

# Essex County, NJ

## 2015-2019 Consolidated Plan 2015 Consolidated Annual Performance Evaluation Report

CDBG – HOME – ESG



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*Putting Essex County First*  
Containing information of all programs and projects administered by:

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The Department of Economic Development, Training & Employment  
The Division of Housing & Community Development

Joseph N. DiVincenzo, Jr., County Executive  
Ralph J. Ciallella, County Administrator  
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George F. Serio, Jr., Division Director

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# County of Essex

## New Jersey

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Essex County Executive

**Ralph J. Ciallella**  
Essex County Administrator

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Deborah Davis Ford – Clerk of the Board

Department of Economic Development Training & Employment  
Anibal Ramos, Jr., Department Director

Division of Housing and Community Development  
George F. Serio, Jr, Division Director

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## **CR-05 - Goals and Outcomes**

### **Progress the jurisdiction has made in carrying out its strategic plan and its action plan. 91.520(a)**

This could be an overview that includes major initiatives and highlights that were proposed and executed throughout the program year.

Program Year 2015 marked the first year of Essex County's strategy to address the goals identified in the 2015-2019 Consolidated Plan. The CAPER is the document used to highlight the County's achievements in providing decent housing, suitable living environments and expanding opportunities specifically targeting low and moderate-income persons and households during the reporting period. Essex County has been timely in the implementation of its CDBG program each year. Even though few PY 2015 capital improvement activities were completed during the program year, a myriad of public services were provided to clients in the program year. All 2015 CDBG and ESG activities are underway with several being completed during the production of this report.

The Boroughs of Caldwell, Roseland and the Township of West Caldwell partnered together to utilize CDBG for the purchase of an ADA bus for their senior transportation program, the first time an inter-local partnership took advantage of this funding. Family Connections completed the improvements to their public facility which provides a wide array of services to low-moderate income families in Essex County.

Finally, numerous activities funded in previous program years were completed in 2015 including:

Township of Belleville: Reconstruction of Lawrence Street, Newark Place and Madison Street. Installation of an emergency generator at the senior center. Improvements to the Township water systems.

Township of Fairfield: Removal of barriers and installation of ADA curb ramps at the municipal complex.

Borough of Glen Ridge: Removal of barriers and installation of ADA curb ramps on municipal streets.

Township of Livingston: Removal of barriers to create ADA barrier free access to Monmouth Court and Haines Pool.

Township of Maplewood: Removal of barriers to create ADA barrier free access to Hilton Branch Library.

Township of Millburn: Removal of barriers and installation of ADA curb ramps on municipal streets.

Township of Montclair: Walnut Street pedestrian safety improvements, Glen Ridge Avenue streetscape, ARC of Essex installation of generator to group home.

Township of Nutley: Removal of barriers and installation of ADA walkway to parks and recreation department and reconstruction of Hancox Ave., Conover St., Chestnut St.

City of Orange: Central Park playground, Colgate park reconstructio and Alden Street irrigation improvements.

Borough of Roseland: Removal of barriers and installation of ADA ramp to the municipal building.

Village of South Orange: Removal of barriers and installation of ADA entrance to recreation and cultural affairs facility.

Township of West Orange: Reconstruction of High St.

**Comparison of the proposed versus actual outcomes for each outcome measure submitted with the consolidated plan and explain, if applicable, why progress was not made toward meeting goals and objectives. 91.520(g)**

Categories, priority levels, funding sources and amounts, outcomes/objectives, goal outcome indicators, units of measure, targets, actual outcomes/outputs, and percentage completed for each of the grantee’s program year goals.

Goal	Category	Source / Amount	Indicator	Unit of Measure	Expected – Strategic Plan	Actual – Strategic Plan	Percent Complete	Expected – Program Year	Actual – Program Year	Percent Complete
Create and Retain Affordable Housing Units	Affordable Housing	CDBG: \$ / HOME: \$	Rental units constructed	Household Housing Unit	18	5	27.78%	18	5	27.78%
Create and Retain Affordable Housing Units	Affordable Housing	CDBG: \$ / HOME: \$	Rental units rehabilitated	Household Housing Unit	5	6	120.00%	5	6	120.00%

Create and Retain Affordable Housing Units	Affordable Housing	CDBG: \$ / HOME: \$	Homeowner Housing Rehabilitated	Household Housing Unit	15	15	100.00%	15	15	100.00%
Create and Retain Affordable Housing Units	Affordable Housing	CDBG: \$ / HOME: \$	Direct Financial Assistance to Homebuyers	Households Assisted	4	0	0.00%	4	0	0.00%
Economic Development	Business Development	CDBG: \$	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	0	0				
Homelessness	Homeless	ESG: \$	Tenant-based rental assistance / Rapid Rehousing	Households Assisted	275	256	93.09%	55	256	465.45%
Homelessness	Homeless	ESG: \$	Homeless Person Overnight Shelter	Persons Assisted	12190	2023	16.60%	2438	2023	82.98%
Homelessness	Homeless	ESG: \$	Homelessness Prevention	Persons Assisted	160	59	36.88%	32	59	184.38%
Planning & Administration	Affordable Housing Homeless Non-Homeless Special Needs Non-Housing Community Development	CDBG: \$ / HOME: \$ / ESG: \$	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	26366	25899	98.23%			

Planning & Administration	Affordable Housing Homeless Non-Homeless Special Needs Non-Housing Community Development	CDBG: \$ / HOME: \$ / ESG: \$	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	13651	50928	373.07%			
Planning & Administration	Affordable Housing Homeless Non-Homeless Special Needs Non-Housing Community Development	CDBG: \$ / HOME: \$ / ESG: \$	Homeowner Housing Added	Household Housing Unit	4	0	0.00%			
Public Facilities Creation and Retention	Non-Housing Community Development	CDBG: \$ / HOME: \$ / ESG: \$	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	15244	25899	169.90%	11349	25899	228.21%
Public Improvements	Non-Housing Community Development	CDBG: \$	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	11122	50928	457.90%	11122	50928	457.90%

Public Services	Non-Housing Community Development	CDBG: \$ / HOME: \$ / ESG: \$	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	13651	20623	151.07%	13655	20623	151.03%
Public Services	Non-Housing Community Development	CDBG: \$ / HOME: \$ / ESG: \$	Public service activities for Low/Moderate Income Housing Benefit	Households Assisted	100	70	70.00%	100	70	70.00%

**Table 1 - Accomplishments – Program Year & Strategic Plan to Date**

**Assess how the jurisdiction’s use of funds, particularly CDBG, addresses the priorities and specific objectives identified in the plan, giving special attention to the highest priority activities identified.**

The County continued to use funds from HUD programs to address high priority needs for infrastructure and facility improvements that were identified in the Consolidated Plan. There are 18 participating towns in the urban county and the County provided funds to 14 of those towns.

