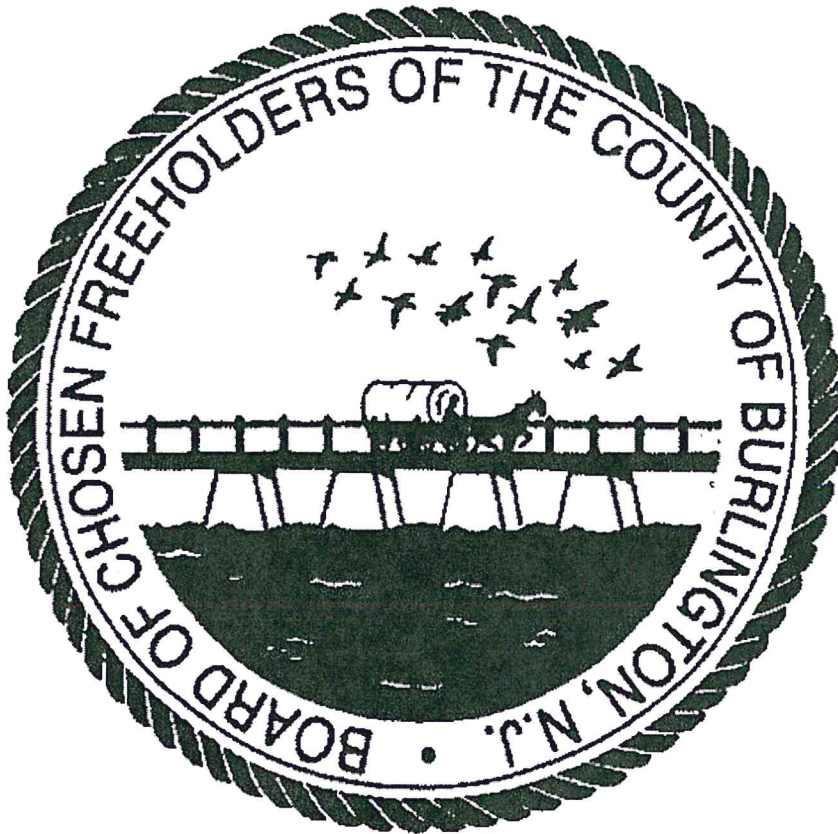


CONSOLIDATED ANNUAL PLAN

FISCAL YEAR 2018

Community Development and Housing Programs

Burlington County, New Jersey



Prepared for the Board of Chosen Freeholders

by

Department of Human Services

Community Development and Housing

Annual Action Plan
2018

Executive Summary

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

1. Introduction

The Fiscal Year 2018 Annual Action Plan represents the fourth year of Burlington County's Consolidated Plan for the Fiscal Years 2015-2019 as approved by the Burlington County Board of Chosen Freeholders and approved by HUD. The Annual Action Plan serves as Burlington County's application for Community Development Block Grant Program and HOME Investment Partnerships Program entitlement grants and identifies the proposed programs and projects to be funded during Burlington County's Fiscal 2018 Year.

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

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

The 2018 Annual Action Plan identifies how Burlington County proposes to utilize the funds allocated in the 2018 to address its community development, housing, and public services goals and priorities as described in the Consolidated Plan. The Burlington County Community Development and Housing Division administers both the CDBG and HOME Programs.

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

2. Summarize the objectives and outcomes identified in the Plan

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

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

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

3. Evaluation of past performance

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

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

Burlington County Community Development and Housing has submitted its Consolidated Annual Performance and Evaluation Report (CAPER) for the years 2010, 2011, 2012, 2013, 2014, the Program Years covered by the 5-year Consolidated Plan 2010-2014 . The CAPER evaluates and provides details on performance for those individual years and of the Five Year Consolidated Plan 2010-2014. The 2015 and 2016 CAPER was submitted and both evaluated and provided details on the performance in relation to the 2015-2019 Five Year Consolidated Plan. Burlington County has, for the most part, been successful at meeting its stated goals and objectives.

Although Burlington County experienced not insignificant cuts to both its CDBG and HOME grant funding which somewhat impacted its ability to reach some of its goals, leveraging of other funding sources

enabled the mostly successful achievement of the goals set forth in the previous Five Year Consolidated Plan and in the current Plan.

4. Summary of Citizen Participation Process and consultation process

Summary from citizen participation section of plan.

To engage the public at large in the initial consultation process, the County held a public hearing during the early stages of the Plan's development (November 16, 2017). The public hearing is designed to solicit comments regarding funding goals and objectives in addition to specific activities that might be considered for funding.

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

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

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

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

When the draft Plan was completed it was made available for public review for a 30-day period from April 9, 2018 to May 9, 2018. A notice of the Plan's availability for review and comment, including a brief summary of the Plan and specified locations where it could be reviewed, was published in the Burlington County Times.

