



Executive Summary

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

1. Introduction

The purpose of the 2025 Annual Action Plan is to establish funding decisions for the use of the City of Passaic's (the City) Community Development Block Grant (CDBG) Program and HOME Investment Partnerships Program (HOME) funding from the U.S. Department of Housing and Urban Development (HUD). Specific attention is paid to the needs of moderate-, low- and very low-income households (LMI) experiencing housing problems and the needs of special needs populations as well as improvements to LMIO neighborhoods. This Plan carries out the strategies established in the City's 2024-2028 Five-Year Consolidated Plan with respect to housing and non-housing community development needs.

The City of Passaic's Department of Community Development (DCD or the Department) is the lead agency responsible for preparing and carrying out the programs in the Annual Action Plan. The Department administers both CDBG and HOME program funding from HUD.

Consistent with HUD's goal, the City's goal is to increase housing opportunities for LMI households, support community development, improve quality of life, prevent homelessness and increase access to affordable housing free from discrimination. As always, to fulfill this mission, the City will continue to embrace high standards of ethics, management, and accountability and will continue to form new partnerships that leverage resources and improve HUD's ability to be effective on the community level.

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.

As part of the Annual Action Plan process, the Department staff members along with our partners in other departments in the City, local service providers, and stakeholders have completed a review of existing services, programs, and projects while assessing the ongoing needs of the community. With its CDBG funds, the City will continue to fund public facilities, infrastructure projects, homeowner rehab and public services; specifically in the areas of youth, special needs, and senior enrichment programs, after-school programs, and employment programs. The City's focus for its HOME funds will be primarily on developing new affordable housing, and first-time homebuyer down payment assistance. The City has not received an allocation of ESG funds for the past several years; however, the Department continues to work with the Continuum of Care to address the needs of the homeless.

This Annual Action Plan carries out the overall goals of the Five-Year Consolidated Plan, which are as follows:

1. Increase and preserve Affordable Housing opportunities in the City of Passaic through HOME funds to support Rental Housing Development, Homeownership Housing Development, and Down Payment Assistance for Low- Mod Income First-Time Homebuyers. CDBG funds will also be used to preserve affordable units via multi-family rehabs for households below 80% AMI;
2. Provide the City with a comprehensive and long-term development strategy that will serve as a base for continued planning, cooperation, collaboration, and coordinated development programs;
3. Create programs to address the needs of our residents with particular emphasis on children, youth and seniors;
4. Increase support services available to homeless and special needs groups;
5. Invest in adequate public facilities and improvements, including but not limited to, streets, sewers, parks, playgrounds, and other public facilities;
6. Lower the level of unemployment and underemployment among all segments of the Passaic labor force via CDBG funded job training programs; as well as enlisting the services of the Urban Enterprise Zone (UEZ);
7. With the assistance of UEZ and their program plans, increase the number of new businesses in Passaic; as well as strengthening and expanding existing businesses;
8. Increase the City's tax base through rehabilitation and construction of residential, commercial, and industrial structures

For more details on the annual objectives and goals, please refer to the Action Plan section AP-20 Annual Goals and Objectives.

3. Evaluation of past performance

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

The City undertook actions to achieve our goals and improve the delivery of services. The Department worked with the Departments of Public Works, Recreation and Health and Human Services to administer programs funded through the CDBG program. The City funded job training programs afforded five LMI individuals with the opportunity to be S.O.R.A Certified and three LMI individuals to receive certificates as phlebotomy technicians. The City used CDBG funds to provide services to seniors, children and youth, and people with mental health issues. CDBG funds were used to implement several programs to enhance the quality of life for LMI residents, including the following:

- The Department of Public Works completed four emergency sewer repairs in LMI areas located at Mercer Street, Howard Avenue, Brook Avenue, and Oak & Tulip Street.
- The City used its' CDBG CARES III funding to purchase a public facility to provide LMI households and the community at large with COVID 19 related services such as; testing, tracing,

immunizations, counseling and referral. After various unexpected delays, this project will be completed by the end of this Program Year, June 30, 2025.