The home improvement program continues to use funds from prior years. A total of 15 units of housing were rehabilitated while 7 units are underway. The program continually helps mainly senior citizens with needed improvements to thier homes through a 10 year deferred, 0% loan.



## CR-10 - Racial and Ethnic composition of families assisted

Describe the families assisted (including the racial and ethnic status of families assisted).

91.520(a)

	CDBG	HOME	ESG
White	3,534	3	315
Black or African American	4,198	18	1,613
Asian	56	0	7
American Indian or American Native	2	0	23
Native Hawaiian or Other Pacific Islander	4	0	0
<b>Total</b>	<b>7,794</b>	<b>21</b>	<b>1,958</b>
Hispanic	0	0	1,487
Not Hispanic	7,794	21	425

**Table 2 – Table of assistance to racial and ethnic populations by source of funds**

### Narrative

Essex County has one of the largest homeless populations in the entire state, and as the data in the above table shows is centered within the Black/African-American community. The urban cities within the County: Irvington, East Orange, and Newark hold the largest pockets of street homeless, and are where the largest number of shelter and permanent housing social service agencies are located. The Census has shown that these urban cities are more densely populated with Black/African-American people and families, so the tendency for the Black/African American people to utilize these services or be caught in the net of homeless crises is directly correlated with the city's racial composition. The data also shows a large amount of Black/African Americans that identify as Hispanic, which is a likely outcome, as these neighborhoods (especially Newark) have had population explosions with the largest growing ethnic group in the US: Hispanics/Latinos.

**CR-15 - Resources and Investments 91.520(a)**

**Identify the resources made available**

Source of Funds	Source	Resources Made Available	Amount Expended During Program Year
CDBG		18,428,340	5,065,115
HOME		3,230,584	1,799,401
ESG		1,642,080	501,033

**Table 3 - Resources Made Available**

**Narrative**

**Identify the geographic distribution and location of investments**

Target Area	Planned Percentage of Allocation	Actual Percentage of Allocation	Narrative Description
Essex County HOME Consortium	100	56	Essex County geographic area
Essex Urban County	100	78	18 Communities within the Urban County

**Table 4 – Identify the geographic distribution and location of investments**

**Narrative**

For HOME, several projects were funded during PY 2015 with funds drawn from PY 2014 and earlier. Furthermore, no funds were committed or disbursed from PY 2015 allocations until June 2016, just after the ending date of May 31 for PY 2015. As a result, 0% of PY 2015 dollars have been allocated for HOME projects. However, 100% of the funds allocated from prior program years were allocated to projects within the Essex County geographic area.

## Leveraging

**Explain how federal funds leveraged additional resources (private, state and local funds), including a description of how matching requirements were satisfied, as well as how any publicly owned land or property located within the jurisdiction that were used to address the needs identified in the plan.**

Of the eleven (11) HOME projects described as Ongoing or Completed during PY 2015, five (5) were financed by a combination of funds from Low Income Housing Tax Credits (LIHTC), private lenders, the NJ Housing and Mortgage Financing Agency (HMFA) and, in some cases, local municipality funding; matching requirements for these projects are yielded by savings from lower than market rate interest rates, property tax abatements, and, in certain cases, grant funding from the municipality.

Two (2) other projects were funded in conjunction with NJ HMFA; matching requirements for these projects will be yielded by favorable interest rates on the State loans and property tax abatements.

The final four (4) projects were primarily funded by the County HOME program with equity contributions augmenting these HOME funds. These funds were allocated to service agencies which focus on providing affordable housing to persons with disabilities, and are for lesser amounts when compared to the tax credit / State funded projects. The primary source of match for these projects is property tax abatement. In some cases, there are grants from unaffiliated sources that are eligible match contributions.

<b>Fiscal Year Summary – HOME Match</b>	
1. Excess match from prior Federal fiscal year	5,709,908
2. Match contributed during current Federal fiscal year	175,465
3. Total match available for current Federal fiscal year (Line 1 plus Line 2)	5,885,373
4. Match liability for current Federal fiscal year	309,455
5. Excess match carried over to next Federal fiscal year (Line 3 minus Line 4)	5,575,918

**Table 5 – Fiscal Year Summary - HOME Match Report**

Match Contribution for the Federal Fiscal Year								
Project No. or Other ID	Date of Contribution	Cash (non-Federal sources)	Foregone Taxes, Fees, Charges	Appraised Land/Real Property	Required Infrastructure	Site Preparation, Construction Materials, Donated labor	Bond Financing	Total Match
1298 JSDD Burnett Av	06/01/2015	0	53,351	0	0	0	0	53,351
1301 Arc 27 Meadowbrook	06/01/2015	0	11,897	0	0	0	0	11,897
1305 Arc Boyden AV	06/01/2015	0	15,664	0	0	0	0	15,664
1891 Arc Irvington Av	07/03/2015	0	94,553	0	0	0	0	94,553

Table 6 – Match Contribution for the Federal Fiscal Year

### HOME MBE/WBE report

Program Income – Enter the program amounts for the reporting period				
Balance on hand at beginning of reporting period \$	Amount received during reporting period \$	Total amount expended during reporting period \$	Amount expended for TBRA \$	Balance on hand at end of reporting period \$
178,031	157,523	308,194	0	27,360