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

The Draft 2018 Annual Plan provided for Public comment utilized the funding allocation amount as unchanged from Program Year 2017. The actual funding allocation differed slightly from the amount utilized in the original. The amount of prior year funds utilized for the 2017 Plan was decreased.

The Draft 2018 Annual Plan was posted on the County's website and a notice of the Plan's availability for review and comment, including a brief summary of the Plan and specified locations where it could be reviewed, was published in the Burlington County Times on April 9, 2018 and allowed for a 30-day comment period.

5. Summary of public comments

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

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

7. Summary

The Burlington County Community Development office has created many opportunities for public participation and/or comment in the development of the 2018 Annual Plan. It is, however, disappointing that greater participation in the process is not evidenced.

PR-05 Lead & Responsible Agencies – 91.200(b)

1. Agency/entity responsible for preparing/administering the Consolidated Plan

Describe the agency/entity responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source.

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

Table 1 – Responsible Agencies

Narrative (optional)

Consolidated Plan Public Contact Information

Karen Trommelen, Division Head

Burlington County Community Development and Housing

PO Box 6000

Mt. Holly, NJ 08060

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

1. Introduction

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

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

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

Describe coordination with the Continuum of Care and efforts to address the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans, and unaccompanied youth) and persons at risk of homelessness.

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

To better integrate Services, the County Human Services Department has systems in place for evaluating homeless services coordination, and coordination with the mental health and other institutional discharge planning. These take place through committees of the Mental Health Board, including the System Review Committee, the Jail Diversion Team, and the Crisis Intervention Team (CIT) initiatives. The commitment to working toward shared planning of these groups is anticipated to streamline the funding that is received for mental health, drug and alcohol, and homeless services to work toward the goal of ending homelessness. The CIT program is a collaboration with local law enforcement staff to train personnel on recognizing mental health issues in the course of their work and responding with appropriate treatment and placement resources throughout the continuum. Further changes include joint collaborative meetings of community partners from the Drug and Alcohol planning, mental health board, and homeless planning groups. System Restructuring and Data Monitoring goals are being carried out through the development of new bed and service capacity. The goal is to establish immediate placement beds strategically located throughout the county, to serve as points of entry for specific populations that are in need of housing.

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

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

Describe consultation with the Continuum(s) of Care that serves the jurisdiction's area in determining how to allocate ESG funds, develop performance standards for and evaluate outcomes of projects and activities assisted by ESG funds, and develop funding, policies and procedures for the operation and administration of HMIS

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

The CoC collaborates with the New Jersey Housing and Mortgage Finance Agency (HMFA) for the management of services using HMIS. HMFA, the State Department of Community Affairs (DCA), and the Departments of Human Services and Children and Families also coordinate planning for service funding to individuals with disabilities and homeless youth. Through the efforts of the New Jersey Coalition to

End Homelessness, the Association of State Human Services Directors, and the County Welfare Association Directors, leaders of the Burlington County teams are informed of and informing state representatives of opportunities for improved coordination.

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

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

Table 2 – Agencies, groups, organizations who participated

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

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

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

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

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

	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Agency providing technical assistance and data compilations for the annual Point in time count for Burlington County and provided analysis on homelessness within the county
13	Agency/Group/Organization	Burlington County Health Department
	Agency/Group/Organization Type	Services-Health
	What section of the Plan was addressed by Consultation?	Other government - County
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Non-Homeless Special Needs Lead-based Paint Strategy County department was consulted to discuss issues relating to non-homeless special needs and lead-based paint issues. A broader understanding of those needs is expected to lead to developing programs and actions that contribute to healthy communities
14	Agency/Group/Organization	Christian Caring Center
	Agency/Group/Organization Type	Services-homeless
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Non-profit agency consulted for needs assessment and homeless strategy, particularly with the rural homeless. A better understanding of the issues and services that face rural and suburban homeless is expected
15	Agency/Group/Organization	Burlington County Mental Health Board
	Agency/Group/Organization Type	Services-Health Planning organization
	What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless Homelessness Strategy Non-Homeless Special Needs Special needs - mental health
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Participation in regularly scheduled meeting of Mental Health Board to discuss issues relating to special needs population in the County. Coordination among various boards, county departments, and private providers is expected
16	Agency/Group/Organization	ST. VINCENT DEPAUL SOCIETY
	Agency/Group/Organization Type	Services - Housing Services-Children Services-Elderly Persons Services-Persons with Disabilities Services-homeless
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Non-profit religious based organization consulted to discuss issues with which their organization addresses on daily basis to assist in needs assessment.
17	Agency/Group/Organization	Burlington County General Advisory Committee
	Agency/Group/Organization Type	Other government - County Other government - Local Planning organization Business and Civic Leaders Citizens at Large
	What section of the Plan was addressed by Consultation?	Housing Need Assessment
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The General Advisory Committee is comprised of representatives from all municipalities in Burlington Count, Joint Base McGuire-Lakehurst, and 17 Freeholder appointments from the housing industry, financial institutions, real estate, community action organization, and citizens at large. Provides consultation and approval of actions to be included in Annual Plan
18	Agency/Group/Organization	Oaks Integrated Care Services (formerly Twin Oaks)
	Agency/Group/Organization Type	Housing Services-Persons with Disabilities Health Agency
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homelessness Strategy Non-Homeless Special Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Non-profit agency consulted to discuss issues relating to special needs population in the County. Better coordination of service is expected.