- The Jewish Family Services' Impact Café, a pop-up food truck business, provided job training and created new jobs for people with special needs. The Impact Café annually empowered 80 people with physical, mental, and developmental disabilities to successfully enter the service industry; 22 people who participated in the training program last year are still employed at JFS or other community businesses.
- The Department's Homeowner Rehab Program using CDBG funds has approved six LMI homeowners this program year; with one rehab currently underway. Demand for this program has been high and as a result, the City will be allocating additional funding during the 2025 program year.
- The Department allocated \$700,000 in HOME funds to assist Paterson Habitat for Humanity to develop four homeownership units for LMI veterans, construction was completed in March of 2024 and all homeowner units have now been sold to LMI residents.
- The City used HOME funds to assist one LMI households with down payment and closing cost assistance under the First-Time Homebuyer program (FTHB). Unfortunately, due to the current economy, high interest rates, rising house values and low housing inventory, the City's FTHB program has been negatively impacted. The City is hoping to increase production in this program during the 2025 program year.

The bulk of our efforts in addressing the needs of the homeless during the past year has been through Dignity House. The City assisted homeless individuals with case management services resulting in the following:

- Forty-Eight homeless individuals have obtained a birth certificate;
- Ten homeless individuals have been assigned mailboxes at the Dignity House;
- Two homeless individuals received Housing Choice Vouchers and are now permanently housed;
- Two homeless individuals received TRA Vouchers;
- One homeless individual was assisted in obtaining charity care;
- Two homeless individuals were assisted in obtaining a consular ID

Dignity House has partnered with other social service agencies to assist the homeless in securing the necessary tools to elevate their current condition; Short Term Emergency Placement Program (STEP) which is a program designed to assist individuals get through a crisis, as well as working along with St. Mary's General Hospital Behavioral Health.

The underlying premise of Dignity House along with offering social services is quite simply encouraging a sense of dignity and hope to all who pass through its' doors; offering showers, laundry services, food and each year the Mayor hosts a Super Bowl Sunday Party with food provided along with a barber station for any who would like a haircut. This has been an extremely successful event since its inception.

15 individuals received haircuts and 37 took part in the Super Bowl Party. On average, 40 individuals per week stop in to utilize one or more services provided by Dignity House.

In addition to the above, the City continued its involvement with the local Continuum of Care (CoC) performing outreach services to the homeless in the City. The Director of Human Services represents the City on the CoC Executive Board, working in collaboration with other County representatives on strategies to assist and support homeless in the County.

4. Summary of Citizen Participation Process and consultation process

Summary from citizen participation section of plan.

The Department seeks input from a wide range of resources including community leaders, citizens, and local service providers throughout the planning process. Aside from direct citizen participation described below, the Department consulted with the public and assisted housing service providers, social service organizations, and the Continuum of Care in order to assess community needs and build a foundation for future endeavors.

The City has adopted a Citizen Participation Plan describing the citizen participation requirements of its program. The Citizen Participation Plan is on file at the Department; as well as, permanently placed on the City's Website. The Department actively encourages citizens, particularly LMI residents, to participate in the planning process for the Five-Year Consolidated Plan, the Annual Action Plan, the submission of substantial amendments and the development of the Consolidated Annual Performance Evaluation Report (CAPER).

To encourage citizen participation, the Department provides opportunities for public input. On January 3, 2025 notices were published in the North New Jersey Herald News and El Especial alerting interested persons as to the availability of the 2025 CDBG and HOME funding. On January 3, 2025, notices in English and Spanish were also posted on the City's web site: <http://www.cityofpassaic.com/grants> and at the City Hall entrances as well as the Office of the City Clerk. Mailings were also sent to interested parties. Applications for CDBG and HOME funding were made available on January 3, 2025 and due back on February 14, 2025. As described, the City held two public meetings on February 4, 2025 and April 22, 2025 in preparation for drafting the Annual Action Plan. At the February 4, 2025 meeting, twelve representatives from the community were in attendance in-person. Those present indicated a need to assist homeless, address mental health issues, create after-school programs for youth, and the need for more job training programs. The February 4, 2025 public meeting and the April 22, 2025 public hearing were both held in person. There were no comments on the Annual Plan received from the public meeting during the public hearing on April 22, 2025.