Table 7 – Program Income

**Minority Business Enterprises and Women Business Enterprises** – Indicate the number and dollar value of contracts for HOME projects completed during the reporting period

	Total	Minority Business Enterprises				White Non-Hispanic
		Alaskan Native or American Indian	Asian or Pacific Islander	Black Non-Hispanic	Hispanic	
<b>Contracts</b>						
Dollar Amount	0	0	0	0	0	0
Number	4	0	0	2	0	2
<b>Sub-Contracts</b>						
Number	0	0	0	0	0	0
Dollar Amount	0	0	0	0	0	0
	Total	Women Business Enterprises	Male			
<b>Contracts</b>						
Dollar Amount	0	0	0			
Number	0	0	0			
<b>Sub-Contracts</b>						
Number	0	0	0			
Dollar Amount	0	0	0			

**Table 8 – Minority Business and Women Business Enterprises**

**Minority Owners of Rental Property** – Indicate the number of HOME assisted rental property owners and the total amount of HOME funds in these rental properties assisted

	Total	Minority Property Owners				White Non-Hispanic
		Alaskan Native or American Indian	Asian or Pacific Islander	Black Non-Hispanic	Hispanic	
Number	8	4	0	2	0	2
Dollar Amount	0	0	0	0	0	0

**Table 9 – Minority Owners of Rental Property**

**Relocation and Real Property Acquisition** – Indicate the number of persons displaced, the cost of relocation payments, the number of parcels acquired, and the cost of acquisition

Parcels Acquired		1	1,000,000			
Businesses Displaced		0	0			
Nonprofit Organizations Displaced		0	0			
Households Temporarily Relocated, not Displaced		44	0			
Households Displaced	Total	Minority Property Enterprises				White Non-Hispanic
		Alaskan Native or American Indian	Asian or Pacific Islander	Black Non-Hispanic	Hispanic	
Number	0	0	0	0	0	0
Cost	0	0	0	0	0	0

**Table 10 – Relocation and Real Property Acquisition**

**CR-20 - Affordable Housing 91.520(b)**

**Evaluation of the jurisdiction's progress in providing affordable housing, including the number and types of families served, the number of extremely low-income, low-income, moderate-income, and middle-income persons served.**

	<b>One-Year Goal</b>	<b>Actual</b>
Number of Homeless households to be provided affordable housing units	17	56
<b>Total</b>	<b>17</b>	<b>56</b>

**Table 11 – Number of Households**

	<b>One-Year Goal</b>	<b>Actual</b>
Number of households supported through rental assistance		
Number of households supported through the production of new units		
Number of households supported through the rehab of existing units		
Number of households supported through the acquisition of existing units		
<b>Total</b>		

**Table 12 – Number of Households Supported**

**Discuss the difference between goals and outcomes and problems encountered in meeting these goals.**

**Note: system not allowing for input for supported households**

As posted earlier, the one year goal for HOME was to produce 18 HOME assisted units through new construction and 5 HOME assisted units through the rehab of existing units. The actual result for the year for each category was the production of 5 (Hands/Orange) and 6 units (High Street Heights/Newark) respectively. We also anticipated that 4 First Time Home Buyer projects would close during PY 2015; for reasons addressed below, no FTHB projects were closed during PY 2015.

At the end of PY 2014, the County expected it would commit HOME funds of \$ 2 MM per year for rental construction and rehab projects during PY 2015 and PY 2016 based on the HOME fund balance carried over to PY 2015 plus an estimated \$800K to be awarded to the County for the HOME program each of those years. The County also anticipated that \$200K designated for First Time Home Buyer (FTHB) activities would be expended in PY 2015.

An assessment of projects funded during PY 2013 and PY 2014 indicated that building a HOME assisted unit required on average a HOME investment of \$80,000 (this ratio was subsequently supported when

reviewing activities funded during PY 2015). Based on this ratio, the County projected the building of 23 total rental construction/rehab units plus four (4) first time home buyer projects for PY 2015. The \$3.6 MM in HOME funds for six rental construction/rehab activities during PY 2015 exceeded expectations of \$2 MM. However, the actual number of finished HOME assisted units reported in IDIS for rental construction projects (11) is less than the originally projected 23 units (and the potential total of 46 units anticipated for the six activities actually funded during PY 2015).

It is noted that two projects which were classified as finished during the first week of June, 2016 , just after the May 31st ending of PY 2015, would have contributed 15 additional new construction/rehabilitation HOME assisted units to the PY 2015 results if they had been finished one week earlier. Furthermore, the recordation of finished HOME assisted units is not posted until a project is complete, and construction and rehab projects may extend for several months before a CO is secured. As a result, the number of actual HOME assisted units are often posted and recorded after the program year during which the project started, and therefore not always in sync with projections for a given Program Year. For FTHB activities, no activities were funded during PY 2015, due in part to a lack of eligible, credit worthy applicants and the availability of affordable housing with manageable property taxes in the Essex County area.

However, the County is preparing to close on a FTHB activity in September, 2016, and is anticipating that more feasible applications will be received as consumer awareness of the FTHB program grows.

For PY 2016 (see table), it is anticipated that the County will provide \$1.5 MM for rental rehab and construction activities and \$100,000 for First Time Buyer projects based on the funding carried over from PY 2015 and anticipated HOME allocations for PY 2016. The projected number of HOME assisted units resulting from this funding is 19 for the rental/rehab activities and 2 for the FTHB program. To date the County has committed funds of \$550,000 for rental rehab/construction activities during PY 2016, and anticipates funding a FTHB activity in Septemebr 2016.

**Discuss how these outcomes will impact future annual action plans.**

The outcome for the First Time Homebuyer program will reinforce our future commitments to promote the program and recruit viable applicants. Given that several projects are proceeding at or close to schedules which are slated to finish during PY 2016, it is anticipated that actual outcomes for PY 2016 should be positive.

