



# **BURLINGTON COUNTY 2024 DRAFT CAPER**

**Consolidated Annual Performance Evaluation Report  
CDBG and HOME Programs**

**Department of Community Development and Housing**

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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.

The Burlington County 2024 Program Year covers the 12-month period from July 1, 2024, to June 30, 2025, and reports on the two formula grant programs, the Community Development Block Grant Program and the HOME Investments Partnerships Program. The CAPER summarizes the County's progress in carrying out the 2024 Annual Action Plan.

In general, 2024 funding was directed geographically to 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 40 municipalities in Burlington County's jurisdiction have elected to participate with the County in its CDBG-funded Community Development and Housing programs. Community Development funding in those participating municipalities acted as a catalyst for investment in projects that served our lowest-income neighborhoods and helped local jurisdictions leverage additional state and private funding.

### 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
Administration - CDBG	Non-Housing Community Development	CDBG: \$1,375,000.00	Other	Other	1	1	100.00%	1	1	100.00%
Administration - HOME	Affordable Housing	HOME: \$250,000.00	Other	Other	1	1	100.00%	1	1	100.00%

Affordable homeowner housing - home buyer	Affordable Housing	HOME: \$625,000.00	Homeowner Housing Added	Household Housing Unit	12	30	250.00%	25	3	12.00%
Affordable homeowner housing - home buyer	Affordable Housing	HOME: \$625,000.00	Direct Financial Assistance to Homebuyers	Households Assisted	85	31	36.47%	0	21	0.00%
Affordable homeowner units - developer	Affordable Housing	HOME: \$150,000.00	Homeowner Housing Added	Household Housing Unit	22	22	100.00%	0	0	0.00%
Affordable rental housing creation	Affordable Housing Homeless Non-Homeless Special Needs	CDBG: \$250,000.00 / HOME: \$2,067,285.00 / LIHTC: \$11,000,000.00	Rental units constructed	Household Housing Unit	110	11	10.00%	33	0	0.00%
Affordable rental housing creation	Affordable Housing Homeless Non-Homeless Special Needs	CDBG: \$250,000.00 / HOME: \$2,067,285.00 / LIHTC: \$11,000,000.00	Rental units rehabilitated	Household Housing Unit	20	0	0.00%	0	0	0.00%

Affordable rental housing creation	Affordable Housing Homeless Non-Homeless Special Needs	CDBG: \$250,000.00 / HOME: \$2,067,285.00 / LIHTC: \$11,000,000.00	Homeowner Housing Added	Household Housing Unit	0	5	500.00%	0	0	0.00%
Emergency heater replacement	Affordable Housing	CDBG: \$225,000.00	Homeowner Housing Rehabilitated	Household Housing Unit	50	61	122.00%	17	34	200.00%
Emergency home repair	Affordable Housing	CDBG: \$225,000.00	Homeowner Housing Rehabilitated	Household Housing Unit	100	109	109.00%	15	44	293.33%
Emergency shelter for victims of domestic violence	Homeless	CDBG: \$143,000.00 / Community Service Block Grant: \$1,685,000.00 / FEMA: \$50,000.00 / Social Services Block Grant: \$1,687,500.00 / Social Services for the Homeless: \$178,950.00	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	0	1816	1816.00%	0	232	0.00%

Emergency shelter for victims of domestic violence	Homeless	CDBG: \$143,000.00 / Community Service Block Grant: \$1,685,000.00 / FEMA: \$50,000.00 / Social Services Block Grant: \$1,687,500.00 / Social Services for the Homeless: \$178,950.00	Homeless Person Overnight Shelter	Persons Assisted	750	1382	184.27%	160	0	0.00%
Handicapped center creation and/or rehabilitation	Non-Homeless Special Needs	CDBG: \$65,000.00	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	500	0	0.00%	0	0	0.00%
Health facility creation	Non-Housing Community Development	CDBG: \$65,000.00	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	625	0	0.00%	0	0	0.00%

Homelessness prevention and rapid re-housing	Homeless	Competitive McKinney-Vento Homeless Assistance Act: \$2,778,628.00 / General Fund: \$350,000.00 / Section 8: \$25,000,000.00 / Community Service Block Grant: \$730,000.00 / FEMA: \$525,000.00 / Social Services for the Homeless: \$1,325,645.00	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	0	96757	96757.00%	0	75266	0.00%
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Homelessness prevention and rapid re-housing	Homeless	Competitive McKinney-Vento Homeless Assistance Act: \$2,778,628.00 / General Fund: \$350,000.00 / Section 8: \$25,000,000.00 / Community Service Block Grant: \$730,000.00 / FEMA: \$525,000.00 / Social Services for the Homeless: \$1,325,645.00	Homeless Person Overnight Shelter	Persons Assisted	0	4903	4903.00%	307	242	78.83%
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Homelessness prevention and rapid re-housing	Homeless	Competitive McKinney-Vento Homeless Assistance Act: \$2,778,628.00 / General Fund: \$350,000.00 / Section 8: \$25,000,000.00 / Community Service Block Grant: \$730,000.00 / FEMA: \$525,000.00 / Social Services for the Homeless: \$1,325,645.00	Overnight/Emergency Shelter/Transitional Housing Beds added	Beds	0	255	255.00%	0	0	0.00%
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Homelessness prevention and rapid re-housing	Homeless	Competitive McKinney-Vento Homeless Assistance Act: \$2,778,628.00 / General Fund: \$350,000.00 / Section 8: \$25,000,000.00 / Community Service Block Grant: \$730,000.00 / FEMA: \$525,000.00 / Social Services for the Homeless: \$1,325,645.00	Homelessness Prevention	Persons Assisted	125	262	209.60%	0	0	0.00%
Housing counseling	Affordable Housing	CDBG: \$110,000.00	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	0	120	120.00%	0	0	0.00%
Housing counseling	Affordable Housing	CDBG: \$110,000.00	Public service activities for Low/Moderate Income Housing Benefit	Households Assisted	0	0	0.00%	0	0	0.00%