19	Agency/Group/Organization	Legacy Treatment Services
	Agency/Group/Organization Type	Housing Services-Persons with Disabilities Services-homeless
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Non-Homeless Special Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Non-profit agency consulted to discuss issues relating to special needs population in County. Better coordination of service is expected.
20	Agency/Group/Organization	United Way of Greater Philadelphia and Sounthern New Jersey
	Agency/Group/Organization Type	Regional organization
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy Non-Homeless Special Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Community Development staff serve on impact council for housing leading to a diverse information exchange on the needs in the area

Identify any Agency Types not consulted and provide rationale for not consulting

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

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

Table 3 – Other local / regional / federal planning efforts

Narrative (optional)

AP-12 Participation – 91.105, 91.200(c)

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

To engage the public at large in the consultation process, Burlington County sponsored public hearings were conducted. During the early stages of the Plan's development (November 1, 2017), a public hearing was held. To make the opportunity to be heard accessible to the greatest number of people, the draft plan was placed on the County's website and two additional public hearings (April 24, 2018 and May 9, 2018) took place during the evening in the Human Services facility and during the Public Meeting session of the regularly scheduled Freeholder Board meeting during the 30 day comment period and prior to their adopting the Annual Plan. A notice of the Plan's availability for review and comment, including a brief summary of the Plan and specified locations where it could be reviewed, was published in the Burlington County Times. All Public meetings were held in handicapped accessible facilities. Public meetings were also held at the municipal level by those municipalities submitting proposals for the 2018 Program Year as a requirement of their application.

Citizen Participation Outreach

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (if applicable)

Table 4 – Citizen Participation Outreach

Expected Resources

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

Introduction

Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	1,184,912	180,000	0	1,364,912	1,911,474	Funds used primarily to support Public Improvements and Public Service activities. Municipalities receiving funds must pay for architectural/engineering fees and many couple grant allocation with state funds to ensure project is adequately funded. Non-profits funded with Public Services grant funding receive additional funding from state grants, private donations, and casino revenue.

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
HOME	public - federal	Acquisition Homebuyer assistance Homeowner rehab Multifamily rental new construction Multifamily rental rehab New construction for ownership TBRA	577,113	50,000	0	627,113	1,579,467	HOME funds are used for a First Time Homebuyers Program and to partially fund the development of affordable housing. First time homebuyers are required to contribute at least 3% of the purchase price. Affordable housing developers combine funding from LIHTC, municipal contributions, deferred developer fees, and other loan vehicles.
Competitive McKinney-Vento Homeless Assistance Act	public - federal	Other	511,508	0	0	511,508	0	
General Fund	public - local	Housing	70,000	0	0	70,000	0	

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
LIHTC	private	Housing Multifamily rental new construction Multifamily rental rehab	9,977,714	0	0	9,977,714	0	
Other	public - federal	Housing Other	89,316	0	0	89,316	0	
Other	public - state	Housing Other	0	0	0	0	0	
Other	public - state	Housing Public Services	758,408	0	0	758,408	0	
Other	public - state	Public Services Other	961,173	0	0	961,173	0	
Other	public - local	Public Improvements	177,310	0	0	177,310	0	

Table 5 - Expected Resources – Priority Table

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

As Federal funds have decreased in recent years, leveraging other funds has taken on more importance. As in the past, CDBG and HOME funds are expected to be instrumental in leveraging other funding sources. CDBG grants that are sub-granted to municipalities for public improvements are required to provide some funding for their individual activity by, at the least, covering engineering/architectural fees. Many times, the municipalities undertake improvement for which they have received other additional funding. The non-profit agencies receiving the

Annual Action Plan

2018

limited funding all secure additional funding from state, federal, and local programs. The Burlington County First Time Homebuyers Program requires that each first time homebuyer contribute a minimum of 3% of their own funds towards the purchase of the home. The HOME developer program mandates that each activity funded meet the minimum threshold of 25% match; however, in most cases, Burlington County's HOME loan is a minor, but necessary part of the total funding package. The match contributions are in the form of land donations, deferral of taxes and fees, case investments, and private and state or local sources, and below market rate loans.

