

# STATE OF NEW JERSEY 2018 Annual Action Plan



**State of New Jersey  
Phil Murphy, Governor**

**Department of Community Affairs  
Lt. Governor Sheila Oliver, Commissioner**

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# Executive Summary

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

### 1. Introduction

The New Jersey Department of Community Affairs (DCA) is the lead agency overseeing the implementation of the Consolidated Plan and is responsible for the administrative oversight of the State's federally-funded U.S Department of Housing and Urban Development (HUD) programs. The five federally-funded HUD programs covered by the Annual Action Plan (Action Plan) are: Community Development Block Grant (CDBG), HOME Investment Partnerships (HOME), Emergency Solutions Grant (ESG), Housing Trust Fund (HTF), and Housing Opportunities for Persons with AIDS (HOPWA).

The 2018 Annual Action Plan (Plan) is the annual update to the five-year Consolidated Plan. The Plan sets forth priorities and serves as a guide in coordinating the delivery of housing, community and economic development resources to meet the needs of low and moderate-income households.

The state will use its CDBG, ESG, HOME, HTF and HOPWA funds to provide decent affordable housing and suitable living environments and to expand economic opportunities for low and moderate-income households.

The following chart represents the Federal FY 2018 formula allocation for CDBG, ESG, HOME, HTF and HOPWA:

<b>PROGRAM</b>	<b>ALLOCATION</b>
Community Development Block Grant Program (CDBG)	\$6,716,197
Emergency Solutions Grant Program (ESG)	\$2,933,940
HOME Investment Partnerships Program (HOME)	\$5,113,599
Housing Opportunities for Persons With AIDS Program (HOPWA)	\$1,499,957
Housing Trust Fund	\$7,726,903
<b>Total Federal FY 2018 Funds</b>	<b>\$23,990,596</b>

For the 2018 program year, the State proposes to allocate these funds to the following activities.

**CDBG funds:** The State will allocate \$4,594,712 to public facilities; \$1,000,000 to housing rehabilitation; \$800,000 to innovative development; \$20,000 to emergency housing repair; and \$301,485 for administration.

**ESG funds:** The State will allocate \$781,312.93 to emergency shelters and transitional housing facilities; \$1,352,807.10 to rapid re-housing; \$579,774.47 to prevention; and \$220,045.50 for administration.

**HOME funds:** The State will allocate \$2,301,119.55 to tenant-based rental assistance (TBRA); \$1,534,079.70 for rental and homeownership projects; \$767,039.85 for Community Housing Development Organization (CHDO) rental and homeownership projects; and \$511,359.90 for administration.

**HOPWA funds:** The State will allocate \$1,349,961.30 to tenant-based rental assistance and \$149,995.70 for administration.

**HOUSING TRUST FUND (HTF):** The State will allocate \$6,954,213 for the development of extremely-low income rental housing; and \$772,690 for administration.

## **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 Action Plan identifies the state's housing and community development needs and priorities. These needs were identified in the 2015-2019 Plan through public input and an analysis of socioeconomic and housing market conditions.

The objectives of the 2015-2019 Consolidated Plan are:

Increase the supply and quality of affordable housing including accessible housing for very low-income and low-income households.

- During the next fiscal year, the State will construct 54 affordable rental units and 3 affordable homeowner units using its HUD funds.

Decrease the number of households experiencing homelessness through the provision of rental assistance and supportive services.

- During the next fiscal year, the State will provide rental assistance to 481 very low-income households and provide homelessness prevention assistance to 100 households using its HUD funds.

Support the replacement or reconstruction of deteriorating infrastructure and the construction of essential community facilities.

- During the next fiscal year, the State will fund 10 public facility or infrastructure projects.

Improve and preserve the existing affordable housing stock and neighborhoods.

- During the next fiscal year, the State will rehabilitate 60 affordable units.

Increase homeownership opportunities for low and moderate-income households.

- During the next fiscal year, the State will provide mortgage assistance to 50 low-income households.

Support local jurisdictions' planning process to reduce and end homelessness.

- During the next fiscal year, the State will continue to support the local Continuum of Cares' plans to reduce and end homelessness by providing over \$4 million in Homelessness Prevention and Homelessness Prevention and Rapid Re-Housing funds.

Support community and economic development programs that expand business enterprises and increase job opportunities for low- and moderate-income households.

- During the next fiscal year, the State will continue to support community and economic development programs that expand business enterprises and increase job opportunities for low and moderate-income households through programs including the Neighborhood Revitalization Tax Credit program.

Affirmatively further fair housing.

- The State continues to be committed to affirmatively furthering fair housing opportunities, including mailing information and fair housing posters to owners of multifamily properties throughout the State and referring tenants with discrimination complaints to the Division of Civil Rights.

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

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

This section of the report summarizes all federal and state resources used during FFY 2017 to support the housing and community development goals identified in the Consolidated Plan. As can be seen from the chart below, the State made significant progress in meeting its expected goals during this program year, including assisting 768 homeless households with ESG, HOME and HOPWA funds; assisting 35 low- and moderate-income households with first-time homebuyer assistance; creating or rehabilitating 120 units of affordable housing with HOME and CDBG funds; and creating or improving public facilities and infrastructure affecting 12,477 households.

The State also continued its efforts to affirmatively further fair housing by doing the following:

- Completing the design and marketing materials for “Opportunity Knocks”, an intensive housing counseling program that will assist voucher holders living in areas with high concentrations of poverty to move to areas of high opportunity.
- Developing a fair housing website (in English and Spanish) to serve as a “one stop shop” for information about housing discrimination law and other fair housing issues.
- Mailing out letters to all owners of multiple unit dwellings in the State (approximately 61,000) to remind owners of their responsibilities under the NJ Law Against Discrimination (LAD) and to provide posters (in English and Spanish) to post to inform tenants of those rights.

Goal	Category	Source / Amount	Indicator	Unit of Measure	Expected Strategic Plan	Actual Strategic Plan	Percent Complete	Expected Program Year	Actual Program Year
Assist homeless households	Homeless	ESG: \$770,000	Tenant-based rental assistance / Rapid Rehousing	Households Assisted	1225	520	42%	525	520
		HOME: \$1,810,036							
Assist homeless households	Homeless	ESG: \$330,000	Homelessness Prevention	Persons Assisted	500	142	28%	100	142
Assist homeless households	Homeless	HOPWA: \$1,079,202	Housing for People with HIV/AIDS	Household Housing Unit	125	106	85%	125	106
Expand homeownership opportunities for low and moderate income	Affordable Housing	100 Percent Financing: \$10,000,000	Direct Financial Assistance to Homebuyers	Households Assisted	250	35	14%	50	35
Foster community economic development	Non-Housing Community Development	CDBG: \$4,860,403	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	50,380	22,553	45%	32,258	12,477
Foster community economic development	Non-Housing Community Development	CDBG: \$0	Businesses assisted	Businesses Assisted	10	2	20%	0	0
Increase the supply of affordable housing	Affordable Housing	HOME: \$724,015	Rental units constructed	Household Housing Unit	84	6	7%	20	6
	Homeless	HTF: \$3,738,267							
Increase the supply of affordable housing	Affordable Housing	HOME: \$724,015	Homeowner Housing Added	Household Housing Unit	50	5	10%	20	5
	Homeless								
Neighborhood rehabilitation	Affordable Housing	CDBG: \$1,425,000	Homeowner Housing Rehabilitated	Household Housing Unit	420	193	46%	186	109
Revitalize Municipalities (small cities)	Non-Housing Community Development	CDBG: \$3,420,478	Public Facility or Infrastructure Activities other than Low/Moderate	Persons Assisted	50,380	22,553	45%	32,258	12,477
Sandy Revitalization	Affordable Housing	CDBG-R: *	Homeowner Housing Rehabilitated	Household Housing Unit	7,600	5,300	70%	2,260	1,660
	Homeless Non-Homeless Special Needs Non-Housing Community Development								
Sandy Revitalization	Affordable Housing	CDBG-R: *	Tenant-based rental assistance / Rapid Rehousing	Households Assisted	1,100	1,960	178%	240	640
	Homeless Non-Homeless Special Needs Non-Housing Community Development								
Sandy Revitalization	Affordable Housing	CDBG-R: *	Businesses assisted	Businesses Assisted	900	1,200	134%	50	113
	Homeless Non-Homeless Special Needs Non-Housing Community Development								
*Total Funding									
\$41 billion									

**2016 CAPER Data**

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

Summary from citizen participation section of plan.

**Development of Consolidated Plan and Annual Action Plan**

The State encouraged all citizens, especially those of low and moderate-income, non-English speaking persons, minorities, and those with disabilities to provide input and comments during development of the document.

**Public Forums**

*Developmental Phase*

To maximize citizen participation, a conference call to obtain public input on the housing and community development needs throughout the State was held on February 28, 2018, prior to the development of the Annual Action Plan. The conference call allowed anyone desiring to make a comment or discuss policy to participate directly from their home, business etc. The information regarding the conference call was posted on the DHCR website and an e-mail notice was distributed to nonprofits, for-profits, local governments, Continuum of Care and other interested parties statewide.

*Draft Plan*

A public hearing on the draft plan will be held on July 10, 2018 prior to the submittal of the Annual Action Plan to the U.S. Department of Housing and Urban Development (HUD). The public hearing will be held at 10:00 AM in Conference Room 129 at the NJ Department of Community Affairs' building in Trenton, a location that is both convenient to public transportation and is accessible to persons with physical disabilities. Accommodations for non-English speaking persons and persons with other disabilities were available if needed.

**5. Summary of public comments**

Public comments regarding the plan may be submitted to the Department until July 19, 2018.

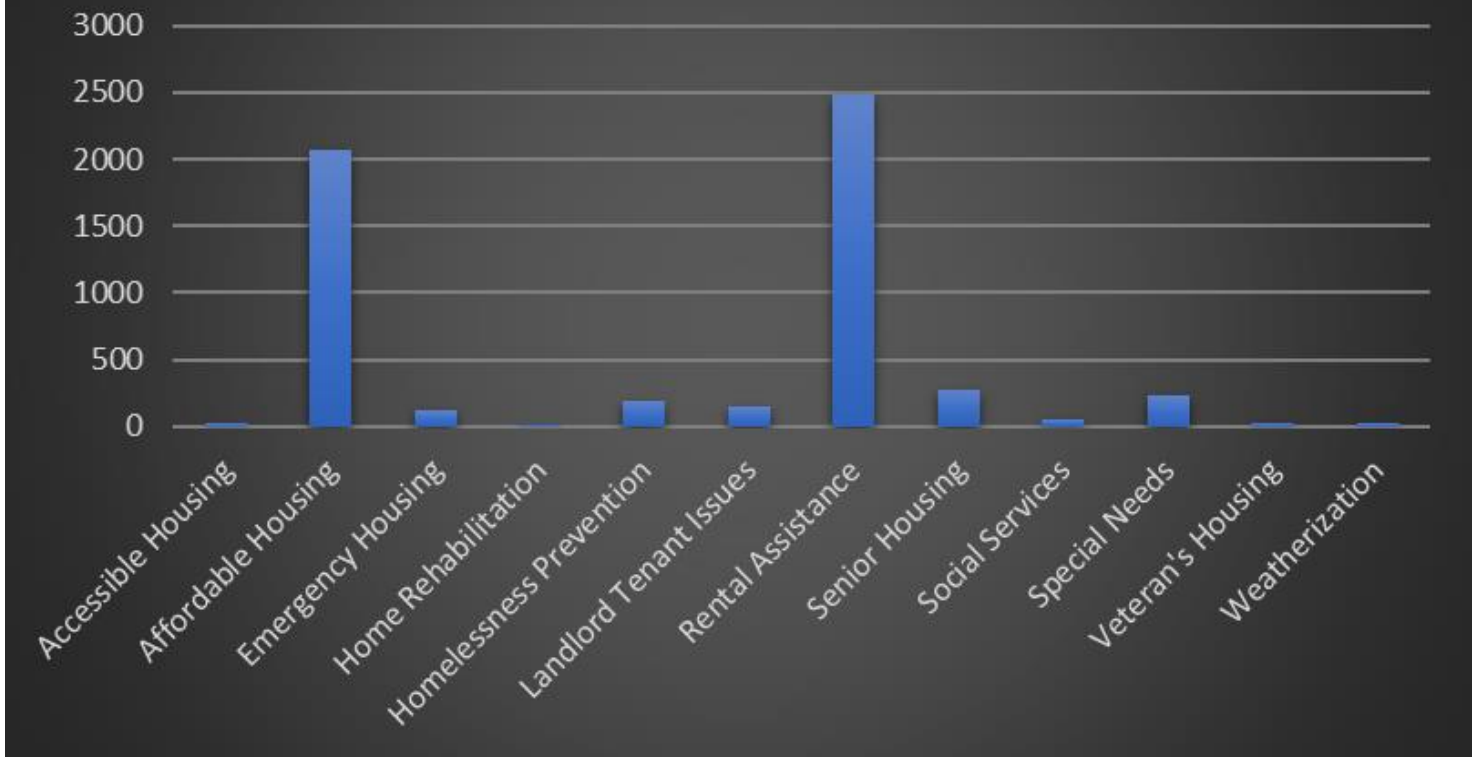
**6. Summary of comments or views not accepted and the reasons for not accepting them**

N/A

**7. Summary**

TBD

# Customer Service Calls



## 2017 Call Center Report:

*In addition to the citizen participation process described above, DCA conducted a review of customer service calls received through the first quarter of 2018, to determine the topics of most concern to callers. According to this review, the two major housing concerns were rental assistance and affordable housing.*

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

The following are the agencies/entities responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source.