**Include the number of extremely low-income, low-income, and moderate-income persons served by each activity where information on income by family size is required to determine the eligibility of the activity.**

Number of Persons Served	CDBG Actual	HOME Actual
Extremely Low-income	9	12
Low-income	30	81
Moderate-income	24	20



<b>Total</b>	<b>63</b>	<b>113</b>
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**Table 13 – Number of Persons Served**

**Narrative Information**

## **CR-25 - Homeless and Other Special Needs 91.220(d, e); 91.320(d, e); 91.520(c)**

**Evaluate the jurisdiction's progress in meeting its specific objectives for reducing and ending homelessness through:**

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

The CoC and the County utilizes street outreach agencies and programs to make sure that the largest congregation locations by volume are constantly canvassed and that there is a way for those persons to either be brought into our programs or have the ability to easily access services. The County also has WAVE vans that does pickups at certain locations so that people can be brought to social service agencies at certain times for low, or no cost to them. The County also has its Point in Time and Homeless Connect Day in order to have another opportunity for people to come out and voice their needs and access basic services on the spot.

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

This answer is basically the same as the previous entry, however the shelters and transitional locations also receive walk ins and can assess their needs on the spot. This does not always lead to being entered into their own agency roster, but they will be referred out to the proper agency that can address their needs.

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

The CoC and the County has established relationships with institutions and systems of care and is formulating a coordinated assessment process that ensures that no matter where the point of origin may be that people and families are quickly assessed and then referred to the proper agency that can address their particular need. This streamlined process would eliminate the undaunting number of points of entry into the system and uniformly evolve the Homeless management throughout the County into one that can address the needs of those most vulnerable in an expedient manner and without multiple referrals or confusion for the client.

### **Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that**

**individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again**

The County in working with the CoC is working on creating a master list which will prioritize those who are Chronically Homeless and those who are of the most vulnerable subpopulations, as well as ensuring that the coordinated assessment ranking reflects and coincides with the master list to streamline service delivery. The County also is looking to prioritize those projects that help out those in immediate crisis (through HP or RRH components) as well as priority for projects that have a "housing first" model of permanent housing. While we understand that we cannot immediately eliminate shelters and transitional housing without eliminating their need and role in the community - the outcomes for "housing first" permanent housing are much more promising and cost-effective. The CoC and the County has agreed to evaluate projects based on these criteria going forward and only award funds to those that can demonstrate a model that puts the concerns and barriers involved with the clients first, and to put clients in the best position to avoid future homeless crises and achieve sustainability.

## **CR-30 - Public Housing 91.220(h); 91.320(j)**

### **Actions taken to address the needs of public housing**

<div>The County of Essex works alongside our local PHAs to develop affordable housing whenever the opportunity arises to work together. The local PHA's more often than not provide tenant based rental assistance, and in those instances the County is simply just the housing provider - along with the developer. The PHA's role in that situation is limited - ensuring that eligible tenants remain stable in the units in which Essex County helps develop through direct subsidy to the client. Less frequently, the PHA's help create project based rental properties, and the County lends its support in a more symbiotic fashion with the PHA (including a sharing of the affordable housing responsibilities). In this instance the PHA and the County both have a share in the underwriting and subsidy layering analysis. The projects tend to be more complex, because the subsidy is identified and applied regardless of which clients will be moving into the units. The County understands its responsibility vis a vis these types of PHA projects - most PHA's happen to be outside of the County Consortium so it makes it difficult to identify PHA project based developments with which the County can work in conjunction.</div><div></div>

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

The County provides a First Time Homebuyers program that PHA residents can apply for if they feel like they are ready for all of the facets and difficulties of Homeownership. This program is available for any resident of the eighteen (18) consortium communities and gives people who are in affordable housing units or are formerly in affordable housing units an opportunity to purchase a one, two, or three unit property via downpayment assistance or the buy-down of their initial loan principle.

### **Actions taken to provide assistance to troubled PHAs**

The PHA and the County have the same goals as far as the creation of universally accessible and affordable decent housing, the difficulty for the County is that there are some low performing/troubled PHA's within our jurisdictions that have hurdles they must overcome before projects can be identified. The County has opened up the line of communication to all PHA's to be involved in our planning, to share our action plans and goals, and to focus our efforts in communities that are in the most need of affordable housing. We are also cognizant that affordable housing needs to be available all over the County, not just the urban areas and their immediate surrounding towns and the County has developed affordable housing projects in our more suburban communities.

## **CR-35 - Other Actions 91.220(j)-(k); 91.320(i)-(j)**

**Actions taken to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment. 91.220 (j); 91.320 (i)**

The County has undertaken a number of steps to remove barriers to affordable housing:

The County has established a homelessness trust fund through the collection of additional fees through its Division of Deeds and Mortgages;

The County will continue to collaborate with affordable housing providers, advocates and stakeholders to identify barriers and develop policies to remove those barriers;

The County will continue to participate in the Continuum of Care / Essex County CEAS committee to address housing needs for homeless and special needs populations;

The County has increased the subsidy to an amount of \$50,000 for first time homebuyers in order to increase purchase options within the HOME Consortium;

The County will continue to work with affordable housing developers to identify private, other public including state and federal funds to subsidize affordable housing;

## **Actions taken to address obstacles to meeting underserved needs. 91.220(k); 91.320(j)**

The County of Essex is committed to allocating funds to low and moderate income people particularly those households with incomes at or below 50% of the area median income. Additionally, individuals with special needs, including the elderly, chronic homeless and persons with disabilities including mental health have been identified as a priority for receiving federal funds.

The public service sub-recipients receiving CDBG funds are required to attend annual technical assistance workshops at the office of the Division of Housing and Community Development. The workshops are administered by the program monitors which review the requirements of the CDBG subrecipient agreement that include regulatory requirements, insurance, audits and reporting. The public service agencies are required to submit monthly reports in addition to their reimbursement vouchers which must include appropriate supporting documentation for all expenses incurred. The program monitors conduct on-site monitoring visits at least once during the program year to review the files of the sub-recipient.