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

Not applicable

Discussion

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

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

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

Annual Goals and Objectives

AP-20 Annual Goals and Objectives

Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Affordable homeowner housing - homebuyer	2015	2019	Affordable Housing		First time homebuyer assistance	HOME: \$150,641	Direct Financial Assistance to Homebuyers: 16 Households Assisted
2	Housing rehabilitation	2015	2019	Affordable Housing		Rehabilitation of owner-occupied homes	CDBG: \$182,930	Homeowner Housing Rehabilitated: 10 Household Housing Unit
3	Affordable rental housing creation	2015	2019	Affordable Housing Homeless Non-Homeless Special Needs		Construction of affordable rental housing	HOME: \$418,761 LIHTC: \$9,977,714	Rental units constructed: 55 Household Housing Unit
4	Housing counseling	2015	2019	Affordable Housing		Homelessness assistance and prevention services	CDBG: \$15,000 Social Services Block Grant: \$34,790	Homelessness Prevention: 200 Persons Assisted

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
5	Emergency shelter for victims of domestic violence	2015	2019	Homeless		Emergency shelter for victims of domestic violence	CDBG: \$26,000 Community Service Block Grant: \$304,000 FEMA: \$10,000 Social Services Block Grant: \$305,000 Social Services for the Homeless: \$36,000	Homeless Person Overnight Shelter: 150 Persons Assisted
6	Emergency services hotline	2015	2019	Homeless		Homelessness assistance and prevention services	CDBG: \$26,000 FEMA: \$10,000 Social Services Block Grant: \$115,000 Social Services for the Homeless: \$14,000	Homeless Person Overnight Shelter: 580 Persons Assisted Homelessness Prevention: 2200 Persons Assisted
7	Infrastructure improvements	2015	2019	Non-Housing Community Development		Infrastructure improvements	CDBG: \$224,000 Municipal funds: \$153,600	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 4467 Persons Assisted

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
8	Public facility improvements	2015	2019	Non-Housing Community Development		Public facility improvements	CDBG: \$172,000 Municipal funds: \$369,000	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 3203 Persons Assisted
9	Transportation services	2015	2019	Non-Housing Community Development		Special needs transportation services	CDBG: \$120,000 Casino revenue: \$861,423	Public service activities other than Low/Moderate Income Housing Benefit: 150 Persons Assisted
10	Senior centers	2015	2015	Non-Housing Community Development		Senior center creation and/or improvements	CDBG: \$32,000 Municipal funds: \$5,000	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 90 Persons Assisted
11	Homelessness prevention and rapid re-housing	2015	2019	Homeless		Homelessness assistance and prevention services	General Fund: \$70,000 Social Services for the Homeless: \$486,950	Homelessness Prevention: 350 Persons Assisted
12	Emergency home repair	2015	2019	Affordable Housing		Rehabilitation of owner-occupied homes	CDBG: \$45,000	Homeowner Housing Rehabilitated: 22 Household Housing Unit
13	Emergency heater replacement	2015	2019	Affordable Housing		Rehabilitation of owner-occupied homes	CDBG: \$45,000	Homeowner Housing Rehabilitated: 9 Household Housing Unit

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
14	Administration - CDBG	2015	2019	Non-Housing Community Development		Administration of CDBG Program	CDBG: \$276,982	Other: 1 Other
15	Administration - HOME	2015	2019	Affordable Housing		Administration of HOME Program	HOME: \$57,779	Other: 1 Other

Table 6 – Goals Summary

Goal Descriptions

1	Goal Name	Affordable homeowner housing - homebuyer
	Goal Description	
2	Goal Name	Housing rehabilitation
	Goal Description	
3	Goal Name	Affordable rental housing creation
	Goal Description	
4	Goal Name	Housing counseling
	Goal Description	
5	Goal Name	Emergency shelter for victims of domestic violence
	Goal Description	
6	Goal Name	Emergency services hotline
	Goal Description	

7	Goal Name	Infrastructure improvements
	Goal Description	
8	Goal Name	Public facility improvements
	Goal Description	
9	Goal Name	Transportation services
	Goal Description	
10	Goal Name	Senior centers
	Goal Description	
11	Goal Name	Homelessness prevention and rapid re-housing
	Goal Description	
12	Goal Name	Emergency home repair
	Goal Description	
13	Goal Name	Emergency heater replacement
	Goal Description	
14	Goal Name	Administration - CDBG
	Goal Description	
15	Goal Name	Administration - HOME
	Goal Description	

Projects

AP-35 Projects – 91.220(d)

Introduction

The process for developing the Program Year 2018 Annual Plan included the solicitation of comments early in the process, review of applications submitted by Community Development staff and review and approval by the General Advisory Committee, public hearings to solicit comments on the plan, and review and approval by the Burlington County Board of Chosen Freeholders

Projects

#	Project Name
1	Moorestown Township
2	Mount Laurel Township
3	New Hanover Senior Center
4	New Hanover Township
5	Southampton Township
6	Tabernacle Township
7	Westampton Township
8	Catholic Charities Emergency Services
9	Providence House Catholic Charities
10	SEN-HAN Transit
11	Clarifi
12	Emergency Home Repair
13	Home Improvement Loan Program
14	Emergency Heater Replacement
15	Rehabilitation Services
16	Housing Services
17	Administration - CDBG
18	Administration - HOME Program
19	First time homebuyer Program
20	Affordable rental housing creation
21	Affordable housing creation for homeowners
22	Homelessness prevention and rapid re-housing