The final draft 2025 Annual Action Plan was approved by the Passaic Municipal Council at a public hearing on June 17, 2025 and is available for comment for 30 days from June 21, 2025 through July 22, 2025. Copies of the notices in English and Spanish can be found on the City's website,

www.cityofpassaic.com. Additionally, copies of the draft 2025 Annual Action Plan were placed on the City web site www.cityofpassaic.com, in the City Clerk's office, the Mayor's office, and the Department of Community Development office as well.

Further, the Department consulted with public and private agencies that provide assisted housing, health services, and social services. These agencies had representatives at one or more of the public hearings, received mailings at various stages of plan development, and were consulted individually for purposes of developing the Needs Assessment. This Plan is designed to be consistent with the City's Five-Year Consolidated Plan and complementary to the City's 2024 Re-Examination Report of the Master Plan.

5. Summary of public comments

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

As described, the City held two public meetings in preparation for drafting the Annual Action Plan one on February 4, 2025 and one on April 22, 2025. At the February 4, 2025 meeting, 12 representatives from the community were in attendance. Those present indicated a need to assist homeless, address mental health issues, and create an after-school program for children. The February 4, 2025 public meeting was held in person and the April 22, 2025 public hearing was held both in person and remotely due to lingering effects of the COVID-19 pandemic. There were no comments on the Annual Plan received from the public at the April 22, 2025 public hearing.

Additionally, the Department reached out to service organizations in Passaic to collect information on the needs of the populations served by those organizations. Comments indicated consistent themes regarding the needs of the community, including recreation and after-school programs for children and adolescents, affordable housing, job training, and affordable transportation.

The final draft of our 2025 Annual Action Plan was made available for comment for 30 days from June 21, 2025 through July 22, 2025. Copies of the notices in English and Spanish are attached to this document and can be found on the City's website, www.cityofpassaic.gov. The 2025 Annual Action Plan was placed on the City web site, in the City Clerk's office, the Mayor's office, and the Department of Community Development offices.

There were no comments received from this process.

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

No comments were received that were not taken into consideration during the planning process.

7. Summary

The City wishes to thank all of the interested parties who played a role in developing the 2025 Annual Action Plan.

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

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

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

Agency Role	Name	Department/Agency
CDBG Administrator	PASSAIC	Department of Community Development
HOME Administrator	PASSAIC	Department of Community Development

Table 1 – Responsible Agencies

Narrative (optional)

The City of Passaic has designated the Department of Community Development (DCD) as the lead agency for the grant administration of the CDBG program and the HOME program. The Department is responsible for overseeing all aspects of administering both HUD programs, including but not limited to; reviewing applications, approving projects for funding, compiling the necessary documentation, monitoring sub-recipients as well as the flow of funds, and adherence to meeting national objectives to ensure compliance with all HUD regulations. DCD staff annually issues the Request for Proposals for use of CDBG funds and accepts applications for HOME funds throughout the year. The Department reviews each application with members of the Department’s review committee. HOME and CDBG proposals for housing developments are underwritten by a third-party consultant who specializes in loan underwriting and subsidy layering review. CDBG proposals are ranked and the Department Director makes recommendations to the Mayor and City Council for funding. Eligible and approved HOME proposals are funded on a first-come, first served basis.

The Department is responsible for preparing the Annual Action Plan. The DCD Director, the City Administrator, the Mayor, and the Passaic City Council has the responsibility of approving the Five-Year Consolidated Plan, the Annual Action Plan and ensuring the successful administration of the two programs. The Mayor has the authority to authorize grant awards and execute HUD required documents and agreements. Additionally,

the Department is the body that reviews and recommends actions and prepares the Consolidated Annual Performance Evaluation Report each year to examine the performance of the projects funded in whole or in part with HUD funds.