## **Actions taken to reduce lead-based paint hazards. 91.220(k); 91.320(j)**

The County implemented an owner occupied housing rehabilitation program as well as an affordable housing development program utilizing HOME Program funds. The County had entered into a contract with Mandell Lead Inspectors to conduct inspections for the existence of lead paint hazards in all assisted housing units. Lead- Safe work practices were used on all assisted housing rehabilitation projects. Upon completion of all work the lead inspector conducted an assessment and a clearance report was issued. In those cases where a home did not pass inspection, the contractor was responsible for addressing all issues and was not paid until the home passed inspection. All risk assessments and clearance were conducted by Mandell Lead Inspectors.

**Actions taken to reduce the number of poverty-level families. 91.220(k); 91.320(j)**

The County of Essex funds a wide array of public non-profit social service agencies. These agencies provide a wide range of services to County residents. The services range from after school programs designed to increase learning aptitude, recreational programs, mental health services, food pantries, HIV testing to name a few. The anti-poverty initiatives of the Urban County towns include financial literacy and homebuyer counseling services.

**Actions taken to develop institutional structure. 91.220(k); 91.320(j)**

The County has been working continuously with the consortium to address the budget cuts they continue to face especially with the State cuts that have severely affected the 18 municipalities in Essex and how CDBG funds can be better used to assist their low-moderate income residents. Coordination and streamlining of programs are essential to overcoming financial shortfalls while maintaining current services all of which have been impacted by the economy and the State of New Jersey's adverse financial situation.

The County continues to cultivate relationships with affordable housing developers, special needs service providers, social service providers, community development organizations and other units of government. The County, through its Continuum of Care and CEAS committee works with homeless service providers to improve the services and shelter for homeless populations.

**Actions taken to enhance coordination between public and private housing and social service agencies. 91.220(k); 91.320(j)**

The County holds monthly community development meetings, public hearings as well as annual technical assistance workshops that serve to educate as well to offer opportunities for coordination among funding agencies including housing developers and social service agencies. The County had provided funding for a housing development with the Orange Development Corporation, the

development arm of the Orange Housing Authority which has leased these units to low income families.

In addition, the County has provided funding through its HOME program to non-profit developers who have created units for those with special needs as well as formerly homeless families. These non-profit affordable housing developers had helped identify housing needs in the County which were subsequently incorporated in the Strategic Plan and ultimately received funding for the development of affordable housing units.

**Identify actions taken to overcome the effects of any impediments identified in the jurisdictions analysis of impediments to fair housing choice. 91.520(a)**

The County updated its Analysis of Impediments to Fair Housing (AI) for the County Consortium in 2015 and submitted it as an amendment to the 2015-2019 Consolidated Five Year Plan. The 2015 Analysis of Impediments to Fair Housing identified twenty three (23) impediments. In 2015 the County began implementing the recommendations made in the AI to address the identified impediments including:

**Redlining:** The County has lobbied for an increased minimum wage with formal action taken by the Essex County Board of Chosen Freeholders in September 2015 to increase the minimum wage to \$15.00 an hour, making Essex County the first in the State to endorse an increase.

**Linguistic Isolation:** The County continued bi-lingual effort and employs bi-lingual staff to assist non-english speaking residents. The County updated its LEP for compliance.

**Building Codes and Enforcement:** The County provides assistance to disabled homeowners and occupants for accessibility improvements through its Home Improvement Program. The County's Home Improvement Program staff hold workshops throughout the County and encourage participating municipalities to advertise the program and educate their code enforcement staff about the program so that low and moderate income people can be made aware and therefore utilize the program before a violation is issued.

**Lack of Decent Affordable Housing:** The County continued to support basic home improvements for homeowner households through the CDBG funded Home Improvement Program.

**Transportation and Employee Access:** The County provided assistance to the development of an affordable housing project near the transit station in Orange. This development represents the transit oriented development which improves the quality of life by reducing commute time and costs as well as increased access to job opportunities for lower income persons that are located outside their neighborhood.

**Neighborhood Revitalization:** The County continued to expand the variety of available housing types by funding a wide array of housing developments in PY 2015 including housing for homeless families, senior citizens, special needs individuals with developmental disabilities.

Public Housing and Hope Vi: The AI contained a recommendation to promote new affordable housing developments to strengthen existing neighborhood assets. The County has continued to support such developments and has focused affordable housing funding in the City of Orange neighborhoods greatly affected by the foreclosure crisis. The County previously utilized the NSP 3 program to fund the Orange Housing Development Corp and RPM to develop new affordable housing. This practice stimulated new development and partnerships with the Orange Housing Development Corporation. Since that time the Orange Housing Development Corporation had partnered with the Alpert Group to develop a 42 unit tax credit development. The County has now entered into an agreement with the Alpert Group to develop additional new units of affordable housing in Orange.

The Davis Bacon Act: The County through its Office of Purchasing monitors all procurement practices. The County's Office of Small Business Development and Affirmative Action provides seminars and workshops to female and minority business enterprises to educate businesses on the procurement process and requirements to submit a successful bid or response to a request for proposal.

Sensitivity training is regularly provided at least annually to County employees by trainers from the Office of Personnel. This training instructs staff on the proper language and behavior when interacting with the public, co-workers and those groups with special needs.



## **CR-40 - Monitoring 91.220 and 91.230**

**Describe the standards and procedures used to monitor activities carried out in furtherance of the plan and used to ensure long-term compliance with requirements of the programs involved, including minority business outreach and the comprehensive planning requirements**

Activities are reviewed and implemented with the proper monitoring and compliance standards in place. The County progressively reviews each priority during the project implementation phase. The County's strategy for monitoring employs continuous quality improvement measures that consistently monitor projects to ensure that short term and long term goals are being met.