Table 7 - Project Information

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

Annual Action Plan
2018

31

needs

AP-38 Project Summary
Project Summary Information

1	Project Name	Moorestown Township
	Target Area	
	Goals Supported	Infrastructure improvements
	Needs Addressed	Infrastructure improvements
	Funding	CDBG: \$78,000 Municipal funds: \$102,000
	Description	Architectural and material barrier removal: installation of handicapped ramps at various locations
	Target Date	9/30/2019
	Estimate the number and type of families that will benefit from the proposed activities	It is estimated that 1689 disabled adults residing in Moorestown Township will benefit from this activity
	Location Description	

	Planned Activities	
2	Project Name	Mount Laurel Township
	Target Area	
	Goals Supported	Infrastructure improvements
	Needs Addressed	Infrastructure improvements
	Funding	CDBG: \$68,000 Municipal funds: \$25,710
	Description	Reconstruction of Chaucer Rd. and Chaucer Ct.
	Target Date	9/30/2019
	Estimate the number and type of families that will benefit from the proposed activities	Approximately 2518 low/moderate income people in this service area will benefit from the proposed activity

	Location Description	
	Planned Activities	
3	Project Name	New Hanover Senior Center
	Target Area	
	Goals Supported	Senior centers
	Needs Addressed	Senior center creation and/or improvements
	Funding	CDBG: \$32,000 Municipal funds: \$5,000
	Description	Replace HVAC at Senior Center
	Target Date	9/30/2019

	Estimate the number and type of families that will benefit from the proposed activities	It is estimated 80 senior citizens will be able benefit from the proposed activity.
	Location Description	
	Planned Activities	
4	Project Name	New Hanover Township
	Target Area	
	Goals Supported	Infrastructure improvements
	Needs Addressed	Infrastructure improvements
	Funding	CDBG: \$46,000 Municipal funds: \$8,000

	Descr ption	Architectural barrier removal: installation of ADA compliant handicapped ramps at various locations
	Target Date	9/30/2019
	Estima te the numb er and type of famili es that will benefi t from the propo sed activit ies	It is estimate that 90 disabled adults will benefit from this activity.
	Locati on Descri ption	
	Plann ed Activit ies	
5	Projec t Name	Southampton Township
	Target Area	
	Goals Suppo rted	Infrastructure improvements

	Needs Addressed	Infrastructure improvements
	Funding	CDBG: \$78,000 Municipal funds: \$36,400
	Description	Kathleen Lane, West Shore Drive, Gloria Lane, Lakeview Lane, and Lakeview Terrace sidewalk restoration, Phase III
	Target Date	9/30/2019
	Estimate the number and type of families that will benefit from the proposed activities	It is estimated that 550 area residents will benefit from this activity.
	Location Description	
	Planned Activities	
6	Project Name	Tabernacle Township

Target Area	
Goals Supported	Infrastructure improvements Public facility improvements
Needs Addressed	Infrastructure improvements Public facility improvements
Funding	CDBG: \$70,000 Municipal funds: \$9,000
Description	Architectural barrier removal: Install wheelchair lift to second floor of municipal court and meeting rooms and replace sections of concrete ADA ramp
Target Date	9/30/2019
Estimate the number and type of families that will benefit from the proposed activities	It is estimated that 543 disable adults will benefit from this activity.
Location Description	

	Planned Activities	
7	Project Name	Westampton Township
	Target Area	
	Goals Supported	Public facility improvements
	Needs Addressed	Public facility improvements
	Funding	CDBG: \$78,000 Municipal funds: \$31,200
	Description	Improvements to pocket park located in Rolling Hills development
	Target Date	9/30/2019
	Estimate the number and type of families that will benefit from the proposed activities	It is estimated that 1715 area residents will benefit from this activity

	Location Description	
	Planned Activities	
8	Project Name	Catholic Charities Emergency Services
	Target Area	
	Goals Supported	Emergency services hotline
	Needs Addressed	Homelessness assistance and prevention services
	Funding	CDBG: \$26,000 FEMA: \$10,000 Social Services Block Grant: \$132,443 Social Services for the Homeless: \$49,000
	Description	Costs associated with the operation of 24 hour emergency housing hotline.
	Target Date	9/30/2019

	Estimate the number and type of families that will benefit from the proposed activities	It is estimated that 2,200 homeless households will benefit from this activity
	Location Description	
	Planned Activities	
9	Project Name	Providence House Catholic Charities
	Target Area	
	Goals Supported	Emergency shelter for victims of domestic violence
	Needs Addressed	Emergency shelter for victims of domestic violence