Housing counseling	Affordable Housing	CDBG: \$110,000.00	Homelessness Prevention	Persons Assisted	5000	0	0.00%	0	0	0.00%
Housing rehabilitation	Affordable Housing	CDBG: \$800,000.00	Homeowner Housing Added	Household Housing Unit	0	0	0.00%	25	0	0.00%
Housing rehabilitation	Affordable Housing	CDBG: \$800,000.00	Homeowner Housing Rehabilitated	Household Housing Unit	50	14	28.00%	0	0	0.00%
Infrastructure improvements	Non-Housing Community Development	CDBG: \$1,812,000 / Municipal funds: \$683,855.00	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	0	1092	1092.00%	21763	0	0.00%
Infrastructure improvements	Non-Housing Community Development	CDBG: \$1,812,000 / Municipal funds: \$683,855.00	Public Facility or Infrastructure Activities for Low/Moderate Income Housing Benefit	Households Assisted	31405	0	0.00%	0	0	0.00%
Infrastructure improvements	Non-Housing Community Development	CDBG: \$1,812,000 / Municipal funds: \$683,855.00	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	0	405	405.00%	0	0	0.00%
Micro Enterprise Assistance	Non-Housing Community Development	CDBG: \$30,000.00	Businesses assisted	Businesses Assisted	3	0	0.00%	0	0	0.00%

Public facility improvements	Non-Housing Community Development	CDBG: \$1,875,000.00 / Municipal funds: \$687,500.00	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	30000	63937	213.12%	0	0	0.00%
Senior centers	Non-Housing Community Development	CDBG: \$130,000.00	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	5000	0	0.00%	0	0	0.00%
Senior centers	Non-Housing Community Development	CDBG: \$130,000.00	Homelessness Prevention	Persons Assisted	0	0	0.00%	0	0	0.00%
Transportation services	Non-Housing Community Development	CDBG: \$625,000.00 / Casino revenue: \$625,000.00	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	1500	2014	134.27%	0	291	0.00%
Transportation services	Non-Housing Community Development	CDBG: \$625,000.00 / Casino revenue: \$625,000.00	Other	Other	0	0	0.00%	1000	0	0.00%

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.**

Burlington County places housing activities and community development needs as a High priority for its residents. The activities in this priority include the following:

- Provide road and sidewalk improvements to low and moderate-income eligible areas.
- Improve and make accessible public facilities.
- Provide transportation services to low- and moderate-income persons, particularly the elderly and disabled.
- Provide assistance for the operation of emergency shelters for victims of domestic violence.
- Rehabilitation of owner-occupied homes to make repairs to their homes to eliminate health and safety hazards, make them more energy efficient and bring them up to code standards.
- Provide direct assistance to First Time Homebuyers for households with incomes below 80% AMI.

Adequate public facilities and improvements, including but not limited to infrastructure and neighborhood revitalization, have improved residents' living environments through access to services, enhanced availability and improved public services. Public services activities continue to assist nonprofits that aid all extremely-low-, low- and moderate-income residents (including women, children, fathers, elderly and disabled residents) in improving their quality of life. The First Time Homebuyers assistance program assisted with HOME funds exceed their goals.

In assessing the progress in these priorities during the 2024 Program Year, Burlington County has substantially met the goals and objectives.

**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)**

	<b>CDBG</b>	<b>HOME</b>
White	76,506	8
Black or African American	56,536	13
Asian	3,789	0
American Indian or American Native	25	0
Native Hawaiian or Other Pacific Islander	0	0
<b>Total</b>	<b>136,856</b>	<b>21</b>
Hispanic	22,142	3
Not Hispanic	114,714	18

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

**Narrative**

This program year shows an increase in the number of persons served across the board when compared to PY 2023, particularly among non-White populations. The table above does not include the 4,691 persons that identified as Other Multi-Racial that benefited from CDBG program activities in 2024.

