be provided to 125 persons.
	<b>Location Description</b>	
	<b>Planned Activities</b>	
15	<b>Project Name</b>	SEN-HAN Transportation
	<b>Target Area</b>	
	<b>Goals Supported</b>	Transportation services
	<b>Needs Addressed</b>	Special needs transportation services
	<b>Funding</b>	CDBG: \$124,000 Casino revenue: \$983,445
	<b>Description</b>	Provide special transportation services for senior citizens and disabled residents of Burlington County
	<b>Target Date</b>	
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	It is estimated that approximately 38,000 one-way rides will be provided to senior citizens and/or disabled adults (approx 150 unduplicated persons)
	<b>Location Description</b>	
	<b>Planned Activities</b>	
16	<b>Project Name</b>	Clarifi
	<b>Target Area</b>	
	<b>Goals Supported</b>	Housing counseling Homelessness prevention and rapid re-housing

	<b>Needs Addressed</b>	Homelessness assistance and prevention services
	<b>Funding</b>	CDBG: \$15,000 Community Service Block Grant: \$20,000 FEMA: \$23,790
	<b>Description</b>	Provide foreclosure prevention housing counseling to individuals in crisis
	<b>Target Date</b>	9/30/2017
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	It is estimated that approximated 200 household experiencing foreclosure actions will be assisted with the proposed activity
	<b>Location Description</b>	
	<b>Planned Activities</b>	
<b>17</b>	<b>Project Name</b>	Evesham Section 811 Housing Corporation
	<b>Target Area</b>	
	<b>Goals Supported</b>	Infrastructure improvements
	<b>Needs Addressed</b>	Infrastructure improvements
	<b>Funding</b>	CDBG: \$50,000 Municipal funds: \$68,000
	<b>Description</b>	Barrier removal: construction of pedestrian accessible pathway for residents of disabled housing community
	<b>Target Date</b>	9/30/2017
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	It is estimated that approximately 16 residents of disabled community housing will be assisted by this proposed activity, while an additional 3361 disabled adults of this municipality will be benefit.
	<b>Location Description</b>	
	<b>Planned Activities</b>	Evesham Section 811
<b>18</b>	<b>Project Name</b>	Home Improvement Loan Program
	<b>Target Area</b>	
	<b>Goals Supported</b>	Housing rehabilitation
	<b>Needs Addressed</b>	Rehabilitation of owner-occupied homes
	<b>Funding</b>	CDBG: \$120,000

	<b>Description</b>	Provide up to \$20,000 deferred payment loan to homeowners to correct substandard conditions in their owner occupied (not income producing) homes
	<b>Target Date</b>	9/30/2017
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	It is estimated that approximately 10 low/moderate income households will be assisted with this proposed activity
	<b>Location Description</b>	
	<b>Planned Activities</b>	
<b>19</b>	<b>Project Name</b>	Emergency Heater Replacement Program
	<b>Target Area</b>	
	<b>Goals Supported</b>	Emergency heater replacement
	<b>Needs Addressed</b>	Rehabilitation of owner-occupied homes
	<b>Funding</b>	CDBG: \$45,000
	<b>Description</b>	Replacement of heating systems of owner occupied dwellings with energy efficient systems
	<b>Target Date</b>	
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	It is estimated that approximately 10 owner occupied low/moderate income households will be assisted by this activity
	<b>Location Description</b>	
	<b>Planned Activities</b>	
<b>20</b>	<b>Project Name</b>	Emergency Home Repair
	<b>Target Area</b>	
	<b>Goals Supported</b>	Emergency home repair
	<b>Needs Addressed</b>	Rehabilitation of owner-occupied homes
	<b>Funding</b>	CDBG: \$45,000
	<b>Description</b>	Correct conditions in owner-occupied homes that pose immediate threat to health or safety of occupants. Repairs are available to low and moderate income, owner occupied (not income producing) dwellings located in participating municipalities