Consolidated Plan Public Contact Information

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

1. Introduction

The City of Passaic is engaged in ongoing efforts to increase coordination amongst public, private, and non-profit organizations that deliver housing, community development initiatives and provide social services to extremely low- to moderate-income residents throughout the City. Open lines of communication are maintained between the Department and the area's many non-profit and social service agencies as well as other departments and City agencies, including the Housing Authority of the City of Passaic (HACP).

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

The Department seeks input from a wide range of resources including community leaders, citizens, and local service providers throughout the planning process. Aside from direct citizen participation described in the Citizen Participation section below, the Department consulted with public and assisted housing service providers, including HACP and social service organizations in order to assess community needs, establish priorities, identify goals, and build a foundation for future endeavors.

The Department has also coordinated its Consolidated Planning process with the City in the development of the City's 2024 Re-Examination Report of the Master Plan, which included extensive inter-department coordination throughout the City government, significant community outreach and close coordination with social service agencies, nonprofit organizations, and affordable housing providers. The City's 2024 Re-Examination Report of the Master Plan and a presentation on the plan is available for public viewing at www.cityofpassaic.com. The Department also worked with several other departments, the Business Administrator, the Mayor, and members of the City Council to arrive at funding priorities for the 2025 program year.

Throughout the Department's coordination with diverse groups and organizations, several themes remain consistent in the development of the goals and objectives outlined in the plan. Affordable housing for renters and buyers, recreation and after-school programs for children and adolescents, improved parks and playgrounds, homelessness assistance, job training/employment programs, and training opportunities for people with limited English proficiency, all remain the top priority needs in the City. In addition, the need for continued coordination and collaboration between agencies, local governments, other grantors, other City agencies and the schools is an ongoing priority for the Department.

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.

The City continues to work with the CoC to perform outreach services to the homeless in the City. St. Joseph's Medical Center, the County's PATH Provider, conducts county-wide street outreach with a focus on connecting with people who have severe mental health with social service agencies.

The City refers homeless persons to 211 First Call for Help and connects them to resources through the Coordinated Assessment system. Additionally, Catholic Families and Community Services (CFCS) is an active partner in the community working with the homeless and at-risk populations. The City connects homeless veterans through their CFCS SSVF outreach program.

The City's Supervisor of Human Services currently serves on the CoC Executive Board representing the City of Passaic. She participates in meetings to identify funding priorities and address the issues of homelessness and special needs populations. She coordinates these needs with the DCD Director to identify funding opportunities to assist the homeless and at-risk populations in the City. The Department acknowledges that the current level of services currently being offered for special needs populations could benefit from improvements; however, without dedicated funding, it is difficult to implement. Improvements include outreach and education services for women and children, the homeless population, elderly, persons with disabilities (mental, physical, and developmental), persons with addictions requiring supportive services, and persons with HIV/AIDS and their families. These populations are underserved, particularly in the areas of mental health, alcoholism, and substance abuse. The Department coordinates on these issues with other agencies and organizations where possible, and if additional funds become available, the Department will expand its efforts to address the special needs of its residents.

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

The Supervisor of Human Services represents the City's interest in allocating resources that assist the homeless population in the County. The City relies on the CoC and our partners to serve the needs of the homeless population. The City is not a recipient of ESG funding and has no jurisdiction over how ESG funds in other parts of the County are allocated other than our vote at CoC Board meetings. The CoC is responsible for developing performance standards and, each year during the City's reporting process, the Department obtains input from the CoC on their outcomes and progress in meeting their goals and objectives. The Department uses some of our available CDBG resources to fund other programs that assist the homeless population, including case management and other services administered out of Dignity House.