	Fundi ng	CDBG: \$26,000 Community Service Block Grant: \$300,000 FEMA: \$13,000 Social Services Block Grant: \$318,000 Social Services for the Homeless: \$30,726
	Descri ption	Provide emergency housing and counseling for victims of domestic violence and their children
	Target Date	
	Estima te the numb er and type of famili es that will benefi t from the propo sed activit ies	
	Locati on Descri ption	
	Plann ed Activit ies	
1 0	Projec t Name	SEN-HAN Transit

Target Area	
Goals Supported	Transportation services
Needs Addressed	Special needs transportation services
Funding	CDBG: \$120,000 Casino revenue: \$861,423
Description	Provide special transportation services for senior citizens and disabled adults
Target Date	9/30/2019
Estimate the number and type of families that will benefit from the proposed activities	It is estimated that 300 senior citizens/disabled adults will benefit from this activity
Location Description	

	Planned Activities	
1 1	Project Name	Clarifi
	Target Area	
	Goals Supported	Housing counseling
	Needs Addressed	Homelessness assistance and prevention services
	Funding	CDBG: \$15,000 FEMA: \$11,000
	Description	Provide foreclosure prevention housing counseling to individuals in crisis
	Target Date	9/30/2019
	Estimate the number and type of families that will benefit from the proposed activities	It is estimate that 360 households will benefit from this activity

	Location Description	
	Planned Activities	
1 2	Project Name	Emergency Home Repair
	Target Area	
	Goals Supported	Emergency home repair
	Needs Addressed	Rehabilitation of owner-occupied homes
	Funding	CDBG: \$45,000
	Description	Correct conditions in owner occupied homes that pose immediate threat to health or safety of occupants
	Target Date	9/30/2019

	Estimate the number and type of families that will benefit from the proposed activities	It is estimated that 30 households will benefit from this activity
	Location Description	
	Planned Activities	
1 3	Project Name	Home Improvement Loan Program
	Target Area	
	Goals Supported	Housing rehabilitation
	Needs Addressed	Rehabilitation of owner-occupied homes
	Funding	CDBG: \$182,930

	Descri ption	Provide up to \$20,000 to owner occupied homes to correct substandard conditions in their homes
	Target Date	9/30/2019
	Estima te the numb er and type of famili es that will benefi t from the propo sed activit ies	It is estimated that 10 households will benefit from this activity
	Locati on Descri ption	
	Plann ed Activit ies	
1 4	Projec t Name	Emergency Heater Replacment
	Target Area	
	Goals Suppo rted	Emergency heater replacement

	Needs Addressed	Rehabilitation of owner-occupied homes
	Funding	CDBG: \$45,000
	Description	Replacement of heating systems of owner occupied dwellings with energy efficient systems
	Target Date	9/30/2019
	Estimate the number and type of families that will benefit from the proposed activities	It is estimated that 10 households will benefit from this activity
	Location Description	
	Planned Activities	
15	Project Name	Rehabilitation Services

	Target Area	
	Goals Supported	Housing rehabilitation Emergency home repair Emergency heater replacement
	Needs Addressed	Rehabilitation of owner-occupied homes
	Funding	CDBG: \$100,000
	Description	Services related to the Home Improvement Loan Program, Emergency Home Repair , and Emergency Heater Replacement Program to assist owners and contractor in the loan program
	Target Date	9/30/2019
	Estimate the number and type of families that will benefit from the proposed activities	
	Location Description	

	Planned Activities	
1 6	Project Name	Housing Services
	Target Area	
	Goals Supported	Affordable homeowner housing - homebuyer Affordable rental housing creation
	Needs Addressed	Construction of affordable rental housing Rehabilitation of affordable rental housing First time homebuyer assistance
	Funding	CDBG: \$1,000,000
	Description	Services in support of affordable housing projects assisted by the HOME Program. Services are related to assisting owner, tenants, contractors, and others participating or wishing to participate in the HOME Program
	Target Date	

	Estimate the number and type of families that will benefit from the proposed activities	
	Location Description	
	Planned Activities	
17	Project Name	Administration - CDBG
	Target Area	
	Goals Supported	Administration - CDBG
	Needs Addressed	Administration of CDBG Program
	Funding	CDBG: \$276,982

	Descri ption	Costs related to continuing administration of the CDBG Program
	Target Date	
	Estima te the numb er and type of famili es that will benefi t from the propo sed activit ies	
	Locati on Descri ption	
	Plann ed Activit ies	
1 8	Projec t Name	Administration - HOME Program
	Target Area	
	Goals Suppo rted	Administration - HOME

	Needs Addressed	Administration of HOME Program
	Funding	HOME: \$57,511
	Description	Costs related to continuing administration of the HOME Investment Partnerships Program
	Target Date	
	Estimate the number and type of families that will benefit from the proposed activities	
	Location Description	
	Planned Activities	
19	Project Name	First time homebuyer Program

Target Area	
Goals Supported	Affordable homeowner housing - homebuyer
Needs Addressed	First time homebuyer assistance
Funding	HOME: \$150,641
Description	Provide assistance to low and moderate income first time homebuyers for the purchase of their first home by providing closing cost assistance and down payment assistance.
Target Date	
Estimate the number and type of families that will benefit from the proposed activities	
Location Description	