	<b>Target Date</b>	9/30/2017
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	It is estimated that approximately 21 low/moderate income households will be assisted by this activity
	<b>Location Description</b>	
	<b>Planned Activities</b>	
<b>21</b>	<b>Project Name</b>	Rehabilitation Services
	<b>Target Area</b>	
	<b>Goals Supported</b>	Housing rehabilitation Emergency home repair Emergency heater replacement
	<b>Needs Addressed</b>	Rehabilitation of owner-occupied homes
	<b>Funding</b>	CDBG: \$100,000
	<b>Description</b>	Services related to the Home Improvement Loan Program, Emergency Home Repair, and emergency Heater Replacement Programs
	<b>Target Date</b>	
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	
	<b>Location Description</b>	
	<b>Planned Activities</b>	
<b>22</b>	<b>Project Name</b>	Housing Services
	<b>Target Area</b>	
	<b>Goals Supported</b>	Affordable homeowner housing - homebuyer Affordable rental housing creation
	<b>Needs Addressed</b>	Construction of affordable rental housing Rehabilitation of affordable rental housing First time homebuyer assistance
	<b>Funding</b>	CDBG: \$100,000

	<b>Description</b>	Services in support of affordable housing projects assisted by the HOME Program. Services are related to assisting owner, tenants, contractors, and other entities participating or wishing to participate in the HOME Program
	<b>Target Date</b>	
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	
	<b>Location Description</b>	
	<b>Planned Activities</b>	
<b>23</b>	<b>Project Name</b>	Administration - CDBG
	<b>Target Area</b>	
	<b>Goals Supported</b>	Administration - CDBG
	<b>Needs Addressed</b>	Administration of CDBG Program
	<b>Funding</b>	CDBG: \$283,383
	<b>Description</b>	Costs related to continuing administration of the CDBG Program
	<b>Target Date</b>	9/30/2017
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	
	<b>Location Description</b>	
	<b>Planned Activities</b>	
<b>24</b>	<b>Project Name</b>	Administration - HOME Program
	<b>Target Area</b>	
	<b>Goals Supported</b>	Administration - HOME
	<b>Needs Addressed</b>	Administration of HOME Program
	<b>Funding</b>	HOME: \$57,779
	<b>Description</b>	Costs related to continuing administration of the HOME Investment Partnerships Program
	<b>Target Date</b>	9/30/2017

	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	
	<b>Location Description</b>	
	<b>Planned Activities</b>	
25	<b>Project Name</b>	Homelessness prevention and rapid re-housing
	<b>Target Area</b>	
	<b>Goals Supported</b>	Homelessness prevention and rapid re-housing
	<b>Needs Addressed</b>	Homelessness assistance and prevention services
	<b>Funding</b>	Competitive McKinney-Vento Homeless Assistance Act: \$575,000 General Fund: \$70,000 Community Service Block Grant: \$63,000 FEMA: \$90,000 Social Services for the Homeless: \$292,863
	<b>Description</b>	Establish sheltering options that will transition into permanent housing and reduce reliance on motels including intensive case management
	<b>Target Date</b>	
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	
	<b>Location Description</b>	
	<b>Planned Activities</b>	
26	<b>Project Name</b>	First Time Homebuyer Program
	<b>Target Area</b>	
	<b>Goals Supported</b>	Affordable homeowner housing - homebuyer
	<b>Needs Addressed</b>	First time homebuyer assistance
	<b>Funding</b>	HOME: \$151,248
	<b>Description</b>	Provide assistance to low and moderate income first time homebuyers for the purchase of their first home by providing closing cost assistance and down payment assistance
	<b>Target Date</b>	