**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	public - federal	1,692,405	2,290,418
HOME	public - federal	806,689	505,000
Other	public - federal		
Other	public - state		

**Table 3 - Resources Made Available**

**Narrative**

During the period from July 1, 2024, to June 30, 2025, Burlington County received an allocation of CDBG funding totaling **\$1,597,721.00**, HOME funding totaling **\$806,689.08** and **\$94,684.00** in CDBG Program Income. During the **2024** Program Year, the County expended a total of **\$2,290,417.90** in CDBG funds, **\$1,879,313.08 (cumulative)** in CDBG CV funds, **\$413,809.01** in HOME funds, and **\$49,936.56 (cumulative)** in HOME ARP funds, which includes funds allocated in previous fiscal years.

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

Target Area	Planned Percentage of Allocation	Actual Percentage of Allocation	Narrative Description

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

**Narrative**

Thirty-two (32) of the forty (40) municipalities in Burlington County's jurisdiction elected to participate with the County in its CDBG-funded Housing and Community Development Programs. Several non-participating municipalities sought participation in the State-administered Small Cities Program as an alternative to the County's Program. Funding for property improvements or municipal services was unavailable to serve areas or residents in non-participating municipalities. However, service activities that were designed to provide benefits on a countywide basis do not exclude residents of those communities.

2024 funding mainly was directed geographically to assist the greatest number of people in need of housing and services and to support activities that will improve low-income and moderately low-income households, addressing a national objective. Large geographic areas of Burlington County are rural and are home to state parks, preserved farmland and federal military bases. Our office has partnered with the USDA and the Office on Aging to better serve our constituents.

## 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.**

The amount of CDBG and HOME funds provided to municipalities, social service agencies, housing developers, and individuals is not intended to provide all the funds necessary to fund the activity. Municipalities combine CDBG funds with State and/or local funds, while social service agencies find it essential to find a myriad of funding sources to accomplish their stated missions. Developers using HOME funds have become reliant on Low-Income Housing Tax Credits (LIHTC), municipal land donations, and/or state housing trust funds. Burlington County requires first-time homebuyers to contribute 3% towards their home purchase payment.

During PY 2024, CDBG funds leveraged significant funds from state/local sources and individuals assisted. This estimate is based on construction contract amounts or budgets submitted during the application process and includes only completed and ongoing activities. Leveraging resources for projects that are underway and not yet completed will be reported during the year they are completed. CDBG funds were often utilized to fill gaps in funding much-needed activities within the municipalities and social service agencies, either supplementing or providing matches for other funding sources.

HOME funds for affordable housing development provided the required match of local financial support for projects funded with Low-Income Housing Tax Credits. The funds provided to our first-time homebuyers through the HOME Program, in many cases, made the dream of homeownership possible.

<b>Fiscal Year Summary – HOME Match</b>	
1. Excess match from prior Federal fiscal year	38,104,277
2. Match contributed during current Federal fiscal year	0
3. Total match available for current Federal fiscal year (Line 1 plus Line 2)	38,104,277
4. Match liability for current Federal fiscal year	135,000
5. Excess match carried over to next Federal fiscal year (Line 3 minus Line 4)	37,969,277

**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

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 \$
0	94,684	82,863	0	11,821

Table 7 – Program Income

<b>Minority Business Enterprises and Women Business Enterprises – Indicate the number and dollar value of contracts for HOME projects completed during the reporting period</b>						
	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	0	0	0	0	0	0
<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**

<b>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</b>						
	Total	Minority Property Owners				White Non-Hispanic
		Alaskan Native or American Indian	Asian or Pacific Islander	Black Non-Hispanic	Hispanic	
Number	0	0	0	0	0	0
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		0	0			
Businesses Displaced		0	0			
Nonprofit Organizations Displaced		0	0			
Households Temporarily Relocated, not Displaced		0	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**

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**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	20	0
Number of Non-Homeless households to be provided affordable housing units	10	117
Number of Special-Needs households to be provided affordable housing units	5	0
<b>Total</b>	<b>35</b>	<b>117</b>

**Table 11 – Number of Households**

	<b>One-Year Goal</b>	<b>Actual</b>
Number of households supported through Rental Assistance	0	0
Number of households supported through The Production of New Units	33	0
Number of households supported through Rehab of Existing Units	10	100
Number of households supported through Acquisition of Existing Units	0	17
<b>Total</b>	<b>43</b>	<b>117</b>

**Table 12 – Number of Households Supported**

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

The table above includes the 100 households that benefited from the County's housing rehabilitation activities during the 2024 program year, and the 17 households that participated in the first-time homebuyers program during the 2024 program year.

During the 2024 program year, Burlington County continued the Rapid Rehousing Program. The Continuum of Care (CoC) follows a standardized Coordinated Assessment (CA) & referral process. The

Burlington County CA system requires that all homeless individuals and families complete a standard triage assessment survey, which considers the household's situation and identifies the best type of housing intervention to address their situation. The standard triage assessment survey used by providers is integrated into the HMIS intake for Housing. The intake is conducted at HMIS agencies including shelters, service centers, TH programs, & outreach programs - anywhere that clients first encounter our system of care. All of the questions on the assessment are designed to be answered with one word "yes" or "no" answers. There is no need for respondents to go into detail describing their situation or history. Respondents should be told that it is essential to answer the questions honestly and accurately to match them to the best services for them. Information sources the CoC uses that informed the CoC's assessment determination include HMIS data, feedback from case conferencing & collaboration with other agencies.