Agency Role	Name	Department/Agency
Lead Agency	NEW JERSEY	
CDBG Administrator	NEW JERSEY	Community Affairs
HOPWA Administrator	NEW JERSEY	Health
HOME Administrator	NEW JERSEY	Community Affairs
ESG Administrator	NEW JERSEY	Community Affairs
HOPWA-C Administrator	NEW JERSEY	Community Affairs
HTF Administrator	NEW JERSEY	Community Affairs



**Table 1 – Responsible Agencies**

**Narrative**

**Consolidated Plan Public Contact Information**

**Sheri Malnak, Administrator**

Housing Assistance Programs

NJ Department of Community Affairs

Division of Housing and Community Resources

PO Box 051

Trenton, New Jersey 08625-0051

e-mail: Sheri.malnak@dca.nj.gov

## AP-10 Consultation - 91.110, 91.300(b); 91.315(l)

### 1. Introduction

The NJ Department of Community Affairs (DCA), NJ Department of Human Services (DHS), NJ Department of Health (DOH) and the Housing and Mortgage Finance Agency (HMFA) will continue to enhance coordination between housing and service providers throughout the state. This will be accomplished through 1) grantee meetings with affordable housing developers, mental health providers, shelter providers, homeless assistance providers, and local government agencies to discuss the implementation of programs; and 2) Homeless Management Information System (HMIS) meetings that are attended by the agencies participating in the NJ Collaborative.

#### **Provide a concise summary of the state's activities to enhance coordination between public and assisted housing providers and private and governmental health, mental health and service agencies**

On September 19, 2017 DCA allocated \$1.2 million to the SRAP Housing First initiative to provide security deposits and at least 120 vouchers to long-term homeless individuals who have an opioid addiction. The purpose of this initiative is to help stabilize homeless opioid addicts by providing housing and case management. The vouchers are being utilized in the following counties with the highest number of substance use admissions: Atlantic County, Bergen County, Ocean County, Camden County, Essex County, Monmouth County, Middlesex County and other counties as recommended to DCA by DOH. As part of this initiative, community-based agencies are providing case management to assist the program participants identify and secure housing, and access behavioral health and other supportive services to address their addictions and increase their income.

#### **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**

DCA hosted the following Continuum of Care meetings:

- On February 22, 2018, DCA in partnership with Monarch Housing Associates held a meeting to discuss resources available for homelessness prevention, emerging practices in evaluating program impact, and how prevention programs can be integrated with coordinated assessment. Representatives from 14 Continuums of Care attended, along with representatives from the NJ Housing and Mortgage Finance Agency's Homelessness Management Information Systems unit, the NJ Department of Human Services, Division of Family Development, and from the St. Clare's HIV Statewide Homelessness Prevention Program. During the meeting, stakeholders expressed the need for the State to take the lead in presenting best practices in homelessness prevention and the need for better use of data to measure the effectiveness of homelessness prevention programs. DCA has hired a consultant, CSH, to conduct an assessment of the current homelessness prevention resources throughout the State and to make recommendations to DCA on how to improve its prevention programs.

- On March 23, 2018, DCA held a meeting for Continuum of Care leads and representatives from the local Offices of Emergency Management to discuss the Code Blue legislation and challenges and lessons learned from this past winter. Twenty-two representatives from 16 counties attended the meeting. Comments included the difficulty in providing Code Blue shelter for people who were homeless and actively using drugs or who had serious criminal backgrounds; the difficulty in providing warming centers and shelters without designated funding; and the need for better coordination with Continuums of Care to attempt to engage people who are homeless in longer-term shelter and supports.

State representatives will continue to work closely with CoC staff to end the cycle of homelessness and assist individuals and families in sustaining housing, acquiring income and employment, and improving the quality of their lives. DCA will continue to require CoC support letters for all applications submitted for the Homelessness Prevention and Rapid Rehousing (HPRP) Request for Proposals (RFP) and the Shelter Support RFP. The support letter must comment on the need for the proposed project and indicate whether it is a high priority in the CoC's homeless assistance plan.

**Describe consultation with the Continuum(s) of Care that serves the State 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.**

DCA requires CoC support letters for all applications submitted for the Homelessness Prevention and Rapid Rehousing RFP and the Shelter Support RFP. The support letter must comment on the need for the proposed project and indicate whether it is a high priority in the CoC's homeless assistance plan. DCA notified all of the CoCs about the developmental conference call in order to obtain their input on needs and funding priorities and held a separate meeting with the CoC leads on March 1, 2018 to obtain input on the State's use of Emergency Solutions Grant funds.

The New Jersey Statewide Homeless Management Information Collaborative is a unique partnership between state agencies and local communities. The New Jersey HMIS Statewide Collaborative assists participating CoCs and their provider agencies to meet HUD HMIS requirements needed to receive HUD McKinney-Vento Homeless Assistance funding. HMIS partners include the New Jersey Housing and Mortgage Finance Agency, the New Jersey Department of Human Services, the New Jersey Department of Community Affairs and 19 counties. Participating counties in New Jersey include: Atlantic, Burlington, Cape May, Camden, Cumberland, Essex, Gloucester, Hudson, Hunterdon, Mercer, Monmouth, Morris, Ocean, Passaic, Salem, Somerset, Sussex, Union, and Warren counties. HMFA and DCA staff meet regularly with the CoCs for feedback on HMIS performance. DCA uses data from HMIS to evaluate current programs. DCA provides financial support to the HMIS Statewide Collaborative annually.

Number of Homeless Persons by County and Percentage of State Total						
County	Total Homeless Persons	% of Total Homeless Persons	Chronic Homeless Persons	% of Chronic Homeless Persons	Unsheltered Homeless Persons	% of Unsheltered Homeless Persons
Atlantic	422	4.9%	105	9.6%	109	7.7%
Bergen	302	3.5%	3	0.3%	5	0.4%
Burlington	604	7.1%	113	10.3%	44	3.1%
Camden	540	6.3%	56	5.1%	78	5.5%
Cape May	119	1.4%	13	1.2%	6	0.4%
Cumberland	151	1.8%	15	1.4%	39	2.8%
Essex	2,048	24.0%	182	16.7%	428	30.2%
Gloucester	128	1.5%	3	0.3%	4	0.3%
Hudson	822	9.6%	176	16.1%	184	13.0%
Hunterdon	130	1.5%	17	1.6%	17	1.2%
Mercer	478	5.6%	71	6.5%	84	5.9%
Middlesex	546	6.4%	71	6.5%	125	8.8%
Monmouth	299	3.5%	49	4.5%	44	3.1%
Morris	378	4.4%	73	6.7%	27	1.9%
Ocean	224	2.6%	24	2.2%	43	3.0%
Passaic	449	5.3%	58	5.3%	89	6.3%
Salem	17	0.2%	0	0.0%	4	0.3%
Somerset	244	2.9%	3	0.3%	5	0.4%
Sussex	99	1.2%	10	0.9%	12	0.8%
Union	475	5.6%	43	3.9%	55	3.9%
Warren	57	0.7%	7	0.6%	13	0.9%
<b>Total</b>	<b>8,532</b>	<b>100.0%</b>	<b>1,092</b>	<b>100.0%</b>	<b>1,415</b>	<b>100.0%</b>
New Jersey's 2017 Point in Time Count of the Homeless						

**2. Agencies, groups, organizations and others who participated in the process and consultations**

<b>Agency/Group/Organization</b>	NEW JERSEY HOUSING AND MORTGAGE FINANCE AGENCY
<b>Agency/Group/Organization Type</b>	Housing
<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy
<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	HMFA provided data on HMIS, affordable housing and special needs housing. DCA and HMFA will continue to work together to address the needs of the State.
<b>Agency/Group/Organization</b>	NJ DEPARTMENT OF HEALTH
<b>Agency/Group/Organization Type</b>	Housing Services - Housing Services-Children Services-Persons with HIV/AIDS Services-Health
<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans HOPWA Strategy Lead-based Paint Strategy
<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Department of Health and DCA will continue to work together to assist individuals diagnosed with HIV/AIDS and to identify and provide assistance to households impacted by lead-based paint.
<b>Agency/Group/Organization</b>	CSBG Grantees
<b>Agency/Group/Organization Type</b>	Housing Services - Housing Services-Children Services-Elderly Persons Services-Persons with Disabilities Services-Persons with HIV/AIDS Services-Victims of Domestic Violence Services-homeless Services-Health Services-Education Services-Employment

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

1	<b>Agency/Group/Organization</b>	NEW JERSEY HOUSING AND MORTGAGE FINANCE AGENCY
	<b>Agency/Group/Organization Type</b>	Housing
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	HMFA provided data on HMIS, affordable housing and special needs housing. DCA and HMFA will continue to work together to address the needs of the State.
2	<b>Agency/Group/Organization</b>	NEW JERSEY DEPARTMENT OF HEALTH
	<b>Agency/Group/Organization Type</b>	Housing Services - Housing Services-Children Services-Persons with HIV/AIDS Services-Health
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans HOPWA Strategy Lead-based Paint Strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Department of Health and DCA will continue to work together to assist individuals diagnosed with HIV/AIDS and to identify and provide assistance to households impacted by lead-based paint.

3	<b>Agency/Group/Organization</b>	CSBG Grantees
	<b>Agency/Group/Organization Type</b>	Housing Services - Housing Services-Children Services-Elderly Persons Services-Persons with Disabilities Services-Persons with HIV/AIDS Services-Victims of Domestic Violence Services-homeless Services-Health Services-Education Services-Employment
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Economic Development Anti-Poverty Strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	DCA staff will continue to meet with its Community Services Block Grant grantees to discuss issues such as employment, education, income management, housing, nutrition, emergency services, and health.
4	<b>Agency/Group/Organization</b>	HPRP grantees
	<b>Agency/Group/Organization Type</b>	Services - Housing Services-Children Services-Elderly Persons Services-Persons with Disabilities Services-Persons with HIV/AIDS Services-Victims of Domestic Violence Services-homeless
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy

	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	DCA continues to meet with its Homelessness Prevention and Rapid Re-Housing grantees to identify new strategies to identify homeless households and how to convince them to accept services.
5	<b>Agency/Group/Organization</b>	Shelters
	<b>Agency/Group/Organization Type</b>	Housing Services-homeless
	<b>What section of the Plan was addressed by Consultation?</b>	Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	DCA continues to discuss homeless needs throughout the State with emergency shelters and transitional housing facilities.

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

None; all agency types had the opportunity to participate in development of the 2018 Annual Action Plan through the conference call, public comment period and public hearing.

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

<b>Name of Plan</b>	<b>Lead Organization</b>	<b>How do the goals of your Strategic Plan overlap with the goals of each plan?</b>
Continuum of Care	County CoCs	The Continuum of Care 10-year plan goals are to assist households experiencing homelessness and decrease the number of homeless households.
2015-2019 Analysis of Impediments	DCA	The Analysis of Impediments to Fair Housing Choice was updated to identify remaining challenges in ensuring fair housing choices for all New Jersey residents.

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



## **Narrative**

The State consulted all relevant agencies. DCA consulted with public and private agencies as described below when developing this Plan. The preparation of the Plan involved the following: a developmental conference call; meetings with program grantees; a review of customer service calls; posting of the Annual Action plan and a public hearing.