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

Table 2 – Agencies, groups, organizations who participated

1	Agency/Group/Organization	City of Passaic Department of Human Services
	Agency/Group/Organization Type	Other government - Local Grantee Department
	What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy Non-Homeless Special Needs Lead-based Paint Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The Department maintains a close working relationship with the Department of Human Services. The Department meets with Human Services to discuss human service needs and coordinates on bi-lingual programs for the large Hispanic population, parenting programs, prevention programs, health fair programs, and intervention programs targeting teenagers, Cultural and Senior Affairs. In pursuit of a healthy, lead-free environment, the Department of Human Services refers clients to the Health Department in order to provide lead base informational and outreach programs to Passaic residents.
2	Agency/Group/Organization	City of Passaic Department of Recreation
	Agency/Group/Organization Type	Other government - Local Grantee Department
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs Quality of Life

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The Department maintains a close working relationship with the Department of Recreation, Cultural, and Senior Affairs (RCS). The Department regularly meets with RCS to collaborate on services for seniors and youth that include targeted social and personal development opportunities.
3	Agency/Group/Organization	Housing Authority of the City of Passaic
	Agency/Group/Organization Type	Housing PHA Services - Housing Services-Elderly Persons Services-Victims of Domestic Violence Services-homeless Services-Employment Service-Fair Housing Other government - Local Grantee Department
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Public Housing Needs Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy Non-Homeless Special Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	In consultation with HACP, our unified goals remain consistent; offering the community comprehensive, supportive services, and initiatives that promote long-term economic success and housing self-sufficiency.

4	Agency/Group/Organization	Passaic Department of Engineering
	Agency/Group/Organization Type	Agency - Management of Public Land or Water Resources Agency - Emergency Management Other government - Local
	What section of the Plan was addressed by Consultation?	Infrastructure Improvements
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The Department maintains a close working relationship with the Department of Engineering. The Department regularly meets with Engineering to discuss infrastructure projects that need to be implemented throughout the low to moderate income communities in the City.
5	Agency/Group/Organization	Passaic Public Library
	Agency/Group/Organization Type	Services-Children Services-Education Services - Narrowing the Digital Divide Other government - Local Grantee Department
	What section of the Plan was addressed by Consultation?	Public Services / Education
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The Department coordinates with the Passaic Public Library on reading and education programs within the City.

6	Agency/Group/Organization	Mental Health Clinic of Passaic
	Agency/Group/Organization Type	Services-Children Services-Persons with Disabilities Services-Victims of Domestic Violence Services-homeless Services - Victims Publicly Funded Institution/System of Care Neighborhood Organization
	What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy Non-Homeless Special Needs Public Services / Mental Health
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The City has coordinated with the Mental Health Clinic of Passaic to identify issues and services needed for at risk individuals including victims of domestic violence and youth.
7	Agency/Group/Organization	Passaic Alliance
	Agency/Group/Organization Type	Services-Children Services-Victims of Domestic Violence Services-homeless Services-Health Publicly Funded Institution/System of Care Neighborhood Organization

	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Non-Homeless Special Needs Anti-poverty Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The City has a very large Spanish speaking population and the Passaic Alliance is one of our key partners in understanding the needs of the large Hispanic population. The City has coordinated with the Passaic Alliance on counseling programs for Spanish speaking residents that address domestic violence, parenting, and health concerns.
8	Agency/Group/Organization	Jewish Family Services
	Agency/Group/Organization Type	Services-homeless Regional organization Neighborhood Organization
	What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The City works with this organization on issues related to homeless prevention, particularly in the areas of case management.

9	Agency/Group/Organization	Boys & Girls Club of Passaic
	Agency/Group/Organization Type	Services-Children Narrowing the Digital Divide Neighborhood Organization
	What section of the Plan was addressed by Consultation?	Public Services / Children & Youth
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The City works with this organization on issues related to services for low to moderate income children and youth in the City.
10	Agency/Group/Organization	Passaic Downtown Merchants Association
	Agency/Group/Organization Type	Services-Employment Business Leaders Civic Leaders Neighborhood Organization
	What section of the Plan was addressed by Consultation?	Economic Development
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	This organization coordinates already available resources and supplements them to allow unemployed and underemployed individuals pursue educational and training requirements to obtain licenses in the fields of cosmetology, hairstylists, skin care specialists, barbers, beauticians, and manicurists.
11	Agency/Group/Organization	Parish Nursing Interfaith Training & Outreach, Inc.
	Agency/Group/Organization Type	Services-Elderly Persons Neighborhood Organization