The Division consists of staff experienced in the various program and project type areas. Projects funded through various programs are monitored in the following areas:

1. Compliance with the following National Objectives:

- Benefit to low and moderate income persons
- Elimination of slums and blight
- Urgent need (has never been used by the County)

2. Compliance with federal, state and local procurement standards.

3. Compliance with the Davis-Bacon Prevailing Wage Act and similar state requirements.

4. Compliance with Federal OMB financial management guidelines.

Compliance in these areas is verified through the following processes:

- Receipt and review of monthly service provider clientele reports and , for HOME funded projects, annual tenant certifications.
- A minimum of one (1) on site monitoring visits for each CDBG project per program year. Most construction activities require multiple visits depending on their complexity. Inspections of HOME projects are to be conducted within on year after the prokect is completed and at least once every three years thereafter.
- Monthly distribution of a financial summary by municipality.
- Annual review of the Single Audits conducted for funded projects.

- Constant interaction with the primary project contact person and municipal • representatives.
- The use of explanatory and comprehensive grants and loans agreements.
- The filing of mortgage liens and/or deed restrictions on capital projects.

Using these strategies, the Division of Housing and Community Development has maximized the efficiency and impact of each of its programs and achieved the short term goals outlined in the One Year Action Plan. It is noted that a Program Performance sub-committee determined that the County needed to incorporate monitoring strategies that would ensure greater compliance for grantees. The result of the committee’s analysis yielded a more efficient reporting system, more clearly defined program benchmarks and more accountability for grantees. This system provided the County with the tools necessary to ensure that programs are meeting HUD’s goals and that funds are being spent in a timely manner.

For the CDBG program, despite our best efforts, there are a number of capital projects which have been delayed due to a myriad of factors. Upon a review of these projects, The Division has recaptured CDBG funds from those activities that were never started and reprogrammed those funds to activities that were shovel ready. For ongoing projects that are expected to finish in the near future, the County extended the 2015 CDBG sub-recipient agreements until December 31, 2016.

**Citizen Participation Plan 91.105(d); 91.115(d)**

**Describe the efforts to provide citizens with reasonable notice and an opportunity to comment on performance reports.**

In accordance with the National Affordable Housing Act of 1992, the Division of Housing and Community Development considers the Citizen Participation component to be integral to the Consolidated Planning process. Although the County places particular emphasis on participation from residents of low and moderate-income areas, the programs and projects that are initiated as a result of the Consolidated Plan benefit all County residents. Therefore, all citizens are encouraged to participate in the development of the 2015 One Year Action Plan. Additionally, the County includes the Township of Bloomfield in this process because of their involvement in the HOME consortium.

To meet these requirements, the Division of Housing and Community Development has prepared the following Citizen Participation Plan outlining the Division’s objectives and how they will be accomplished.

I. Objective: To provide citizens with information concerning the range of eligible activities, applications, and program requirements.

1. Week of October 13, 2014 notification for the submission of applications

was given to:

- a. All Community Development Representatives as elected by the participating municipalities.
- b. All Public Service Agencies that have participated in the program previously
- c. Advertisements for applications were be placed in local papers and posted on the County website.

2. Deadline for submission of 2015 applications was December 12, 2014 at 12 noon.

II. Objective: Provide for and encourage citizen participation, with particular emphasis on participation by persons of low and moderate income who are residents of slum and blighted areas and of areas in which funds are proposed to be used, and provides for participation of residents in low and moderate income neighborhoods as defined by the local jurisdiction.

Implementation:

1. The Essex County Division of Housing & Community Development will held monthly meetings of all Committee Development Representatives. These meetings are scheduled for the third Thursday of each month.
2. The Essex County Division of Housing & Community Development held Fall and Spring public hearings along with public hearing associated with amendments to the plan. The location of these hearings were held at the Salvation Army, Montclair and the offices of the Division of Housing & Community Development. This allowed equal opportunity for all county residents to attend.

The Complete citizen participation plan can be found as an attachment to these document.

**CR-45 - CDBG 91.520(c)**

**Specify the nature of, and reasons for, any changes in the jurisdiction’s program objectives and indications of how the jurisdiction would change its programs as a result of its experiences.**

The County has re-evaluated its objectives every year during the RFP process for grant awarding. Utilizing multiple sources of data such as Census, AFFI tools and reports, monitoring reports, independent studies and any other appropriate data that we have found to be valid, we have shifted our priorities one way or another depending on what the data shows. For example, if the consortium members present data showing that their needs have shifted to needing more after school enrichment programs as a function of not only their educational performance but as a matter of public safety and police resource management then we can retool the way we evaluate and score those programs during the RFP process. Those programs may now function as satisfying multiple program objectives, and give the County "more bang for the buck" and enabling us to utilize these grant funds more efficiently.

<b>Does this Jurisdiction have any open Brownfields Economic Development Initiative (BEDI) grants?</b>	No
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**[BEDI grantees] Describe accomplishments and program outcomes during the last year.**

## **CR-50 - HOME 91.520(d)**

### **Include the results of on-site inspections of affordable rental housing assisted under the program to determine compliance with housing codes and other applicable regulations**

Please list those projects that should have been inspected on-site this program year based upon the schedule in §92.504(d). Indicate which of these were inspected and a summary of issues that were detected during the inspection. For those that were not inspected, please indicate the reason and how you will remedy the situation.

Several HOME projects are scheduled for a physical and/or monitoring inspection during the current calendar year. HOME staff will be working with the Construction Inspector to ensure the timely inspection of these projects. The two HOME projects reported as completed during PY 2015 have been inspected within a year of being completed.

### **Provide an assessment of the jurisdiction's affirmative marketing actions for HOME units. 92.351(b)**

Affirmative marketing actions appear to be effective as completed projects are filling units in a timely manner for a diversified ethnic base, due in part to high demand for the affordable units, and there have been no unfair practices reported to the County. Furthermore, developers and agencies have cooperated with the County to ensure they meet the affirmative action guidelines that are incorporated in their respective Written and Loan Agreements.

