

PASSAIC COUNTY
New Jersey
ANNUAL ACTION PLAN 2010
B-10-UC-34-0112



PUBLIC DISPLAY DOCUMENT FOR THE PERIOD
May 20, 2010 – June 22, 2010

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May 2010

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Annual Action Plan

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

Narrative Responses

ACTION PLAN

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

Executive Summary 91.220(b)

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

Priorities and Actions

During Fiscal Year 2010, Passaic County will fund activities in furtherance of the objectives and priorities identified in the Strategic Plan for the five years from 2008 to 2012. These include:

a. Support improvements to public facilities and services

1. Recreation Center Improvements
2. Public Library improvements
3. Homeless shelter improvements
4. Special needs services

b. Improve, maintain, and expand infrastructure

1. Various sidewalk improvements
2. Handicapped curb cut improvements
3. Street improvements
4. Storm drainage improvements
5. Park improvements

c. Support for economic development

1. Support business development activities, i.e. commercial revitalization, façade improvements, new construction and rehabilitation projects
2. Support financial counseling and credit repair for companies

3. Support sustainable development projects

d. Program Administration

Outcome Performance Measures

HUD has developed an outcomes performance measurement system to collect information on outcomes of activities and to aggregate that information at the local and national level. Below is a list of Passaic County's proposed 2009 projects as matched with their HUD-approved performance measures.

PERFORMANCE MEASURES FY 2010

PRIORITY	PROJECT	OUTCOME MEASURE	OBJECTIVE	OUTPUT
Infrastructure	Borough of Hawthorne – ADA curb ramps	Availability/ Accessibility	Create a suitable Living Environment	25 Public facilities
	Borough of Woodland Park (formerly W. Paterson) – Street improvements	Availability/ Accessibility	Create a suitable Living Environment	1,269 People
	Borough of Haledon – Roe St. Park improvements	Availability/ Accessibility	Create a suitable Living Environment	8,252 People
	Borough of Prospect Park – Park improvements	Availability/ Accessibility	Create a suitable Living Environment	5,572 People
Public facilities	Strengthen Our Sisters	Availability/ Accessibility	Create a suitable Living Environment	1 public facility
	Township of Little Falls – Library Roof Replacement	Availability/ Accessibility	Create a suitable Living Environment	1 public facility
	Borough of Pompton Lakes – Library Historic Preservation (slum/blight)	Availability/ Accessibility	Create a suitable Living Environment	1 public facility
Public services	Catholic Family and Community Services – LINC program	Availability/ Accessibility	Sustainability	50 People
	NewBridge Services – Operation SAIL – Elderly services	Availability/ Accessibility	Sustainability	35 People

Geographic Distribution:

Passaic County will provide CDBG funds to activities serving the nine participating jurisdictions. The handicap curb ramp projects are non-site specific within the municipalities.

As such assistance is not directed to any specific geographic area. The 2010 Consolidated Action Plan map shows the location of the site-specific activities. This map follows the project activity sheets included in the appendix.

The areas of the participating jurisdictions in Passaic County that have a concentration of Non-White and Latino populations are limited. Only Census Block Groups in Haledon and Prospect Park have higher concentrations of Non-White and Latino households as compared with the rest of the participating jurisdictions. Each of these communities is receiving funds for community-wide activities.

Haledon and Prospect Park also have a higher percentage of low-income households. Other communities with low-income households that have requested funding are receiving grants to undertake community-wide activities.

Evaluation of Past Performance:

The County is working with the local municipalities and subrecipients of the prior year funds to complete funded activities. During the first fiscal year, two projects were completed and invoiced during fiscal year 2009– Pompton Lakes and Hawthorne’s project were completed.

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

For FiscalYear 2008, the County focused on the development of its standard operating procedure and the development of applications and forms to ensure the efficient operation of the program. In addition, the County was delayed by a HUD review of a survey of local residents performed to support the development of a sidewalk in West Milford. Therefore, expenditures were limited to Administration. Although completed, Hawthorne did not invoice for the curb ramps until Spring, 2010, and Prospect Park completed phase I of the Library renovation and also invoiced in Spring, 2010. The housing rehabilitation, funded with repayments of small communities (NJ DCA) grant funds from years ago, was also redesigned and will be operating this summer, 2010.

Projects selected in FY 2009, as well as those not completed from FY 2008, are being readied for construction this summer, 2010.

Citizen Participation 91.220(b)

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

The citizen participation process evidence is included in Appendix 2.

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

On March 10, 2010, a public hearing was held at the Planning Department, 930 Riverview Drive – Suite 250, Totowa, NJ to solicit input from social service agencies, housing providers, local municipalities, County agencies, and the general public. Training on the completion of an application for funding was provided. The hearing was publicized through notices in two local newspapers, web-site information and direct mailing to over 160 not-for-profit community organizations.

On May 20, 2010, a summary of the Action Plan was published in the *Herald News* alerting interested persons as to the availability of the plan. The plan was placed at the following location in Passaic County for public review:

- Planning Department, 930 Riverview Drive– Suite 250, Totowa New Jersey 07512;
- County Administration Building at 401 Grand St, Paterson, NJ, 2nd Floor, Office of the Clerk to the Board
- Passaic County Housing Authority: 100 Hamilton Plaza, Paterson, NJ
- MUNICIPAL CLERK'S OFFICE OF THE FOLLOWING MUNICIPALITIES: BLOOMINGDALE, HALEDON, HAWTHORNE, LITTLE FALLS, POMPTON LAKES, PROSPECT PARK, WANAQUE, WEST MILFORD, WOODLAND PARK
- Passaic County website: www.passaiccountynj.org
- Strengthen Our Sisters, PO Box 1089, Hewitt, NJ 07421
- Catholic Family and Community Services, 24 DeGrasse Street, Paterson, NJ 07505
- NewBridge Services, 105 Hamburg Turnpike, Pompton Lakes, NJ 07442

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

The public review period was from May 20, 2009 to June 21, 2010. A public hearing will be held on June 8, 2010 to allow for review and discussion of the Annual Plan and proposed use of FY 2010 Program Funds. The Board of Chosen Freeholders of Passaic County is expected to approve submittal of the Action Plan on June 22, 2010. Documentation of the Citizen Participation process is included in the appendix of this document.

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

(To be inserted after comment period)

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

(To be inserted after comment period)

Resources 91.220(c)(1) and (c)(2)

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

i. Federal Resources

The table below shows the County's anticipated HUD entitlement for FY 2010.

FUNDS AVAILABLE IN FY 2010

Funding Source	Amount
Community Development Block Grant Program FY 2010 Entitlement	\$946,150.00
Reprogrammed funds – prior years	\$40,639.63
Program Income	0
TOTAL	\$986,789.63

The County expects to receive on-going Section 8 Rental Assistance funding from HUD to continue to provide 835 vouchers to low income renters in Passaic County, outside the entitlement cities.

The county is not aware of any Low Income Housing Tax Credit applications. However, the County would support, with a Certification of Consistency, proposals for affordable housing that may arise.

Passaic County administers the Continuum of Care (CoC) program serving all homeless persons in the County. The CoC expects to apply for funding under the 2010 CoC Program later this summer.

ii. Other Resources

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

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

Passaic County has accumulated loan repayments from a DCA funded housing rehabilitation program in the approximate amount of \$200,000. These funds are being used to re-start the owner-occupied housing rehabilitation program. This program will focus on major system rehabilitation.

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

Each municipality will leverage the CDBG funds with community funds to provide engineering services for their projects. The County does not pay for engineering. In addition, the total project costs will require that some of the municipalities bond for the remainder of the funds needed to complete the project budget.



SF 424

The SF 424 is part of the Annual Action Plan. SF 424 form fields are included in this document.

Date Submitted July 15, 2009	Applicant Identifier	Type of Submission	
Date Received by state	State Identifier	Application	Pre-application
Date Received by HUD	Federal Identifier	<input checked="" type="checkbox"/> Construction	<input type="checkbox"/> Construction
		<input checked="" type="checkbox"/> Non Construction	<input type="checkbox"/> Non Construction
Applicant Information			
Passaic County		Organizational DUNS: 063148811	
930 Riverview Drive, Suite 250		Organizational Unit:	
Totowa	New Jersey	Planning Department	
07512	USA	B-10-UC-34-0112	
Employer Identification Number (EIN):		County: Passaic County	
22-6002466		Project start date: 10-01-09	
Applicant Type:		Specify Other Type if necessary:	
Urban County			
Program Funding		U.S. Department of Housing and Urban Development	
Catalogue of Federal Domestic Assistance Numbers; Descriptive Title of Applicant Project(s); Areas Affected by Project(s) (cities, Counties, localities etc.); Estimated Funding			
Community Development Block Grant		14.218 Entitlement Grant	
CDBG Project Titles	FY10 CDBG ACTION PLAN	Description of Areas Affected by CDBG Project(s): Passaic County	
CDBG Grant Amount	\$946,150	Additional HUD Grant(s) Leveraged	Describe
Additional Federal Funds Leveraged		Additional State Funds Leveraged	
Locally Leveraged Funds		Grantee Funds Leveraged	
Anticipated Program Income		Other (Describe)	
Total Funds Leveraged for CDBG-based Project(s) \$946,150			
Home Investment Partnerships Program		14.239 HOME	
HOME Project Titles		Description of Areas Affected by HOME Project(s)	
HOME Grant Amount		Additional HUD Grant(s) Leveraged	Describe
Additional Federal Funds Leveraged		Additional State Funds Leveraged	

Locally Leveraged Funds	Grantee Funds Leveraged
Anticipated Program Income	Other (Describe)
Total Funds Leveraged for HOME-based Project(s)	

Housing Opportunities for People with AIDS		14.241 HOPWA
HOPWA Project Titles		Description of Areas Affected by HOPWA Project(s):
HOPWA Grant Amount:	Additional HUD Grant(s) Leveraged	Describe
Additional Federal Funds Leveraged		Additional State Funds Leveraged
Locally Leveraged Funds	Grantee Funds Leveraged	
Anticipated Program Income	Other (Describe)	
Total Funds Leveraged for HOPWA-based Project(s)		

Emergency Shelter Grants Program		14.231 ESG
ESG Project Titles		Description of Areas Affected by ESG Project(s)
ESG Grant Amount:	Additional HUD Grant(s) Leveraged	Describe
Additional Federal Funds Leveraged		Additional State Funds Leveraged
Locally Leveraged Funds	Grantee Funds Leveraged	
Anticipated Program Income	Other (Describe)	
Total Funds Leveraged for ESG-based Project(s)		

Congressional Districts of: New Jersey		Is application subject to review by state Executive Order 12372 Process?	
Applicant Districts	Project Districts		
8th			
Is the applicant delinquent on any federal debt? If "Yes" please include an additional document explaining the situation.		<input type="checkbox"/> Yes	This application was made available to the state EO 12372 process for review on DATE
		<input checked="" type="checkbox"/> No	Program is not covered by EO 12372
<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	<input type="checkbox"/> N/A	Program has not been selected by the state for review

Person to be contacted regarding this application		
Deborah Hoffman		
Director	Department of Economic Development	
Deborahh@passaiccountynj.org	TEL: 973-569-4720	Fax: 973-569-4725
Signature of Authorized Representative:		Date Signed
Bruce James, Freeholder Director		

Annual Objectives 91.220(c)(3)

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

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

Goals and objectives to be carried out during the action plan period are indicated by placing a check in the following boxes.

<input type="checkbox"/>	Objective Category Decent Housing Which includes:	<input checked="" type="checkbox"/>	Objective Category: Create a suitable living environment Which includes:	<input type="checkbox"/>	Objective Category: Expanded Economic Opportunities Which includes:
<input type="checkbox"/>	assisting homeless persons obtain affordable housing	<input checked="" type="checkbox"/>	improving the safety and livability of neighborhoods	<input type="checkbox"/>	job creation and retention
<input type="checkbox"/>	assisting persons at risk of becoming homeless	<input checked="" type="checkbox"/>	eliminating blighting influences and the deterioration of property and facilities	<input type="checkbox"/>	establishment, stabilization and expansion of small business (including micro-businesses)
<input type="checkbox"/>	retaining the affordable housing stock	<input checked="" type="checkbox"/>	increasing the access to quality public and private facilities	<input type="checkbox"/>	the provision of public services concerned with employment
<input type="checkbox"/>	increasing the availability of affordable permanent housing in standard condition to low-income and moderate-income families, particularly to members of disadvantaged minorities without discrimination on the basis of race, color, religion, sex, national origin, familial status, or disability	<input type="checkbox"/>	reducing the isolation of income groups within areas through spatial deconcentration of housing opportunities for lower income persons and the revitalization of deteriorating neighborhoods	<input type="checkbox"/>	the provision of jobs to low-income persons living in areas affected by those programs and activities under programs covered by the plan
<input type="checkbox"/>	increasing the supply of supportive housing which includes structural features and services to enable persons with special needs (including persons with HIV/AIDS) to live in dignity and independence	<input type="checkbox"/>	restoring and preserving properties of special historic, architectural, or aesthetic value	<input type="checkbox"/>	availability of mortgage financing for low income persons at reasonable rates using non-discriminatory lending practices
<input type="checkbox"/>	providing affordable housing that is accessible to job opportunities	<input type="checkbox"/>	conserving energy resources and use of renewable energy sources	<input type="checkbox"/>	access to capital and credit for development activities that promote the long-term economic social viability of the community

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

The following list includes those priorities identified in the Strategic Plan for the five years from 2008 to 2012, which the County expects to achieve during the forthcoming program year of 2010.

a. Support improvements to public facilities and services

1. Public Library improvements
 - Pompton Lakes Library
 - Township of Little Falls Library
2. Homeless shelter improvements
 - Strengthen Our Sisters
3. Special needs services
 - Catholic Family and Community Services
 - New Bridge Services

b. Improve, maintain, and expand infrastructure

1. Handicapped curb cut improvements
 - Borough of Hawthorne
2. Storm Water Management/Street improvements
 - Woodland Park
3. Park improvements
 - Haledon Borough
 - Prospect Park

c. Program Administration

Description of Activities 91.220(d) and (e)

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

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

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

ACTIVITIES FY 2010

No.	Project Name	Name of Applicant	Funding Amount	Location of Project	Project Description
1	Handicapped Curb Ramps - Phase III	Borough of Hawthorne	\$ 40,000	25 locations in various locations around Borough.	Dropped curbs and ramps for pedestrian accessibility.
2	Children's Park at Roe Field	Borough of Haledon	\$ 100,000	Roe Street, Haledon, NJ	Update and renovate Children's Park at Roe Street Field, removing barriers to access for individuals with disabilities. Project includes: swings, climber, benches, trash receptacles, rubber surfacing, subgrade preparation.
3	Einstein Memorial Library: Pompton Lakes Library	Borough of Pompton Lakes	\$ 171,639	333 Wanaque Avenue, Pompton Lakes, NJ	Installation of two ADA compliant restrooms and an elevator. Reduction of barriers to individuals with disabilities.
4	Rockland Avenue Improvements	Borough of Woodland Park	\$ 242,000	Rockland Avenue, (between Squirrelwood Road and Taft Avenue), Woodland Park	Rockland Avenue is deteriorating and pavement is failing and there are no storm drainage facilities on Rockland Avenue between Squirrelwood Road and Taft Avenue. Proposing to add catch basins and reinforced concrete pipe to direct storm water runoff into the Borough's existing system. Replacement of damaged sidewalk and curbs.
5	Little Falls Library Rehabilitation Project	Township of Little Falls	\$ 75,000	Little Falls Library, 8 Warren Street, Little Falls, NJ	Replace existing roof at the 41-year old Little Falls Public Library.