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

Our program in Burlington County will continue to strive to create affordable permanent housing without barriers for households and individuals. Our program will continue to partner and leverage dollars to build a stronger program that ensures stability for our qualifying populations along with the partners with whom we serve.

**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 Households Served	CDBG Actual	HOME Actual
Extremely Low-income	47,613	0
Low-income	70,399	0
Moderate-income	22,483	21
<b>Total</b>	<b>140,495</b>	<b>21</b>

**Table 13 – Number of Households Served**

**Narrative Information**

Of the 141,735 persons served by CDBG programs and 17 persons served by HOME programs in program year 2024, 47,613 (34%) were extremely low-income, 70,399 (50%) were low-income, and 22,500 (16%) were moderate-income residents.

## **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**

Outreach teams and service providers connect with churches, community advocates, police & hospitals to inform them of the coordinated entry (CE) process & encourage them to connect those experiencing homelessness to the service system. Through this process, the CoC can begin engagement with persons not actively seeking assistance during a special outreach. The CoC Lead Agency schedules bi-monthly Data Quality/Coordinated Assessment workgroup meetings with authorized site administrators within HMIS. The workgroup provides consistent updates within CA with regular feedback from participating projects. Participating projects use HMIS to document all services, including referrals and contact logs, and to gain input from participating households. Participating projects have the opportunity during Case Conferencing to provide feedback on CA. In addition, the CoC is participating in a Community-Led Planning and Development project intended to establish a partnership between CoC leadership and people with lived experience who are engaged with the program, funding, and planning for HOME and CDBG.

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

The County's Continuum of Care (CoC) System continued to develop ways to address emergency shelter needs, help homeless persons transition to permanent housing, and prevent low-income individuals and families with children from becoming homeless. The CoC directed Social Services for the Homeless funds to activities that further the goals and objectives described in the five-year strategy. FEMA funds were used to provide food, shelter, and homeless prevention.

The emergency housing needs of homeless persons have been addressed by reducing the use of hotels/motels and better integrating services to track people rapidly to permanent housing. To minimize the use of hotels/motels and transitional housing, Burlington County has continued to support its three Rapid Rehousing Programs and has developed a network of emergency housing shelters that provide short-term, accessible housing to individuals in need. The Rapid Rehousing programs focus on intensive wrap-around case management services and move people from homelessness to a stabilized and permanent housing situation with support to maintain their housing.

**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 agencies that make up Burlington County's CoC continue to advocate for developing a network system to prevent the institutional discharge of persons resulting in homelessness. Linkages between the local jail, hospitals, local agencies and rehabilitation centers are in place to ensure folks are appropriately discharged.

#### **DISCHARGE PLANNING:**

Several housing providers, such as the New Jersey Department of Community Affairs, partner with service providers, like Catholic Charities Delaware House, to connect clients directly with mental health and substance abuse treatment. In addition, the Board of Social Services screens all clients for eligibility in Medicaid and NJ Family Care, which provides health insurance coverage for individuals and families. All agencies connect clients to BSS for screening and enrollment in these benefits. The Department of Human Services and the CoC have prevented housing loss through prevention subsidies and improved system cooperation. The Mental Health Board has worked closely on discharge planning through the System review committee. It includes representatives from corrections, health care facilities, and homeless and mental health provider networks.

**Foster Care:** The CoC works closely with the Division of Child Protection & Permanency (DCP&P) and a private non-profit that works with troubled runaway youth in Burlington County to ensure that young adults are not discharged into homelessness when they age out of Foster Care.

**Health Care:** A County Health Department representative participates in the Point in Time Count and CoC planning. In addition, CoC staff actively participate in the Comprehensive Health Advisory Assessment Group (CHAGG), an advisory group of the County Health Department that focuses on system coordination and provides a venue for hospital providers, nursing staff, community providers, and County Health and Human Services employees to review system needs and specific cases as may be necessary. That allows for coordinating efforts to transition people more effectively in the community.

**Mental Health:** The CoC and three funded providers (Legacy Treatment Centers, Oaks Integrated Care and Catholic Charities) work closely with the State of New Jersey to provide permanent supportive housing services to individuals in state hospitals who are transitioning to community placements through the Olmstead Initiative. Those not captured through the state hospital system are eligible for programs funded by the Burlington County Board of Social Services of Social Services for the Homeless (SSH) funded programming provided by eight CoC participants.

**Corrections:** A formal plan for corrections discharge planning has not been implemented primarily due to the impediments to the individual rights of released prisoners. The corrections facility has a social services unit that works with the clients to assist them in securing housing upon discharge through a social services agency in the county.

**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's CoC/Coalition for the Homeless assistance systems provide primarily for those with extremely low income (30% of the median or less) and will continue to do so. Most homeless people have fallen into that income category; however, a greater number of working poor are experiencing the threat and facts of homelessness that may be prevented with short-term rent, mortgage or utility assistance. It is considered appropriate and necessary to prevent unstable living conditions from undermining family units and causing loss of employment. Clarifi and Catholic Charities provide housing counseling services to prevent homelessness.