### ***AP-12 Participation - 91.115, 91.300(c)***

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

The State recognizes that citizen participation and consultation are ongoing processes. During the development of the 2015-2019 Consolidated Plan, comprehensive outreach was conducted to obtain public input. All DCA grantees and non-profit organizations that participate with these programs were contacted via email about the opportunity to participate in the planning process by either phoning in their recommendations or submitting comments in writing. This comprehensive outreach continues through the development of each Annual Action Plan.

#### ***Plan Development Conference Call***

On March 18, 2018, DCA staff conducted a conference call to obtain public input on the housing and community development needs throughout the State and identify the priorities that should be addressed in FFY 2018 utilizing federal funding. Those who were unable to attend the conference call was encouraged to submit written comments. 47 individuals representing county government, New Jersey residents and nonprofit organizations participated in the call/webinar. The following comments were received in response to the developmental conference call:

#### **Dennis J. McNany, CFO**

##### **THE GATEWAY FAMILY YMCA**

I just wanted to add a note on Transitional Housing. Our organization is probably the largest nonprofit provider of housing in Union County and from our vantage point, we agree with, desire and support that home ownership for all is the ultimate goal. That being said, the practicalities and realities in trying to reach that goal need to be considered and planned-for funding for transitional housing will remain a huge need.

#### **Dawn Metzger, Executive Director**

##### **Samaritan Inn**

Is there any funding for shelter nights that will be available for Emergency Shelters to be able to continue to help families that are in need of shelter because they are literally homeless? I understand that the goal is permanency, but it is difficult for families to maintain permanency when they do not have the skills needed to do so. Our program is a 3 month program, that teaches clients how to budget and long term

skills to enable them to not return to homelessness. We are finding that more of our homeless families are the working poor and not eligible for governmental assistance.

**Kent R. Pipes, President**

**The Affordable Homes Group, including: The Salt and Light Company, Inc.**

1. One of the biggest obstacles to development is gaining site control and keeping the project alive with all the pre-development costs until full development approvals are obtained and full funding is committed and available to be drawn down.

The Affordable Homes Group, of which I am President, purchased six foreclosed properties in the summer of 2016 using money from my mother's estate after it was distributed following her death. We were not successful in getting funding commitments from NHTF, FHLB or NY or Pittsburgh or the NJ Shelter Support program. In short, we lost over \$100,000 in interest payments to conventional lenders, costs for architectural and engineering, surveys, vacant property insurance and real estate taxes that were incurred during the pre-development period. We have now sold four of them and have the other two listed for sale trying to cut our losses and recapture any of the funds we can.

I strongly urge the State to consider the various ways non-profit groups could access dedicated pre-development funds so we can take advantage of very attractively priced foreclosure properties that have great appeal for lower income people looking for decent, affordable housing that is not in 'projects' with names on the signs as they enter the complex. Not everyone wants to live in typical townhouse style developments so popular in the LIHTC world or converted school buildings, etc. The financial cost difference in redeveloping existing REO properties as opposed to building new is huge, like 50% of the cost.

Please review the recent OCC publication "Expanding Housing Opportunities: Single-Family Rehabilitation Financing programs" available from the website: <https://www.occ.gov/publications/publications-by-type/other-publications-reports/cdi-newsletter/single-family-february-2018/pub-cdi-ezine-single-family-feb-2018.pdf>

2. The practice of most capital subsidy funding programs is the philosophy that they want to see commitments from the other sources as part of the application for their funding and that they want their money to be "gap" funding, to make up the difference between what a project costs and what resources are available. The State needs to take a more aggressive position to network with various other funding sources and find ways to negotiate around this development obstacle.

3. The lower the rent and the lower the income of the population being served, the less tolerance there is for errors in planning for expenses and income to support a project long-term. As long ago as the 90s affordable housing groups in Chicago were beginning to recognize that affordable housing projects cost a lot more to operate than predicted and that without sufficient maintenance budgets and replacement reserves good buildings and properties deteriorated to the point that tenants lost confidence in management and conditions only worsened. I am increasingly concerned with long-term viability of housing that will extend in affordability far beyond my remaining years of actively managing what we have

developed. Being almost 72 makes me reflect on my own expectations and become concerned about what I am leaving as an inheritance to others. Watching experience, professional groups like MEND access limited Affordable Housing Trust funds a decade ago that had been deposited into the Moorestown Housing escrow account by the Moorestown developers in lieu of developing affordable housing themselves that allowed them to rehab units that were put into service 25 years earlier convinced me that much more long-range maintenance reserves and budgeting needs to be in place so that new monies can develop new housing, not rehab existing housing. This same issue plagued the Federal Home Loan Bank over the past two years when they gave extra points in the scoring to projects that were preserving “at risk” units. Their limited funds were to a great extent provided to housing authorities, who in my opinion did not manage their projects well and for who HUD had an on-going responsibility to fund. We need to seriously think about this critical issue and the State needs to help lead the way to changing our practices.

4. Lastly, the State should consider funding a Line of Credit program where non-profit groups are granted funds for a 2-year period providing acquisition and rehab funds in advance of site control so we can go into the market place and negotiate real estate purchases in a competitive manner against investors who operate with ready cash. Being able to quickly close after all conditions are met, including environmental and appraisal, etc. would enhance our productivity and minimize our risk.

#### **Johnesia McKenzie**

I am writing to express the need for more affordable housing for people with disabilities. Many people with disabilities are on fixed incomes and unable to afford the high cost of rent. The lack of affordable housing in the community has played a major role in forcing people with disabilities into nursing homes or homelessness. I am a person with a physical disability and on a fixed income. I have been in the midst of this very housing crisis for the past three and a half years.

Trying to find housing that I can afford has been a daunting task. I have lived in nursing homes and with relatives throughout this ordeal and cannot express enough how degrading this situation has been. I have been placed on countless waitlists and told over and over again that these waitlists are years long due to lack of funding. I would like to suggest that the need of suitable housing for people with disabilities be taken into serious consideration and a plan of action be developed to allocate more funding for more suitable housing that would allow people with disabilities to live their best lives possible out in the community.

#### **Diane Young, Executive Director Newark Emergency Services for Families**

As the Executive Director of Newark Emergency Services for Families (NESF), I am writing regarding HUD entitlement funding for New Jersey on behalf of the Newark and Essex County community that NESF serves. Our mission is to stabilize families and individuals in crisis, especially the working poor, homeless and those in financial need and provide them with financial support and life skills training to live on their own.

NESF relies on four key HUD entitlement program: CDBG, ESG, HOME and HOPWA. This funding allows NESF to provide critical community development initiatives through programming in six areas: emergency

services, workforce development, housing, prisoner re-entry, health, and family development. With intensive and holistic case management and our referral network, we help resilient individuals and families who face multiple barriers achieve self-sufficiency through earning a livable wage and securing a stable place to live.

The need for affordable housing and community development initiatives for Newark and underserved neighborhoods in Essex County continues to grow. Now in its 40th year of operation, NESF works to meet the needs of this low and moderate-income constituency. I can't overstate the importance of HUD funding in providing these critical services for the NESF community. It is our hope that New Jersey's Plan for HUD 2018 funding will not only match last year's allocation but increase to meet the growing need for housing, basic services and economic development in Newark and Essex County.

**Lori Dibble, Manufactured Home Owners Association of New Jersey, Inc.**

New Jersey's Consolidated plan does not include any mention of Manufactured Housing, we would like to change that. In New Jersey manufactured housing is an important source of unsubsidized affordable home ownership that is often in land lease communities. New Jersey's HMFA has no programs that help manufactured home owners and no CDBG funds go towards these often low income, elderly homeowners. I am attaching two items to start a conversation. One example is New York State including manufactured homes in their consolidated plan and the other is a fact sheet prepared for House of Representatives Bill H.R. 3793 - The HUD Manufactured Housing Modernization Act of 2017 which was introduced to make the inclusion of manufactured housing a required part of state consolidated plans.

**Donald L. Brown Jr., Executive Administrator  
Belmont Homes**

I am an Executive Administrator for God Squad Inc, a/k/a Belmont Homes and Special Services. We are a nonprofit organization that provides (EA) Emergency Assistance housing and case management for homeless families in Burlington County. In addition we are grantee recipients for HPRP, SSH and Sect. 8 Vouchers. I would like to briefly comment on our experience as a Housing Provider Agency and as it may relate to 2018 Consolidated Plan. I have witnessed the increasing changes in rents and in the homeless population, with many gaps in services from affordability of rental housing, financial responsibility of maintaining housing to the eligibility for housing assistance. However, I believe much attention should also be brought to the case management component for homeless and the at risk-homeless population. As an agency we pride ourselves on the level of service we provide. There is a distinct difference in the families and singles who receive case management and advocacy versus those who are simply placed based on a subsidy. Understanding HUD's position and the sense of urgency for permanent housing, we believe a great deal of attention should also be placed on the wrap around services and/or the ICMS. Due to the upkeep, maintenance and condition costs of housing that seems to steadily increase, experience has shown that we are more successful transitioning families when there is ongoing monitoring and face to face contact. I simply propose that allocation of resources be considered for case management.

**Public Comment Period**

The draft plan will be posted on the DHCR website from June 19, 2018 to July 19, 2018. The website address is: <http://www.nj.gov/dca/announcements/2017/approved/20170707DHCR.html>. E-mail blasts advertising both events and the 30 day public grantees comment period (HUD wavier 24 CFR 91.115 (b)

(4)) will be sent out to over 700 affordable housing developers, grantees, CHDOs, CoCs, and other stakeholders.

Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Citizen Participation Outreach Summary of comments received
1	Plan Development Webinar and Conference Call	<p>Minorities</p> <p>Persons with disabilities</p> <p>Non-targeted/ broad community</p> <p>Residents of Public and Assisted Housing</p>	<p>47 participants on call for Plan development; 8 written comments submitted</p> <p>Public Hearing TBD</p>	<p>The draft plan will be posted on the DHCR website from June 19, 2018 to July 19, 2018. The website address is: <a href="http://www.nj.gov/dca/announcements/2017/approved/20170707DHCR.html">http://www.nj.gov/dca/announcements/2017/approved/20170707DHCR.html</a>. E-mail blasts advertising both events and the 30 day public grantees comment period (HUD wavier 24 CFR 91.115 (b) (4)) were sent out to over 700 affordable housing developers, grantees, CHDOs, CoCs, and other stake holders.</p>

Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Citizen Participation Outreach Summary of comments received
2	Draft Plan Public Comment Period	Minorities  Persons with disabilities  Non-targeted/broad community  Residents of Public and Assisted Housing	TBD	TBD
3	Public Hearing	Minorities  Persons with disabilities  Non-targeted/broad community  Residents of Public and Assisted Housing	NJDCA posted the announcement on its website and reached out to every grantee within the DHCR, CoC's non-profits and municipal governments	TBD

## Expected Resources

### AP-15 Expected Resources – 91.320(c)(1,2)

#### Introduction

#### Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of Con Plan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	6,716,197	0	0	6,716,197	13,432,394	The CDBG Program will provide funds to rehabilitate housing, create suitable living environments, and enhance economic opportunities in non-entitlement areas throughout the State.

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of Con Plan \$	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	<b>5,113,599</b>	<b>0</b>	<b>0</b>	<b>5,113,599</b>	<b>10,227,198</b>	The HOME Program will provide funds to develop affordable housing units and provides rental assistance to elderly and disabled households.
HOPWA	public - federal	Permanent housing in facilities Permanent housing placement Short term or transitional housing facilities STRMU Supportive services TBRA	<b>1,499,957</b>	<b>0</b>	<b>0</b>	<b>1,499,957</b>	<b>2,999,914</b>	The HOPWA Program will provide housing assistance to low- income persons with HIV/AIDS.



Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of Con Plan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
ESG	public - federal	Conversion and rehab for transitional housing Financial Assistance Overnight shelter Rapid re-housing (rental assistance) Rental Assistance Services Transitional housing	2,933,940	0	0	2,933,940	5,867,880	The ESG Program will provide grants to create, expand or improve the quality of shelters and transitional housing facilities. The program also provides temporary financial assistance and services to prevent households from becoming homeless; divert people who are applying for shelter into other housing; and help those who are experiencing homelessness to be quickly re-housed and stabilized.

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of Con Plan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
Housing Trust Fund	public - federal	Acquisition Multifamily rental new construction Multifamily rental rehab	7,726,903	0	0	7,726,903	15,453,806	The Housing Trust Fund will provide funds to develop affordable rental housing units.