	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	It is estimated that approximately 20 low/moderate income first time homebuyers will be assisted by this activity
	<b>Location Description</b>	
	<b>Planned Activities</b>	
<b>27</b>	<b>Project Name</b>	Affordable rental housing creation
	<b>Target Area</b>	
	<b>Goals Supported</b>	Housing rehabilitation Affordable rental housing creation Homelessness prevention and rapid re-housing
	<b>Needs Addressed</b>	Construction of affordable rental housing Rehabilitation of affordable rental housing
	<b>Funding</b>	HOME: \$418,761 LIHTC: \$26,987,614
	<b>Description</b>	Construction of new and/or rehabilitation of existing rental housing to increase the availability of affordable housing for very low, and low income households
	<b>Target Date</b>	
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	It is estimated that approximately 22 HOME assisted rental units (132 total units) will be developed with support from this proposed activity. At least 10 rental units will be set aside for the Rapid re-housing program
	<b>Location Description</b>	
	<b>Planned Activities</b>	

## **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**

As in previous years, the 2017 funding is directed geographically assist the greatest number of people in need of housing and services and to support activities that will improve low income areas. Thirty-one (31) of the forty (40) municipalities in Burlington County's jurisdiction have elected to participate with the County in its Housing and Community Development Programs. The non-participating municipalities are the boroughs of Palmyra, Pemberton, and Wrightstown; the Cities of Beverly and Burlington; and the Townships of Mount Holly, North Hanover, Pemberton, and Riverside. Eight (8) of the nine (9) non-participating municipalities plan to seek participation in the State administered Small Cities Program as an alternative to the County's CDBG Program. Funding under this plan for property improvements or municipal services is not made available to serve areas or residents in non-participating municipalities. However, service activities that are designed to provide benefits on a county-wide basis do not exclude residents of these communities.

For the most part, the municipalities who have chosen not to participate in Burlington County's Urban County have the highest concentration of low and moderate income households and among the highest concentrations of minorities.

As an Urban County and in accordance with 24 CFR Part 570.208(a)(1)(ii)(A), Burlington County determines the low/moderate income area benefits by ranking the census block groups in the participating municipalities and identifying the upper quartile as eligible areas. The location of proposed activities is identified elsewhere in this plan.

Allocation of funding for Program Year 2017 has been allocated to those participating municipalities in the upper half of the alphabet (by name) and that applied for assistance for an eligible activity. Funding for non-profit organizations (non-public services) was allocated to those entities also in the upper half alphabetically.

### **Geographic Distribution**

<b>Target Area</b>	<b>Percentage of Funds</b>
Willingboro Township	

**Table 8 - Geographic Distribution**

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

The process as described was developed so that it allows for a fair distribution of funding throughout the jurisdiction. It is recognized that each municipality has its own unique problems and is best suited to creatively solve those problems in partnership and consultation with the County's Community Development and Housing Office.

## **Discussion**

## Affordable Housing

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

#### Introduction

The production of affordable housing is a high priority; however, with limited funding available through the HOME Program and heavy competition for low Income Housing Tax Credits support and reluctance of local jurisdictions to welcome affordable housing, the number of units produced may vary significantly from year to year.

The development of affordable housing involves combining complicated funding sources and property development which usually will take two to three years to complete the project.

One Year Goals for the Number of Households to be Supported	
Homeless	10
Non-Homeless	122
Special-Needs	0
Total	132

**Table 9 - One Year Goals for Affordable Housing by Support Requirement**

One Year Goals for the Number of Households Supported Through	
Rental Assistance	0
The Production of New Units	132
Rehab of Existing Units	0
Acquisition of Existing Units	0
Total	132

**Table 10 - One Year Goals for Affordable Housing by Support Type**

#### Discussion

It is anticipated that 22 units of affordable housing will be created during the 2017 Program Year supported with HOME funds. Additionally, it is anticipated that a total of 122 affordable units not supported with HOME funds will be leveraged through the use of HOME funding support.

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

### **Introduction**

There are no Public Housing units supported by Burlington County Housing Authority. Housing Choice vouchers are the sole option for public housing units.