	Planned Activities	
20	Project Name	Affordable rental housing creation
	Target Area	
	Goals Supported	Affordable rental housing creation
	Needs Addressed	Construction of affordable rental housing Rehabilitation of affordable rental housing
	Funding	HOME: \$358,761 LIHTC: \$26,000,000
	Description	Construction of new and/or rehabilitation of existing rental housing to increase the availability of affordable housing for very low, and low income households
	Target Date	
	Estimate the number and type of families that will benefit from the proposed activities	

	Location Description	
	Planned Activities	
21	Project Name	Affordable housing creation for homeowners
	Target Area	
	Goals Supported	Affordable homeowner housing - homebuyer Housing rehabilitation
	Needs Addressed	Affordable housing production - homeowner
	Funding	HOME: \$60,000
	Description	Construction of new and/or rehabilitation of existing housing to increase the availability of affordable housing for very low, low, and moderate income households
	Target Date	

	Estimate the number and type of families that will benefit from the proposed activities	
	Location Description	
	Planned Activities	
2 2	Project Name	Homelessness prevention and rapid re-housing
	Target Area	
	Goals Supported	Homelessness prevention and rapid re-housing
	Needs Addressed	Homelessness assistance and prevention services

	Funding	Competitive McKinney-Vento Homeless Assistance Act: \$575,000 General Fund: \$70,000 Community Service Block Grant: \$63,000 Social Services Block Grant: \$90,000 Social Services for the Homeless: \$292,863
	Description	Establish+sheltering+options+that+will+transition+into+permanent+housing+and+reduce+reliance+on+motels+including+intensive+case+management
	Target Date	
	Estimate the number and type of families that will benefit from the proposed activities	
	Location Description	
	Planned Activities	

AP-50 Geographic Distribution – 91.220(f)

Description of the geographic areas of the entitlement (including areas of low-income and minority concentration) where assistance will be directed

As in previous years, the 2018 CDBG funding is directed geographically assist the greatest number of people in need of housing and services and to support activities that will improve low income areas. Thirty-two (32) of the forty (40) municipalities in Burlington County's jurisdiction have elected to participate with the County in its Housing and Community Development Programs. The non-participating municipalities are the boroughs of Palmyra, Pemberton, and Wrightstown; the Cities of Beverly and Burlington; and the Townships of Mount Holly, Pemberton, and Riverside. All nine (9) of the non-participating municipalities plan to seek participation in the State administered Small Cities Program as an alternative to the County's CDBG Program. Funding under this plan for property improvements or municipal services is not made available to serve areas or residents in non-participating municipalities. However, public service activities that are designed to provide benefits on a county-wide basis do not exclude residents of these communities. All of the forty (40) municipalities have joined the HOME Consortium.

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

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

Allocation of funding for Program Year 2018 has been allocated to those participating municipalities in the lower half of the alphabet (by name) and that applied for assistance for an eligible activity. Funding for non-profit organizations (non-public services) was allocated to those entities also in the upper half alphabetically.

Geographic Distribution

Target Area	Percentage of Funds
Willingboro Township	

Table 8 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

The process as described was developed so that it allows for a fair distribution of funding throughout

the jurisdiction. It is recognized that each municipality has its own unique problems and is best suited to creatively solve those problems in partnership and consultation with the County's Community Development and Housing Office.

Discussion

Affordable Housing

AP-55 Affordable Housing – 91.220(g)

Introduction

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

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

One Year Goals for the Number of Households to be Supported	
Homeless	15
Non-Homeless	168
Special-Needs	0
Total	183

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

One Year Goals for the Number of Households Supported Through	
Rental Assistance	0
The Production of New Units	159
Rehab of Existing Units	0
Acquisition of Existing Units	24
Total	183

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

Discussion

It is anticipated that 33 units of affordable housing will be created during the 2018 Program Year supported with HOME funds. Additionally, it is anticipated that a total of 159 affordable units not supported with HOME funds will be leveraged through the use of HOME funding support.

Assistance to First Time Homebuyers for the purchase of their first home is expected to be provided to 24 first time homebuyers.

AP-60 Public Housing – 91.220(h)

Introduction

There are no Public Housing units in Burlington County. Housing choice vouchers previously administered by the Burlington County Board of Social Services have been transferred to New Jersey Department of Community Affairs.

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

Not applicable

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

Not applicable

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

Not applicable

Discussion

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

Introduction

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

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

Describe the jurisdictions one-year goals and actions for reducing and ending homelessness including

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

As in the previous year, Burlington County's Continuum of Care has renewed its goals and efforts as follows:

1. Continue the established Rapid Rehousing initiatives
2. Directly fund at least 10 units of permanent housing dedicated to the Rapid Rehousing

initiative

3. Identify and link at least 100 individuals to employee training
4. Utilize more effectively the network of short-term, emergency shelter provider agencies
5. Finalize coordinated assessment tool and begin implementation

Addressing the emergency shelter and transitional housing needs of homeless persons

The CoC identified those agencies that provide emergency shelter housing access for those individuals experiencing homelessness. Those housing providers are an integral part of the Coordinated Assessment process.