The CoC, through funding support from Social Services for the Homeless, has established the previously mentioned three Rapid Rehousing Programs whose goal has been to reduce the time individuals and families remain homeless by tracking them quickly into permanent housing through providing intensive case management and coordination with a housing locator to find housing options that will meet the financial goals of the household.

The County's Division of Veterans and Military Services is actively securing eligible benefits and services to prevent veteran homelessness. For those that are not eligible, staff provide direction securing other placements and support through referral to Soldier On or Veterans Multi-Service Center. Soldier On is an active participant in the CoC and has used SSVF funds to link veterans to permanent housing. Shared housing residences within the County provide shelter and support to transition veterans to permanent housing. Providers within the County have actively pursued supportive housing vouchers for veterans through State programs. Additionally, the Division of Vocational Rehabilitation staff and the Division of Employment and Training work specifically to address veterans' educational needs and job placement.

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

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

Burlington County does not own or operate a Public Housing Authority however there are three located within the County.

Our office and the HOME Program meet and collaborate with the local housing authorities within the County. These PHAs have been included in our HOME planning and attend our CoC bi-monthly meetings.

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

To broaden citizen participation in planning, a public opinion survey combining questions designed to assess areas of need was distributed to public service agencies and the public, including the County's Public Housing Authorities and all 40 municipalities during the development of the Consolidated Plan.

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

Not applicable.

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## **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)**

Like all New Jersey counties and municipalities, Burlington County and its municipalities have been subject to the "Mount Laurel decisions." A series of New Jersey Supreme Court cases known as the "Mount Laurel Decisions" established that municipalities were constitutionally mandated to provide low- and moderate-income housing. Out of these decisions came the Mount Laurel Doctrine. The Mount Laurel Doctrine is a controversial judicial interpretation of the New Jersey State Constitution. The doctrine requires that municipalities use their zoning powers in an affirmative manner to provide a realistic opportunity for the production of housing affordable to low- and moderate-income households. The Mt. Laurel II decision put teeth in the original doctrine by creating a fair share formula to measure each municipality's obligation to provide affordable housing.

Although there remain legal challenges, many municipalities in Burlington County have elected to move forward with their affordable housing obligations. This has been accomplished through negotiated affordable housing obligation settlements with Fair Share Housing, Inc. and the court system.

The County hosts monthly General Advisory Council meetings and encourages the municipalities to ask questions and share difficulties that have come up so that solutions may be discussed.

The County continued its efforts through the Coalition for the Homeless (CoC) by encouraging affordable housing developers to participate in the Coalition and the CDBG and HOME application processes to educate local officials on affordable housing issues

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

The Community Development Program will continue to prioritize projects that leverage additional funding. Community Development reviewed its funding policies to find additional ways to generate program income and increase private investment.

The Community Development and Housing office directly administers housing assistance grants that include Emergency Home Repairs and Emergency Heater Replacement and that provide direct benefits to county residents needing assistance who cannot afford to make these necessary repairs. The Home Improvement Loan Program provides an interest-free, life loan to make code violation repairs to owner-occupied homes.

In 2024, the Community Development Block Grant Program provided direct funding and support. It also acted as a catalyst for investment in projects that served our lowest-income neighborhoods. The

Community Development Block Grant Program helped local jurisdictions leverage additional state and private funding.

The HOME Program funding has been prioritized to those projects located in areas outside of higher poverty, close to public transportation, targeting those with special needs, and providing housing for families.

The most significant obstacle is the administrative funding cap placed on the programs for CDBG and HOME. It is a tough time for hiring and maintaining staff after the effects of the pandemic.

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

The Burlington County program inspector follows and documents all laws and authorities. Lead-based Paint Hazard Requirements were maintained in programs and projects administered or funded by the Community Development Office through 2024. The following activities were carried out:

- Program procedures related to lead-based paint regulations are evaluated on an ongoing basis. Adjustments are made to maintain the effective delivery of services.
- Information on lead-based paint requirements was distributed to housing developers, construction contractors, and all households receiving assistance.
- Continued public education, particularly for residents living in high-risk housing, about lead-based paint hazards and hazard prevention.
- All of the units involved in the County's housing programs (First-time Homebuyer Program, Home Improvement Loan Program, and HOME Affordable Housing Developer Program) are inspected for lead-based paint hazards. Staff continued to meet with the County's Health Department to better coordinate the identification of contaminated properties and process EIBLL cases.

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

The following actions were taken during PY 2024:

- Continued funding support through state grants for Rapid Re-housing Programs stresses case management. Case management often links clients to job opportunities that would increase household income.
- Participation in First-time homebuyers counseling programs. These programs focused on pre-purchase and post-purchase homeownership counseling, mortgage delinquency, and default resolution counseling.
- Coordination of housing programs with other services and programs available in the community assisted in reducing the number of families in poverty. Coordination is facilitated through membership in organizations, on committees such as the Burlington County CoC, and by participating in planning activities with the County's Economic Development and Regional

Planning Office and the County's Health Department. The One-Stop Career Center coordinates training, job readiness, job search, and employment-enhancing services at one location.