No.	Project Name	Name of Applicant	Funding Amount	Location of Project	Project Description
6	Hofstra Park Sanitary Sewer System	Borough of Prospect Park	\$ 100,000	Hofstra Park, atop Struyk Avenue, Prospect Park	Installation of a 850' of 8" PVC sanitary sewer system line in Hofstra Park near the site of a recently demolished bathroom facility and sanitary septic system that was deemed unsafe by the borough's engineer in October 2008. The sanitary sewer line will complement the associated sanitary requirements of the new bathroom facility that is being installed by the borough, a portion of which is funded through FY 2009 CDBG funds of \$48,000.
7	Strengthen Our Sisters Homeless Shelter: Excavate and Pave the Wanaque and Faye Houses	Strengthen Our Sisters, Inc.	\$ 26,365	76 Old Route 23, Newfoundland, NJ and 551-563 Ringwood Avenue, Wanaque, NJ 07465	Reduce Flooding of area regrade and remove pot holes. Wanaque House: Removal of old driveway, filling of stone, removal of 8 trees, shrubs and stumps and paving. Faye House: Removal of old driveway, placement of stone paving semi-circular driveway, paving of side parking area and top parking area, main driveway
8	Project LINC	Catholic Family and Community Services	\$ 30,000	17 Pompton Avenue, Pompton Lakes, NJ 07442 Clients to be assisted live in Bloomingdale, Haskell, Wanaque Pompton Lakes and West Milford	LINC is a program offered by Catholic Family since 1974 reaching out to isolated lonely and homebound individuals providing medical and transportation services, shopping and shopping assistance, respite, companionship, outreach, telephone reassurance and information and referral in Upper Passaic County. Driver: Full Time: \$22,800 and Program Director, Partial: \$22,880 Plus Fringe Benefits: \$7,120

No.	Project Name	Name of Applicant	Funding Amount	Location of Project	Project Description
9	New Bridge Services Operation SAIL	NewBridge Services	\$ 12,555	Services to Seniors in Four Municipalities: West Milford, Pompton Lakes, Wanaque and Bloomingdale	Provide 455 hours of outreach, assessment and case management services to 35 frail, home-bound seniors ages 60 years of age and older annually who are low to moderate income and who live in the 4 municipalities indicated.
10	Administration	County	\$ 189,230		
	SUB- TOTALS		\$ 986,789.63		

Further description of activities can be found on the Table 3c – project activities and map found in the appendix.

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

PERFORMANCE MEASURES FY 2010 – HUD TABLE 3A/1C

PRIORITY	PROJECT	OUTCOME MEASURE	OBJECTIVE	OUTPUT
Infrastructure	Borough of Hawthorne – ADA curb ramps	Availability/Accessibility	Create a suitable Living Environment	25 Public facilities
	Borough of Woodland Park (formerly W. Paterson) – Street improvements	Availability/Accessibility	Create a suitable Living Environment	1,269 People
	Borough of Haledon – Roe St. Park improvements	Availability/Accessibility	Create a suitable Living Environment	8,252 People
	Borough of Prospect Park – Park improvements	Availability/Accessibility	Create a suitable Living Environment	5,572 People
Public facilities	Strengthen Our Sisters	Availability/Accessibility	Create a suitable Living Environment	1 public facility
	Township of Little Falls – Library Roof Replacement	Availability/Accessibility	Create a suitable Living Environment	1 public facility
	Borough of Pompton Lakes – Library Historic Preservation (slum/blight)	Availability/Accessibility	Create a suitable Living Environment	1 public facility
Public services	Catholic Family and Community Services – LINC program	Availability/Accessibility	Sustainability	50 People
	NewBridge Services – Operation SAIL – Elderly services	Availability/Accessibility	Sustainability	35 People

Geographic Distribution/Allocation Priorities 91.220(d) and (f)

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

Passaic County will provide CDBG funds to activities serving the participating jurisdictions. The program targets the needs of municipalities and most municipal requests were funded. Most of the activities served municipal-wide beneficiaries through the benefits of parks and libraries. The handicap curb ramp project is non-site specific within the municipality of Hawthorne, NJ. Woodland Park selected a specific street to improve that is a defined benefit area consisting of the block group.

As such **assistance is not directed to any specific geographic area.** A map is provided showing the distribution of the projects on a county-wide map. This map follows the project activity sheets included in the appendix.

The areas of Passaic County that have a concentration of Non-White and Latino populations are limited. Only Census Block Groups in Haledon and Prospect Park have higher concentrations of Non-White and Latino households as compared to the other participating jurisdictions. The communities of Haledon and Prospect Park are receiving funds for community-wide recreation activities. These areas also have a higher percentage of low-income households. Other communities with low-income households that have requested funding are receiving grants to undertake community-wide activities.

3. Describe the reasons for the allocation priorities, the rationale for allocating investments geographically within the jurisdiction (or within the EMSA for HOPWA) during the next year, and identify any obstacles to addressing underserved needs.

The allocations were selected based on eligibility of the activity, its ability to meet a national objective and the evidence of need in the community. Further consideration was given to the past history of expenditure of the CDBG Funds by the community and whether the FY 2010 request was related to prior funded projects. The ability of the community to complete the projects in a timely manner was given a high priority.

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

Obstacles identified in the Five Year Plan included:

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

In the Five Year CP, obstacles such as lack of funding, NIMBYism, lack of affordable

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

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

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

Annual Affordable Housing Goals 91.220(g)

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

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

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

Due to the limited funding Passaic County receives through the CDBG Program, the type of housing activities that can be undertaken is limited. In FY 2010, Passaic County will assist Strengthen Our Sisters, a Domestic Violence Shelter with improvements needed at the two shelter locations. This will assist **55** homeless women and children.

During FY 2010, Passaic County will continue to move forward on the Housing Rehabilitation Program for owner occupied housing. The county has approximately \$200,000 in repayment from a DCA grant for Housing Rehabilitation that will be used to rehabilitate additional homes.

- The county plans to establish a county-wide rehabilitation program. The program will offer assistance for repair of owner-occupied single-family housing.
- Housing Rehabilitation Program: assisting low-income homeowners with repairs of housing code violations that are dangerous or injurious to the occupants. Households are provided a grant. The primary funding source is CDBG funds.

Table 3B / *Annual Housing Completions Goals* highlights Passaic County's proposed housing accomplishments relative to the priorities laid out above.

Table 3B / ANNUAL AFFORDABLE HOUSING COMPLETION GOALS

Grantee Name: Passaic County Program Year: 2009	Expected Annual Number of Units To Be Completed	Resources used during the period			
		CDBG	HOME	ESG	HOPW A
BENEFICIARY GOALS (Sec. 215 Only)					
Homeless households	55	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Non-homeless households	20	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Special needs households		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Total Sec. 215 Beneficiaries*		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
RENTAL GOALS (Sec. 215 Only)					
Acquisition of existing units		<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
Production of new units		<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
Rehabilitation of existing units		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Rental Assistance		<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
Total Sec. 215 Affordable Rental		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
HOME OWNER GOALS (Sec. 215 Only)					
Acquisition of existing units		<input type="checkbox"/>	<input type="checkbox"/>		
Production of new units		<input type="checkbox"/>	<input type="checkbox"/>		
Rehabilitation of existing units	20	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
Homebuyer Assistance		<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
Total Sec. 215 Affordable Owner	20	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

COMBINED RENTAL AND OWNER GOALS (Sec. 215 Only)					
Acquisition of existing units		<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
Production of new units		<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
Rehabilitation of existing units	20	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Rental Assistance		<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
Homebuyer Assistance		<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
Combined Total Sec. 215 Goals*	20	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
OVERALL HOUSING GOALS (Sec. 215 + Other Affordable Housing)	20				
Annual Rental Housing Goal		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Annual Owner Housing Goal	20	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Total Overall Housing Goal	20	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Public Housing 91.220(h)

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

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

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

The public housing authority is not designated as troubled.

Homeless and Special Needs 91.220(i)

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

CDBG funds will be provided to Strengthen Our Sisters, a domestic violence shelter program, to make improvements at the two shelters. **Passaic County was the first county in New Jersey to establish a Homeless Trust Fund. The resolution was unanimously approved by the Board of Chosen Freeholders on November 10, 2009. Funds will be available in 2011 for projects that assist the homeless.**

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

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

The County will facilitate the application for McKinney funding under the Supportive Housing and Shelter Plus Care programs in 2010. At this time, the application is due later this summer and projects have not yet been selected. The policy has been to only consider projects that will provide permanent, affordable and supportive housing for the chronically homeless. The final decision on new projects will be made in June 2010.

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

CDBG funds will be used to support activities that target elderly and disabled residents of the County, particularly the more rural northern part of the county. These programs provide services that allow the elderly and persons with disabilities to age-in-place and prevent nursing home placement. Passaic County will continue to provide support for the elderly and disabled, particularly assistance that allows them to continue living independently. As described in the Five Year Plan, Affordable Housing strategy, Passaic County will rely on local developers to create new affordable housing units via rehabilitation or new construction.

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

The County secured HPRP funds from the State of New Jersey's Department of

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

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

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

Barriers to Affordable Housing 91.220(j)

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

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

Barriers to homeownership were identified as:

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

Barriers to housing rehabilitation were identified as:

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

Barriers to developing new affordable housing:

- Increasing land costs, particularly in the more developed portions of the County that are convenient to transportation, infrastructure, and services.
- Brownfield sites may be contaminated with chemicals, heavy metals and ground water contamination.
- Demand for funding that exceeds the available financial resources.
- Further, institutional barriers were identified as overlapping and regulated land use, particularly in the Highlands Area, a designated preservation area.
- High real estate taxes reduce the affordability of housing;
- To overcome the obstacles to affordable housing, each municipality in the County has or will be developing its COAH plan to provide assistance to lower income homebuyers, homeowners or developers to meet its fair share housing goals. Due to the limited CDBG resources, Passaic County does not anticipate using CDBG funds to support homeownership or housing rehabilitation. However, funds repaid on a small cities homeowner rehabilitation grant will be used for homeownership.

Due to the limited CDBG resources, Passaic County does not anticipate using CDBG funds to support homeownership or housing rehabilitation. However, funds repaid on a small cities homeowner rehabilitation grant will be used for to reinstate the rehabilitation program.

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

Other Actions 91.220(k)

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

a. address obstacles to meeting underserved needs

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

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

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

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

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

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

During 2010, the County will provide a certificate of consistency for agencies seeking funding under other federal programs that enhance the opportunity to meet the goals described in the five-year plan.

b. foster and maintain affordable housing, evaluate and reduce the number of housing units containing lead-based paint hazards,

The County is a participant in the New Jersey Health Department's Lead Abatement initiative. When children are identified with an elevated blood lead level, the county provides oversight to ensure that the lead-based paint problem is addressed. The state no longer makes funds available to the property owner however.

The new EPA guidelines for renovation, paint and repair, effective April 22,

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

c. reduce the number of poverty-level families

Through implementation of human services programs offered by or through funding provided by Passaic County, the County works to reduce the number of families with incomes below the poverty level. The County, in conjunction with the public and private agencies and institutions, provides low-income households with the opportunity to gain the knowledge and skill as well as the motivation to become fully self-sufficient. The CDBG Program provides the potential of generating jobs that may be filled by Section 3 residents or hire Section 3 businesses.

d. develop institutional structure

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

e. enhance coordination between public and private agencies

The County will continue efforts to enhance coordination between agencies by creating partnerships in the implementation of the housing rehabilitation program, the Section 3 outreach initiative and the Passaic County Interagency Council on Homelessness. To reinstate the housing rehabilitation program, the Housing Authority, the Weatherization Program, and the Human Services Department – Senior Services, have worked together to develop the capacity to administer these funds and to identify homeowners in need of assistance. The Section 3 outreach effort will partner with the Passaic County Workforce Development Center and the agencies involved in the Human Services Advisory Board to identify Section 3 individuals and businesses and to provide feedback on available job opportunities. The Passaic County Interagency Council on Homelessness is comprised of providers of services to the homeless and prepares the McKinney application for funding from HUD.

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

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

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

PROGRAM SPECIFIC REQUIREMENTS

CDBG 91.220(I)(1)

1. Identify program income expected to be received during the program year, including:
 - amount expected to be generated by and deposited to revolving loan funds;
 - total amount expected to be received from each new float-funded activity included in this plan; and
 - amount expected to be received during the current program year from a float-funded activity described in a prior statement or plan.

The County does not expect to generate program income from any CDBG funded activity in 2010. There are no revolving loan funds nor float-funded activities.

2. Program income received in the preceding program year that has not been included in a statement or plan.

There was no program income received in the prior fiscal year.

3. Proceeds from Section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in its strategic plan.

The county has not applied for a Section 108 loan and does not have such funds to allocate.

4. Surplus funds from any urban renewal settlement for community development and housing activities.

The county does not have any urban renewal funds.

5. Any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan.

The County does not have any funds that have been returned to the line of credit.

6. Income from float-funded activities.

The county has not received and does not intend to receive program income from float-funded activities.

7. Urgent need activities, only if the jurisdiction certifies.

Not applicable. There are no Urgent Need activities to be undertaken.

8. Estimated amount of CDBG funds that will be used for activities that benefit persons of low- and moderate income.

For FY 2010, 90.6% of funds are being allocated for activities that benefit low- and moderate-income people.

OTHER NARRATIVES AND ATTACHMENTS

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

During the application process for FY 2010 funds, municipalities were asked to provide information on their actions to remove barriers to affordable housing and expand housing choice consistent with the county's certification of affirmatively furthering fair housing. The questionnaire is found in the Appendix with the application for FY 2010 funds.

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

Appendices

Appendix 1: Certifications

See Certifications on the following pages.



CPMP Non-State Grantee Certifications

Many elements of this document may be completed electronically, however a signature must be manually applied and the document must be submitted in paper form to the Field Office.

- This certification does not apply.
 This certification is applicable.

NON-STATE GOVERNMENT CERTIFICATIONS

In accordance with the applicable statutes and the regulations governing the consolidated plan regulations, the jurisdiction certifies that:

Affirmatively Further Fair Housing -- The jurisdiction will affirmatively further fair housing, which means it will conduct an analysis of impediments to fair housing choice within the jurisdiction, take appropriate actions to overcome the effects of any impediments identified through that analysis, and maintain records reflecting that analysis and actions in this regard.