Essex County will continue to sustain its commitment to affirmatively further fair housing and alleviate any impediments to fair housing choices. For example, the County continues to promote its programs in several neighborhood newspapers and in both Spanish and English.

### **Refer to IDIS reports to describe the amount and use of program income for projects, including the number of projects and owner and tenant characteristics**

Based on the PR 09 IDIS report, total program income disbursed during PY 2015 = \$34,220 for the RPM Station Partners/Galento project (IDIS # 2248). The owner is a for profit development company. Total HOME expenditures for this project was \$939,000. The development provides sixty-two (62) affordable apartments, including 11 HOME assisted units (3 Very Low and 8 Low income units) which provide approximately 35 individuals with affordable housing. The building also encompasses fifty-one (51) market rate units, which contributes to a diverse building community.

### **Describe other actions taken to foster and maintain affordable housing. 91.220(k) (STATES ONLY: Including the coordination of LIHTC with the development of affordable housing). 91.320(j)**



## CR-60 - ESG 91.520(g) (ESG Recipients only)

### ESG Supplement to the CAPER in *e-snaps*

#### For Paperwork Reduction Act

#### 1. Recipient Information—All Recipients Complete

##### Basic Grant Information

Recipient Name	ESSEX COUNTY
Organizational DUNS Number	133334586
EIN/TIN Number	226002433
Identify the Field Office	NEWARK
Identify CoC(s) in which the recipient or subrecipient(s) will provide ESG assistance	Newark/Essex County CoC

##### ESG Contact Name

Prefix	0
First Name	G
Middle Name	0
Last Name	Serio
Suffix	0
Title	Director

##### ESG Contact Address

Street Address 1	Kip's Castle Park 20 Crestmount Road
Street Address 2	0
City	Verona
State	NJ
ZIP Code	07044-
Phone Number	9736550200
Extension	0
Fax Number	0
Email Address	gserio@essexhcd.com

##### ESG Secondary Contact

Prefix	
First Name	
Last Name	
Suffix	
Title	
Phone Number	
Extension	
Email Address	

#### 2. Reporting Period—All Recipients Complete

**Program Year Start Date** 06/01/2015  
**Program Year End Date** 05/31/2016

**3a. Subrecipient Form – Complete one form for each subrecipient**

**Subrecipient or Contractor Name:** ISAIAH HOUSE  
**City:** East Orange  
**State:** NJ  
**Zip Code:** 07017, 4208  
**DUNS Number:**  
**Is subrecipient a victim services provider:** N  
**Subrecipient Organization Type:** Other Non-Profit Organization  
**ESG Subgrant or Contract Award Amount:** 10000

**Subrecipient or Contractor Name:** The Salvation Army  
**City:** Montclair  
**State:** NJ  
**Zip Code:** 07042, 2706  
**DUNS Number:** 625417941  
**Is subrecipient a victim services provider:** N  
**Subrecipient Organization Type:** Other Non-Profit Organization  
**ESG Subgrant or Contract Award Amount:** 50000

**Subrecipient or Contractor Name:** YMWCA of Newark & Vicinity  
**City:** Newark  
**State:** NJ  
**Zip Code:** 07102, 4504  
**DUNS Number:** 075138552  
**Is subrecipient a victim services provider:** N  
**Subrecipient Organization Type:** Other Non-Profit Organization  
**ESG Subgrant or Contract Award Amount:** 100231

**Subrecipient or Contractor Name:** Integrity, Inc.  
**City:** Newark  
**State:** NJ  
**Zip Code:** 07102, 2388  
**DUNS Number:** 065794000  
**Is subrecipient a victim services provider:** N  
**Subrecipient Organization Type:** Other Non-Profit Organization  
**ESG Subgrant or Contract Award Amount:** 40500



**Subrecipient or Contractor Name:** Newark Emergency Services for Families, Inc.

**City:** Newark

**State:** NJ

**Zip Code:** 07102, 2503

**DUNS Number:** 094969201

**Is subrecipient a victim services provider:** N

**Subrecipient Organization Type:** Other Non-Profit Organization

**ESG Subgrant or Contract Award Amount:** 60000

**Subrecipient or Contractor Name:** Covenant House/Homeless Youth Street Outreach

**City:** Newark

**State:** NJ

**Zip Code:** 07102, 2630

**DUNS Number:** 849380019

**Is subrecipient a victim services provider:** N

**Subrecipient Organization Type:** Other Non-Profit Organization

**ESG Subgrant or Contract Award Amount:** 35000

**Subrecipient or Contractor Name:** Interfaith Hospitality Network - IHN

**City:** Montclair

**State:** NJ

**Zip Code:** 07042, 3441

**DUNS Number:** 833225238

**Is subrecipient a victim services provider:** N

**Subrecipient Organization Type:** Other Non-Profit Organization

**ESG Subgrant or Contract Award Amount:** 64000

**Subrecipient or Contractor Name:** Peace House, Inc.

**City:** Newark

**State:** NJ

**Zip Code:** 07104,

**DUNS Number:** 839090854

**Is subrecipient a victim services provider:** N

**Subrecipient Organization Type:** Other Non-Profit Organization

**ESG Subgrant or Contract Award Amount:** 10000

**Subrecipient or Contractor Name:** Fairmount Health Services

**City:** Newark

**State:** NJ

**Zip Code:** 07103, 2455

**DUNS Number:** 023966926

**Is subrecipient a victim services provider:** N

**Subrecipient Organization Type:** Other Non-Profit Organization

**ESG Subgrant or Contract Award Amount:** 10000

## CR-65 - Persons Assisted

### 4. Persons Served

#### 4a. Complete for Homelessness Prevention Activities

Number of Persons in Households	Total
Adults	0
Children	0
Don't Know/Refused/Other	0
Missing Information	0
<b>Total</b>	<b>0</b>

Table 14 – Household Information for Homeless Prevention Activities

#### 4b. Complete for Rapid Re-Housing Activities

Number of Persons in Households	Total
Adults	0
Children	0
Don't Know/Refused/Other	0
Missing Information	0
<b>Total</b>	<b>0</b>