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

Not applicable

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

Not applicable

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

Not applicable

### **Discussion**

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

### **Introduction**

The Burlington County Ten Year Plan to End Homelessness codified the goals and objectives of the the County to make significant strides in tackling its homeless population and included the following objectives:

1. Create a Single Point of Entry into a uniform system
2. Improve sheltering options that quickly track to opermanent housing
3. Establish system coordination
4. Integrate services
5. Improve electronic and data monitoring
6. Moniotr progress and prioritize subcomponent goals along with those loarge goals

### **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**

In order to move toward these goals over the next year, the Continuum of Care hs the following one-year objectives:

1. Continue and expand the established Rapid Rehousing initiatives
2. Utilize more effectively the network of short-term, emergency shelter provider agencies
3. Identifiy and link at least 100 individuals to employe training
4. Directly fund at least 10 units of permanent housing dedicated to the Rapid Rehousing initiative
5. Finalize coordinated assessment tool and begin implementation

In order to effectively develop permanent housing solutions, the CoC is working toward a uniform front door that serves as a point of assessment and system coordination. The Board of Social Services continues to function as that front door as the Continuum is working to integrate their assessment process into the system as a whole and align their procedures with the resources that are available through HMIS for tracking utilization.

The CoC has established a coordinated assessment team that has continued developing the uniform method of assessment in the system. During the past year, several agencies have piloted the use of the assessment tool leading to significant changes. It is anticipated that the tool will be finalized within the year for use by all participants.

The County conducts the annual Point In Time Count of the homeless. This count includes faith based partners, law enforcement, the County Health Department, as well as traditional homeless providers and mental health agencies serving the homeless. While the PIT count identifies some of the homeless population and includes a comprehensive assessment of individual and community needs, the street outreach committee works throughout the year through community feeding and lunch programs located in Mt. Holly and Pemberton Townships, and the Program in Assertive Treatment of the Homeless (PATH)

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

The CoC has identified those agencies that provide emergency shelter housing access for those individuals experiencing homelessness. Those housing providers are slated to be an integral part of the Coordinated Assessment process that should be fully implemented during Program Year 2017.

These short-term, time-limited emergency housing beds would continue to be used for emergency placements and assessment. Following a brief transition period, the households would transition to permanent housing using the Rapid Rehousing model that has proven to be an effective tool.

**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**

The County will contract for services for at least 100 individuals through its Rapid Rehousing initiative. In addition, the County will identify and transition at least 100 individuals who are experiencing or at risk of homelessness into employment training for a sustainable, in-demand occupation.

There are currently four (4) components to the Rapid Rehousing initiative:

1. Social Services for the Homeless - The restructure contract with Catholic Charities and with Christain Caring Center allocates funding to provide a Rapid Rehousing program for approximately 15 households per agency per year and will be renewed for Program Year 2017. To date, this program has been effective and successful in transitioning homeless individuals and families into permanent housing and steady income through intensive case management services.
2. Intensive Case Management Program administered by Oaks Integrated Care takes referrals from the Board of Social Services and successfully places individuals and households into permanent housing by facilitating income stability.
3. Pilot program for General Assistance (GA) clients for rapid rehousing. Although this program has not been as successful as hoped, it will continue throughout Program Year 2017 to support the transition of individuals from homelessness to permanent housing and coordinating with the American Job Center for housing stability. Working with the provider, clients who are eligible for case management services will be supported through a case management fee paid to the provider, in addition to the individual's qualified TRA payment.

Utilizing qualified case management teams allows the County to work closely with the provider to develop a system of accountability and a permanent housing transition process that will improve monitoring of success in attaining permanent, sustainable housing and increasing income over the course of the program.

**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.**

Plans to end homelessness have been driven by the belief that the most effective way to reduce homelessness is to prevent the loss of housing whenever possible. The Department of Human Services and the CoC will continue to work to prevent the loss of housing through prevention subsidies and improved system coordination. The Mental Health Board will continue to work on discharge planning through the system review committee which includes representative from the corrections facility, health care facilities, and the homeless and mental health provider network.

County resources, SSH funds, and United Way funding will fund homelessness prevention activities which help to prevent the loss of housing through short-term or one-time support to help with back rent or utility payments. By partnering these resources and an improved coordination of a front door, the Continuum hopes to improve long term case management and support for job training.