Anti-displacement and Relocation Plan -- It will comply with the acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, and implementing regulations at 49 CFR 24; and it has in effect and is following a residential antidisplacement and relocation assistance plan required under section 104(d) of the Housing and Community Development Act of 1974, as amended, in connection with any activity assisted with funding under the CDBG or HOME programs.

Drug Free Workplace -- It will or will continue to provide a drug-free workplace by:

1. Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition;
2. Establishing an ongoing drug-free awareness program to inform employees about --
 - a. The dangers of drug abuse in the workplace;
 - b. The grantee's policy of maintaining a drug-free workplace;
 - c. Any available drug counseling, rehabilitation, and employee assistance programs; and
 - d. The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;
3. Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph 1;
4. Notifying the employee in the statement required by paragraph 1 that, as a condition of employment under the grant, the employee will --
 - a. Abide by the terms of the statement; and
 - b. Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;
5. Notifying the agency in writing, within ten calendar days after receiving notice under subparagraph 4(b) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to every grant officer or other designee on whose grant activity the convicted employee was working, unless the Federal agency has designated a central point for the receipt of such notices. Notice shall include the identification number(s) of each affected grant;
6. Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph 4(b), with respect to any employee who is so convicted --
 - a. Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or
 - b. Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;
7. Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs 1, 2, 3, 4, 5 and 6.

Anti-Lobbying -- To the best of the jurisdiction's knowledge and belief:

1. No Federal appropriated funds have been paid or will be paid, by or on behalf of it, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement;
2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, it will complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions; and
3. It will require that the language of paragraph 1 and 2 of this anti-lobbying certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

Authority of Jurisdiction -- The consolidated plan is authorized under State and local law (as applicable) and the jurisdiction possesses the legal authority to carry out the programs for which it is seeking funding, in accordance with applicable HUD regulations.

Consistency with plan -- The housing activities to be undertaken with CDBG, HOME, ESG, and HOPWA funds are consistent with the strategic plan.

Section 3 -- It will comply with section 3 of the Housing and Urban Development Act of 1968, and implementing regulations at 24 CFR Part 135.

Signature/Authorized Official

Date

Bruce James

Name

Freeholder Director

Title

401 Grand Street

Address

Paterson NJ 07505

City/State/Zip

973-881-4402

Telephone Number

- This certification does not apply.
 This certification is applicable.

Specific CDBG Certifications

The Entitlement Community certifies that:

Citizen Participation -- It is in full compliance and following a detailed citizen participation plan that satisfies the requirements of 24 CFR 91.105.

Community Development Plan -- Its consolidated housing and community development plan identifies community development and housing needs and specifies both short-term and long-term community development objectives that provide decent housing, expand economic opportunities primarily for persons of low and moderate income. (See CFR 24 570.2 and CFR 24 part 570)

Following a Plan -- It is following a current consolidated plan (or Comprehensive Housing Affordability Strategy) that has been approved by HUD.

Use of Funds -- It has complied with the following criteria:

4. **Maximum Feasible Priority** - With respect to activities expected to be assisted with CDBG funds, it certifies that it has developed its Action Plan so as to give maximum feasible priority to activities which benefit low and moderate income families or aid in the prevention or elimination of slums or blight. The Action Plan may also include activities which the grantee certifies are designed to meet other community development needs having a particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community, and other financial resources are not available);
5. **Overall Benefit** - The aggregate use of CDBG funds including section 108 guaranteed loans during program year(s) **2010** (a period specified by the grantee consisting of one, two, or three specific consecutive program years), shall principally benefit persons of low and moderate income in a manner that ensures that at least 70 percent of the amount is expended for activities that benefit such persons during the designated period;
6. **Special Assessments** - It will not attempt to recover any capital costs of public improvements assisted with CDBG funds including Section 108 loan guaranteed funds by assessing any amount against properties owned and occupied by persons of low and moderate income, including any fee charged or assessment made as a condition of obtaining access to such public improvements.

However, if CDBG funds are used to pay the proportion of a fee or assessment that relates to the capital costs of public improvements (assisted in part with CDBG funds) financed from other revenue sources, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than CDBG funds.

The jurisdiction will not attempt to recover any capital costs of public improvements assisted with CDBG funds, including Section 108, unless CDBG funds are used to pay the proportion of fee or assessment attributable to the capital costs of public improvements financed from other revenue sources. In this case, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than CDBG funds. Also, in the case of properties owned and occupied by moderate-income (not low-income) families, an assessment or charge may be made against the property for public improvements financed by a source other than CDBG funds if the jurisdiction certifies that it lacks CDBG funds to cover the assessment.

Excessive Force -- It has adopted and is enforcing:

7. A policy prohibiting the use of excessive force by law enforcement agencies within its jurisdiction against any individuals engaged in non-violent civil rights demonstrations; and
8. A policy of enforcing applicable State and local laws against physically barring entrance to or exit from a facility or location which is the subject of such non-violent civil rights demonstrations within its jurisdiction;

Compliance With Anti-discrimination laws -- The grant will be conducted and administered in conformity with title VI of the Civil Rights Act of 1964 (42 USC 2000d), the Fair Housing Act (42 USC 3601-3619), and implementing regulations.

Lead-Based Paint -- Its activities concerning lead-based paint will comply with the requirements of part 35, subparts A, B, J, K and R, of title 24;

Compliance with Laws -- It will comply with applicable laws.

Signature/Authorized Official

Date

Bruce James

Name

Freeholder Director

Title

401 Grand Street

Address

Paterson NJ 07505

City/State/Zip

973-881-4402

Telephone Number

- This certification does not apply.
- This certification is applicable.

OPTIONAL CERTIFICATION

CDBG

Submit the following certification only when one or more of the activities in the action plan are designed to meet other community development needs having a particular urgency as specified in 24 CFR 570.208(c):

The grantee hereby certifies that the Annual Plan includes one or more specifically identified CDBG-assisted activities, which are designed to meet other community development needs having a particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community and other financial resources are not available to meet such needs.

--	--	--

Signature/Authorized Official

Date

Name

Title

Address

City/State/Zip

Telephone Number

- This certification does not apply.
 This certification is applicable.

Specific HOME Certifications

The HOME participating jurisdiction certifies that:

Tenant Based Rental Assistance -- If the participating jurisdiction intends to provide tenant-based rental assistance:

The use of HOME funds for tenant-based rental assistance is an essential element of the participating jurisdiction's consolidated plan for expanding the supply, affordability, and availability of decent, safe, sanitary, and affordable housing.

Eligible Activities and Costs -- It is using and will use HOME funds for eligible activities and costs, as described in 24 CFR § 92.205 through 92.209 and that it is not using and will not use HOME funds for prohibited activities, as described in § 92.214.

Appropriate Financial Assistance -- before committing any funds to a project, it will evaluate the project in accordance with the guidelines that it adopts for this purpose and will not invest any more HOME funds in combination with other Federal assistance than is necessary to provide affordable housing;

Signature/Authorized Official		Date
<input type="text"/>		
Name		
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Title		
<input type="text"/>		
Address		
<input type="text"/>		
City/State/Zip		
<input type="text"/>		
Telephone Number		

- This certification does not apply.**
 This certification is applicable.

HOPWA Certifications

The HOPWA grantee certifies that:

Activities -- Activities funded under the program will meet urgent needs that are not being met by available public and private sources.

Building -- Any building or structure assisted under that program shall be operated for the purpose specified in the plan:

1. For at least 10 years in the case of assistance involving new construction, substantial rehabilitation, or acquisition of a facility,
2. For at least 3 years in the case of assistance involving non-substantial rehabilitation or repair of a building or structure.

Signature/Authorized Official

Date

Name

Title

Address

City/State/Zip

Telephone Number

- This certification does not apply.
 This certification is applicable.

ESG Certifications

I, _____, Chief Executive Officer of Passaic County, certify that the local government will ensure the provision of the matching supplemental funds required by the regulation at 24 *CFR* 576.51. I have attached to this certification a description of the sources and amounts of such supplemental funds.

I further certify that the local government will comply with:

1. The requirements of 24 *CFR* 576.53 concerning the continued use of buildings for which Emergency Shelter Grants are used for rehabilitation or conversion of buildings for use as emergency shelters for the homeless; or when funds are used solely for operating costs or essential services.
2. The building standards requirement of 24 *CFR* 576.55.
3. The requirements of 24 *CFR* 576.56, concerning assurances on services and other assistance to the homeless.
4. The requirements of 24 *CFR* 576.57, other appropriate provisions of 24 *CFR* Part 576, and other applicable federal laws concerning nondiscrimination and equal opportunity.
5. The requirements of 24 *CFR* 576.59(b) concerning the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970.
6. The requirement of 24 *CFR* 576.59 concerning minimizing the displacement of persons as a result of a project assisted with these funds.
7. The requirements of 24 *CFR* Part 24 concerning the Drug Free Workplace Act of 1988.
8. The requirements of 24 *CFR* 576.56(a) and 576.65(b) that grantees develop and implement procedures to ensure the confidentiality of records pertaining to any individual provided family violence prevention or treatment services under any project assisted with ESG funds and that the address or location of any family violence shelter project will not be made public, except with written authorization of the person or persons responsible for the operation of such shelter.
9. The requirement that recipients involve themselves, to the maximum extent practicable and where appropriate, homeless individuals and families in policymaking, renovating, maintaining, and operating facilities assisted under the ESG program, and in providing services for occupants of these facilities as provided by 24 *CFR* 76.56.
10. The requirements of 24 *CFR* 576.57(e) dealing with the provisions of, and regulations and procedures applicable with respect to the environmental review responsibilities under the National Environmental Policy Act of 1969 and related authorities as specified in 24 *CFR* Part 58.

11. The requirements of 24 *CFR* 576.21(a)(4) providing that the funding of homeless prevention activities for families that have received eviction notices or notices of termination of utility services will meet the requirements that: (A) the inability of the family to make the required payments must be the result of a sudden reduction in income; (B) the assistance must be necessary to avoid eviction of the family or termination of the services to the family; (C) there must be a reasonable prospect that the family will be able to resume payments within a reasonable period of time; and (D) the assistance must not supplant funding for preexisting homeless prevention activities from any other source.
12. The new requirement of the McKinney-Vento Act (42 *USC* 11362) to develop and implement, to the maximum extent practicable and where appropriate, policies and protocols for the discharge of persons from publicly funded institutions or systems of care (such as health care facilities, foster care or other youth facilities, or correction programs and institutions) in order to prevent such discharge from immediately resulting in homelessness for such persons. I further understand that state and local governments are primarily responsible for the care of these individuals, and that ESG funds are not to be used to assist such persons in place of state and local resources.
13. HUD's standards for participation in a local Homeless Management Information System (HMIS) and the collection and reporting of client-level information.

I further certify that the submission of a completed and approved Consolidated Plan with its certifications, which act as the application for an Emergency Shelter Grant, is authorized under state and/or local law, and that the local government possesses legal authority to carry out grant activities in accordance with the applicable laws and regulations of the U. S. Department of Housing and Urban Development.

Signature/Authorized Official

Date

Name

Title

Address

City/State/Zip

Telephone Number

<input type="checkbox"/> This certification does not apply. <input checked="" type="checkbox"/> This certification is applicable.
--

APPENDIX TO CERTIFICATIONS

Instructions Concerning Lobbying and Drug-Free Workplace Requirements

Lobbying Certification

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

Drug-Free Workplace Certification

3. By signing and/or submitting this application or grant agreement, the grantee is providing the certification.
 1. The certification is a material representation of fact upon which reliance is placed when the agency awards the grant. If it is later determined that the grantee knowingly rendered a false certification, or otherwise violates the requirements of the Drug-Free Workplace Act, HUD, in addition to any other remedies available to the Federal Government, may take action authorized under the Drug-Free Workplace Act.
 2. Workplaces under grants, for grantees other than individuals, need not be identified on the certification. If known, they may be identified in the grant application. If the grantee does not identify the workplaces at the time of application, or upon award, if there is no application, the grantee must keep the identity of the workplace(s) on file in its office and make the information available for Federal inspection. Failure to identify all known workplaces constitutes a violation of the grantee's drug-free workplace requirements.
 3. Workplace identifications must include the actual address of buildings (or parts of buildings) or other sites where work under the grant takes place. Categorical descriptions may be used (e.g., all vehicles of a mass transit authority or State highway department while in operation, State employees in each local unemployment office, performers in concert halls or radio stations).
 4. If the workplace identified to the agency changes during the performance of the grant, the grantee shall inform the agency of the change(s), if it previously identified the workplaces in question (see paragraph three).
4. The grantee may insert in the space provided below the site(s) for the performance of work done in connection with the specific grant: Place of Performance (Street address, city, county, state, zip code) Check if there are workplaces on file that are not identified here. The certification with regard to the drug-free workplace is required by 24 CFR part 21.

Place Name	Street	City	County	State	Zip
Government Center	401 Grand Street	Paterson	Passaic	NJ	07505
Planning Department	930 Riverview Dr.	Totowa	Passaic	NJ	07512

- A. Definitions of terms in the Nonprocurement Suspension and Debarment common rule and Drug-Free Workplace common rule apply to this certification. Grantees' attention is called, in particular, to the following definitions from these rules: "Controlled substance" means a controlled substance in Schedules I through V of the Controlled Substances Act (21 U.S.C. 812) and as further defined by regulation (21 CFR 1308.11 through 1308.15); "Conviction" means a finding of guilt (including a plea of *nolo contendere*) or imposition of sentence, or both, by any judicial body charged with the responsibility to determine violations of the Federal or State criminal drug statutes; "Criminal drug statute"

means a Federal or non-Federal criminal statute involving the manufacture, distribution, dispensing, use, or possession of any controlled substance; "Employee" means the employee of a grantee directly engaged in the performance of work under a grant, including:

- B. All "direct charge" employees;
- C. all "indirect charge" employees unless their impact or involvement is insignificant to the performance of the grant; and
- D. temporary personnel and consultants who are directly engaged in the performance of work under the grant and who are on the grantee's payroll. This definition does not include workers not on the payroll of the grantee (e.g., volunteers, even if used to meet a matching requirement; consultants or independent contractors not on the grantee's payroll; or employees of subrecipients or subcontractors in covered workplaces).

Note that by signing these certifications, certain documents must completed, in use, and on file for verification. These documents include:

1. Analysis of Impediments to Fair Housing
2. Citizen Participation Plan
3. Anti-displacement and Relocation Plan

Signature/Authorized Official	Date
Bruce James	
Name	
Freeholder Director	
Title	
401 Grand Street	
Address	
Paterson NJ 07505	
City/State/Zip	
973-881-4402	
Telephone Number	

Appendix 2: Citizen Participation Plan and Evidence of Citizen Participation

ATTACH copies of Notices of Public Hearings, sign-in sheets for public hearings, and minutes of the public hearings.