Table 15 – Household Information for Rapid Re-Housing Activities

#### 4c. Complete for Shelter

Number of Persons in Households	Total
Adults	0
Children	0
Don't Know/Refused/Other	0
Missing Information	0
<b>Total</b>	<b>0</b>

Table 16 – Shelter Information

#### 4d. Street Outreach

<b>Number of Persons in Households</b>	<b>Total</b>
Adults	0
Children	0
Don't Know/Refused/Other	0
Missing Information	0
<b>Total</b>	<b>0</b>

Table 17 – Household Information for Street Outreach

#### 4e. Totals for all Persons Served with ESG

<b>Number of Persons in Households</b>	<b>Total</b>
Adults	0
Children	0
Don't Know/Refused/Other	0
Missing Information	0
<b>Total</b>	<b>0</b>

Table 18 – Household Information for Persons Served with ESG

#### 5. Gender—Complete for All Activities

	<b>Total</b>
Male	0
Female	0
Transgender	0
Don't Know/Refused/Other	0
Missing Information	0
<b>Total</b>	<b>0</b>

Table 19 – Gender Information

## 6. Age—Complete for All Activities

	<b>Total</b>
Under 18	0
18-24	0
25 and over	0
Don't Know/Refused/Other	0
Missing Information	0
<b>Total</b>	<b>0</b>

Table 20 – Age Information

## 7. Special Populations Served—Complete for All Activities

### Number of Persons in Households

Subpopulation	Total	Total Persons Served – Prevention	Total Persons Served – RRH	Total Persons Served in Emergency Shelters
Veterans	0	0	0	0
Victims of Domestic Violence	0	0	0	0
Elderly	0	0	0	0
HIV/AIDS	0	0	0	0
Chronically Homeless	0	0	0	0
<b>Persons with Disabilities:</b>				
Severely Mentally Ill	0	0	0	0
Chronic Substance Abuse	0	0	0	0
Other Disability	0	0	0	0
Total (Unduplicated if possible)	0	0	0	0

Table 21 – Special Population Served

## CR-70 – ESG 91.520(g) - Assistance Provided and Outcomes

### 10. Shelter Utilization

Number of New Units - Rehabbed	0
Number of New Units - Conversion	0
Total Number of bed-nights available	75,769
Total Number of bed-nights provided	62,089
Capacity Utilization	81.95%

Table 22 – Shelter Capacity

### 11. Project Outcomes Data measured under the performance standards developed in consultation with the CoC(s)

The CoC has reconfigured its CEAS committee and has been tasked with developing performance standards which are the most appropriate for the Essex/Newark area. As of this point the only codified program measurement for shelter providers is a commitment to having a utilization rate that is no less than 65%. This number would increase to 75% utilization minimum in 2017 and will be re-evaluated for efficacy.

The CEAS has subcommittees working on establishing more project outcomes and goals and will formalize them at some point in the near future

## CR-75 – Expenditures

### 11. Expenditures

#### 11a. ESG Expenditures for Homelessness Prevention

	Dollar Amount of Expenditures in Program Year		
	2013	2014	2015
Expenditures for Rental Assistance	0	43,095	0
Expenditures for Housing Relocation and Stabilization Services - Financial Assistance	0	5,058	0
Expenditures for Housing Relocation & Stabilization Services - Services	0	12,590	0
Expenditures for Homeless Prevention under Emergency Shelter Grants Program	7,065	0	0
<b>Subtotal Homelessness Prevention</b>	<b>7,065</b>	<b>60,743</b>	<b>0</b>

Table 23 – ESG Expenditures for Homelessness Prevention

#### 11b. ESG Expenditures for Rapid Re-Housing

	Dollar Amount of Expenditures in Program Year		
	2013	2014	2015
Expenditures for Rental Assistance	29,189	30,167	0
Expenditures for Housing Relocation and Stabilization Services - Financial Assistance	24,480	12,826	0
Expenditures for Housing Relocation & Stabilization Services - Services	20,115	9,954	0
Expenditures for Homeless Assistance under Emergency Shelter Grants Program	0	0	0
<b>Subtotal Rapid Re-Housing</b>	<b>73,784</b>	<b>52,947</b>	<b>0</b>

Table 24 – ESG Expenditures for Rapid Re-Housing

#### 11c. ESG Expenditures for Emergency Shelter

	Dollar Amount of Expenditures in Program Year		
	2013	2014	2015
Essential Services	51,506	97,545	75,138
Operations	130,796	81,499	45,334
Renovation	0	0	35,000
Major Rehab	0	0	0
Conversion	0	0	0
<b>Subtotal</b>	<b>182,302</b>	<b>179,044</b>	<b>155,472</b>

Table 25 – ESG Expenditures for Emergency Shelter

**11d. Other Grant Expenditures**

	Dollar Amount of Expenditures in Program Year		
	2013	2014	2015
HMIS	0	0	0
Administration	0	0	0
Street Outreach	12,674	20,000	15,000

Table 26 - Other Grant Expenditures

**11e. Total ESG Grant Funds**

Total ESG Funds Expended	2013	2014	2015
711,357	263,151	292,734	155,472

Table 27 - Total ESG Funds Expended

**11f. Match Source**

	2013	2014	2015
Other Non-ESG HUD Funds	0	0	0
Other Federal Funds	0	0	0
State Government	0	0	0
Local Government	0	0	0
Private Funds	275,825	312,808	170,042
Other	0	0	0
Fees	0	0	0
Program Income	0	0	0
<b>Total Match Amount</b>	<b>275,825</b>	<b>312,808</b>	<b>170,042</b>

Table 28 - Other Funds Expended on Eligible ESG Activities

**11g. Total**

Total Amount of Funds Expended on ESG Activities	2013	2014	2015
1,470,032	538,976	605,542	325,514

Table 29 - Total Amount of Funds Expended on ESG Activities