LIHTC	public - Federal	Acquisition rental new construction Multifamily rental rehab	21,500,000	0	0	21,500,000	43,000,000	Each year, the State awards the full allocation of 9% credits to 12-15 projects, which will construct or rehabilitate approximately 1,000 units of affordable rental housing. The 9% tax credits are awarded competitively in 3 cycles. At least 50% of the credits are awarded to non-age restricted (family) projects. At least 20% are awarded to age-restricted (senior) projects and at least 12.5% are awarded in supportive housing projects. The 4% tax credits are non-competitive and are considered as
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Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of Con Plan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
								-of- right for projects that finance at least 50% of construction cost.
Other	public - federal	Acquisition Admin and Planning Economic Development Financial Assistance Homebuyer assistance Homeowner rehab Housing Multifamily rental new construction Multifamily rental rehab New construction for ownership Rental Assistance TBRA	4,000,000,000	0	0	4,000,000,000	1,600,000,000	The State will use its CDBG-DR funds to address the housing and community development needs that were the result of Superstorm Sandy.

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of Con Plan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
Other	public - state	Homebuyer assistance	10,000,000	0	0	10,000,000	20,000,000	Provides mortgages for home purchase. Income and purchase price limits apply.

**Table 4 - 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**

New Jersey will be allocated approximately \$21 million in 9% tax credits in FFY 2017 and will receive roughly the same amount each year through 2018.

Each year, the State awards the full allocation of 9% credits to 12-15 projects, which will construct or rehabilitate approximately 1,000 units of affordable rental housing. The 9% tax credits are awarded competitively in 3 cycles. At least 50% of the credits are awarded to non-age restricted (family) projects. At least 20% are awarded to age-restricted (senior) projects and at least 12.5% are awarded in supportive housing projects. The 4% tax credits are non-competitive and are considered “as-of-right” for projects that finance at least 50% of construction costs with tax exempt bonds.

The Qualified Allocation Plan (QAP), which outlines the application requirements for both the 4% and 9% LIHTCs, is the tool that NJHMFA utilizes to guide the affordable housing growth in NJ. In the competitive cycles, points are awarded for proximity to positive attributes such as transit, employment opportunities and high performing schools. Additionally, point incentives are awarded for targeting lower affordability levels, providing units for supportive housing, green building practices, utilizing minority and women owned businesses, providing social services to residents, and providing unit/project amenities.

The Sandy Fund for Restoration of Multifamily Housing (FRM) Program provided developers and Public Housing Authorities subsidies to finance the development of affordable housing in the nine counties impacted by Superstorm Sandy (Atlantic, Bergen, Cape May, Essex, Hudson, Middlesex, Monmouth, Ocean and Union). Eligible projects rehabilitate or replace affordable rental units damaged as a result of Superstorm Sandy or build new rental housing that addresses an unmet need resulting from the storm.

New Jersey will leverage federal CDBG, ESG, HOME, HTF and HOPWA funds with other State and federal

funds to address the housing and community development needs previously discussed.

**The State will satisfy the required matching requirements in the following manner:**

Community Development Block Grant Program requires that the State match administration funds after the first \$100,000 on a one-to-one basis. The match for CDBG is the State's Affordable Housing Trust Fund.

Emergency Solutions Grant Program requires a one to one match. The match for ESG is provided by the State Affordable Housing Trust Fund and the Homelessness Prevention Program.

HOME Program requires a 25% match. The match for HOME is the State Rental Assistance Program (SRAP).

National Housing Trust Fund (HTF) does not require a local match.

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

N/A

**Discussion**

The state will use its CDBG, HOME, ESG, HTF and HOPWA funds to provide decent affordable housing, suitable living environments and expanded economic opportunities for low and moderate-income households.

# Annual Goals and Objectives

## AP-20 Annual Goals and Objectives – 91.320(c)(3)&(e)

### Goals Summary Information (Fourth Year of Five-Year Objectives)

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Increase the supply of affordable housing	2015	2019	Affordable Housing Homeless	State of New Jersey	Affordable housing Eliminate homelessness	CDBG: \$1,000,000 HOME: \$1,592,936 Housing Trust Fund: \$6,954,213	Rental units constructed: 55 Household Housing Unit Homeowner Housing Added: 3 Household Housing Unit Homeowner Housing Rehabilitated: 60 Household Housing Units
2	Assist homeless households	2015	2019	Homeless	State of New Jersey Sandy Impacted Counties	Eliminate homelessness	HOPWA: \$1,229,717 HOME: \$1,592,935 ESG: \$2,710,624	Tenant-based rental assistance/ Rapid Rehousing: 481 Households Assisted Homelessness Prevention: 100 Persons Assisted

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
3	Revitalize municipalities (small cities)	2015	2019	Non-Housing Community Development	CDBG - Eligible Towns	Affordable housing Community revitalization Economic development Neighborhood revitalization	CDBG: \$4,594,712	12 Public Facility or Infrastructure Activities. Low/Moderate Income Housing Benefit: 23,000 Persons Assisted
4	Expand homeownership opportunities for low and mod	2015	2019	Affordable Housing	State of New Jersey	Affordable housing Homeownership	100% Financing: \$10,000,000	Direct Financial Assistance to Homebuyers: 50 Households Assisted
5	Foster community economic development	2015	2019	Non-Housing Community Development	CDBG - Eligible Towns Sandy Impacted Counties	Community revitalization Economic development Neighborhood revitalization	CDBG: \$800,000	2 Innovative Development Activities. Low/Moderate Income Housing Benefit: 1,000 Persons Assisted



Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
6	Sandy Revitalization	2015	2019	Affordable Housing Homeless Non-Homeless Special Needs Non-Housing Community Development	Sandy Impacted Counties	Affordable housing Community revitalization Economic development Homeownership Neighborhood revitalization	CDBG-DR: \$4,100,000,000	Rental units constructed: 4500 Household Housing Units Homeowner Housing Added: 5,200 Household Housing Units Homeowner Housing Rehabilitated: 7,600 Household Housing Units Direct Financial Assistance to Homebuyers: 350 Households Assisted Tenant-based rental assistance / Rapid Rehousing: 1,100 Households Assisted Businesses assisted: 1,200 Businesses Assisted

**Table 5 – Goals Summary**

## Goal Descriptions

1	<b>Goal Name</b>	Increase the supply of affordable housing
	<b>Goal Description</b>	The State will provide \$9,547,149 in funding for new construction and rehabilitation of rental and owner units. These activities will help increase the supply and quality of affordable housing including accessible housing for 118 very low-income and low-income households.
2	<b>Goal Name</b>	Assist homeless households
	<b>Goal Description</b>	The State will provide \$5,533,276 in homeless prevention and rapid re-housing activities to 581 people at risk in or at risk of becoming homeless. In addition, the State will support local jurisdictions' planning process to reduce and end homelessness.
3	<b>Goal Name</b>	Revitalize municipalities (small cities)
	<b>Goal Description</b>	The State will provide \$4,594,712 in funding to support the replacement or reconstruction of deteriorating infrastructure and the construction of essential community facilities serving approximately 23,000 people of low-moderate income.
4	<b>Goal Name</b>	Expand homeownership opportunities for low and moderate income households
	<b>Goal Description</b>	The State will provide \$10,000,000 in funding to increase housing options for approximately 50 low and moderate income families. The funding for this goal is from the New Jersey Housing and Mortgage Finance Agency's 100% Financing Program to serve approximately 150 low and moderate income people.
5	<b>Goal Name</b>	Foster community economic development
	<b>Goal Description</b>	The State will award up to \$800,000 to support community and economic development programs that expand business enterprises and increase job opportunities to benefit approximately 1,000 low- and moderate-income people.
6	<b>Goal Name</b>	Sandy Revitalization
	<b>Goal Description</b>	The State will award approximately \$1,000,000,000 in Superstorm Sandy disaster recovery funds and to rebuild damaged properties and infrastructure to benefit approximately 5,000 people.

## AP-25 Allocation Priorities – 91.320(d)

### Introduction:

Below are the allocation percentages outlined for affordable housing and neighborhood rehabilitation activities. These percentages are allocated to each priority; both may fluctuate based on the needs that arise throughout the program year.

### Funding Allocation Priorities

	Increase the supply of affordable housing (%)	Assist homeless households (%)	Revitalize municipalities (small cities) (%)	Expand homeownership opportunities for low and mod (%)	Foster community economic development (%)	Sandy Revitalization (%)	Total (%)
CDBG	0	0	56	39	5	0	100
HOME	59	41	0	0	0	0	100
HOPWA	0	100	0	0	0	0	100
ESG	0	100	0	0	0	0	100
Housing Trust Fund	100	0	0	0	0	0	100
LIHTC	100	0	0	0	0	0	100
Other 100% Financing	0	0	0	100	0	0	100
Other CDBG-DR	0	0	0	0	0	100	100

Table 6 – Funding Allocation Priorities

### Reason for Allocation Priorities

The allocation is based on the assessment of needs identified in 2015-2019 Consolidated Plan; the developmental conference call; meetings with program grantees; and a review of customer service calls (see Customer Call Center Chart).

### How will the proposed distribution of funds will address the priority needs and specific objectives described in the Consolidated Plan?

The CDBG funds are awarded competitively to eligible towns and county governments. The CDBG program improves low-income communities by providing funds for housing rehabilitation, infrastructure repairs

and new public facilities. In addition, the program may also help create economic opportunities. Projects that benefit high percentages of low income people receive priority funding. Innovative or Economic Development projects must create jobs for low-income people. The anticipated distribution of CDBG funds for 2018 are described on page 39.

The HOME and HTF funds will be competitively awarded to nonprofit and for-profit developers to create new affordable housing units. In addition, 41% of HOME funds will be allocated to TBRA to continue to provide rent and utility assistance to elderly and disabled households. Also, HOME will provide funds to low-income homeowners to address substandard housing conditions.

## AP-30 Methods of Distribution – 91.320(d)&(k)

### Introduction:

The State of New Jersey distributes the formula funds through a competitive, open process via the Department of Community Affairs’ System for Administering Grants Electronically (SAGE) and therefore cannot predict the ultimate geographic distribution of these funds. Feasible projects submitted that are ready to proceed will receive priority.

### Distribution Methods

**Table 7 - Distribution Methods by State Program**

<b>1</b>	<b>State Program Name:</b>	CDBG: Small Cities
	<b>Funding Sources:</b>	CDBG
	<b>Describe the state program addressed by the Method of Distribution.</b>	CDBG provides funds to rehabilitate housing, create suitable living environments, and enhance economic opportunities in non-entitlement areas located throughout the State.