NOTICE OF PUBLIC HEARING PASSAIC COUNTY

Notice is hereby given that Passaic County, in accordance with the proposed Citizen Participation Plan, will hold a public hearing on March 10, 2010. The hearing will be held at 10:00 a.m. in the Passaic County Department of Planning, Suite 250, 930 Riverview Drive, Totowa, NJ. The purpose of the hearing is to obtain the views and comments of individuals and organizations concerning the County's housing and community development needs and understand the process for applying for funds for FY 2010.

Municipalities or Agencies wishing to request funding must do so in writing by 4:00 p.m. April 16, 2010. The County intends to submit its application for F.Y. 2010 funds to HUD on or about July 15, 2010. The County anticipates that its F.Y. 2010 Community Development Block Grant (CDBG) Program allocation may be similar in size to the 2009 grant, \$864,476, but allocation figures are not yet known. Funds may be allocated to projects in the nine participating communities of the County: Bloomingdale, Haledon, Hawthorne, Little Falls, Pompton Lakes, Prospect Park, Wanaque, West Milford and Woodland Park aka West Paterson and to eligible non-profit agencies.

All interested individuals and organizations are invited to attend this hearing and offer their views and comments on the housing and community development needs of the County. Individuals who are non-English speaking or disabled and require the information in an alternate format or who require special accommodations at the public hearing, may contact the Department of Economic Development at 973-569-4720 (TTY Users: NJ Telecommunications Relay 7-1-1).

By Order of

The Passaic County Board of Chosen Freeholders

March 10, 2010 Minutes – 1st Public Hearing

During the first public hearing, Karen Parish, consultant from Mullin and Lonergan Associates, Inc., provided an overview of the CDBG program requirements and application process. Mr. Parish spoke about the Five Year Plan goals that Passaic County has adopted including

Objective 1: Expand home ownership among low income households.

- The homeownership programs will assist up to 15 households over the next five years. It is projected that one-third of the assisted households will be minorities.

Objective 2: Improve existing housing for low-income owners.

- Over the next five years, the County will reinstate the Housing Rehabilitation Program and will assist up to 20 households

Objective 3: Expand housing stock for low-income renter households.

- Over the next five years, it is projected that up to 10 new rental units will be created.

Objective 4: Provide shelter, supportive services, and housing assistance to the homeless or those threatened with homelessness through a comprehensive continuum of care that fosters self-sufficiency.

- Homeless Prevention
- Outreach/Intake/Assessment
- Emergency Shelter and Transitional Housing
- Transition to Permanent Housing
- Chronic Homelessness

Objective 5: Provide supportive housing and services for persons with special needs.

Objective 6: Support improvements to or construction of public facilities.

Objective 7: Improve, maintain, and expand infrastructure.

Objective 8: Support vital public services.

Objective 9: Support for economic development and creation of decent jobs.

Objective 10: Support planning and administration of community and housing development activities

Using the attached power point slides, she explained the low-mod benefit documentation required and the slum and blight restrictions. Ms. Parish then explained the process for applying for the grant from Passaic County.

Questions were asked about specific activities that the attendees had in mind for their community or organization. These issues ranged from rehab of commercial property and municipal buildings to public services and facilities improvements.

The meeting was adjourned at 12:15 p.m.

**NOTICE OF PUBLIC DISPLAY AND PUBLIC HEARING
ANNUAL ACTION PLAN FY 2010
PASSAIC COUNTY, NJ**

Notice is hereby given that in accordance with the Federal regulations at 24 CFR, Part 91 and Passaic County's Plan for Citizen Participation, Passaic County has prepared an Annual Action Plan for F.Y. 2010 for Community Planning and Development Program. The Annual Plan covers program period from September 1, 2010 to August 31, 2011. The Plan includes a reprogramming of \$40,639 from prior years to activities for FY 2010.

Passaic County will hold a public hearing on Tuesday, June 8, 2010. The hearing will be held at the Passaic County Administration Building at 5:30 p.m. at the following location:

**Passaic County Administration Building
401 Grand Street, Paterson, NJ
Freeholder Meeting Room, 2nd Floor**

The purpose of the hearing is to solicit citizen comments on the Annual Action Plan. The Plan identifies the activities that will be undertaken to address priority needs and local objectives during FY 2010. The location for this public hearing is handicapped accessible.

Copies of the Annual Action Plan for F.Y. 2010 are available for public inspection and review at the following locations for a thirty-day period from May 20, 2010 to June 21, 2010.

**PASSAIC COUNTY PLANNING DEPARTMENT,
930 Riverview Drive, Totowa, NJ, Suite 250**
AND
PASSAIC COUNTY HOUSING AUTHORITY: 100 HAMILTON PLAZA, PATERSON

AND
**MUNICIPAL CLERK'S OFFICE OF THE FOLLOWING MUNICIPALITIES:
BLOOMINGDALE, HALEDON, HAWTHORNE, LITTLE FALLS
POMPTON LAKES, PROSPECT PARK, WANAQUE,
WEST MILFORD, WOODLAND PARK**

AND
<http://www.passaiccountynj.org>

The County will receive \$946,150 and reprogram \$40,639 for a total available in Community Development Block Grant funds of \$986,789 for the program year that runs from September 1, 2010 to August 31, 2011. Activities in 6 communities and for three non-profit agencies have been recommended for funding.

Passaic County intends to submit the Annual Action Plan for F.Y. 2010 to the U.S. Department of Housing and Urban Development (HUD) on or about July 15, 2010. The Passaic County Board of Chosen Freeholders is expected to take action on the Annual Action Plan on June 22, 2010. Interested persons are encouraged to express

their views on Annual Action Plan for F.Y. 2010 at the public hearing or in writing to the Passaic County, Planning Department, 930 Riverview Drive, Suite 250, Totowa, NJ 07512. Persons requiring information in alternative formats should contact the department at (973) 569-4722 (TDD Users: 7-1-1 NJ Relay Center) All comments received on by June 22, 2010 will be considered.

Appendix 3 / Evidence of Notification per 24 CFR Part 91.100(4)

A copy of the County's letter to participating municipalities follows.



Invitation to Apply for a Fiscal Year 2010 Passaic County Community Development Block Grant as funded by the US Department of Housing and Urban Development

February 12, 2010

You are invited to submit an application to the County of Passaic for Community Development Block Grant (CDBG) funding for F.Y. 2010. The application is due by **April 16, 2010, 4:00 PM** to the Passaic County Department of Economic Development to be eligible for funding consideration. There can be no exceptions to this deadline.

The County anticipates receiving approximately \$875,000 from the Fiscal Year 2010 US Department of Housing and Urban Development (HUD) CDBG Program. Of the total grant award, approximately \$700,000 will be allocated to projects in the nine participating communities of the County (Bloomingdale, Haledon, Hawthorne, Little Falls, Pompton Lakes, Prospect Park, Wanaque, West Milford and Woodland Park aka West Paterson) and to eligible non-profit agencies. The remaining allocation will be utilized for administration expenses. No more than 15% of the grant may be used for public service activities. In making decisions for funding this year, Passaic County will consider factors such as the eligibility and national objective to assist low- and moderate-income individuals for each project, whether the project provides substantial community benefits and the readiness for implementation of the project. Matching funds are not required but the grant recipient must be willing to pay for design/engineering fees, if applicable.

Enclosed is an application and general list of eligible activities. If you have any questions about eligibility for your activity, please call Deborah Hoffman at 973-569-4720. Please note, the application requires an approval by the municipal governing body and must be signed by an authorized representative of the governing body.

A special workshop on how to complete the F.Y. 2010 Community Development Block Grant application will be held on March 10, 2010, 10:00 AM – 11:30 AM, 930 Riverview Drive, Totowa, NJ, 07512, Suite 250.

If more than one project is proposed, a separate form must be used for each project. If more than one application is submitted, projects must be **numbered by priority** by the municipality at the time of submission.

Passaic County takes fair housing responsibilities very seriously. In light of the recent court settlement in Westchester County, New York, we must consider the impact of community actions on fair housing in the allocation of funds. Therefore, municipal applicants must complete the attached fair housing survey, and include it in their Passaic County CDBG application.

County of Passaic ❖ Department of Economic Development ❖ 930 Riverview Drive, Totowa, New Jersey 07512, Suite 250 ❖ Telephone: 973-569-4720 ❖ Facsimile: 973-569-4725 ❖ e-mail: ecodev@passaiccountynj.org ❖ www.passaiccountynj.org

Projects must serve lower income residents. **A map depicting the low-moderate income areas in your jurisdiction is provided.** However, projects serving an area smaller than a Block Group may be qualified by means of an income survey for those families who will benefit from each project. **For surveys, fifty-one percent (51%) of the persons living in the service area must be considered low/moderate income.** Surveys must be undertaken by responsible individuals from the community. Please contact us prior to undertaking a survey as HUD must approve the process. Handicap barrier removal projects do not require surveys.

Please note that Federal wage rates (Davis-Bacon Act) apply to all construction or renovation projects under this program and that **the municipality is responsible for all engineering costs.**

Renovation or construction of buildings used for the general conduct of government, (borough halls or township buildings or garages) except for handicap accessibility in compliance with ADA requirements, is **NOT** an eligible activity.

The application must include a complete project description, with a cost estimate prepared by an individual knowledgeable in the preparation of such estimates, using Federal construction requirements, including, but not limited to, Federal wage rates.

Thank you for considering the submission of an application to the Passaic County Community Development Block Grant Program. We are looking forward to working with you to ensure a successful third year of grant applications.

Please do not hesitate to contact our office with any questions concerning the enclosed grant application.

Sincerely,

Deborah Hoffman
Director
Department of Economic Development



**PASSAIC COUNTY
COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)
APPLICATION
2010**

**APPLICATIONS MUST BE RETURNED TO THE
DEPARTMENT OF ECONOMIC DEVELOPMENT
BY APRIL 16, 2010, 4:00 PM
930 RIVERVIEW DRIVE, SUITE 250
TOTOWA, NJ 07512**

PROJECT SELECTION CRITERIA

- Completeness of application
- Detailed project description
- Project eligibility
- Meets a national objective justification (i.e., low/mod benefit rationale)
- Project can be completed within a reasonable time frame
- Provides substantial community benefit
- Municipality has completed Engineering or will complete Engineering
(Note: Engineering services will not be paid for from grant funds)

INSTRUCTIONS FOR THE PASSAIC COUNTY COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) APPLICATION

1.	Prepare your FY 2010 CDBG application in a clear, comprehensive and concise manner. Remember to complete all sections and provide sufficient documentation to ensure fair consideration of your application.
2.	When appropriate, provide Architect and/or Engineer's cost estimates. No application will be reviewed with construction activities without this information and will be cause for rejection of the application.
3.	When funds are requested for public services that include requests for funding for personnel, provide personnel and job descriptions with detailed salary and wage information.
4.	All applicants must provide an area map noting the location of the project. Please provide enough detail to describe your service area.
5.	If your project involves rehabilitation to a building, please provide a photograph of the structure and surrounding buildings. (Photographs in an electronic/digital format are requested along with print versions). If the building is historic, all work must be done in compliance with the US Secretary of the Interior's Standards.
6.	Project leveraging is not required but is suggested. Please complete Section XI , using actual or prospective funding. Written agreement means you have funding approval. Without a written agreement, funding is considered tentative or prospective.
7.	Use the budget page from the application or an equivalent form. Please be advised that CDBG funds WILL NOT pay for the following: <ul style="list-style-type: none"> • Salaries of supervisory personnel – only the salaries of direct staff involved in the project are eligible • Overhead – office space, utilities, telephone, etc. will not be paid for unless dedicated EXCLUSIVELY to the use of the CDBG funded activity. There will be no pro-rating of such expenses. • Food – Unless essential to the client services such as nutrition and food preparation classes or a food bank, no food or entertainment may be purchased with CDBG funds. • For public service activities – Facility maintenance or repair is not eligible. Apply for public improvement funds if your building is in need of rehabilitation. • Work that is contracted for prior to the execution of the agreement with the County or that has not been competitively procured will not be paid for. This includes construction as well as professional services. All work paid for with CDBG funds must be competitively bid.
8.	Be certain your application has been signed by the appropriate agency official. BOARD approval is required for submission of the applications – Please provide a copy of the resolution. A sample is included for your use or you may use your own.

All applications will be reviewed by the staff of the Department of Economic Development to determine eligibility. If additional information is required, you will be contacted by a representative of the department.

APPLICANT INFORMATION AND PROJECT ABSTRACT

1.	Project Name:		
2.	Eligible CDBG Activity: (See Exhibit A)		
3.	CDBG Funding Year: FY 2010		
4.	Name of Applicant (Municipality or Non-profit):		
5.	Address:		
6.	Telephone:	7.	Fax:
8.	Federal Tax ID No.:		
9.	Type of Organization: <input type="checkbox"/> Municipality <input type="checkbox"/> Non-profit		
10.	Name of Principal Contact Person:		
11.	Title:	12.	Email address:
13.	Amount of CDBG funds requested: \$		
14.	Funds committed from other sources: \$		
15.	Total project cost (Line 13 + Line 14): \$		
16.	Location of proposed project: (street address)		

The applicant certifies that to the best of its knowledge and belief, the information included in this application is true and correct, and that the applicant will comply with all federal requirements should this application be approved for funding.