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

The County understands how important it is for the integration and cooperation among the housing providers, community development, and social service providers in order to fill the gaps in its delivery system. Burlington County coordinated its efforts with other local, state, and federal institutions to address specific needs and/or to implement new programs. Through active engagement of partners, the County worked to strengthen its relationships to better utilize programs and resources and avoid duplication of efforts. The County was and is an active participant in coordinating activities among community partners in the affordable housing and community development delivery systems.

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

One of the strengths of the delivery system is the existing collaborative network of providers. The structure requires strong participation by local organizations and stakeholders. This includes the Burlington County Board of Social Services, local developers, and area social service agencies. The main gaps in the current delivery system are funding and staffing issues. Many non-profits are utilizing less and less funding to do the same amount of work if not more work. The limited amount of resources available affects the number of people that can be housed, the number of people that emergency shelters can serve, and can provide only so many public services at a reduced cost. The Coalition for the Homeless has served as a forum to discuss and collaboratively address those obstacles.

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

An Analysis of Impediments to Fair Housing Choice was conducted during PY 2009. Based on that analysis, a Fair Housing Plan was developed. The Analysis of Impediments to Fair Housing Choice identified five impediments: Housing discrimination, Complaint process, Lack of decent, affordable housing, Lending practices, and Transit linkages.

The Fair Housing Action Plan established the following objectives for addressing those impediments:

1. Reduce discriminatory practices by rental property owners/managers and homeowners;
2. Inform citizens about their rights under the Fair Housing Act and improve accessibility to effective complaint and enforcement systems;
3. Support the creation of affordable housing within Burlington County and foster acceptance/recognition of the advantages of achieving a balanced mix of affordable housing for low-

income families with market-rate housing to provide low-income/minority concentrations in residential areas;

4. Encourage educational and outreach efforts to encourage the enforcement of lending regulations;

5. Support the study and development of linkages that would improve mobility within the County.

In 2024, the Community Development and Housing Office, SEN-HAN Transit-Burlington County Division, the Burlington County Housing HUB, and the CoC Committee were the primary entities in implementing the plan.

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## **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**

The County's Office of Housing and Community Development continued its responsibilities for monitoring CDBG and HOME Programs. All CDBG-funded projects were subject to thorough desk and site monitoring. In addition, sub-recipients are monitored at least once a year to ensure compliance with federal requirements and County policy and management standards. All HOME-funded projects were monitored via mail reporting and on-site monitoring for approximately one-third of all HOME-funded projects, and all HOME-assisted units were inspected for compliance with HQS and local codes. Project operators submitted Monthly progress reports to the Community Development Office to help Community Development staff track progress. Costs were paid on a reimbursement basis after all accomplishments were verified by Community Development staff.

## **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.**

To engage the public at large with the opportunity to comment on Burlington County's 2024 CAPER, the County published a notice in the Legal section of the Burlington County Times on September 2, 2025, notifying the public that a copy of the 2024 CAPER was available at the County website (<http://www.co.burlington.nj.us/257/Community-Development-Housing>) and in-person by request at the County's Office of Community Development and Housing located at 795 Woodlane Road, Westhampton, NJ 08060 A copy of the advertisement can be found as an attachment to this report. The public display period ran from September 8, 2025 through September 22, 2025 to meet the requirements of the County's Citizen Participation Plan.

A public hearing was held on September 12, 2025. There were X persons in attendance.

**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.**

Overall, the program substantially met the goals and objectives set forth in the County's Annual Action Plan.

**Does this Jurisdiction have any open Brownfields Economic Development Initiative (BEDI) grants?**

No

**[BEDI grantees] Describe accomplishments and program outcomes during the last year.**

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## **CR-50 - HOME 24 CFR 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 24 CFR §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.

Burlington County annually inspects ALL HOME units within HOME-funded developments still within their affordability period as follows:

- Acacia Lumberton Manor
- Apartments at the Mill – 505 Mitchell Avenue
- BCAP2Holiday Lane – single family (reinspection to be done due to renovations) 411 S. Lenola Road – single family home (home is under construction)Roebling Village Inn
- Walters GroupCornerstone @ LumbertonCornerstone @ Marlton
- Elmwood House – B’Nai B’Rith
- Bordentown Senior Living – Union Eagle
- EHRLLI – Ethel R. Lawrence, FairShare
- Freedom Village – Westampton II (normal Monitoring, Freedom Road
- Freedom Village – Westampton I (recert), Freedom Road
- Inglis Gardens @ Evesham – 304 Elmwood Rod
- Abundant Life Living Spring Manor Living Springs Senior Residence
- Lumberton Independent Living Campus (LILC)
- PennroseEastampton Town CenterPennrose Maple Shade Mews, 40 Brubaker Lane
- QMA – 815 Homestead
- Willows at Creekside, 237 Rt. 70, Medford (Ingerman)
- Willows at Westampton – Justin Drive
- Zurbrugg Mansion
- MEND203-205 W. Second StreetMedford Senior Residence, 8 Jones RoadSharp Road Apartments (Nanticote Ct./Shawnee Ct./Cayuga Ln.)Creed II, 315 Chester AvenueDuffy SchoolSpringside SchoolRollings Greens Court, 1410 Riverton Road708 Burlington309-311 Holly Street200 Russ Farm
- Salt and LightALLY/Affordable Homes: 141 Washington St., 25 Coates, 63 Medford Lane, 232 Rancocas Avenue, 234 Rancocas Avenue, Delanco; 235 Washington Street, 237 Washington Street, 340 Alden Avenue, 410 Walnut Street, 2317 Laurel Drive
- Family Services (FS)Oaks – 95 Bayberry Street501 Woodchip Road100 Barn Road100A Barn Road208 Sandstone Court511 Meadowyck Lane611 Garden Drive844 Henri Court1100 Kaye Court812 Henri Court