<p><b>Describe all of the criteria that will be used to select applications and the relative importance of these criteria.</b></p>	<p>Applications must meet one of the National Objectives set forth in the Housing and Community Development Act (HCDA), and activities permitted must be by the HCDA:</p> <ul style="list-style-type: none"> <li>• Benefit to Low/Moderate Income People</li> <li>• Prevention or Elimination of Slums &amp; Blight</li> <li>• Urgent Need</li> </ul> <p>Does application address at least one of the State Program Objectives?</p> <ul style="list-style-type: none"> <li>• Support housing rehabilitation programs that maintain the supply of safe, decent, and affordable housing.</li> <li>• Support and encourage efficient patterns of community development, redevelopment, and capital funding by giving priority to proposals that address documented health and safety concerns.</li> <li>• Encourage innovative proposals that improve housing, and other eligible activities to renew designated revitalization areas.</li> <li>• Encourage the development of facilities needed to support employment programs such as job training and child and elder care.</li> <li>• Support and encourage neighborhood revitalization efforts identified in locally developed plans and strategies.</li> <li>• Improve the availability and adequacy of essential public facilities, and remedy serious deficiencies in areas that principally serve people of low or moderate income.</li> <li>• Ensure that municipalities have the capacity to implement community development programs and maintain community development</li> </ul>
<p><b>If only summary criteria were described, how can potential applicants access application manuals or other state publications describing the application criteria? (CDBG only)</b></p>	<p>Guidelines, applications and additional program documentation can be found on the NJDCA SAGE system  <a href="https://dcasage.intelligrants.com/Portal.asp">https://dcasage.intelligrants.com/Portal.asp</a></p>

<p><b>Describe the process for awarding funds to state recipients and how the state will make its allocation available to units of general local government, and non-profit organizations, including community and faith-based organizations. (ESG only)</b></p>	<p>The State Final Plan details the scoring process in awarding grants to eligible units of general local government.</p>
<p><b>Identify the method of selecting project sponsors (including providing full access to grassroots faith-based and other community-based organizations). (HOPWA only)</b></p>	<p>NA</p>

<p><b>Describe how resources will be allocated among funding categories.</b></p>	<p><b>Emergency Housing Repair Fund</b> (\$20,000) provides up to \$10,000 per unit to address emergency conditions of owner-occupied units. Grants are restricted to families with household income below 80% of the county median income. Assistance will be provided on a first-come, first-served basis to the extent funds are available. Only eligible units of local government may apply on behalf of the homeowner.</p> <p><b>Innovative Development Fund</b> (\$800,000) provides CDBG funds to eligible activities that do NOT qualify under the other Small Cities categories. Innovative Development Funds are passed through eligible units of local governments to local non-profit organizations or businesses to carry out CDBG eligible projects. Grants may not exceed \$400,000 unless compelling reasons for exceeding that amount are set forth by the applicant and accepted by the DCA.</p> <p><b>Housing Rehabilitation Fund</b> (\$1,000,000) provides funds for single-family owner-occupied housing rehabilitation projects in an overall effort to improve affordable housing conditions in New Jersey. Family household incomes cannot exceed 80% of the county median income. Municipal projects are capped at \$200,000. County-managed projects may be awarded up to \$400,000. Multi-jurisdictional projects may receive grants of up to \$300,000.</p> <p><b>Public Facilities Fund</b> (\$4,594,712) provides funds to units of local government to construct or improve essential public facilities and infrastructure that primarily benefits people of low and moderate income. The maximum grant awarded in this category will be \$400,000. However, this maximum may be exceeded if compelling reasons are presented and accepted by the DCA.</p>
<p><b>Describe threshold factors and grant size limits.</b></p>	<p>Grant size is listed above. The NJ Small Cities CDBG Program is flexible and may consider funding additional projects throughout the year should funds become available through cancellations or projects that were completed under budget.</p> <p>The NJ Small Cities CDBG Program may consider offering recent or existing grantees the opportunity to amend their grant agreement/project scope should they experience a subsequent unforeseen disaster (natural or man-made) and have no other means to address the problem. All amended projects must be an eligible CDBG activity, meet the National Objective and be reviewed and approved by NJ DCA.</p>

	<b>What are the outcome measures expected as a result of the method of distribution?</b>	The outcome measures are identified within the Annual Goals section of this report.
2	<b>State Program Name:</b>	Emergency Solutions Grant Program
	<b>Funding Sources:</b>	ESG
	<b>Describe the state program addressed by the Method of Distribution.</b>	<p>The Emergency Solutions Grant Program provides funds to maintain shelter facilities by:</p> <ol style="list-style-type: none"> <li>1. Addressing life and safety issues</li> <li>2. Purchasing equipment and furnishings that will provide direct benefits to the shelter's residents</li> <li>3. Creating new emergency shelter beds when needed</li> <li>4. Providing temporary financial assistance and services to prevent households from becoming homeless; diverting people who are applying for shelter into other housing; and helping those who are experiencing homelessness to be quickly re-housed and stabilized.</li> </ol>



<p><b>Describe all of the criteria that will be used to select applications and the relative importance of these criteria.</b></p>	<ul style="list-style-type: none"> <li>• Experience with providing similar services and assistance</li> <li>• Experience with working with the target population</li> <li>• Capacity to successfully manage previous program grants</li> <li>• Achieved prior grant objectives within the established time frame. Provided accurate cost estimates of the proposed work, Expended grant awards correctly and in a timely manner. Produced and submitted performance and financial reports correctly and on-time. Have no unresolved audit findings with DCA. Sufficient amount of revenue/income to operate the project.</li> <li>• Proposed project(s) is supported by the local CoC.</li> <li>• All applicants are required by the US Department of Housing and Urban Development to: 1) obtain a DUNS number and complete or renew their registration with the System for Award Management (SAM); and 2) be active participants in a Homeless Management Information System (HMIS).</li> </ul>
<p><b>If only summary criteria were described, how can potential applicants access application manuals or other state publications describing the application criteria? (CDBG only)</b></p>	<p>NA</p>

<p><b>Describe the process for awarding funds to state recipients and how the state will make its allocation available to units of general local government, and non-profit organizations, including community and faith-based organizations. (ESG only)</b></p>	<p>Eligible entities are government entities and nonprofit organizations.</p>
<p><b>Identify the method of selecting project sponsors (including providing full access to grassroots faith-based and other community-based organizations). (HOPWA only)</b></p>	<p>NA</p>
<p><b>Describe how resources will be allocated among funding categories.</b></p>	<p>Emergency Shelters/Transitional Facilities: \$781,312.93  Homeless Prevention/Rapid Re-Housing: \$1,932,581.57  Administration: \$220,045.50</p>

	<p><b>Describe threshold factors and grant size limits.</b></p>	<p>The maximum award to a grantee is \$300,000</p>
	<p><b>What are the outcome measures expected as a result of the method of distribution?</b></p>	<p>The outcome measures are identified within the Annual Goals section of this report.</p>
<p><b>3</b></p>	<p><b>State Program Name:</b></p>	<p>HOME Investment Partnerships Program</p>
	<p><b>Funding Sources:</b></p>	<p>HOME</p>
	<p><b>Describe the state program addressed by the Method of Distribution.</b></p>	<p>HOME provides funds to:</p> <ul style="list-style-type: none"> <li>• Develop affordable housing units</li> <li>• Provide rental assistance to elderly and disabled households</li> </ul>

<p><b>Describe all of the criteria that will be used to select applications and the relative importance of these criteria.</b></p>	<ol style="list-style-type: none"> <li>1. Capacity of the applicant to successfully undertake the proposed activities</li> <li>2. Demonstrated effective grant management (achieved prior grant objectives within the established time frame; provided accurate cost estimates of the proposed work; expended previous grant awards correctly and in a timely manner; and produced and submitted prior grant's performance and financial reports correctly and on-time)</li> <li>3. No unresolved audit findings with DCA.</li> <li>4. Sufficient revenue/income to complete the project.</li> <li>5. Approach and Budget (reasonable program costs and timeline for completion)</li> </ol>
<p><b>If only summary criteria were described, how can potential applicants access application manuals or other state publications describing the application criteria? (CDBG only)</b></p>	<p>NA</p>
<p><b>Describe the process for awarding funds to state recipients and how the state will make its allocation available to units of general local government, and non-profit organizations, including community and faith-based organizations. (ESG only)</b></p>	<p>NA</p>

<p><b>Identify the method of selecting project sponsors (including providing full access to grassroots faith-based and other community-based organizations). (HOPWA only)</b></p>	<p>NA</p>
<p><b>Describe how resources will be allocated among funding categories.</b></p>	<p>CHDO Production (\$530,979) provides funding to eligible CHDOs producing affordable units. Eligible activities include: acquisition, demolition and removal of buildings; construction of new housing; conversion of non-residential to residential space and the substantial rehabilitation of vacant buildings.</p> <p>Housing Production Investment (\$1,061,957) provides funds to developers for the purpose of creating affordable rental and sale units. Eligible activities include: acquisition, demolition and removal of buildings; construction of new housing; conversion of non-residential to residential space and the substantial rehabilitation of vacant buildings.</p> <p>HOME Tenant-Based Rental Assistance (TBRA) (\$1,592,935) helps reduce the housing costs of very low-income households by providing direct rent subsidy payments to their landlords.</p> <p>Administration (\$353,986)</p>
<p><b>Describe threshold factors and grant size limits.</b></p>	<p>A project is eligible for the maximum per-unit subsidy limits, formulated in accordance with Section 234-Condominium Housing basic mortgage limits, for elevator-type projects, in conjunction with the State Balanced Housing Program rules. The amount of funds reserved for a project will be based on the information provided in the HOME Production Program application via SAGE and will fund only the gap between project cost and other revenue. The Department, at its discretion, may award less than the maximum subsidy.</p>

	<b>What are the outcome measures expected as a result of the method of distribution?</b>	The outcome measures are identified within the Annual Goals of this report.
4	<b>State Program Name:</b>	HOPWA
	<b>Funding Sources:</b>	HOPWA
	<b>Describe the state program addressed by the Method of Distribution.</b>	Provides housing assistance to low- income persons with HIV/AIDS.
	<b>Describe all of the criteria that will be used to select applications and the relative importance of these criteria.</b>	A low-income individual living alone, or as a head of household, or an eligible child residing with a parent or legal guardian who is HIV/AIDS positive, is qualified to receive permanent tenant-based rental assistance. Applicants must be referred to DCA by a participating HIV/AIDS service provider agency and be receiving HIV/AIDS case management. Applications will not be accepted directly from the applicant. All clients receive HIV case management and related services through State and federal (Ryan White) funded grantees in their area.

<p><b>If only summary criteria were described, how can potential applicants access application manuals or other state publications describing the application criteria? (CDBG only)</b></p>	<p>NA</p>
<p><b>Describe the process for awarding funds to state recipients and how the state will make its allocation available to units of general local government, and non-profit organizations, including community and faith-based organizations. (ESG only)</b></p>	<p>NA</p>
<p><b>Identify the method of selecting project sponsors (including providing full access to grassroots faith-based and other community-based organizations). (HOPWA only)</b></p>	<p>The Department of Health selects the community-based support organizations that provide participants with case management and ancillary services in conjunction with the rental subsidies. These agencies certify that each HOPWA participant receives required case management services and meets the criteria. HIV/AIDS service providers meet with the project sponsors on a quarterly basis in order to review program activities and progress.</p>

	<p><b>Describe how resources will be allocated among funding categories.</b></p>	<p>All programmatic funds (\$1,349,961.30) are allocated for tenant-based rental assistance.</p> <p>\$149,995.70 for administration.</p>
	<p><b>Describe threshold factors and grant size limits.</b></p>	<p>The amount of housing assistance provided is approximately 30% of the participants' adjusted gross income.</p>
	<p><b>What are the outcome measures expected as a result of the method of distribution?</b></p>	<p>The outcome measures are identified within the Annual Goals section of this report.</p>
<p>5</p>	<p><b>State Program Name:</b></p>	<p>Housing Trust Fund</p>
	<p><b>Funding Sources:</b></p>	<p>Housing Trust Fund</p>



<p><b>Describe the state program addressed by the Method of Distribution.</b></p>	<p>Develop affordable rental housing units for families at or below 30% AMI and for people who are most vulnerable, including those with disabilities or other special needs. DCA will award only those projects that will provide housing to extremely low-income individuals and families with special needs.</p>
<p><b>Describe all of the criteria that will be used to select applications and the relative importance of these criteria.</b></p>	<p>1. Applicant’s ability to obligate HTF funds and applicant’s ability to undertake eligible activities in a timely fashion: The best applications must substantiate the applicant’s experience in developing affordable housing, demonstrated financial ability to develop the project, experience with DCA and HUD programs, no loan findings or other outstanding issues with DCA/HUD, a feasible project budget and timeline which evidences that the project will be completed within two years of award.</p> <p>2. Priority based upon geographic diversity: This program seeks to encourage geographic diversity through “High Opportunity” neighborhoods, which are characterized by the following criteria - low municipal poverty level, the municipality is not on State Urban Aid list, accessible public transportation within one mile, and low municipal labor force unemployment rate.</p> <p>3. The merits of the application in meeting the State’s priority housing needs: Applicants should have experience in serving special needs populations, preferably be a non-profit, include a service plan detailing how services will be provided on a voluntary basis to targeted special needs population (by applicant or by partner in formal Memorandum of Understanding) and 100% of units within the project will serve Special Needs population.</p> <p>4. The extent to which application makes use of non-federal funding sources: Applications that substantiate leveraging of non-public funds will receive preferential points.</p>

<p><b>If only summary criteria were described, how can potential applicants access application manuals or other state publications describing the application criteria? (CDBG only)</b></p>	<p>NA</p>
<p><b>Describe the process for awarding funds to state recipients and how the state will make its allocation available to units of general local government, and non-profit organizations, including community and faith-based organizations. (ESG only)</b></p>	<p>NA</p>
<p><b>Identify the method of selecting project sponsors (including providing full access to grassroots faith-based and other community-based organizations). (HOPWA only)</b></p>	<p>NA</p>

<p><b>Describe how resources will be allocated among funding categories.</b></p>	<p>Funds are allocated for housing production and administration cost.</p>
<p><b>Describe threshold factors and grant size limits.</b></p>	<p>A project is eligible for the per-unit subsidy amount based on bedroom size and project cost. Maximum award per project will not exceed \$700,000. Maximum per unit subsidy will not exceed the following standards: Studio- \$175,000; 1-Bedroom \$250,000; 2-Bedroom \$300,000; 3-Bedroom \$350,000; 4-Bedroom \$400,000</p> <p>The HTF funds will be provided as gap financing, using current HOME subsidy limits slightly adjusted upwards based on actual project costs in the State’s CDBG-DR Neighborhood Enhancement Program and Special Needs Housing Partnership Loan Program. The amount of funds reserved for a project will be based on the information provided in the NHTF application via SAGE and will fund only the gap between project cost and other revenue. The Department, at its discretion, may award less than the maximum subsidy.</p>
<p><b>What are the outcome measures expected as a result of the method of distribution?</b></p>	<p>The goal of the program is to develop 40 units of affordable housing in 2018.</p>

## AP-35 Projects – (Optional)

**Introduction:**

#	Project Name

**Table 8 – Project Information**

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

## AP-38 Project Summary

**Project Summary Information**

### AP-40 Section 108 Loan Guarantee – 91.320(k)(1)(ii)

Will the state help non-entitlement units of general local government to apply for Section 108 loan funds?