_____ Signature

_____ Date

_____ Typed Name and Title

PROJECT DESCRIPTION

Briefly describe the proposed project. The narrative should include: 1) the need or problem to be addressed, 2) the population to be served or the area to benefit, 3) the work to be performed, including the activities to be undertaken or the services to be provided, 4) the method of approach, and 5) the implementation schedule. **Attach additional sheets if necessary.**

If the project involves rehabilitation of a building, please attach a photograph of the building and surrounding structures. (Photographs in an electronic/digital format are requested along with print versions). Check here if the structure is historic Year constructed _____

Check here if the project is located in a flood plain

CDBG ELIGIBLE ACTIVITIES

1. Place a checkmark in one or more of the following boxes that describes your proposed activity.

Public Facilities:

- | | |
|--|--|
| <input type="checkbox"/> Streets, curbs, sidewalks
<input type="checkbox"/> Storm and sanitary sewers
<input type="checkbox"/> Water lines
<input type="checkbox"/> Parks | <input type="checkbox"/> Community centers, senior centers
<input type="checkbox"/> Parking lots
<input type="checkbox"/> Fire Stations
<input type="checkbox"/> Other, specify |
|--|--|

Public Services:

- | | |
|---|--|
| <input type="checkbox"/> Child care
<input type="checkbox"/> Recreation programs
<input type="checkbox"/> Public safety services
<input type="checkbox"/> Services for senior citizens
<input type="checkbox"/> Drug abuse counseling
<input type="checkbox"/> Welfare
<input type="checkbox"/> Paying for the cost of operating and maintaining that portion of a facility in which one or more of the above services are provided | <input type="checkbox"/> Health care
<input type="checkbox"/> Education programs
<input type="checkbox"/> Fair housing activities
<input type="checkbox"/> Services for homeless people
<input type="checkbox"/> Energy conservation counseling and testing
<input type="checkbox"/> Other, specify |
|---|--|

Other:

- | | |
|--|--|
| <input type="checkbox"/> Acquisition
<input type="checkbox"/> Demolition
<input type="checkbox"/> Housing rehabilitation | <input type="checkbox"/> Homeownership assistance (down payment and closing costs)
<input type="checkbox"/> Planning
<input type="checkbox"/> Economic Development |
|--|--|

US HUD CDBG STATUTORY OBJECTIVE JUSTIFICATION *

Low Mod Benefit

- Area Benefit** – Describe how the proposed activity serves the residents in a primarily residential area and how you determined that the area is predominantly low- and moderate-income. **NOTE:** Public service activities **CANNOT** be qualified as an Area Benefit Activity. (Please reference the **Low-Moderate Income Area map** provided by Passaic County)

NOTE: Handicap Barrier Removal Projects should check Presumed Benefit/Severely Disabled Adults, below

- Limited Clientele** – If the proposed activity is a public service and is limited to a specific group of people, at least 51% of whom are low- and moderate-income persons, indicate which of the three categories of limited clientele activities best describes the activity by placing a checkmark in the appropriate box.
- Presumed benefit** - place a checkmark in the box that describes the beneficiaries of the proposed service:
 - Abused children
 - Elderly persons
 - Homeless persons
 - Persons living with AIDS
 - Battered spouses
 - Severely disabled adults (use census population report definition)
 - Illiterate adults
 - Migrant farm workers
- Family size and income** – check this box if you intend to utilize household income surveys to document the size and annual income of each person receiving the benefit. Note: at least 51% of the program beneficiaries must be persons whose family income does not exceed the limits summarized on **Exhibit C – National Objective Qualifiers**.
- Nature and location of activity** – check this box if the nature and location of the activity are such that it will be used predominantly by low- and moderate-income persons. For example, a day care center designed to serve residents of a public housing development. Attach an explanation of how the activity meets this objective.
- Housing** – check this box if you will use funds to benefit low – and moderate Income homeowners or renters. Each unit must be occupied by a low- and moderate income household.

Prevention and/or Elimination of Slums and Blight

- Only Public Facility building rehabilitation or demolition can be qualified as a “slums and blight” activity.

*See attachment B – National Objectives for additional information.

LINE ITEM BUDGET FORM – SERVICE PROJECTS

Name of Applicant:

Project Name:

Instructions: Please use the following format to present your proposed line item budget. In Column A, list the items for which you anticipate the need for CDBG funds. In Column B, provide the calculation explaining how you arrived at the estimated cost of the line item. In Column C, provide the projected request for CDBG funds. On **Attachment C**, provide a description of other funds and volunteer and donated services/resources to be used in the project.

A	B	C
Budget Item	Calculation	CDBG Request
PERSONNEL		
Salaried Positions – Job Titles	Provide rate of pay (hourly/salary) and percentage of time spent on project (Full-Time Equivalent) or hours per week	
	9.	
Salaries Total		
Fringe Benefits		
PERSONNEL TOTAL	10. Total of Personnel & Fringe Benefits	
OPERATING COSTS	Provide description of how you arrive at total for each line item	
Supplies		
Equipment		
Rent/Lease		
Insurance		
Printing		
Telephone		
Travel		
Other		
TOTAL OPERATING COSTS		
CONTRACT SERVICES		
TOTAL CONTRACT SERVICES		
BUDGET TOTAL		

BUDGET NARRATIVE ATTACHMENT

1. Describe your plans to use other funds on this project. In this section, only describe funds that are secured. Provide the source of funds, amounts, and how these funds will be used. Describe your use of donated goods and services. Estimate the value of these services and goods.
(Note: Engineering costs must be paid for by the municipality or agency. All construction projects require an engineer to prepare bid specifications and documents required by federal funding).

2. Explain why you consider your program to be a local priority.

NON-PROFIT APPLICANT ORGANIZATIONAL INFORMATION

Project Administration

Describe the staff, volunteers, consultants, or board members who will be directly associated with this project/service and their responsibilities. Provide an organization chart (with employee names and titles) to characterize how this program/service fits into the overall organizational structure. Describe overall program delivery strategy.

Monitoring

Briefly describe how you will monitor progress in implementing the program. Attach copies of all data collection tools that will be used to verify achievement of program goals and objectives. Describe who will be responsible for monitoring progress.

Insurance/Bonding/Worker's Compensation

State whether or not the agency has liability insurance coverage, in what amount, and with what insuring agency. State whether or not the agency pays all payroll taxes and worker's compensation as required by federal and state laws. State whether or not the agency has fidelity bond coverage for principal staff who handle the agency's accounts, in what amount, and with what insuring agency.

Financial Capacity

Describe the agency's current operating budget, itemizing revenues, and expenses. Identify commitments for ongoing funding. Describe the agency's fiscal management, including financial reporting, record keeping, accounting systems, payment procedures, and audit requirements.

Please attach the following information to your application:

Application Checklist: (non-profit applicants only)

- Articles of Incorporation / Bylaws
- Non-profit determinations (tax exempt letter from IRS and/or state)
- List of Board of Directors
- Organizational chart
- Resumes of chief program administrator and chief fiscal officer
- Financial statement and audit

EXHIBIT "A" - CDBG BASIC ELIGIBLE ACTIVITIES

The following activities may be funded by the CDBG Program, so long as they meet one or more of the National Objectives.

1. Acquisition of real property by purchase, long-term lease (15+ years), donation, or otherwise, of real property for any public purpose, subject to limitations.
2. Disposition of real property acquired with CDBG funds through a lease or donation, or otherwise; or its retention for public purposes.
3. Acquisition, construction, reconstruction, rehabilitation, or installation of public facilities and improvements, except buildings for general conduct of government. Eligible facilities include those serving persons having special needs such as homeless shelters, convalescent homes, hospitals, nursing homes, battered spouse shelters; half-way houses for runaway children, drug offenders or parolees, group homes for mentally retarded persons; and temporary housing for disaster victims.
4. Clearance, demolition, and removal of buildings and improvements, including movement of structures to other sites.
5. Provision of public services (including labor, supplies and materials) such as those concerned with child care, health care, education, job training, public safety, fair housing counseling, recreation, senior citizens, homeless persons, drug abuse counseling and treatment, and energy conservation counseling and testing. The services must meet each of the following criteria:
 - A service must either be new or be a quantifiable increase in the level of a service above that which has been provided with state or local funds in the previous twelve calendar months; and
 - The amount obligated for public services shall not exceed 15 percent of the annual grant, plus 15% of the program income received from the previous year.
6. Removal of material and architectural barriers which restrict the mobility and accessibility of elderly or handicapped persons to publicly owned and privately owned buildings, facilities, and improvements.
7. Rehabilitation of privately and publicly owned buildings and improvements for residential purposes.
8. Rehabilitation of publicly or privately owned commercial or industrial buildings, except that the rehabilitation of such buildings owned by a private for-profit business is limited to improvements to the exterior of the building and the correction of code violations.
9. Improvements to buildings to increase energy efficiency.
10. Rehabilitation, preservation, or restoration of historic properties.
11. Provision of credit, technical assistance, and general support (including peer support programs, counseling, child care, transportation, etc.) for the establishment, stabilization, and expansion of micro enterprises. A micro enterprise is a business with five or fewer employees, one or more of whom owns the business.
12. Provision of assistance to private for-profit business where appropriate to carry out an economic development project. Any project funded must be able to document the creation or retention of a certain number of jobs, depending on the type of project proposed.

EXHIBIT "B" - National Objective Qualifiers

In order to be considered as a benefiting low or moderate income person, an activity must fall into one of the categories below.

Area Benefit: Passaic County is an "exception level" community. Census areas with 31% low- moderate income or above qualify for funding. However, smaller areas may qualify based on an income survey. When surveys are needed, at least 51% of the residents within the targeted activity area must be low-moderate income persons. The activity may also be available to all persons in the area regardless of income.

Limited Clientele: To qualify under this subcategory, a limited clientele activity must fulfill one of the following tests.

- Clientele must be one of the following groups:
 - Abused children
 - Elderly persons
 - Battered spouses
 - Homeless persons
 - Adults meeting the US Census Bureau's definition of severely disabled persons
 - Illiterate living with AIDS
 - Migrant farm workers, or
- At least 51% of the clientele must be low-moderate income persons; or
- The activity must be of such a nature and in such a location that it may reasonably be concluded that the clientele will be low-moderate income persons; or
- The activity must serve to remove material or architectural barriers to the mobility or accessibility of elderly persons or of severely disabled adults; or
- The activity must take the form of micro enterprise assistance carried out in accordance with 24 CFR 570.201 (o); or
- The activity must provide job training and placement and/or other employment support services, including, but limited to peer support programs, counseling, childcare and other similar services, in which the percentage of L/M income persons assisted is less than 51%. This situation qualifies under the limited clientele objective only in the following circumstance:

"In such cases where such training or provision of supportive services assist business(es), and the only use of CDBG assistance received by the business is to provide the job training and/or supportive services; and the proportion of the total cost of the services borne by CDBG funds is no greater than the proportion of the number of persons benefiting from the services who are low-or moderate income".

Housing – The activity must result in housing that will be occupied by L/M income persons upon completion. The housing can be either owner- or renter occupied and can be either one family or multi-unit structures. Rental housing must be occupied at affordable rents.

Jobs – "Special economic development" activities may meet the low-moderate Income Benefit national objective only in the following three ways:

- Be located in a predominately low-moderate neighborhood and serve the low-moderate income residents (e.g., a grocery store serving a low-moderate income neighborhood qualifies as area benefit); or
- Involve the employment of persons, the majority of who are low-moderate income persons (e.g., a retail clothing store which creates or maintains jobs principally for low-moderate income persons).

EXHIBIT "C" - NATIONAL OBJECTIVE QUALIFIERS

FY 2009 Income Limit Category	1 Person	2 Person	3 Person	4 Person	5 Person	6 Person	7 Person	8 Person
<u>Very Low (50%) Income Limits</u>	\$31,900	\$36,500	\$41,050	\$45,600	\$49,250	\$52,900	\$56,550	\$60,200
<u>Extremely Low (30%) Income Limits</u>	\$19,150	\$21,900	\$24,600	\$27,350	\$29,550	\$31,750	\$33,900	\$36,100
<u>Low (80%) Income Limits</u>	\$44,800	\$51,200	\$57,600	\$64,000	\$69,100	\$74,250	\$79,350	\$84,500

NOTE: Passaic County is part of the **Bergen-Passaic, NJ HUD Metro FMR Area**. The **Bergen-Passaic, NJ HUD Metro FMR Area** contains the following areas: Bergen County, NJ and Passaic County, NJ.

EXHIBIT "D" - RECORDKEEPING RESPONSIBILITIES FOR NON-PROFITS

Successful applicants will be required to sign a contract with the County, which will state all the requirements to be placed on the applicant. In general, the following will apply to all applicants:

1. Written records to justify all expenditures must be maintained for a period not less than three (3) years after the full amount of the grant is expended. Your records will be subject to review by the County and HUD.
2. You will be required to maintain the County's minimum insurance standards, to be evidenced by a copy of the policy provided to the County within 10 days of execution of the contract.
3. You must agree to administer the CDBG program in accordance with OMB Circular A22, "Cost Principles for Non-Profit Organizations," and Attachment F of OMB Circular A-110.
4. In accordance with the Office of Management and Budget Circular A-133, the federal government requires that organizations expending \$500,000 or more in federal financial assistance in a fiscal year must secure an audit. Agencies requesting \$500,000 or more must choose one of the three ways of meeting this requirement and state which method they choose:
 - a. If your agency already conducts audits of all its funding sources including CDBG, the agency must submit a copy of its most recent audit, and may, at its discretion, include the CDBG portion of the audit cost in its CDBG project budget.
 - b. If your agency already conducts audits of its other funding sources but has neither received nor included CDBG in the past, the scope of the audit would be modified to incorporate CDBG audit requirements. The associated cost of the augmentation could then be included in the CDBG project budget, accompanied by the auditor's written cost estimate.
 - c. If your agency does not have a current audit process in place, your agency will be required to include a 10 percent set-aside in the CDBG project for the provision of an audit.
5. You will be required to provide semi-annual reports stating the total number of persons served, including their ethnic origin, and whether they are female heads of household. These figures are required to be reported by HUD.
6. You will be required to obtain written proof of income of each person or household which you assist, unless your clients are abused children, battered spouses, elderly persons, handicapped persons, homeless persons, illiterate persons, or migrant farm workers.
7. You must have a written policy designed to ensure your facilities are free from the illegal use, possession, or distribution of drugs or alcohol.
8. If any income is derived from the activities funded by CDBG, that **income must be returned to the County as program income**.
9. In the event that HUD should determine that CDBG funds were improperly spent, and that money should be reimbursed to the U.S. Treasury, your organization will be responsible for this reimbursement.