For individuals who are disabled, further support and coordination will be continue through the SOAR initiative, which will target planning for individuals with disabilities to facilitate access to long term benefits. Drug and alcohol, mental health, and homeless planning groups will continue to meet jointly to facilitate resource sharing and coordination.

Twenty-five (25) rental assistance vouchers have been awarded to Legacy/Virtua/Burlington County collaborative whereby chronic users of public systems (jails, local hospitals, screening and crisis intervention programs, etc) will be identified and, along with case management, will be given a housing subsidy.

## **Discussion**

Program Year 2017 focus of coordinated efforts will include:

1. Improving access to and understanding of addiction treatment resources
2. Providing education on access to mental health and suicide prevention resources
3. Heroin addiction treatment and prevention including Narcan training

4. Increasing access to the crisis Intervention Team trainings
5. Creating integrated Youth Employment Servicesw Drop in Centers for comprehensive job training for young adults, especially disconnected youth ages 16-24, to preven the cycle of underemployment and poverty before it becomes routine.

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

### **Introduction:**

The barriers to affordable housing are similar barriers for most geographic areas of New Jersey, namely cost and availability. Housing development cost, whether rehabilitation or new construction, continues to outpace available funding, while developable land in a densely populated area becomes ever scarcer.

The uncertainty of the status of the affordable housing obligations in New Jersey coupled with the lack of housing trust funds has seriously impacted affordable housing production.

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

The Community Development and Housing Office will continue its education/outreach efforts by providing municipalities with assistance in identifying their options for addressing their "fair share" housing obligations.

Additionally, Burlington County's CoC continues to assist in educating local officials on affordable housing issues in an effort to change misconceptions identified by service providers

### **Discussion:**

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

### **Introduction:**

During Program Year 2017, Burlington County has developed plans to address the obstacles to meeting underserved needs, fostering and maintaining affordable housing, evaluate and reduce lead-based paint hazards, reduce the number of poverty-level families, develop institutional structure, and enhance coordination between public and private housing and social service agencies.

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

In an effort to direct limited available funding and still make demonstrable progress toward achieving the Consolidated Plan Goals, the following actions are planned:

Community/Public Services – Funding will be directed to some of the most vulnerable populations within the county. This includes providing funding for victims of domestic violence, housing counseling services including foreclosure mediation, transportation services for the disabled and senior population, and support for 24-hr emergency services for the homeless.

Capital Improvement Activities – Support for public infrastructure needs and public facility improvements support neighborhood sustainability and improved livability along with improving accessibility and availability.

Homeowner assistance – Those homeowners who are experiencing financial burdens to maintain their homes are assisted through the Emergency Home Repair Program and the Heater Replacement Program. These grants are made available in addition to the Housing Rehabilitation Program. These programs are designed to correct conditions in owner occupied homes that pose immediate threat to the health or safety of the occupants and improve affordability.

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

HOME Program funds will continue to be utilized to assist low and moderate income households in the purchase of a home by providing closing cost and down payment assistance to first time homebuyers.

Funding under the HOME Program will be directed to activities that will increase the stock of affordable housing in the County with special priority given to locating housing options that demonstrate de-concentration of poverty, access to public transportation, provide special needs housing, and in low minority concentrated areas, close to public transportation, and whenever available, be directed to

family housing.

Continued support for the rehabilitation of existing housing units (owner occupied) will bring existing housing stock up to code. The County's Home Improvement Loan Program, a zero interest, deferred payment loan, will assist existing homeowners bring their homes up to code and provide a mechanism for low and moderate income homeowners to maintain their housing.