No

**Available Grant Amounts**

No

**Acceptance process of applications**

NA

## AP-45 Community Revitalization Strategies – 91.320(k)(1)(ii)

**Will the state allow units of general local government to carry out community revitalization strategies?**

No.

### **State’s Process and Criteria for approving local government revitalization strategies**

There are currently no approved Neighborhood Revitalization Strategy areas in New Jersey.

## AP-50 Geographic Distribution – 91.320(f)

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

CDBG-Small Cities awards are directed toward eligible municipalities throughout the State (please see attached list) and CDBG-DR assistance is targeted to the Sandy-impacted counties. Other formula funds are distributed through a competitive, open process via the Department of Community Affairs’ System for Administering Grants Electronically (SAGE) and, therefore, the ultimate geographic distribution of these funds cannot be predicted.

### **Geographic Distribution**

<b>Target Area</b>	<b>Percentage of Funds</b>
State of New Jersey	100
CDBG - Eligible Towns	100
Sandy Impacted Counties	100

**Table 9 - Geographic Distribution**

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

NA

### **Discussion**

With the exception of the CDBG Program and the Sandy CDBG-DR Program, the State does not have a geographic targeting strategy, insofar as it does not select areas of the state which will be exclusively awarded funding through the ESG, HOME and HTF programs.

## Affordable Housing

### AP-55 Affordable Housing – 24 CFR 91.320(g)

#### Introduction:

The one-year goals for affordable housing vary by program and the population to be served.

<b>One Year Goals for the Number of Households to be Supported</b>	
Homeless	456
Non-Homeless	0
Special-Needs	125
Total	581

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

<b>One Year Goals for the Number of Households Supported Through</b>	
Rental Assistance	300
The Production of New Units	35
Rehab of Existing Units	60
Acquisition of Existing Units	0
Total	395

**Table 11 - One Year Goals for Affordable Housing by Support Type**

#### Discussion:

The one-year goals for affordable housing vary by program and the population to be served.

### AP-60 Public Housing - 24 CFR 91.320(j)

#### Introduction

This section describes DCA's efforts as a public housing authority (PHA) to meet the needs of renters receiving housing assistance.

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

DCA continues to administer the federal Housing Choice Voucher program that supports approximately 23,000 households in New Jersey. In addition, DCA operates the State Rental Assistance Program (SRAP), which provides state-funded rental assistance to more than 4,000 households.

DCA will continue to implement its Mobility program which provides incentives for Housing Choice Voucher participants living in racially and ethnically concentrated areas of poverty to relocate to neighborhoods offering greater opportunity. DCA has engaged non-profit provider's, Volunteers of America Delaware Valley (VOA) and Homefront to assist families participating in this program to move

into designated opportunity areas located in Camden and Counties. Counselors assist the program participants in identifying housing and community needs, as well as locating units in the opportunity areas. The counselors work with the program participants throughout the move process to assist them transition into the new communities (e.g. locating community resources, enrolling children in schools).

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

DCA will continue to promote the following programs to Housing Choice Voucher Program participants:

The Section 8 Homeownership Program allows families who are receiving Section 8 rental assistance to use that assistance to help pay the mortgage on a home they buy. To qualify the family must:

- Be a first-time homebuyer
- Be employed full time for at least one year with a minimum earned income of \$25,000 (except elderly and disabled for whom the minimum income requirement is 12 times the monthly SSI/SSD amount)
- Have a credit score of at least 670 and successfully complete homebuyer housing counseling .

**FY 2018 Homeownership Program Data**

<b>FY 2018 Homeownership Program Data</b>	
<b>Number of applications received</b>	<b>54</b>
<b>Number of participants who have completed a homeownership class</b>	<b>9</b>
<b>Number of participants deemed mortgage ready</b>	<b>8</b>
<b>Number of participants in housing search</b>	<b>8</b>
<b>Number of participants who have purchased a home</b>	<b>3</b>

The Family Self-Sufficiency Program (FSS) assists low-income tenants build assets and increase their earnings so that they can better meet their families’ needs and become independent of welfare assistance. As part of the program, DCA establishes an interest-bearing FSS escrow account for each participating family. An escrow credit, based on increases in earned income of the family, is credited to this account during the five-year term of the FSS contract.

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

DCA is not a troubled PHA. DCA will continue to work in conjunction with the local HUD field office in addressing the needs of struggling public housing authorities throughout the state. The State has also

taken over the administration of vouchers for several troubled PHAs in the past and provided tenant protection vouchers to troubled projects.

## **Discussion**

### ***AP-65 Homeless and Other Special Needs Activities – 91.320(h)***

#### **Introduction**

The State will continue working to reduce and end homelessness by collaborating with community-based non-profits and local Continuums of Care (CoC). The State relies on these partners to conduct outreach to persons who are homeless, assess their needs and communicate these needs to the State. To that end, the State will:

- Require all Homelessness Prevention Program, Homelessness Prevention and Rapid Re-Housing Program and Shelter Support Program grantees to actively participate in their County CoC.
- Require all Homelessness Prevention Program, Homelessness Prevention and Rapid Re-Housing Program and Shelter Support Program grantees to utilize HMIS.
- Encourage Homelessness Prevention Program, Homelessness Prevention and Rapid Re-Housing Program and Shelter Support Program grantees to participate in the annual Point-in-Time Count.

The State will also continue to support housing first initiatives that provide permanent housing and supportive services to chronically homeless households who are high utilizers of public systems. On July 19, 2016, DCA awarded 500 SRAP vouchers for 425 chronically homeless households and 75 homeless veterans through a new statewide Housing First program.

#### **Department of Human Services State Rental Assistance Program Initiatives**

In 2016, DCA signed a Memorandum of Agreement with DHS to administer a voucher program for households transitioning from the Division of Family Development (DFD)'s demonstration housing programs, which have ended. This voucher program will serve up to 500 households from those programs who have a permanent disability and receive SSI, and who would be at risk of homelessness without this subsidy, and may be expanded based on DFD's needs.

In addition, DCA has entered an agreement with DHS – Division of Developmental Disabilities (DDD) to aid in screening applications and administering vouchers for people with developmental disabilities who may require a live-in aide. DCA reviews eligibility for live-in aides in its Housing Choice Voucher and State Rental Assistance Programs, and DDD has requested DCA's assistance in this area.

#### **Department of Children and Families Households**

In 2018, DCA signed a Memorandum of Agreement with DCF to administer a voucher program for families participating in the Keeping Families Together Initiative. The program will provide permanent housing to



500 households who are involved with the child welfare system.

**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**

New Jersey will continue its continuum of care approach to address and identify the needs of the homeless. This includes programs and services addressing each stage of the homeless continuum: homeless prevention, rapid re-housing, emergency shelter, temporary housing assistance and permanent supportive housing programs.

Homelessness Prevention: The State of New Jersey will continue to provide temporary financial assistance to low- and moderate-income homeless households in imminent risk of homelessness due to a rental eviction through the Homelessness Prevention Program (HPP). The HPP can provide the following types of assistance:

1. Rental Arrears – a maximum of 3 months' back rent plus any court fees, legal fees and other late fees included as rent in a written lease.
2. Relocation: security deposit of up to 1 ½ months' rent and 2 months' rent.

ESG: The State of New Jersey will continue to provide rapid re-housing assistance through the Homelessness Prevention and Rapid Re-Housing Program to homeless households at or below 30% of Area Median Income (AMI). Rapid re-housing assistance includes financial assistance, case management, housing search and placement, credit repair, money management and budgeting.

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

The State will continue to provide funds to maintain shelter facilities through the ESG Program. The program provides funding to do the following:

1. Address life and safety issues in emergency shelters and transitional housing facilities.
2. Purchase equipment and furnishings that will provide direct benefits to the shelter's residents.
3. Create new emergency shelter beds when needed.

DCA and the State Parole Board will also continue the Another Chance program. The program expands housing resources available to inmates released from prison without a stable living arrangement. The program provides temporary housing assistance (up to six months) to offenders being released from designated Department of Corrections' facilities that do not have an approved residence of record. The program is currently operating in Camden, Newark, New Brunswick and Trenton.

**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 State will continue to apply for HUD Continuum of Care funding (CoC) provide rental assistance to homeless persons with disabilities, in collaboration with local social service providers. Funds for this program have been granted in Atlantic, Burlington, Cape May, Essex, Gloucester, Middlesex, Morris, Passaic and Warren Counties. In addition, the State through the Homelessness Prevention and Rapid Re-Housing Program will continue to provide rapid re-housing assistance to households up to 30% of Area Median Income.

The State's Housing First Initiative awarded 500 tenant-based State Rental Assistance Program (SRAP) vouchers and \$250,000 in supportive service funding to 12 agencies across the state. 425 vouchers will provide housing for chronically homeless people who are frequent users of public systems, and 75 vouchers will provide housing for homeless veterans. To date, 468 applicants were approved and 392 were leased up.

The State's Moving On Initiative provides SRAP vouchers to people in permanent housing programs who no longer need a high level of services. As people move on to the SRAP vouchers, currently homeless individuals and families will backfill the vacancies in the existing permanent supportive housing programs.

Rental assistance will continue to be provided to people who are homeless and working towards self-sufficiency through the Housing Choice Voucher, State Rental Assistance and the HOME Tenant-Based Rental Assistance programs.

DCA also administers 832 Veterans Administration Supportive Housing (VASH) vouchers and 273 project-based Housing Choice Vouchers for homeless and at-risk veterans. In addition, DCA has "graduated" 32 formerly homeless veterans from VASH to Housing Choice Vouchers.

DCA has also committed rental assistance to the Keeping Families Together Initiative with the Department of Children and Families (DCF). This program targets rental assistance and supportive services to extremely vulnerable families who are homeless or live in unstable housing, and who are involved with the child welfare system. The goal is to ensure that children are not removed from their families, or that families can reunify, with stable housing and services designed to support their tenancy. DCA committed 50 project-based Housing Choice Vouchers to this program in 2015 and 2016, and will commit an additional 100 vouchers in 2017. In addition, DCA has committed 100 vouchers for homeless and at-risk youths.

Rental assistance will continue to be provided to people who are homeless and working towards self-

sufficiency through the Housing Choice Voucher, State Rental Assistance and the HOME Tenant-Based Rental Assistance programs.

**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 State will continue to use a portion of its Emergency Solutions Grant funds along with State Homelessness Prevention funds to provide financial assistance and services to either prevent households from becoming homeless or rapidly re-house those who are homeless. In addition, the State will utilize Section 811 Supportive Housing for Persons with Disabilities program vouchers, recently awarded, along with State Rental Assistance Program and Division of Developmental Disabilities vouchers to provide rental assistance to low-income individuals being discharged from institutions.

## **Discussion**

## AP-70 HOPWA Goals – 91.320(k)(4)

<b>One year goals for the number of households to be provided housing through the use of HOPWA for:</b>	
Short-term rent, mortgage, and utility assistance to prevent homelessness of the individual or family	0
Tenant-based rental assistance	110
Units provided in permanent housing facilities developed, leased, or operated with HOPWA funds	0
Units provided in transitional short-term housing facilities developed, leased, or operated with HOPWA funds	0
Total	110

## AP-75 Barriers to affordable housing – 91.320(i)

### Introduction:

There are State and federal issues affecting the availability of affordable housing. Barriers to affordable housing include outdated local land use regulations, site and subdivision standards, development standards, lengthy and complex permit processes, and exclusionary zoning.