Questionnaire for Removal of Regulatory Barriers to Fair and Affordable Housing

	1	2
<p>1. Does your jurisdiction's comprehensive plan include a "housing element? A local comprehensive plan means the adopted official statement of a legislative body of a local government that sets forth (in words, maps, illustrations, and/or tables) goals, policies, and guidelines intended to direct the present and future physical, social, and economic development that occurs within its planning jurisdiction and that includes a unified physical plan for the public development of land and water. If your jurisdiction does not have a local comprehensive plan with a "housing element," please enter no. If no, skip to question # 4.</p>	<input type="checkbox"/> No	<input type="checkbox"/> Yes
<p>2. If your jurisdiction has a comprehensive plan with a housing element, does the plan provide estimates of current and anticipated housing needs, taking into account the anticipated growth of the region, for existing and future residents, including low, moderate and middle income families, for at least the next five years?</p>	<input type="checkbox"/> No	<input type="checkbox"/> Yes
<p>3. Does your zoning ordinance and map, development and subdivision regulations or other land use controls conform to the jurisdiction's comprehensive plan regarding housing needs by providing:</p> <p style="margin-left: 40px;">a) sufficient land use and density categories (multifamily housing, duplexes, small lot homes and other similar elements); and,</p> <p style="margin-left: 40px;">b) sufficient land zoned or mapped "as of right" in these categories, that can permit the building of affordable housing addressing the needs identified in the County's Consolidated plan?</p> <p style="margin-left: 40px;">(For purposes of this survey, "as-of-right," as applied to zoning, means uses and development standards that are determined in advance and specifically authorized by the zoning ordinance. The ordinance is largely self-enforcing because little or no discretion occurs in its administration.)</p> <p style="margin-left: 40px;">If the jurisdiction has chosen not to have either zoning, or other development controls that have varying standards based upon districts or zones, the applicant may indicate _____ not applicable.</p>	<input type="checkbox"/> No	<input type="checkbox"/> Yes
<p>4. Does your jurisdiction's zoning ordinance set minimum building size requirements that exceed the local housing or health code or is otherwise not based upon explicit health standards?</p>	<input type="checkbox"/> Yes	<input type="checkbox"/> No
<p>5. If your jurisdiction has development impact fees, are the fees specified and calculated under local or state statutory criteria? If no, skip to question #7. Alternatively, if your jurisdiction does not have impact fees, indicate _____ NOT APPLICABLE.</p>	<input type="checkbox"/> No	<input type="checkbox"/> Yes
<p>6. If yes to question #5, does the statute provide criteria that sets standards for the allowable type of capital investments that have a direct relationship between the fee and the development (nexus), and a method for fee calculation?</p>	<input type="checkbox"/> No	<input type="checkbox"/> Yes
<p>7. If your jurisdiction has impact or other significant fees, does the jurisdiction provide waivers of these fees for affordable housing?</p>	<input type="checkbox"/> No	<input type="checkbox"/> Yes

<p>8. Does your jurisdiction's zoning ordinance or land use regulations permit manufactured (HUD-Code) housing "as of right" in all residential districts and zoning classifications in which similar site-built housing is permitted, subject to design, density, building size, foundation requirements, and other similar requirements applicable to other housing that will be deemed realty, irrespective of the method of production?</p>	<input type="checkbox"/> No	<input type="checkbox"/> Yes
<p>9. Does your jurisdiction's zoning ordinance or land use regulations permit group homes "as of right" in all residential districts and zoning classifications?</p> <p>Please attach a copy of the definition of "family: if your jurisdiction's code contains one.</p>	<input type="checkbox"/> No	<input type="checkbox"/> Yes
<p>10. Within the past five years, has a jurisdiction official (i.e., chief executive, mayor, county chairman, city manager, administrator, or a tribally recognized official, etc.), the local legislative body, or planning commission, directly, or in partnership with major private or public stakeholders, convened or funded comprehensive studies, commissions, or hearings, or has the jurisdiction established a formal ongoing process, to review the rules, regulations, development standards, and processes of the jurisdiction to assess their impact on the supply of affordable housing?</p>	<input type="checkbox"/> No	<input type="checkbox"/> Yes
<p>11. Within the past five years, has the jurisdiction initiated major regulatory reforms either as a result of the above study? If yes, attach a brief list of these major regulatory reforms.</p>	<input type="checkbox"/> No	<input type="checkbox"/> Yes
<p>12. Within the past five years has your jurisdiction modified infrastructure standards and/or authorized the use of new infrastructure technologies (e.g. water, sewer, street width) to significantly reduce the cost of housing?</p>	<input type="checkbox"/> No	<input type="checkbox"/> Yes
<p>13. Does your jurisdiction give "as-of-right" density bonuses sufficient to offset the cost of building below market units as an incentive for any market rate residential development that includes a portion of affordable housing? (As applied to density bonuses, "as of right" means a density bonus granted for a fixed percentage or number of additional market rate dwelling units in exchange for the provision of a fixed number or percentage of affordable dwelling units and without the use of discretion in determining the number of additional market rate units.)</p>	<input type="checkbox"/> No	<input type="checkbox"/> Yes
<p>14. Has your jurisdiction established a single, consolidated permit application process for housing development that includes building, zoning, engineering, environmental, and related permits? Alternatively, does your jurisdiction conduct concurrent, not sequential, reviews for all required permits and approvals?</p>	<input type="checkbox"/> No	<input type="checkbox"/> Yes
<p>15. Does your jurisdiction provide for expedited or "fast track" permitting and approvals for all affordable housing projects in your community?</p>	<input type="checkbox"/> No	<input type="checkbox"/> Yes
<p>16. Has your jurisdiction established time limits for government review and approval or disapproval of development permits in which failure to act, after the application is deemed complete, by the government within the designated time period, results in automatic approval?</p>	<input type="checkbox"/> No	<input type="checkbox"/> Yes

17. Does your jurisdiction allow "accessory apartments" either as: a) a special exception or conditional use in all single-family residential zones or, b) "as of right" in a majority of residential districts otherwise zoned for single-family housing?	<input type="checkbox"/> No	<input type="checkbox"/> Yes
18. Does your jurisdiction have an explicit policy that adjusts or waives existing parking requirements for all affordable housing developments?	<input type="checkbox"/> No	<input type="checkbox"/> Yes
19. Does your jurisdiction require affordable housing projects to undergo public review or special hearings when the project is otherwise in full compliance with the zoning ordinance and other development regulations?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
20. Has the community met the round 2 requirements of COAH through construction or rehabilitation of affordable housing within the jurisdiction (rather than transferring funds to another jurisdiction)?	<input type="checkbox"/> Yes	<input type="checkbox"/> No

APPLICATION CHECKLIST PUBLIC FACILITIES PROJECTS

	Yes	No	N/A
• Application completed and certification signed			
• Project location map attached			
• Architect / Engineer cost estimates			
• Provided photographs of rehab structure(s), if applicable			
• Board Resolution			
• Questionnaire for Removal of Regulatory Barriers to Fair and Affordable Housing (To be Completed by Municipal entities only)			

13.

Appendix 4 / Glossary of Terms

GLOSSARY OF TERMS AND ACRONYMS

ADA. The Americans with Disabilities Act of 1990.

Age of housing. The number of year-round housing units, as further defined in 42 U.S.C. 5301 *et seq.*

ARRA. The American Recovery and Reinvestment Act of 2009.

AP. The Annual Plan submitted to HUD.

Area of ethnic concentration. A census tract in which the percentage of ethnic residents (i.e., Hispanic) is at least ten percentage points higher than the County's rate.

Area of minority concentration. A census tract in which the percentage of minority residents is at least ten percentage points higher than the County's rate.

CDBG. Community Development Block Grant.

Certification. A written assertion, based on supporting evidence, that must be kept available for inspection by HUD, by the Inspector General of HUD, and by the public. The assertion shall be deemed to be accurate unless HUD determines otherwise, after inspecting the evidence and providing due notice and opportunity for comment.

CHAS. Community Housing Affordability Strategy.

CHDO. Community Housing Development Organization.

CoC/COC. Continuum of Care.

Consolidated Plan. The document that is submitted to HUD that serves as the planning document (comprehensive housing affordability strategy and community development plan) of the jurisdiction and an application for funding under any of the Community Planning and Development formula grant programs (CDBG, ESG, HOME, or HOPWA). The Plan is prepared in accordance with 24CFR 91 and describes the needs, priorities among those needs, objectives, and proposed outcomes, as well as the resources needed, for a five year period with respect to HUD programs.

Continuum of Care. A community plan to organize and deliver housing and services to meet the specific needs of people who are homeless as they move to stable housing and maximum self-sufficiency. It includes action steps to end homelessness and prevent a return to homelessness.

Cost burden. The extent to which gross housing costs, including utility costs, exceed 30 percent of gross income, based on data available from the U.S. Census Bureau.

CP. Consolidated Plan.

Elderly person. An individual who is at least 62 years of age.

Emergency shelter. Any facility with overnight sleeping accommodations, the primary purpose of which is to provide temporary shelter for the homeless in general or for specific populations of the homeless.

ESG. Emergency Shelter Grant Program.

Extremely low-income family. A family whose income is between 0 and 30 percent of the median family income for the metropolitan statistical area, as determined by HUD with adjustments for smaller and larger families.

Fair Housing Act. Title VIII of the Civil Rights Act of 1968, as amended by the Fair Housing Amendments Act of 1988.

Fair Market Rent (FMR). The rent that would be required to be paid in the Passaic County housing market area in order to obtain privately owned, decent, safe, and sanitary rental housing of modest (non-luxury) nature with suitable amenities. Separate FMRs are established by HUD for dwelling units of varying sizes (number of bedrooms).

Family. All persons living in the same household who are related by birth, marriage, or adoption.

FEMA. Federal Emergency Management Agency.

FHLB. Federal Home Loan Bank.

Grantee. Person or legal entity to which a grant is awarded and that is accountable for the use of the funds available.

HOME. HOME Investment Partnerships Program.

Homeless family with children. A family composed of the following types of homeless persons: at least one parent or guardian and one child under the age of 18; a pregnant woman; or a person in the process of securing legal custody of a person under the age of 18.

Homeless person. A youth (17 years or younger) not accompanied by an adult (18 years or older) or an adult without children, who is homeless (not imprisoned or otherwise detained pursuant to an Act of Congress or a State law), including the following:

- (1) An individual who lacks a fixed, regular, and adequate nighttime residence; and
- (2) An individual who has a primary nighttime residence that is:
 - (i) A supervised publicly or privately operated shelter designed to provide temporary living accommodations (including welfare hotels, congregate shelters, and transitional housing for the mentally ill);
 - (ii) An institution that provides a temporary residence for individuals intended to be institutionalized; or
 - (iii) A public or private place not designed for, or ordinarily used as, a regular sleeping accommodation for human beings.

Homeless subpopulations. Include but are not limited to the following categories of homeless persons: severely mentally ill only, alcohol/drug addicted only, severely mentally ill and alcohol/drug addicted, fleeing domestic violence, youth, and persons with HIV/AIDS.

HOPWA. Housing Opportunities for Persons with AIDS.

Household. All the persons who occupy a housing unit. The occupants may be a single family, two or more families living together, one person living alone, or any other group of related or unrelated persons who share living arrangements.

HUD. The U.S. Department of Housing and Urban Development.

JTPA. Job Training Partnership Act.

Jurisdiction. A state or unit of general local government.

Large family. A family of five or more persons.

LBP. Lead-Based Paint.

Lead-based paint hazards. Lead-based paint hazards as defined in part 35, subpart B of this title.

Low-income families. Families whose incomes do not exceed 50 percent of the median family income for the metropolitan statistical area, as determined by HUD with adjustments for smaller and larger families.

MFI. Median Family Income.

Middle-income family. A family whose income is between 80 percent and 95 percent of the median family income for the metropolitan statistical area, as determined by HUD.

Moderate-income family. A family whose income does not exceed 80 percent of the median family income for the metropolitan statistical area, as determined by HUD with adjustments for smaller and larger families.

MSA. Metropolitan statistical area.

NAHA. Cranston-Gonzales National Affordable Housing Act.

NEPA. National Environmental Policy Act of 1969.

Overcrowding. For purposes of describing relative housing needs, a housing unit containing more than one person per room, as defined by the U.S. Census Bureau, for which data are made available by the Census Bureau. (See 24 CFR 791.402(b).)

Person with a disability. A person who is determined to:

- (1) Have a physical, mental or emotional impairment that:
 - (i) Is expected to be of long-continued and indefinite duration;
 - (ii) Substantially impedes his or her ability to live independently; and
 - (iii) Is of such a nature that the ability could be improved by more suitable housing conditions; or
- (2) Have a developmental disability, as defined in section 102(7) of the Developmental Disabilities Assistance and Bill of Rights Act (42 U.S.C. 6001-6007); or
- (3) Be the surviving member or members of any family that had been living in an assisted unit with the deceased member of the family who had a disability at the time of his or her death.

Poverty level family. A family with an income below the poverty line, as defined by the Office of Management and Budget and revised annually.

Severe cost burden. The extent to which gross housing costs, including utility costs, exceed 50 percent of gross income, based on data available from the U.S. Census Bureau.

SRO. Single Room Occupancy.

State. Any State of the United States and the Commonwealth of Puerto Rico.

Subrecipient. A public agency or nonprofit organization selected by Passaic County to administer all or a portion of the County's entitlement programs.

Substandard housing. Housing units that fail to meet the housing quality standards for the Section 8 Housing Assistance Payments Program-Existing Housing (24 CFR 882.109).

TBRA. Tenant-Based Rental Assistance.

Transitional housing. A project that is designed to provide housing and appropriate supportive services to homeless persons to facilitate movement to independent living within 24 months, or a

longer period approved by HUD. For purposes of the HOME program, there is no HUD-approved time period for moving to independent living.

Appendix 5 / PROJECT SHEETS

Table 3
Consolidated Plan Listing of Projects

Applicant's Name Passaic County

Priority Need
Infrastructure

Project Title
Hawthorne ADA Curb Ramps

Project Description

Hawthorne borough proposes to replace Curb Ramps to provide accessibility for persons with disabilities. The budget of \$40,000 is projected to improve 30 curb ramps.

Objective category: Suitable Living Environment Decent Housing Economic Opportunity
Outcome category: Availability/Accessibility Affordability Sustainability

Location

Hawthorne Borough – non site specific

Goal Number 3	Project ID
HUD Matrix Code 03L	CDBG Citation 570.201(c)
Type of Recipient Local Government	CDBG National Objective LMC – Limited clientele
Start Date (mm/dd/yyyy) 01/01/2011	Completion Date (mm/dd/yyyy) 8/30/2012
Performance Indicator 11 – Public Facilities	Annual Units 25 curb ramps
Local ID	Units Upon Completion

Funding Sources:

CDBG	40,000
ESG	
HOME	
HOPWA	
Total Formula	40,000
Prior Year Funds	
Assisted Housing	
PHA	
Other Funding	
Total	40,000

The primary purpose of the project is to help: the Homeless Persons with HIV/AIDS Persons with Disabilities Public Housing Needs

Table 3
Consolidated Plan Listing of Projects

Applicant's Name Passaic County

Priority Need
Infrastructure

Project Title
Street Improvements - Borough of Woodland Park (formerly West Paterson)

Project Description

Mill and pave Rockland Avenue between Squirrelwood Road and Taft Avenue including storm sewer improvements, curbs and sidewalks as needed, and installation of curb ramps.

The streets are located in CT 2641.00 block group 1 which is 55.2% low mod. (1,269 people, 700 low-mod)

Objective category: Suitable Living Environment Decent Housing Economic Opportunity
Outcome category: Availability/Accessibility Affordability Sustainability

Location

Rockland Avenue

Goal Number 3	Project ID
HUD Matrix Code 03K	CDBG Citation 570.201(c)
Type of Recipient Local Government	CDBG National Objective LMA – low mod area
Start Date (mm/dd/yyyy) 01/01/2011	Completion Date (mm/dd/yyyy) 8/30/2012
Performance Indicator 01 – People	Annual Units 1,269 people
Local ID	Units Upon Completion

Funding Sources:

CDBG	242,000
ESG	
HOME	
HOPWA	
Total Formula	242,000
Prior Year Funds	
Assisted Housing	
PHA	
Other Funding	
Total	242,000

The primary purpose of the project is to help: the Homeless Persons with HIV/AIDS Persons with Disabilities Public Housing Needs

Table 3
Consolidated Plan Listing of Projects

Applicant's Name Passaic County

Priority Need
Public Facilities

Project Title
Township of Little Falls

Project Description

Roof Replacement on the Little Falls Public Library. The building is now 41 years old and the roof is in poor condition. The rain is starting to enter the structure which will cause a health and safety hazard for patrons of the library. This project meets the National Objective of Slum and Blight.