	What section of the Plan was addressed by Consultation?	Public Services / Seniors
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The City works with this organization on issues related to services to LMI seniors to assist them as they age in place in the community.
12	Agency/Group/Organization	Juvenile Education & Awareness Project
	Agency/Group/Organization Type	Services-Children Neighborhood Organization
	What section of the Plan was addressed by Consultation?	Public Services / Children & Youth
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The City works with this organization on issues related to programs designed to empower young LMI girls in the community to help them succeed in school and grow into contributing members of society.
13	Agency/Group/Organization	St Mary's General Hospital
	Agency/Group/Organization Type	Services-homeless Services-Health Publicly Funded Institution/System of Care Major Employer
	What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The City coordinates services with St. Marys to address the needs of individuals that are being discharged from the hospital into homeless.
14	Agency/Group/Organization	Passaic IT Department
	Agency/Group/Organization Type	Services - Narrowing the Digital Divide Other government - Local Grantee Department
	What section of the Plan was addressed by Consultation?	Economic Development Services / Information Technology
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The Department worked with the City IT Department to enhance the delivery of internet broadband options, increased broadband speed, and create greater competition amongst internet providers.
15	Agency/Group/Organization	Passaic Urban Enterprise Zone
	Agency/Group/Organization Type	Services-Employment Business Leaders Civic Leaders Grantee Department
	What section of the Plan was addressed by Consultation?	Economic Development
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	This organization works with local businesses and investors to improve the economic environment within the City, foster new business development and connect local residents with employment opportunities.

16	Agency/Group/Organization	Future Realty
	Agency/Group/Organization Type	Housing Services - Housing
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homelessness Strategy Affordable Housing
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The City is working with this organization to use our HOME funds to develop 5 units of affordable housing for low-income households.

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

There were no known agencies, organizations or community stakeholders who were excluded from the consultation process.

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

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care	Passaic County Continuum of Care	The City works with the Continuum of Care to ensure the most effective use of funding for homeless and special needs populations.
City of Passaic 2024 Re-Examination of the Master Plan	City of Passaic	The goals of this 2025 Annual Action Plan have been designed to coordinate with the City's Master Plan.

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
East Side Redevelopment Plan	City of Passaic	The goals of this 2025 Annual Action Plan have been developed to support the East Side Redevelopment Plan, which is a comprehensive redevelopment initiative to revitalize the East Side neighborhood in Passaic. The East Side Redevelopment Plan includes commercial, infrastructure, and residential redevelopment, including an affordable housing component that the City will support with HOME funds to assist the development of affordable rental units.

Table 3 – Other local / regional / federal planning efforts

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

There were no known agencies, organizations or community stakeholders who were excluded from the consultation process.

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

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care	Passaic County Continuum of Care	The City works with the Continuum of Care to ensure the most effective use of funding for homeless and special needs populations.
City of Passaic 2024 Re-Examination Report of the Master Plan	City of Passaic	The goals of the 2024-28 Five-Year Consolidated Plan and this 2025 Annual Action Plan have been designed to coordinate with the City of Passaic 2024 Re-Examination Report of the Master Plan.

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
East Side Redevelopment Plan	City of Passaic	The goals of the 2024-28 Five-Year Consolidated Plan and this 2025 Annual Action Plan have been developed to support the East Side Redevelopment Plan, which is a comprehensive redevelopment initiative to revitalize the East Side neighborhood in Passaic. The East Side Redevelopment Plan includes commercial, infrastructure, and residential redevelopment, including an affordable housing component that the City will support with HOME funds to assist the development of affordable rental units.

Table 4 – Other local / regional / federal planning efforts

Narrative (optional)

The organizations that the City consulted with to create the 2025 Annual Action Plan are identified above.

AP-12 Participation – 91.105, 91.200(c)

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

The Department seeks input from a wide range of resources including community leaders, citizens, and local service providers throughout the planning process. Aside from direct citizen participation described below, the Department consulted with the public and assisted housing service providers, social service organizations, and the Continuum of Care in order to assess community needs and build a foundation for future endeavors.