### **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**

1. In New Jersey, land use is regulated almost exclusively at the local level. However, the State has developed policies where possible to increase access to affordable housing, and provides land use planning assistance to help municipalities modernize their master plans and land use ordinances.
2. The State will also continue to partner with HMFA to provide credit counseling to very low-income and low-income Section 8 households interested in becoming homeowners. In addition, DCA through its Homelessness Prevention and Rapid Re-Housing Program is providing credit counseling to eligible households at 30% or less of AMI.
3. Continue to apply for additional competitive vouchers through the Family Unification Program, the Veterans Affairs Supportive Housing Program, and the Mainstream Voucher Program, etc.
4. Continue to promote the development of affordable housing in areas of low poverty and high opportunity through incentives in the Low Income Housing Tax Credit Program Qualified Allocation Plan as administered by HMFA.
5. Promote the development of an educational effort to address NIMBYism and build support for and neutralize opposition to affordable housing.
6. Promote development of affordable and market rate housing in downtown Trenton through the \$9 million Downtown Living Program, launched in June 2017.
7. Promote the development of transit-accessible, pedestrian friendly and environmentally responsible communities within easy reach of employment opportunities in the design of affordable housing.
8. Generally continue to place a high priority on the long-term preservation of existing, viable affordable housing stock.
9. Through DCA's Division of Local Planning Services, provide technical planning assistance to help municipalities modernize their master plans and land use ordinances.

### Discussion:

## AP-85 Other Actions – 91.320(j)

### Introduction:

The following are the State's strategies to address underserved populations, to foster and maintain affordable housing, to remove barriers and to assist families at or below the poverty level.

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

The following sections describe the State's planned actions to address issues related to meeting underserved populations, fostering and maintaining affordable housing, 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 foster and maintain affordable housing

DCA will continue efforts to foster and maintain affordable housing by the doing the following:

1. DCA will continue to enhance local capacity building and serving disadvantaged and under-served areas.
2. DCA will continue to work with units of general local government so that nonprofits and businesses will be able to receive grants.
3. DCA will continue to collaborate with HUD, various state departments and agencies such as the NJ Housing and Mortgage Finance Agency, the NJ Redevelopment Authority and the NJ Economic Development Agency to sponsor training and technical assistance for local officials to increase knowledge of and access to available state and federal programs and resources.
4. In addition to using CDBG, ESG, HOME, HTF and HOPWA funds to address the affordable housing need, the State will continue to coordinate the use of all available resources such as the Low Income Housing Tax Credit Program, Sandy CDBG-DR Programs, the State Affordable Housing Trust Fund and HMFA's Multi-Family Rental Housing Program to develop new affordable housing.
5. DCA will continue to administer the state Housing Choice Voucher program and the State Rental Assistance Program (SRAP) to provide rental assistance to make housing affordable to low-income participants. Each of these programs contains a project-based voucher component to assist in the creation of new affordable housing.

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

In FY17, DCA launched a \$10 million Lead Remediation and Containment Program for low and moderate-income one and two family rental or owner-occupied units constructed prior to 1978. The program provides an expected average direct remediation cost per unit of \$12,000. Individual Lead-Safe projects of up to \$20,000 per unit can be undertaken with prior approval from DCA. In eligible households where an elevated blood lead level has been identified in a child under the age of six or in a pregnant woman

and the local health department requires full lead abatement activities, the grant recipient may provide lead abatement services of up to \$20,000 per property for one and two family residential properties. The Program anticipates to spend \$10 million dollars and address lead-based paint hazards in approximately 500 units by October 31, 2018. To date, the Lead-Safe Pilot Program has provided lead-safe remediation assistance and deemed lead-safe a total of 194 units.

The State continues to monitor grantees to ensure compliance with the HUD Lead Safe Housing Regulation at 24 CFR Part 35. The regulation requires notification, evaluation, and reduction of lead-based paint hazards in federally-owned residential properties and housing receiving federal assistance. These regulations cover the CDBG, ESG, HOME, HTF, and HOPWA programs. The HOME, HTF and CDBG Programs require that all housing undergoing rehabilitation meet Part 35, HUD's Lead Safe Housing Rule. The lead based paint regulations described in 24 CFR Part 35 require that the lead hazard evaluation and reduction activities be carried out for all proposed projects constructed before 1978. In addition, the State adopted regulations in July 1995, "Lead Hazard Evaluation and Abatement Code" which require the certification of companies performing lead based paint evaluation and abatement.

Next fiscal year, the State will continue to apply for funds and allocate funds for projects that address lead-based paint hazards. These types of projects include paint stabilization, window and door replacement, and exterior treatments to include siding and porch repair and/or replacement.

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

The State will continue to address the problem of poverty by providing emergency assistance. Such actions will include the following:

- Providing shelter, food, clothing, and social services to families in crisis.
- Supporting the development of permanent, transitional and affordable housing and shelter facilities.
- Providing health care to homeless people.
- Aiding homeless runaway youth.
- Assisting individuals who are mentally or physically impaired.
- Helping victims of domestic violence.
- Providing low income energy services.
- Administering rental assistance programs.
- Providing job training to low income and homeless individuals.
- Providing funding for literacy education.

The State will also continue to support housing first/rapid-re-housing programs that move homeless households from shelters into permanent supportive housing with a level of services commensurate with

their needs.

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

- The State will pursue the following actions over the next year to develop institutional structure and enhance coordination between public and private housing and social services.
- Coordination of housing development with economic opportunities and community development: This comprehensive approach, which ties job opportunities and social services to housing revitalization, will help stabilize depressed areas as well as promote self-sufficiency of the area's residents.
- Provision of planning and technical assistance for non-urban counties/municipalities: Non-urban communities often do not make affordable housing a financial or political priority. This creates a severe problem in rural counties where hundreds of subsidized units are lost through prepayment of HUD and FHA mortgages. Actions to be undertaken by DCA will include outreach, education and technical assistance to these rural areas.

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

Government agencies and for-profit and nonprofit organizations all play a part in the provision of affordable housing, community development, and economic development. The State will continue to work with these entities to address New Jersey's housing and community development needs.

### **Discussion:**

The State continues its efforts to enhance coordination between housing and social service agencies through its hosting of events such as the Continuum of Care Convening and through participation on workshops and panels with housing and social service providers such as the NJ Department of Human Services (DHS) Best Practices in Ending Homelessness panel, and the Fishbowl Forum on Homelessness at the Governor's Conference on Housing and Economic Development.



# Program Specific Requirements

## AP-90 Program Specific Requirements – 91.320(k)(1,2,3)

### Introduction:

The following are the program specific requirements for the CDBG, ESG, HOME, HOPWA and HTF Programs.

### Community Development Block Grant Program (CDBG)

#### Reference 24 CFR 91.320(k)(1)

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

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

### Other CDBG Requirements

1. The amount of urgent need activities	0
2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit- a consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan.	100.00%

### HOME Investment Partnership Program (HOME)

#### Reference 24 CFR 91.320(k)(2)

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

The State will not be using other forms of investment. The State utilizes the SAGE system to announce all of its Requests for Proposals. The SAGE site (<https://njdcasage.state.nj.us/>) includes detailed

information on the State's HOME Program requirements, identifies eligible agencies, and provides contact information. DCA utilizes SAGE to review, approve, and manage the HOME grants electronically.

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:

Housing units sold during the period of affordability will be sold solely to low-income households who will use the property as their principal residence and not lease the unit. The DCA will approve all resale prices in advance to assure that the original owner receives a fair return on their investment. All conveyances of restricted ownership units shall be made by deeds and restricted conveyances.

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 State utilizes the Uniform Housing Affordability Controls (UHAC) (N.J.A.C. 5:80-26.1 et seq.) to determine resale prices and fair return on investment. The fair return on investment includes the homeowner's original investment plus any increase in the market value of the property attributable to capital improvements. The State determines affordability under the HOME Program by utilizing 95 percent of the median purchase price of the area based on the FHA Section 203(b) Mortgage Limit.

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:

The State does not intend to use HOME funds to refinance existing debt secured by multifamily housing that is being renovated with HOME funds.

### **Emergency Solutions Grant (ESG)**

#### **Reference 91.320(k)(3)**

1. Include written standards for providing ESG assistance (may include as attachment)

Grantee agrees to fully comply with the provisions of this Agreement; the applicable fair housing and civil rights requirements at 24 C.F.R. § 5.105(a); and the uniform administrative requirements for local units of government at 24 C.F.R. Part 85, or for non-profit organizations at 24 C.F.R. Part 84, as applicable.

Grantees receiving funds to renovate an emergency shelter or transitional shelter will be required to meet the following standards:

Prior to the disbursement of funds, the Grantee shall submit the following documents to the Department for approval:

- Evidence that the environmental review requirements set forth in 24 CFR Part 58 have been satisfied and that the Grantee has received approval of the Request for Release of Funds or has been determined to be exempt from this requirement.
- A Grant Management Plan indicating the personnel, by title, and their responsibilities for administering and implementing this agreement, and the professional services to be used on the project.
- A plan describing the social services that will be provided to homeless clients in the shelter and transitional housing facilities.
- Evidence that the Grantee has sufficient funding to complete the renovation from sources other than those provided by this Agreement, when additional funding is necessary to complete the activities.
- A report from a licensed professional architect or engineer that describes the structural conditions of the buildings. The report should identify the specific improvements that are required to make the building structurally sound, and the cost of such improvements.

Prior to undertaking any construction activity, the grantee shall provide the Department with the following documents:

- A detailed set of plans, specifications and cost estimates certified by an appropriate licensed professional.
- Documentation that all necessary titles, permits and approvals to undertake the activities have been secured.
- Construction agreements between Grantee and construction contractors.
- The Grantee shall provide the Department with an annual certification, for a period of either three years (for capital expenses under \$100,000) or ten years (for capital expenses over \$100,000), starting on the date that certification is issued to the Department confirming the completion of the work, stating that the shelter facilities have continued to be used for homeless purposes.

2. If the Continuum of Care has established centralized or coordinated assessment system that meets HUD requirements, describe that centralized or coordinated assessment system.

All of New Jersey CoCs were required to develop and implement a coordinated assessment system for all CoC and ESG-funded programs by January 31, 2018. Many of these systems are still being streamlined to run more effectively.

Identify the process for making sub-awards and describe how the ESG allocation available to private nonprofit organizations (including community and faith-based organizations).

DCA utilizes a competitive Request for Proposal (RFP) process to solicit sub-grantees. Proposals are evaluated and ranked by a review committee comprised of DCA staff. Eligible entities are government

agencies and nonprofit organizations. The RFP is posted on the Department of Community Affairs' NJDCA SAGE system and electronic notices are sent out to all of the State's Continuum of Care contacts and to all the Municipal Clerks through DCA's Division of Local Government's Services' newsletter.

3. If the jurisdiction is unable to meet the homeless participation requirement in 24 CFR 576.405(a), the jurisdiction must specify its plan for reaching out to and consulting with homeless or formerly homeless individuals in considering policies and funding decisions regarding facilities and services funded under ESG.

NA, the State continues to meet the homeless participation requirement by consulting with homeless and formerly homeless households that are utilizing ESG funds to obtain housing stability.

4. Describe performance standards for evaluating ESG.

DCA utilizes the following performance standards for evaluating ESG Shelter grants:

- At least 25 persons will receive emergency housing during the grant
- At least 75% of the beds in the shelter or transitional housing facility will be utilized per month
- A van purchased with Shelter Support funds will be utilized at least 3 times per week transporting clients to medical appointments, employment opportunities, Laundromat, grocery store, day care etc.
- The average length of stay in an emergency shelter will be no more than six months
- The average length of stay in a transitional housing facility will be not less than 6 months

\* Performance outcomes specific to the approved grant activities will be negotiated prior to the contract's execution.

DCA utilizes the following performance standards for evaluating ESG Homelessness Prevention and Rapid Re-Housing grants:

- A minimum of 40 households will be assisted
- A minimum of 28 households will be moved from emergency shelter to permanent housing in less than 90 days
- A minimum of 12 households at risk of becoming homeless will have their housing stabilized
- All participants will receive a minimum of 2 case management visits (at least one hour every 3 months)
- All participants will receive a minimum of 2 credit and budget counseling sessions; at least one hour every 3 months

#### **Discussion:**

The Emergency Solutions Grant Program provides funds to nonprofit agencies to rapidly re-house homeless households and to emergency shelters and transitional housing facilities to abate code

violations and to improve the living conditions of its residents. Funds are awarded competitively via a RFP to qualified municipalities and nonprofits.