Objective category: Suitable Living Environment Decent Housing Economic Opportunity
Outcome category: Availability/Accessibility Affordability Sustainability

Location

8 Warren Street, Little Falls, NJ

Goal Number	Project ID
4	
HUD Matrix Code	CDBG Citation
03E	570.201(c)
Type of Recipient	CDBG National Objective
Local Government	LMC - limited clientele
Start Date (mm/dd/yyyy)	Completion Date (mm/dd/yyyy)
01/01/2011	8/30/2012
Performance Indicator	Annual Units
11 - Public Facilities	1 public facility
Local ID	Units Upon Completion

Funding Sources:

CDBG	75,000
ESG
HOME
HOPWA
Total Formula	75,000
Prior Year Funds
Assisted Housing
PHA
Other Funding
Total	75,000

The primary purpose of the project is to help: the Homeless Persons with HIV/AIDS Persons with Disabilities Public Housing Needs

Table 3
Consolidated Plan Listing of Projects

Applicant's Name Passaic County

Priority Need
Infrastructure

Project Title
Borough of Prospect Park

Project Description

Installation of a 850' of 8" PVC sanitary sewer system line in Hofstra Park near the site of a recently demolished bathroom facility and sanitary septic system that was deemed unsafe by the borough's engineer in October 2008. The sanitary sewer line will complement the associated sanitary requirements of the new bathroom facility that is being installed by the borough, a portion of which is funded through FY 2009 CDBG funds of \$48,000. The Borough of Prospect Park is overall low income (51.58%) and this is the only park facility.

CT 2036, Block Groups 1 -5: Population 5,572 of which 2,977 is low income.

Objective category: Suitable Living Environment Decent Housing Economic Opportunity
Outcome category: Availability/Accessibility Affordability Sustainability

Location

Hofstra Park atop Struyk Ave.

Goal Number 3	Project ID
HUD Matrix Code 03F	CDBG Citation 570.201(c)
Type of Recipient Local Government	CDBG National Objective Low Mod Area
Start Date (mm/dd/yyyy) 01/01/2011	Completion Date (mm/dd/yyyy) 8/30/2012
Performance Indicator 01 People	Annual Units 5,572 people
Local ID	Units Upon Completion

Funding Sources:

CDBG	100,000
ESG	
HOME	
HOPWA	
Total Formula	100,000
Prior Year Funds	
Assisted Housing	
PHA	
Other Funding	20,000
Total	120,000

The primary purpose of the project is to help: the Homeless Persons with HIV/AIDS Persons with Disabilities Public Housing Needs

Table 3
Consolidated Plan Listing of Projects

Applicant's Name Passaic County

Priority Need
Public Service

Project Title
NewBridge Services -- Operation SAIL

Project Description

Provide 455 hours of outreach, assessment and case management services to 35 frail, home-bound seniors ages 60 years of age and older annually who have low to moderate incomes and who live in the 4 municipalities of Upper Passaic Co.: West Milford, Pompton Lakes, Bloomingdale and Wanaque.

Objective category: Suitable Living Environment Decent Housing Economic Opportunity
Outcome category: Availability/Accessibility Affordability Sustainability

Location

105 Hamburg Turnpike, Pompton Lakes, NJ 07442

Goal Number 6	Project ID	Funding Sources: CDBG <u>12,555</u> ESG _____ HOME _____ HOPWA _____ Total Formula <u>12,555</u> Prior Year Funds _____ Assisted Housing _____ PHA _____ Other Funding <u>2,050</u> Total <u>14,605</u>
HUD Matrix Code 05A	CDBG Citation 570.201(e)	
Type of Recipient Subrecipient	CDBG National Objective 570.208(a)(2) Low/Mod Limited Clientele	
Start Date (mm/dd/yyyy) 01/01/2011	Completion Date (mm/dd/yyyy) 12/31/2011	
Performance Indicator 01 People	Annual Units 35 People	
Local ID	Units Upon Completion	

The primary purpose of the project is to help: the Homeless Persons with HIV/AIDS Persons with Disabilities Public Housing Needs

Table 3
Consolidated Plan Listing of Projects

Applicant's Name Passaic County

Priority Need
Public Facility

Project Title
Strengthen Our Sisters

Project Description

Reduce Flooding of area regrade and remove pot holes. Wanaque House: Removal of old driveway, filling of stone, removal of 8 trees, shrubs and stumps and paving. Faye House: Removal of old driveway, placement of stone paving semi-circular driveway, paving of side parking area and top parking area, main driveway.

Objective category: Suitable Living Environment Decent Housing Economic Opportunity
Outcome category: Availability/Accessibility Affordability Sustainability

Location
Suppressed

Goal Number 4	Project ID
HUD Matrix Code 03C	CDBG Citation 570.201(c)
Type of Recipient Non-profit, subrecipient	CDBG National Objective 570.208(a)(2) Low/Mod Limited Clientele
Start Date (mm/dd/yyyy) 01/01/2011	Completion Date (mm/dd/yyyy) 12/31/2011
Performance Indicator 11 Public Facilities	Annual Units 1 public facility
Local ID	Units Upon Completion

Funding Sources:

CDBG	26,365
ESG	
HOME	
HOPWA	
Total Formula	26,365
Prior Year Funds	
Assisted Housing	
PHA	
Other Funding	
Total	26,365

The primary purpose of the project is to help: the Homeless Persons with HIV/AIDS Persons with Disabilities Public Housing Needs

**Table 3
Consolidated Plan Listing of Projects**

Applicant's Name Passaic County

Priority Need
Infrastructure

Project Title
Haledon Borough

Project Description

Update and renovate Children's Park at Roe Street Field. Project includes: swings, climber, benches, trash receptacles, rubber surfacing, subgrade preparation and handicap barrier removal. The park is located in CT 1337 and includes 7 block groups. The Borough overall is 50.36 percent lower income.

Objective category: Suitable Living Environment Decent Housing Economic Opportunity
Outcome category: Availability/Accessibility Affordability Sustainability

Location
83 Roe Street

Goal Number 4	Project ID
HUD Matrix Code 03E	CDBG Citation 570.201(c)
Type of Recipient Local Government	CDBG National Objective 570.208(a)(1) Low/Mod Area
Start Date (mm/dd/yyyy) 01/01/2011	Completion Date (mm/dd/yyyy) 8/30/2012
Performance Indicator 01 – People	Annual Units 8,252 People
Local ID	Units Upon Completion

Funding Sources:

CDBG	100,000
ESG	
HOME	
HOPWA	
Total Formula	100,000
Prior Year Funds	
Assisted Housing	
PHA	
Other Funding	
Total	100,000

The primary purpose of the project is to help: the Homeless Persons with HIV/AIDS Persons with Disabilities Public Housing Needs

Table 3
Consolidated Plan Listing of Projects

Applicant's Name Passaic County

Priority Need
Public Facility

Project Title
Pompton Lakes - Historic Preservation - Library

Project Description

The project entails construction of an addition to be able to house two ADA compliant restrooms and an elevator. The current configuration of the building does not readily lend itself to ADA compliance. Therefore, a small structure will be added to provide these services.

Objective category: Suitable Living Environment Decent Housing Economic Opportunity
Outcome category: Availability/Accessibility Affordability Sustainability

Location: 133 Wanaque Ave. Pompton Lakes

Goal Number	Project ID
4	
HUD Matrix Code	CDBG Citation
03E	570.201(c)
Type of Recipient	CDBG National Objective
Local Government	Slum and Blight Spot
Start Date (mm/dd/yyyy)	Completion Date (mm/dd/yyyy)
01/01/2011	8/30/2012
Performance Indicator	Annual Units
11 Public Facilities	1 public facility
Local ID	Units Upon Completion

Funding Sources:

CDBG	171,639
ESG	
HOME	
HOPWA	
Total Formula	171,639
Prior Year Funds	
Assisted Housing	
PHA	
Other Funding	286,361
Total	458,000

The primary purpose of the project is to help: the Homeless Persons with HIV/AIDS Persons with Disabilities Public Housing Needs

**Table 3
Consolidated Plan Listing of Projects**

Applicant's Name Passaic County

Priority Need
Public Services

Project Title
Catholic Family and Community Services – LINC program

Project Description

LINC is a program offered by Catholic Family since 1974 reaching out to isolated lonely and homebound individuals providing medical and transportation services, shopping and shopping assistance, respite, companionship, outreach, telephone reassurance and information and referral in Upper Passaic County. CDBG funds originally provided in 2008 provided for an **increased level** of services in Bloomingdale, Pompton Lakes, Wanaque and West Milford. Funds will be used to operate the vehicle purchased with FY 2008 funds for use in this program, provide for insurance and the wages of a driver.

Objective category: Suitable Living Environment Decent Housing Economic Opportunity
Outcome category: Availability/Accessibility Affordability Sustainability

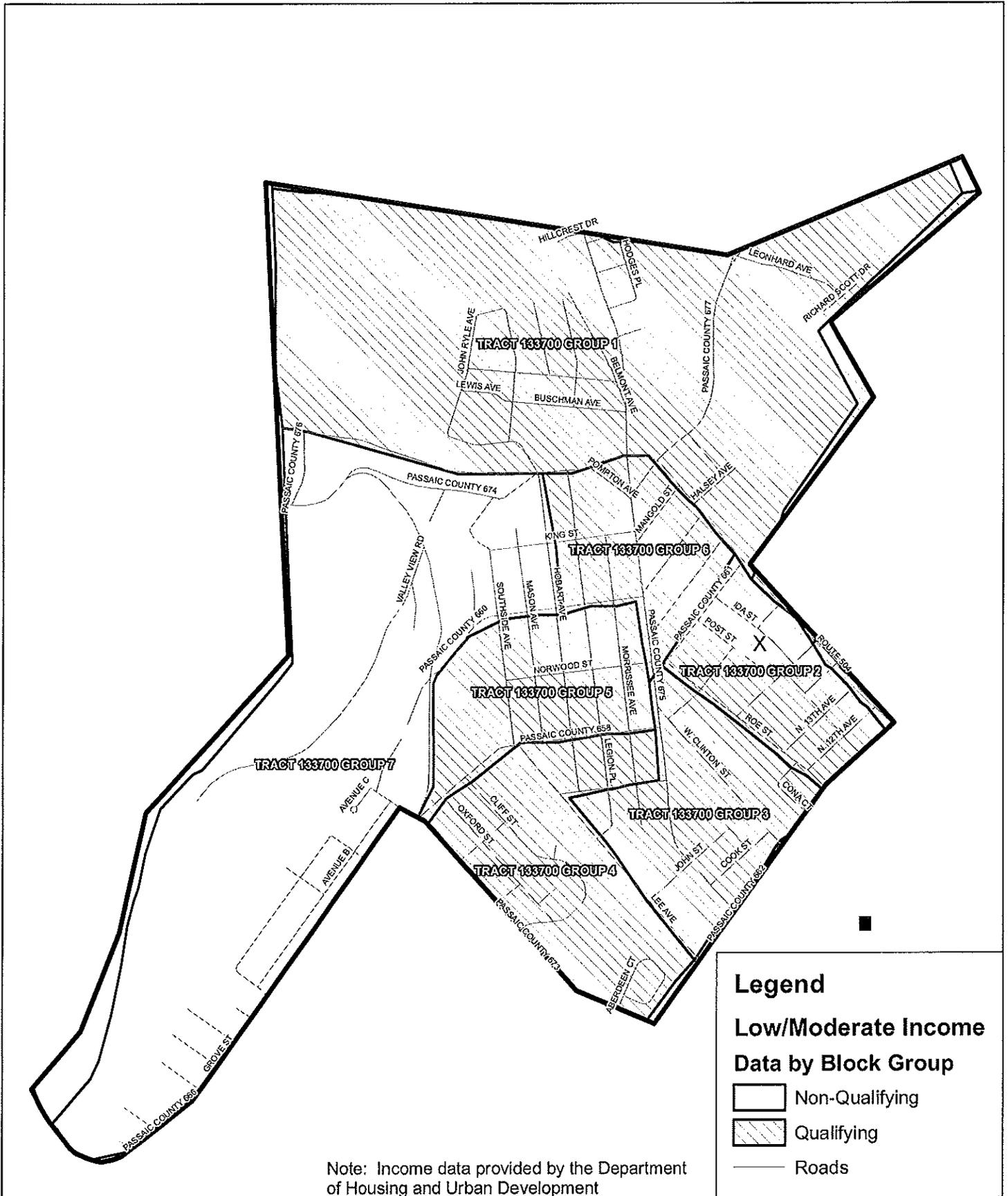
Location
17 Pompton Ave, Pompton Lakes, NJ 07442

Goal Number 6	Project ID
HUD Matrix Code 05A	CDBG Citation 570.201(e)
Type of Recipient Non-profit	CDBG National Objective 570.208(a)(2) low/mod limited clientele
Start Date (mm/dd/yyyy) 01/01/2011	Completion Date (mm/dd/yyyy) 12/31/2011
Performance Indicator 01 – People	Annual Units 50 people
Local ID	Units Upon Completion

Funding Sources:	
CDBG	30,000
ESG	
HOME	
HOPWA	
Total Formula	30,000
Prior Year Funds	
Assisted Housing	
PHA	
Other Funding	
Total	30,000

The primary purpose of the project is to help: the Homeless Persons with HIV/AIDS Persons with Disabilities Public Housing Needs