The City has adopted a Citizen Participation Plan describing the citizen participation requirements of its program. The Citizen Participation Plan is on file at the Department; as well as, permanently placed on the City's Website. The Department actively encourages citizens, particularly LMI residents, to participate in the planning process for the Five-Year Consolidated Plan, the Annual Action Plan, the submission of substantial amendments and the development of the Consolidated Annual Performance Evaluation Report (CAPER).

To encourage citizen participation, the Department provides opportunities for public input. On January 3, 2025 notices were published in the North New Jersey Herald News and El Especial alerting interested persons as to the availability of the 2025 CDBG and HOME funding. On January 3, 2025, notices in English and Spanish were also posted on the City's web site: <http://www.cityofpassaic.com/grants> and at the City Hall entrances as well as the Office of the City Clerk. Mailings were also sent to interested parties. Applications for CDBG and HOME funding were made available on January 3, 2025 and due back on February 14, 2025. The City held three public meetings; on February 4, 2025, April 7, 2025 utilizing 2024 PY allocations as the projected budget for our 2025 PY in preparation for drafting the Annual Action Plan and June 17, 2025 which outlined the City's actual 2025 Action Plan allocations. At the February 4, 2025 meeting, 12 representatives from the community were in attendance in-person. Those present indicated a need to assist the homeless, address mental health issues and create after-school programs for children. The February 4, 2025 public meeting; as well as the April 7th and June 17th, 2025 public hearings were held both in person and remotely due to lingering effects of the COVID-19 pandemic. There were no comments on the Annual Plan received from the public at the June 17, 2025 public hearing.

Additionally, the Department reached out to service organizations in Passaic to collect information on the needs of the populations served by those organizations. Comments indicated consistent themes regarding the needs of the community, including recreation and after-school programs for children and adolescents, affordable housing, job training, and affordable transportation.

The final draft 2025 Annual Action Plan was approved by the Passaic Municipal Council at a public hearing on June 17, 2025 and is available for comment for 30 days from June 21, 2025 through July 22, 2025. Copies of the notices in English and Spanish can be found on the City's website, www.cityofpassaic.com. The 2025 Annual Action Plan was placed on the City web site www.cityofpassaic.com, in the City Clerk's office, the Mayor's office, and the Department of Community Development offices.

Further, the Department consulted with public and private agencies that provide assisted housing, health services, and social services. These agencies had representatives at one or more of the public hearings, received mailings at various stages of plan development, and were consulted individually for purposes of developing the Needs Assessment. This Plan is designed to be consistent with the Passaic Five-Year Consolidated Plan and complementary to the City of Passaic 2024 Re-Examination Report of the Master Plan.

Citizen Participation Outreach

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
1	Public Meeting	<p>Minorities</p> <p>Non-English Speaking - Specify other language: Spanish</p> <p>Persons with disabilities</p> <p>Non-targeted/broad community</p> <p>Residents of Public and Assisted Housing</p>	12 community members attended the February 4, 2025 public meeting.	The comments included the need for services for the homeless, children and mental health.	The City provides CDBG resources to address these needs. All of the comments were accepted.	
Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (if applicable)

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
2	Public Hearing	<p>Minorities</p> <p>Non-English Speaking - Specify other language: Spanish</p> <p>Persons with disabilities</p> <p>Non-targeted/broad community</p> <p>Residents of Public and Assisted Housing</p>	<p>The draft 2025 Annual Action Plan was presented to Municipal Council at a public hearing on April 7, 2025 held in-person and via Zoom. There were no comments from the public.</p>	<p>There were no comments from the public.</p>	<p>There were no comments from the public</p>	

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
3	Public Hearing	Minorities Non-English Speaking - Specify other language: Spanish Persons with disabilities Non-targeted/broad community Residents of Public and Assisted Housing	The 2025 Annual Action Plan was discussed and adopted by the Municipal Council at a public hearing on June 17, 2025 held in-person and via Zoom. There were no comments from the public.	There were no comments from the public.	There were no comments from the public	

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
4	Newspaper Ad	Minorities Non-English Speaking - Specify other language: Spanish Persons with disabilities Non-targeted/broad community Residents of Public and Assisted Housing	Newspaper ads were placed in the North Jersey Herald News and in the El Especial, a Spanish language newspaper, alerting interested persons to the development of the 2025 Action Plan and soliciting comments from the public.	There were no comments from the public.	There were no comments from the public.	