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

Priority of commitment of HOME funds is given to developers of rental housing that agree to set aside at least five (5) units for Rapid Rehousing Clients.

Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again

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

There are currently two (2) components to the Rapid Rehousing initiative:

1. Social Services for the Homeless - The restructure contract with Catholic Charities and with Christian Caring Center allocates funding to provide a Rapid Rehousing program for approximately 15 households per agency per year and will be renewed for Program Year 2018. To date, this program has been effective and successful in transitioning homeless individuals and

families into permanent housing and steady income through intensive case management services.

1. Intensive Case Management Program administered by Oaks Integrated Care takes referrals from the Board of Social Services and successfully places individuals and households into permanent housing by facilitating income stability.

The Pilot program for General Assistance (GA) clients for rapid rehousing started during the previous Program Year was unsuccessful and not slated for continuation during the 2018 Program Year.

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

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

The Department of Human Services and the CoC will continue to work to prevent the loss of housing through prevention subsidies and improved system coordination. The Mental Health Board will continue to work on discharge planning through the system review committee which includes representative from the corrections facility, health care facilities, and the homeless and mental health provider network.

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

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

facilitate resource sharing and coordination.

Discussion

Program Year 2018 focus of coordinated efforts will include the previous year's efforts as follows:

1. Improving access to and understanding of addiction treatment resources
1. Providing education on access to mental health and suicide prevention resources
1. Heroin addiction treatment and prevention including Narcan training
1. Increasing access to the crisis Intervention Team trainings
1. Creating integrated Youth Employment Services Drop in Centers for comprehensive job training for young adults, especially disconnected youth ages 16-24, to prevent the cycle of underemployment and poverty before it becomes routine.

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

Introduction:

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

The uncertainty of the status of the affordable housing obligations in New Jersey coupled with the lack of housing trust funds has seriously impacted affordable housing production. Inroads into the determination of municipal affordable obligations have somewhat eased the backlog of affordable housing production.

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

With the re-emergence of COAH obligations, many of the municipalities in Burlington County have reached agreements that specify the number of affordable units that the township must create. The Community Development and Housing Office will continue its education/outreach efforts by providing municipalities with assistance in identifying their options for addressing their "fair share" housing obligations.

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

Discussion:

AP-85 Other Actions – 91.220(k)

Introduction:

As a continuation of previous program years, Burlington County has developed plans to address the obstacles to meeting underserved needs, fostering and maintaining affordable housing, evaluating and reducing lead-based paint hazards, reducing the number of poverty-level families, developing institutional structure, and enhancing coordination between public and private housing and social service agencies.

Actions planned to address obstacles to meeting underserved needs

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

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

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

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

Actions planned to foster and maintain affordable housing

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

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

family housing.

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

Actions planned to reduce lead-based paint hazards

Lead-based Paint Hazard requirements are integrated into programs and projects administered and funded by the Community Development and Housing office. The following activities are planned during FY 2018 to ensure continued compliance:

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

Actions planned to reduce the number of poverty-level families

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

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

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

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

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

Actions planned to develop institutional structure

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

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

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

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

private/non-profit sectors and vice versa

Discussion:

Program Specific Requirements

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

Introduction:

Community Development Block Grant Program (CDBG)

Reference 24 CFR 91.220(I)(1)

Projects planned with all CDBG funds expected to be available during the year are identified in the Projects Table. The following identifies program income that is available for use that is included in projects to be carried out.

1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed	0
2. The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan.	0
3. The amount of surplus funds from urban renewal settlements	0
4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan	0
5. The amount of income from float-funded activities	0
Total Program Income:	0

Other CDBG Requirements

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

HOME Investment Partnership Program (HOME)

Reference 24 CFR 91.220(I)(2)

1. A description of other forms of investment being used beyond those identified in Section 92.205 is as follows:
 1. A description of other forms of investment being used beyond those identified in Section 92.205 is as follows: The funding for the construction and/or rehabilitation of affordable housing often

requires that multiple sources of investment be utilized. Some of those anticipated investments include:

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

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

Recapture provisions:

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

HOME guidelines are met.

- Upon satisfaction of the affordability period, the HOME loan may then be forgiven and the deed affordability restriction is released and any other recorded documents are discharged. The owner of the property is then eligible to sell the property at a fair market price. The **Resale** provisions: Developer HOME assisted units to be sold to a qualified buyer are subject to enforcement of the resale provision when the qualified buyer has not received any direct HOME subsidy and ensures that the HOME assisted property remains affordable for the entire affordability period and is enforced by an affordability deed restriction. The property must be sold to an income qualified buyer approved by the County.

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

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

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

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

There are no plans for this activity.