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

Lead-based Paint Hazard requirements are integrated into programs and projects administered and funded by the Community Development and Housing office. The following activities are planned during FY2017 to ensure continued compliance:

- Continue interaction with the County's Health Department to increase enforcement and reduce the duplication of efforts to reduce lead hazards in housing.
- Evaluate program procedures related to lead-based paint regulations and determine if adjustments are needed to maintain effective delivery of services and implement changes as needed
- Continue training of inspection staff, as needed, to maintain one full-time risk assessor.
- Continue distribution of information on lead-based paint requirements to housing developers and construction contractors.
- Continue to sponsor and distribute information on training programs to expand the inventory of certified "Safe Work Practices" and "Abatement" contractors and landlords.
- Continue education for the public, particularly residents living in high risk housing about lead-based paint hazards and hazard prevention.

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

The Community Development and Housing Division, in collaboration with the CoC, the Burlington County Board of Social Services, and other Human Service Department Divisions including, but not limited to Behavioral Health, Employment and Training, and Veteran's Services, will continue to coordinate with homeless providers and mainstream housing and service programs to provide case management, including counseling, addiction rehabilitation programs, and other life skills training. One goal of these programs is to increase program participants' ability to find and keep employment, allowing them to maintain their housing and move from poverty to sustainable housing and income.

The Homeless Services Liaison is responsible for coordinating with homeless providers and working with the staff of the Board of Social Services to divert new applicants and increase diversion to training and

on-the-job training opportunities for all new recipients of service. This effort is intended to improve long-term self-sufficiency.

For those who are disabled, the Human Services Department and the CoC are working closely with a lead agency, Legacy Treatment Services, to establish a county-wide SSDI Outreach, Access, and Recovery (SOAR) initiative. This program targets planning for individuals with disabilities to facilitate access to long-term benefits. Drug and alcohol, mental health, and homeless planning groups meet jointly to facilitate resource sharing and coordination.

The Community Development and Housing office will continue to fund non-profit agencies that provide long term meaningful change to the families and individuals they serve. By giving these individuals the education and skills necessary to obtain living wage jobs, they are being given an opportunity to find the stability necessary to move out of poverty.

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

The Community Development and Housing Division will continue to work with various public service agencies, County Divisions and Departments, businesses, local municipalities, and special needs boards and commissions to find opportunities to better further the goals and objectives proposed. These relationships are integral in streamlining the implementation of CDBG and HOME projects in a time of limited funding.

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

Limited funding available to address an array of housing and community development needs across a substantial geography has led Burlington County to seek and strengthen collaboration with existing housing agencies, social service providers, cooperating municipalities, and other County departments. The County plans to continue and strengthen its relationships with homeless service providers through its active participation in the CoC, the Mental Health Board, and other social services providers.

Collaboration will also be encouraged among private housing developers, service providers, and other non-profit agencies throughout the County. Improved communication and cooperation will allow for a private/non-profit sectors and vice versa

### **Discussion:**



## Program Specific Requirements

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

#### Introduction:

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.

#### 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
<b>Total Program Income:</b>	<b>0</b>

#### Other CDBG Requirements

1. The amount of urgent need activities	0
2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan.	80.00%

**HOME Investment Partnership Program (HOME)**  
**Reference 24 CFR 91.220(l)(2)**

1. A description of other forms of investment being used beyond those identified in Section 92.205 is as follows:

The funding for the construction and/or rehabilitation of affordable housing often requires that multiple sources of investment be utilized. Some of those anticipated investments include:

- Low Income Housing Tax Credits
- Deferred developer fees
- Historic Tax Credits
- Housing Trust Funds
- Permanent Mortgages
- Land donation and/or financial support from municipalities
- PILOT
- Cash investment from private parties

2. A description of the guidelines that will be used for resale or recapture of HOME funds when used for homebuyer activities as required in 92.254, is as follows:

**Recapture provisions:**

- First Time Homebuyer Program – provides both closing costs and down payment assistance. The recapture provision is enforced for the total loan amount during the affordability period and is reflected in recorded documents. Once the affordability period has been satisfied, the closing cost assistance is forgiven. The total amount of the down payment assistance remains subject to the recapture provision upon sale of the home.
- Developer Program –HOME assisted units to be sold to a qualified buyer are subject to enforcement of the recapture provision when the qualified buyer receives a subsidy created by a discounted sales price from the fair market value and/or when the qualified buyer receives direct assistance such as down payment assistance and/or closing cost assistance. The homebuyer shall sign a recorded deed restriction. The affordability period made part of the deed restriction will be contingent upon the subsidy level. Upon sale of the property prior to satisfying the affordability period, the Recapture provision will be enforced as follows:
  - Owner Investment Returned First Recapture – from the sale proceeds, priority mortgage lien over the county’s HOME loan lien shall be paid in full and any owner financially documented improvements to the property and original down payment will be provided to the homeowner.
  - The HOME loan will be repaid based on the remaining net proceeds from the sale of the home. If no remaining net proceeds, the HOME loan will not be repaid to the County.
  - Upon receipt of the recaptured HOME funds, if any, the affordability restrictions are lifted.
  - Excess funds from the sale of the home will remain with the home owner.
  - If the assisted unit is subject to foreclosure and no net proceeds from the sale of the property result, HOME guidelines are met.
  - Upon satisfaction of the affordability period, the HOME loan may then be forgiven and the deed affordability restriction is released and any other recorded documents are discharged. The owner of the property is then eligible to sell the property at a fair market price.

The **Resale** provisions:

Developer HOME assisted units to be sold to a qualified buyer are subject to enforcement of the resale provision when the qualified buyer has not received any direct HOME subsidy and ensures that the HOME assisted property remains affordable for the entire affordability period and is enforced by an affordability deed restriction. The property must be sold to an income qualified buyer approved by the County.

3. A description of the guidelines for resale or recapture that ensures the affordability of units acquired with HOME funds? See 24 CFR 92.254(a)(4) are as follows:

The **Recapture provision** is enforced for the total loan amount during the affordability period and is reflected in recorded documents. The homebuyer shall sign a recorded deed restriction and/or any other document required by the County's legal counsel to ensure his/her understanding of the obligation's and responsibilities upon sale of the Home Assisted property. The affordability period is made part of the deed restriction and is contingent upon the subsidy level. Upon satisfaction of the affordability period, the HOME loan may then be forgiven and the deed affordability restriction is released and any other recorded documents are discharged.

The **Resale provision** is also enforced by the affordability deed restriction placed on the property. If the property is sold prior to satisfying the affordability period, the affordability restriction remains in effect. At the end of the affordability period, and at the request of the property owner, the HOME loan may be forgiven and the affordability deed restriction will be released and any other recorded documents will be discharged.

4. Plans for using HOME funds to refinance existing debt secured by multifamily housing that is rehabilitated with HOME funds along with a description of the refinancing guidelines required that will be used under 24 CFR 92.206(b), are as follows:

There are no plans for this activity.

**Emergency Solutions Grant (ESG)**  
**Reference 91.220(I)(4)**

1. Include written standards for providing ESG assistance (may include as attachment)
2. If the Continuum of Care has established centralized or coordinated assessment system that meets HUD requirements, describe that centralized or coordinated assessment system.
3. Identify the process for making sub-awards and describe how the ESG allocation available to private nonprofit organizations (including community and faith-based organizations).
4. If the jurisdiction is unable to meet the homeless participation requirement in 24 CFR 576.405(a), the jurisdiction must specify its plan for reaching out to and consulting with homeless or formerly homeless individuals in considering policies and funding decisions regarding facilities and services funded under ESG.
5. Describe performance standards for evaluating ESG.