**Provide an assessment of the jurisdiction's affirmative marketing actions for HOME units. 24 CFR 91.520(e) and 24 CFR 92.351(a)**

Burlington County's HOME affordable Housing Developer Program has been adopted and has made mandatory for HOME-assisted projects the New Jersey Council on Affordable Housing's guidelines for affirmatively marketing affordable housing units in projects with five or more HOME-assisted units.

These guidelines are found in Uniform Housing Affordability Controls, N.J.A.C. 5:80-26.1 et seq. Originally adopted October 1, 2001, 33 N.J.R. 3432, and amended December 20, 2004, 36 N.J.R. 57135:80.

The guidelines detail specific items that must be included in the affirmative marketing plan, a description of the media to be used in advertising and publicizing the availability of housing, and mandates that the affirmative marketing process begin four months before expected occupancy by a publication of one advertisement in a newspaper.

Since this Affirmative Marketing policy is mandatory for projects with five or more HOME-assisted units, the marketing plan must be submitted with the application and approved, and proof of compliance with the approved plan must be provided before the final payment.

**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**

The amount of program income funding generated for HOME projects was \$125,320.54. The program income collected was spent on any eligible HOME activity, whether for a HOME affordable housing development or for eligible first-time homebuyers.

Income percentages for most of the first-time homebuyers assisted were in the 61-80% AMI.

**Describe other actions taken to foster and maintain affordable housing. 24 CFR 91.220(k) (STATES ONLY: Including the coordination of LIHTC with the development of affordable housing). 24 CFR 91.320(j)**

The availability of affordable housing is the primary need in Burlington County. To address this need, the County prioritizes investment of housing funds in the high opportunity areas - those close to jobs and transportation and traditionally with a low amount of available, affordable housing. The County often partners with developers who have been awarded Low Income Housing Tax credits to sustain developments when other federal awards are unavailable or create new affordable housing units. The County maintains an owner-occupied rehabilitation program to maintain the local housing stock as affordable (CDBG funded). Additionally, the County funds an Emergency Home Repair Program and an Emergency Heater Repair Program (CDBG funded) to assist homeowners in maintaining their housing in the County. The county's robust First Time Homebuyer Program provides vital financial support and

assists in making home ownership affordable.

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**CR-58 – Section 3**

**Identify the number of individuals assisted and the types of assistance provided**

<b>Total Labor Hours</b>	<b>CDBG</b>	<b>HOME</b>	<b>ESG</b>	<b>HOPWA</b>	<b>HTF</b>
Total Number of Activities	0	0	0	0	0
Total Labor Hours					
Total Section 3 Worker Hours					
Total Targeted Section 3 Worker Hours					

**Table 14 – Total Labor Hours**

<b>Qualitative Efforts - Number of Activities by Program</b>	<b>CDBG</b>	<b>HOME</b>	<b>ESG</b>	<b>HOPWA</b>	<b>HTF</b>
Outreach efforts to generate job applicants who are Public Housing Targeted Workers					
Outreach efforts to generate job applicants who are Other Funding Targeted Workers.					
Direct, on-the job training (including apprenticeships).					
Indirect training such as arranging for, contracting for, or paying tuition for, off-site training.					
Technical assistance to help Section 3 workers compete for jobs (e.g., resume assistance, coaching).					
Outreach efforts to identify and secure bids from Section 3 business concerns.					
Technical assistance to help Section 3 business concerns understand and bid on contracts.					
Division of contracts into smaller jobs to facilitate participation by Section 3 business concerns.					
Provided or connected residents with assistance in seeking employment including: drafting resumes, preparing for interviews, finding job opportunities, connecting residents to job placement services.					
Held one or more job fairs.					
Provided or connected residents with supportive services that can provide direct services or referrals.					
Provided or connected residents with supportive services that provide one or more of the following: work readiness health screenings, interview clothing, uniforms, test fees, transportation.					
Assisted residents with finding child care.					
Assisted residents to apply for, or attend community college or a four year educational institution.					
Assisted residents to apply for, or attend vocational/technical training.					
Assisted residents to obtain financial literacy training and/or coaching.					
Bonding assistance, guaranties, or other efforts to support viable bids from Section 3 business concerns.					
Provided or connected residents with training on computer use or online technologies.					
Promoting the use of a business registry designed to create opportunities for disadvantaged and small businesses.					
Outreach, engagement, or referrals with the state one-stop system, as designed in Section 121(e)(2) of the Workforce Innovation and Opportunity Act.					