Appendix 6 / Maps of Planned Activities



Note: Income data provided by the Department of Housing and Urban Development

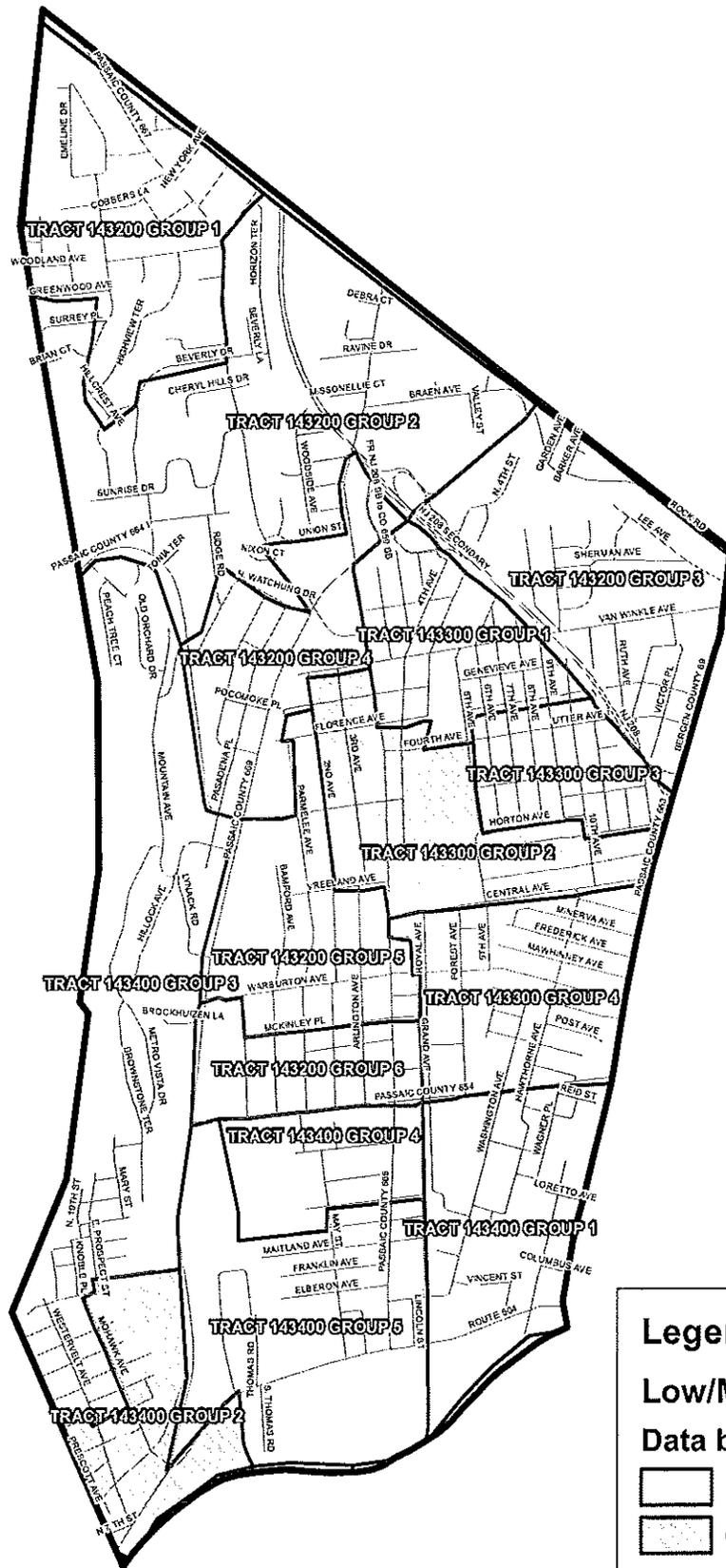
Legend

- Low/Moderate Income Data by Block Group**
-  Non-Qualifying
-  Qualifying
-  Roads



COUNTY OF PASSAIC
DEPARTMENT OF PLANNING

Low & Moderate Income Block Groups
 Community Development Block Grant
 Roe Street Children's Park, Haledon



Legend

Low/Moderate Income Data by Block Group

- Non-Qualifying
- Qualifying
- Roads

Note: Income data provided by the Department of Housing and Urban Development

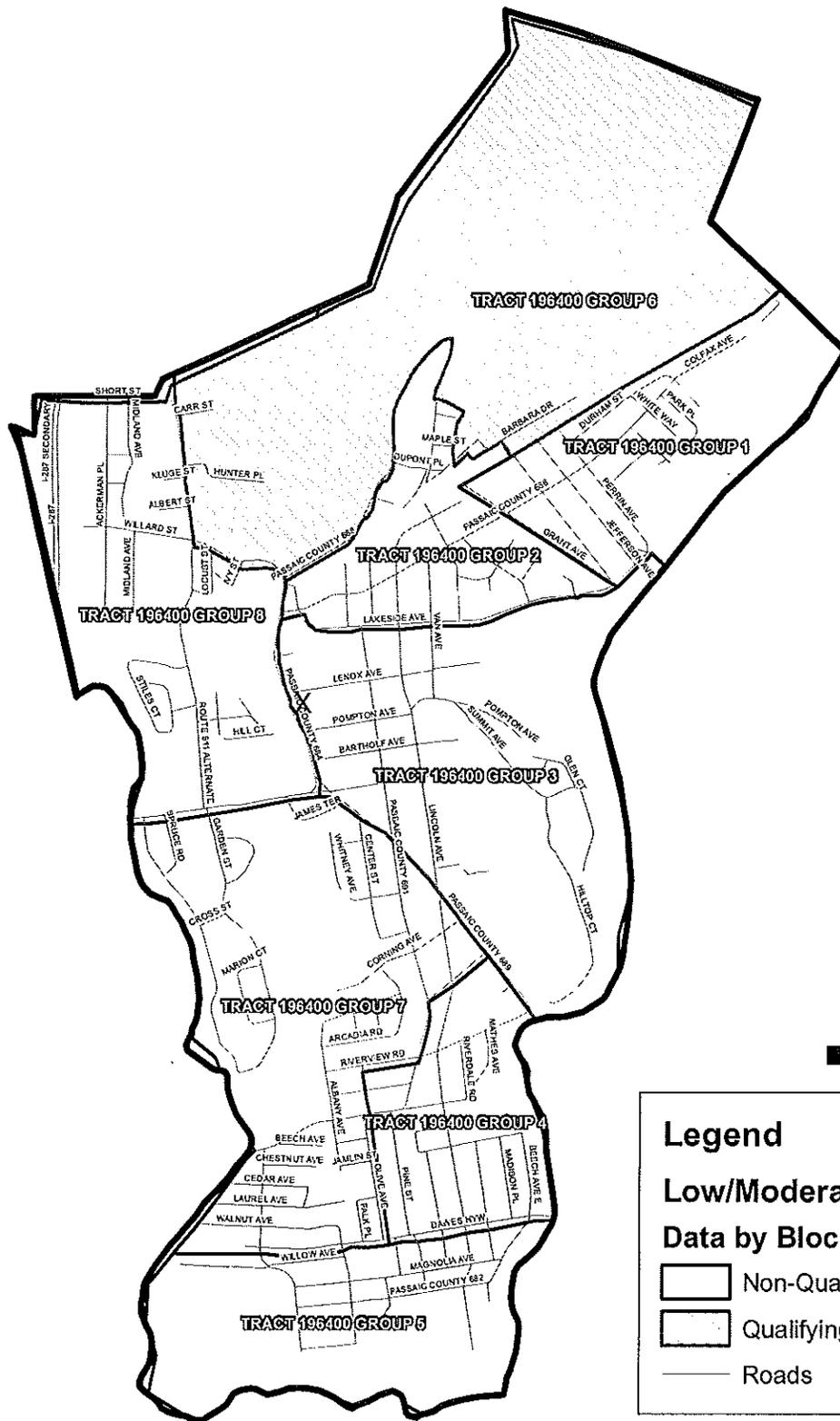


COUNTY OF PASSAIC
DEPARTMENT OF PLANNING

Low & Moderate Income Block Groups
 Community Development Block Grant

ADA Curb Ramps, Community Wide
 Locations to be Determined

Hawthorne



Note: Income data provided by the Department of Housing and Urban Development



COUNTY OF PASSAIC
DEPARTMENT OF PLANNING

P:/PROJECTS/CDBG/Maps/Workspaces/Municipal/P_Lakes_BG_B&W

Einstein Memorial Library
 333 Wanaque Avenue

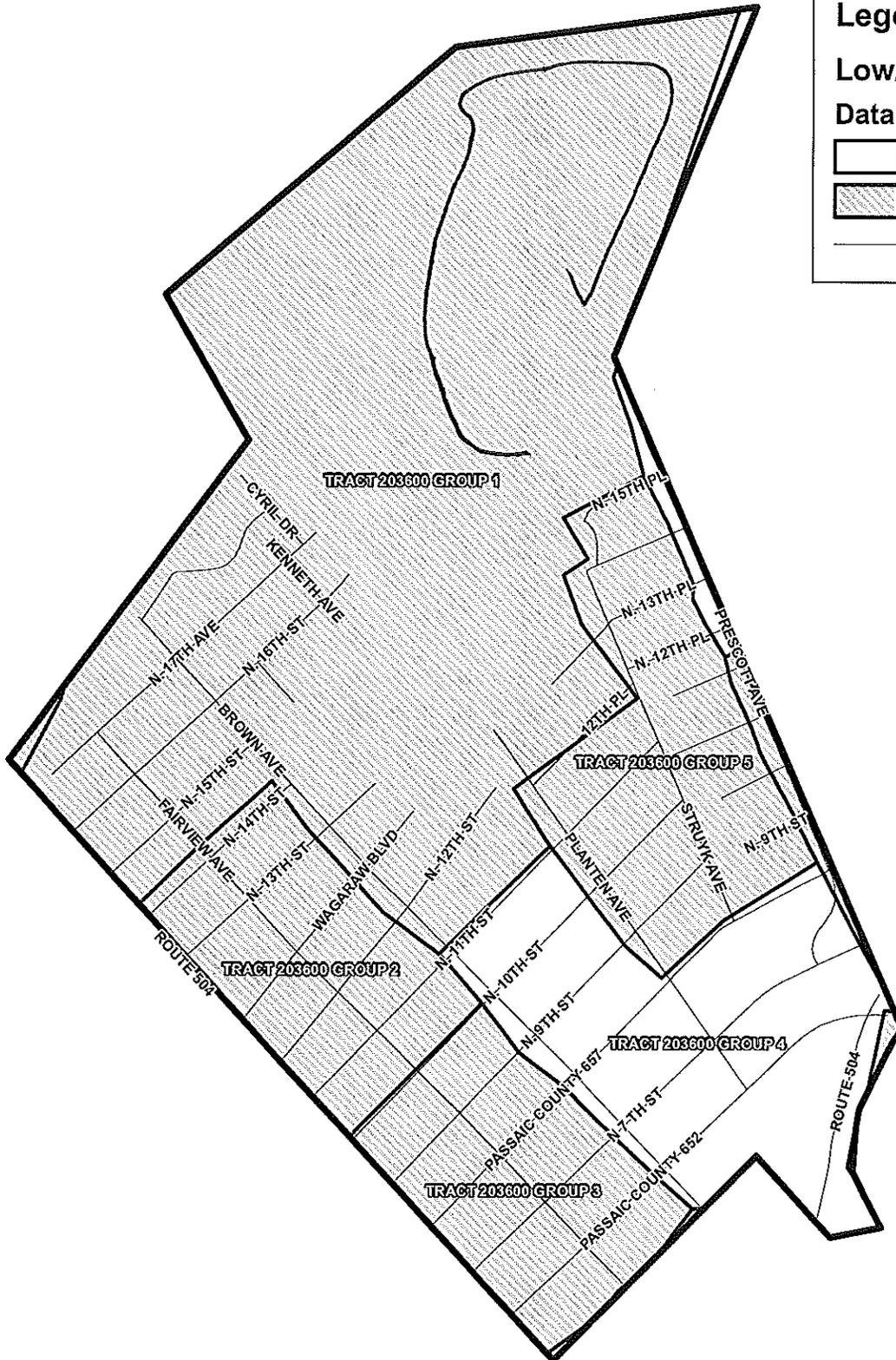
Low & Moderate Income Block Groups
 Community Development Block Grant

Pompton Lakes

Legend

Low/Moderate Income Data by Block Group

-  Non-Qualifying
-  Qualifying
-  Roads



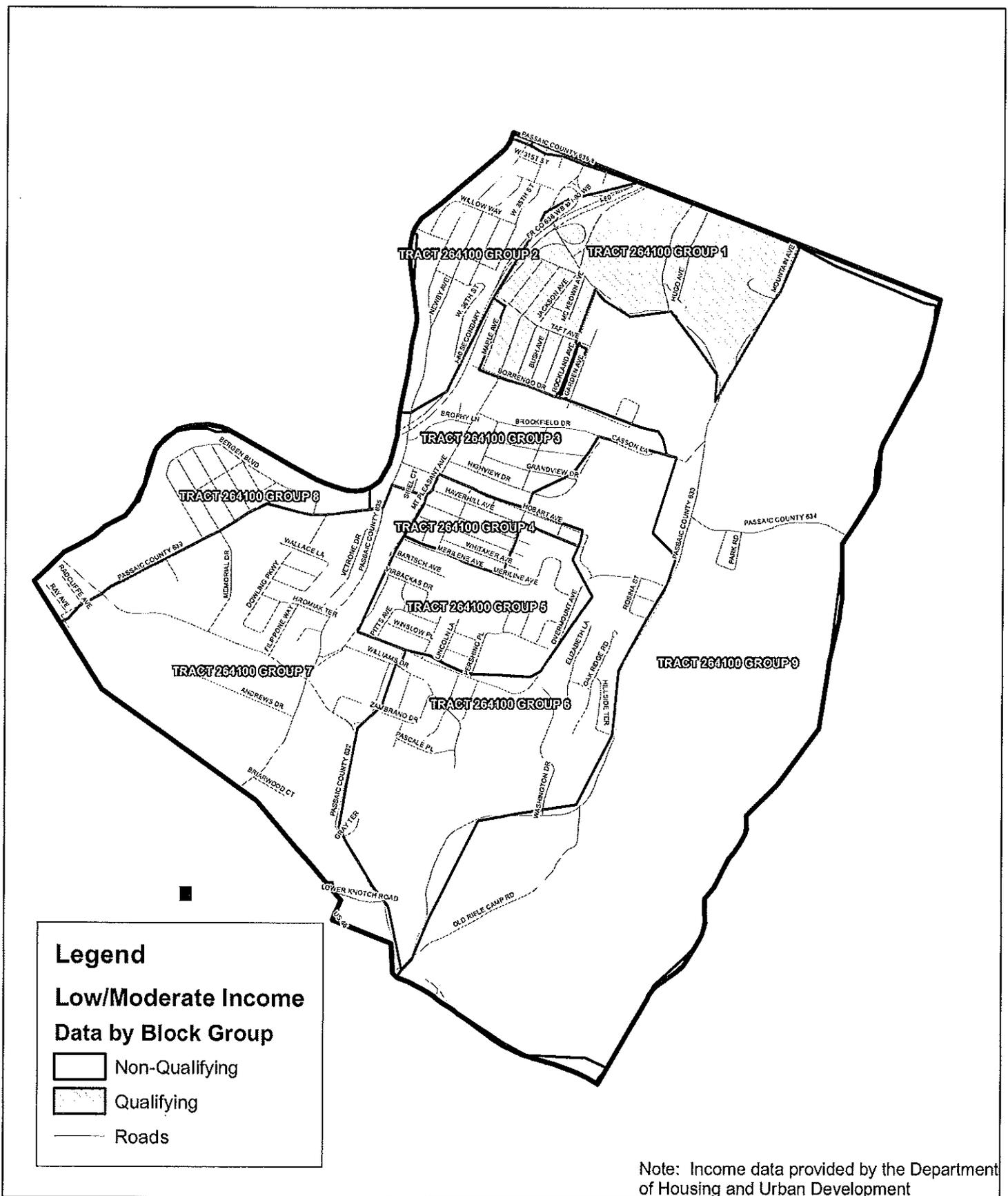
Note: Income data provided by the Department of Housing and Urban Development



COUNTY OF PASSAIC

DEPARTMENT OF PLANNING

Low & Moderate Income Block Groups
Community Development Block Grant
Prospect Park



COUNTY OF PASSAIC
DEPARTMENT OF PLANNING

Low & Moderate Income Block Groups
 Community Development Block Grant
 Woodland Park