**Housing Trust Fund (HTF)**  
**Reference 24 CFR 91.220(I)(5)**

1. Distribution of Funds
  - a. Describe the eligibility requirements for recipients of HTF funds (as defined in 24 CFR § 93.2).
  - b. Describe the jurisdiction's application requirements for eligible recipients to apply for HTF funds.
  - c. Describe the selection criteria that the jurisdiction will use to select applications submitted by eligible recipients.
  - d. Describe the jurisdiction's required priority for funding based on geographic distribution, which is a description of the geographic areas of the State (including areas of low-income and minority concentration) in which it will direct assistance during the ensuing program year.

e. Describe the jurisdiction's required priority for funding based on the applicant's ability to obligate HTF funds and undertake eligible activities in a timely manner.

f. Describe the jurisdiction's required priority for funding based on the extent to which rents for units in the rental project are affordable to extremely low-income families.

g. Describe the jurisdiction's required priority for funding based on the financial feasibility of the project beyond the required 30-year period.

h. Describe the jurisdiction's required priority for funding based on the merits of the application in meeting the priority housing needs of the jurisdiction (such as housing that is accessible to transit or employment centers, housing that includes green building and sustainable development features, or housing that serves special needs populations).

i. Describe the jurisdiction's required priority for funding based on the location of existing affordable housing.

j. Describe the jurisdiction's required priority for funding based on the extent to which the application makes use of non-federal funding sources.

2. Does the jurisdiction's application require the applicant to include a description of the eligible activities to be conducted with HTF funds?

3. Does the jurisdiction's application require that each eligible recipient certify that housing units assisted with HTF funds will comply with HTF requirements?

**4. Performance Goals and Benchmarks.** The jurisdiction has met the requirement to provide for performance goals, consistent with the jurisdiction's goals established under 24 CFR 91.215(b)(2), by including HTF in its housing goals in the housing table on the SP-45 Goals and AP-20 Annual Goals and Objectives screens.

**5. Rehabilitation Standards.** The jurisdiction must establish rehabilitation standards for all HTF-assisted housing rehabilitation activities that set forth the requirements that the housing must meet upon project completion. The jurisdiction's description of its standards must be in sufficient detail to determine the required rehabilitation work including methods and materials. The standards may refer to applicable codes or they may establish requirements that exceed the minimum requirements of the codes. The

jurisdiction must attach its rehabilitation standards below. If the jurisdiction will not use HTF funds for the rehabilitation of housing, enter “N/A”.

In addition, the rehabilitation standards must address each of the following: health and safety; major systems; lead-based paint; accessibility; disaster mitigation (where relevant); state and local codes, ordinances, and zoning requirements; Uniform Physical Condition Standards; and Capital Needs Assessments (if applicable).

**6. Resale or Recapture Guidelines.** Below, the jurisdiction must enter (or attach) a description of the guidelines that will be used for resale or recapture of HTF funds when used to assist first-time homebuyers. If the jurisdiction will not use HTF funds to assist first-time homebuyers, enter “N/A”.

**7. HTF Affordable Homeownership Limits.** If the jurisdiction intends to use HTF funds for homebuyer assistance and does not use the HTF affordable homeownership limits for the area provided by HUD, it must determine 95 percent of the median area purchase price and set forth the information in accordance with §93.305. If the jurisdiction will not use HTF funds to assist first-time homebuyers, enter “N/A”.

**8. Limited Beneficiaries or Preferences.** Describe how the jurisdiction will limit the beneficiaries or give preferences to a particular segment of the extremely low- or very low-income population to serve unmet needs identified in its consolidated plan or annual action plan. If the jurisdiction will not limit the beneficiaries or give preferences to a particular segment of the extremely low- or very low-income population, enter “N/A.”

Any limitation or preference must not violate nondiscrimination requirements in § 93.350, and the jurisdiction must not limit or give preferences to students. The jurisdiction may permit rental housing owners to limit tenants or give a preference in accordance with § 93.303 only if such limitation or preference is described in the action plan.

**9. Refinancing of Existing Debt.** Enter or attach the jurisdiction’s refinancing guidelines below. The guidelines describe the conditions under which the jurisdiction will refinance existing rental housing project debt. The jurisdiction’s refinancing guidelines must, at minimum, demonstrate that rehabilitation is the primary eligible activity and ensure that this requirement is met by establishing a minimum level of rehabilitation per unit or a required ratio between rehabilitation and refinancing. If the jurisdiction will not refinance existing debt, enter “N/A.”

**Discussion:**