Other.					
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**Table 15 – Qualitative Efforts - Number of Activities by Program**

**Narrative**

Section 3 was monitored in compliance with regulations as noted.

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**Program Year 2024 CAPER – Burlington County**  
**BREAKDOWN OF CDBG, CDBG-CV, AND HOME GRANT FUNDS SPENT ON**  
**GRANT ACTIVITIES**

During the period from July 1, 2024, to June 30, 2025, Burlington County received an allocation of CDBG funding totaling \$1,597,721.00, HOME funding totaling \$806,689.08 and \$94,684.00 in CDBG Program Income.

<b>Summary Table – FY 2024 Allocations</b>		<b>Expended in FY 2024</b>
FY 2024 CDBG Allocation (includes program income)	\$1,692,405.00	\$2,290,417.90
FY 2024 HOME Allocation	\$806,689.08	\$413,809.01
<b>Total Federal</b>	<b>\$2,499,094.08</b>	<b>\$2,704,226.91</b>

<b>Summary Table – FY 2020 CARE Allocations</b>		<b>Cumulative Expenditures Through FY 2024</b>
FY 2020 CARES Allocation	\$3,343,091.00	\$1,879,313.08
FY 2021 HOME ARP Allocation	\$3,061,241.00	\$49,936.56
<b>Total Federal</b>	<b>\$6,404,332.00</b>	<b>\$1,929,249.64</b>

As in previous years, except for housing rehabilitation and administration, the County does not serve as the sole source of funding for any of its recipients/partners. All the housing and social service providers have various streams of funding available to them and in many cases, the funding received from the CDBG and HOME programs represents a very small portion of their overall budget.

The following lists the distribution of activities undertaken by the CDBG and HOME programs during 2024. Many of the activities serve the immediate community. Projects with specific addresses are included.

During the 2024 Program Year, the County expended a total of **\$2,290,417.90** in CDBG funds, **\$1,879,313.08 (cumulative)** in CDBG CV funds, **\$413,809.01** in HOME funds, and **\$49,936.56 (cumulative)** in HOME ARP funds on the following projects.

## CDBG

- **\$271,362.52** was spent on Planning and Administration – IDIS Activities 1566,1596,1627,1674, and 1723.
- Expended **\$179,616.01** on 11 public service activities that addressed the homeless and non-homeless service needs of the community. This included: Providence House, Sen-Han Transportation, Literacy New Jersey, Food Bank, Catholic Charities, and Code Blue.

Beneficiaries: 97,385

- Expended a total of **\$896,695.00** for the following Public Park and Facility projects:
  - IDIS Activity 1713 - Delanco Township - \$50,000.00
  - IDIS Activity 1715 - Mount Laurel Township - \$75,000.00
  - IDIS Activity 1716 - Florence Township - \$50,000.00
  - IDIS Activity 1717 - Medford Township - \$100,000.00
  - IDIS Activity 1718 - Southampton Township - \$100,000.00
  - IDIS Activity 1735 - Delran Township - \$50,000.00
  - IDIS Activity 1738 - Burlington County Shelter Project - \$196,695.00
  - IDIS Activity 1748 - Edgewater Park Township - \$150,000.00
  - IDIS Activity 1751 - Maple Shade Township - \$125,000.00

Beneficiaries: 44,250

## HOME

- Through the HOME First-Time Homebuyers Program, **seventeen (17) households** have new access to homeownership after receiving down payment assistance (**\$413,809.01**).

## Housing Rehabilitation

### CDBG Accounts:

- Emergency Home Repair Program – expended \$171,626.67 in CDBG funds.

Beneficiaries: 44

- Heater Replacement Program – expended \$178,816.00 in CDBG funds.

Beneficiaries: 34

- Home Improvement Loan Program – expended \$528,390.00 in CDBG funds.

Beneficiaries: 22

- **\$85,161.70** was drawn from CDBG IDIS Accounts 1628, 1629, 1667, and 1668 for the administration of Housing and Rehab services.

**CDBG- CV – cumulative drawdown \$1,879,313.08**

- **\$131,534.45** was expended on the following activities in 2024:
  - IDIS Activity 1556 – CDBG-CV Administration - \$34,684.45
  - IDIS Activity 1612 – CV3 Christian Caring Center - \$96,850.00

**Summary:**

During the **2024** Program Year, the County of Burlington expended a total of **\$2,290,417.90** in CDBG funds, **\$131,534.45** in CDBG-CV funds, and **\$413,809.01** in HOME funds (which includes funds allocated in previous fiscal years) to carry out or complete activities proposed in both the current and prior fiscal years. Of the **\$2,290,417.90** in CDBG funding, the full amount was expended during the fiscal year, directly benefiting low-income and special needs households and supporting public facilities and public services that improved the quality of life for all residents.