### **Housing Trust Fund (HTF)**

#### **Reference 24 CFR 91.320(k)(5)**

1. How will the grantee distribute its HTF funds? Select all that apply:
  - The State utilizes the SAGE system to announce all of its Requests for Proposals. The SAGE site (<https://njdcasage.state.nj.us/>) includes detailed information on the State’s HTF Program requirements, identifies eligible agencies, and provides contact information. DCA utilizes SAGE to review, approve, and manage the HTF grants electronically.
2. If distributing HTF funds through grants to sub grantees, describe the method for distributing HTF funds through grants to sub grantees and how those funds will be made available to state agencies and/or units of general local government. If not distributing funds through grants to sub grantees, enter “N/A”.
  - N/A
3. If distributing HTF funds by selecting applications submitted by eligible recipients,
  - a. Describe the eligibility requirements for recipients of HTF funds (as defined in 24 CFR § 93.2). If not distributing funds by selecting applications submitted by eligible recipients, enter “N/A”.
    - The State will distribute HTF funds by selecting applications submitted by eligible recipients. Eligible recipients will be for-profit or non-profit developers who demonstrate the experience and capacity to successfully undertake the proposed activities. Eligible recipients must demonstrate, through their own experience or through formal partnership with other entities participating in the proposed project:
      - Experience in developing affordable housing
      - Experience in managing affordable housing
      - Experience in working with the target population
      - Organization must be financially sound
      - Organization must be in good standing with the State of New Jersey Department of Community Affairs (DCA) and the U.S. Department of Housing and Urban Development (HUD).

**Describe the grantee’s application requirements for eligible recipients to apply for HTF funds. If not distributing funds by selecting applications submitted by eligible recipients, enter “N/A”.**

The following threshold requirements determine eligibility of applicants for HTF funds:

- 1) Project must not require any municipal, county, regional or state approval beyond a construction permit
- 2) All financial sources must have written commitments

- 3) Project must provide housing to extremely low-income individuals, those earning 30% or less of the Area Median Income as defined by the U.S. Department of Housing & Urban Development (HUD), and families with special needs
- 4) Project must be able to be completed within two (2) years
- 5) No project can contain more than 4 NHTF units
- 6) Projects must not be located in a floodplain or environmentally sensitive area
- 7) The project units must be considered permanent housing, and no aspect of the lease can be contingent upon receiving social services
- 8) Developer fee must not exceed 5% of the project total development cost
- 9) Debt Coverage Ratio must be at least 1.2
- 10) Project is financially feasible

Qualified applicants must submit the following documents in support of their organizational eligibility:

- 1) Articles of Incorporation
- 2) Certificate of Good Standing
- 3) Proof of site control (Deed, Contract of Sale, Option Agreement, etc.)
- 4) Original Sealed Resolution of support from the Board.

c. Describe the selection criteria that the grantee will use to select applications submitted by eligible recipients. If not distributing funds by selecting applications submitted by eligible recipients, enter "N/A".

The following lists the selection criteria the State will use to select applications by eligible recipients:

1. Applicant's ability to obligate HTF funds and applicant's ability to undertake eligible activities in a timely fashion:

Applications must substantiate the applicant's experience in developing affordable housing, demonstrated financial ability to develop the project, experience with DCA and HUD programs, no loan findings or other outstanding issues with DCA/HUD, a feasible project budget and timeline which evidences that the project will be completed within two years of award.

2. Priority based upon geographic diversity: This program seeks to encourage geographic diversity through "High Opportunity" neighborhoods, which are characterized by the following criteria: -low

municipal poverty level, the municipality is not on State Urban Aid lists, accessible public transportation within 1 mile, and low municipal labor force unemployment rate.

3. The merits of the application in meeting the State's priority housing needs. Applicants should have experience in serving special needs population, preferably be a non-profit, include a service plan detailing how services will be provided on a voluntary basis to targeted special needs population (by applicant or by partner in formal Memorandum of Understanding) and 100% of units within the project will serve Special Needs population.

4. The extent to which application makes use of non-federal funding sources. Applications that substantiate leveraging of non-public funds will receive preference.

**d.** Describe the grantee's required priority for funding based on geographic diversity (as defined by the grantee in the consolidated plan). If not distributing funds by selecting applications submitted by eligible recipients, enter "N/A".

Although the entire State is eligible, DCA reserves the right to distribute projects equitably throughout the state regardless of score.

In addition, in order to further the State's commitment to the development of affordable housing in areas of high opportunity, applications will receive points for projects located in places with access to public transportation and other amenities.

**e.** Describe the grantee's required priority for funding based on the applicant's ability to obligate HTF funds and undertake eligible activities in a timely manner. If not distributing funds by selecting applications submitted by eligible recipients, enter "N/A".

The applicant's capacity and successful experience in developing and managing affordable housing projects will be crucial in ensuring that HTF funds are obligated quickly and that projects are successfully completed in a timely fashion. Applications will receive points for demonstrating ability to meet the following criteria:

- Applicant has experience in developing affordable housing
- Applicant has demonstrated financial ability to develop the project
- Applicant has experience with DCA and HUD programs
- Applicant has no loan findings or other outstanding issues with DCA or HUD
- Project time-line is feasible and project will be completed within three years of award
- Project budget is feasible and reasonable

**f.** Describe the grantee's required priority for funding based on the extent to which the rental project has Federal, State, or local project-based rental assistance so that rents are affordable to extremely low-

income families. If not distributing funds by selecting applications submitted by eligible recipients, enter “N/A”.

DCA will award Housing Choice Project-Based Vouchers to successful applicants to ensure that all rents are affordable to extremely low-income families.

**g.** Describe the grantee’s required priority for funding based on the financial feasibility of the project beyond the required 30-year period. If not distributing funds by selecting applications submitted by eligible recipients, enter “N/A”.

- Projects must be financially feasible in order to be awarded. Applications will receive preference points for extending the affordability controls beyond the initial 30 years.

**h.** Describe the grantee’s required priority for funding based on the merits of the application in meeting the priority housing needs of the grantee (such as housing that is accessible to transit or employment centers, housing that includes green building and sustainable development features, or housing that serves special needs populations). If not distributing funds by selecting applications submitted by eligible recipients, enter “N/A”.

In order to achieve the State’s goals in preventing and reducing homelessness and in providing affordable housing for people who are most vulnerable, including those with disabilities or other special needs, DCA will award only those projects that will provide housing to extremely low-income individuals and families with special needs. The definition of special needs includes:

- Heads of households with mental illness
- Heads of households with physical or developmental disabilities
- Heads of households who are victims of domestic violence
- Youth aging out of foster care, runaway and homeless youth
- Individuals and families who are homeless
- Disabled and homeless veterans
- Heads of households with HIV/AIDS
- Head of households who are re-entering the community after incarceration in a correctional facility

DCA will award points to applications that describe a strong history of experience in serving the designated special needs population and provide a social services plan and evidence that voluntary social services will be made available to tenants.

Applications will receive points for evidence of the following:

- Applicant has experience in serving special needs populations
- Applicant is a non-profit
- Application includes service plan detailing how services will be provided on a voluntary basis to targeted special needs population (by applicant or by partner in formal Memorandum of Understanding)
- 100% of project units will serve special needs population

**i.** Describe the grantee’s required priority for funding based on the extent to which the application makes use of non-federal funding sources. If not distributing funds by selecting applications submitted by eligible recipients, enter “N/A”.



- While projects may apply for up to 100% of financing from the HTF funds, DCA will award points to projects that include evidence of leverage from other non-federal sources.

5. Does the grantee's application require the applicant to include a description of the eligible activities to be conducted with HTF funds? If not distributing funds by selecting applications submitted by eligible recipients, select "N/A".

Yes

6. Does the grantee's application require that each eligible recipient certify that housing units assisted with HTF funds will comply with HTF requirements? If not distributing funds by selecting applications submitted by eligible recipients, select "N/A".

Yes

**7. Performance Goals and Benchmarks.** The grantee has met the requirement to provide for performance goals and benchmarks against which the grantee will measure its progress, consistent with the grantee's goals established under 24 CFR 91.315(b)(2), by including HTF in its housing goals in the housing table on the SP-45 Goals and AP-20 Annual Goals and Objectives screens.

Yes

**8. Maximum Per-unit Development Subsidy Amount for Housing Assisted with HTF Funds.** Enter or attach the grantee's maximum per-unit development subsidy limits for housing assisted with HTF funds.

The limits must be adjusted for the number of bedrooms and the geographic location of the project. The limits must also be reasonable and based on actual costs of developing non-luxury housing in the area.

If the grantee will use existing limits developed for other federal programs such as the Low Income Housing Tax Credit (LIHTC) per unit cost limits, HOME's maximum per-unit subsidy amounts, and/or Public Housing Development Cost Limits (TDCs), it must include a description of how the HTF maximum per-unit development subsidy limits were established or a description of how existing limits developed for another program and being adopted for HTF meet the HTF requirements specified above.

Subsidy amounts were tailored after the current HOME subsidy limits with some upward adjustment based on actual production costs in the State's CDBG-DR Neighborhood Enhancement Program (NEP) and the State's Special Needs Housing Partnership Loan Program (SNHPLP.) The Department, in addition to the aforementioned findings, conducted comparative research of construction costs throughout the state and found the costs to be consistent with no large variations. Maximum award per project will not exceed \$700,000. Each entity may apply for only one project. One project per municipality will be funded.

The maximum per unit subsidy will be based on unit bedroom size per the chart below:

<b>Unit Size</b>	<b>Maximum Per-Unit</b>
Studio	\$ 175,000
1-Bedroom	\$ 250,000
2-Bedroom	\$ 300,000
3-Bedroom	\$ 350,000
4-Bedroom	\$ 400,000

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

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

The attached New Jersey NHTF Minimum Housing Rehabilitation Standards shall apply to NJHTF assisted projects. The standards provide details on what work is required, how that work should be performed (methods), and what materials should be used. The standards refer to applicable codes and in some circumstances, establish requirements that exceed the minimum requirements of codes. Methods and materials are specified in some of the incorporated applicable codes referenced on page 6. In addition, NJHTF Minimum Housing Rehabilitation Standards include language that provides detail on methods and materials. The rehabilitation standards address the following categories: health and safety; major systems; lead-based paint; accessibility; disaster mitigation; State and local codes, ordinances, and zoning requirements; and inspectional areas and observable deficiencies from HUD’s Uniform Physical Condition Standards identified by HUD as applicable to HTF-assisted housing.

[http://www.state.nj.us/dca/divisions/dhcr/offices/docs/nhtf-rehabilitation\\_standards.pdf](http://www.state.nj.us/dca/divisions/dhcr/offices/docs/nhtf-rehabilitation_standards.pdf)

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

N/A

**11. HTF Affordable Homeownership Limits.** If the grantee intends to use HTF funds for homebuyer assistance and does not use the HTF affordable homeownership limits for the area provided by HUD, it

must determine 95 percent of the median area purchase price and set forth the information in accordance with §93.305. If the grantee will not use HTF funds to assist first-time homebuyers, enter "N/A".

N/A

**12. State Limited Beneficiaries or Preferences- § 91.320(k)(5)(vii)**

Describe how the State will limit the beneficiaries or give preferences to a particular segment of the extremely low- or very low-income population to serve unmet needs identified in its consolidated plan or annual action plan. If the State will not limit the beneficiaries or give preferences to a particular segment of the extremely low- or very low-income population, enter "N/A".

Any limitation or preference must not violate nondiscrimination requirements in § 93.350, and the grantee must not limit or give preferences to students. The grantee may permit rental housing owners to limit tenants or give a preference in accordance with § 93.303(d)(3) only if such limitation or preference is described in the action plan.

As described above, the State will limit beneficiaries to extremely low-income households in which a head of household has a special need.

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

N/A

**Discussion:**

The Emergency Solutions Grant Program provides funds to nonprofit agencies to rapidly re-house homeless households and to emergency shelters and transitional housing facilities to abate code violations and to improve the living conditions of its residents. Funds are awarded competitively via a RFP to qualified municipalities and nonprofits.