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
5	Internet Outreach	<p>Minorities</p> <p>Non-English Speaking - Specify other language: Spanish</p> <p>Persons with disabilities</p> <p>Non-targeted/broad community</p> <p>Residents of Public and Assisted Housing</p>	The 2025 Annual Action Plan was made available to the public for comment on the City website for 30 days from June 20, 2025 to July 21, 2025.	There were no comments from the public.	There were no comments from the public.	https://www.cityofpassaic.com/175/Community-Development

Table 5 – Citizen Participation Outreach

Expected Resources

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

Introduction

The City has been allocated \$1,276,682.00 in CDBG funds and \$839,036.94 in HOME funds from HUD.

These totals include funds for administration, which are not included in the goals at A2-30 of the 2025 Annual Action Plan. Additionally, the goal of Fair Housing in AP-20 is funded from the City's CDBG administrative funds.

Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	1,276,682			1,276,682	3,830,046	The City has been allocated \$1,276,682 in CDBG funds from HUD. The City anticipates \$0 in returned CDBG funds.

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
HOME	public - federal	Acquisition Homebuyer assistance Multifamily rental new construction Multifamily rental rehab New construction TBRA	839,036.94	0	0	839,036.94	2,517,110.82	The City has been allocated \$839,036.94 in HOME funds from HUD. The City anticipates \$0 in returned HOME funds.

Table 6 - 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.

Other federal programs that may be used in combination with the City’s CDBG and HOME programs includes:

- CDBG-CV
- HOME-ARP
- CDBG-DR (as subrecipient)
- Low-Income Housing Tax Credits
- New Markets Tax Credits
- Economic Development Initiative
- Environmental Protection Agency
- Department of Transportation
- Department of Veterans Affairs

State funds may also be sought from the following agencies:

- Department of Transportation
- Department of Environmental Protection Green Acres Program

Other local funds will also be used to leverage these projects, including:

- City of Passaic School Board
- City Department of Human Services
- County of Passaic Open Space & Farmland Preservation Trust Fund

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

Community facilities and services are available to all residents of the City to meet the day-to-day needs of the community and to enhance quality of life. In particular, enhancements to the public parks and public streets, which are publicly-owned land, are a key component of the Five-Year Consolidated Plan and the 2025 Annual Action Plan.

Discussion

The City has been notified by HUD of the allocations for funding from the CDBG and HOME programs for the 2025 program year. The amounts above reflect these allocations.

Annual Goals and Objectives

AP-20 Annual Goals and Objectives

Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Increase and Preserve Affordable Housing	2025	2026	Affordable Housing Public Housing	PASSAIC	Affordable Rental Housing Development Affordable Home Ownership Housing Development Affordable Housing - Homeowner Rehabilitation Affordable Housing- Down Payment Assistance	CDBG: \$300,000 HOME: \$755,133.94	Rental units constructed: 10 Household Housing Unit Rental units rehabilitated: 2 Household Housing Unit Homeowner Housing Rehabilitated: 8 Household Direct Financial Assistance to Homebuyers: 3 Households
2	Public Services	2025	2026	Non-Housing Community Development	PASSAIC	Public Services	CDBG: \$191,502	Public service activities other than Low/Moderate Income Housing Benefit: 16,407 Persons Assisted

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
3	Public Facilities & Infrastructure	2025	2026	Non-Housing Community Development	PASSAIC	Public Facilities	CDBG: \$829,844	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 21,753 Persons Assisted
4	Fair Housing Program	2025	2026	Affordable Housing Fair Housing	PASSAIC	Fair Housing	CDBG: \$10,000	Public service activities other than Low/Moderate Income Housing Benefit: 100 Persons Assisted

Table 7 – Goals Summary

Goal Descriptions

1	Goal Name	Increase and Preserve Affordable Housing
	Goal Description	The City will provide affordable housing opportunities using HOME funds to support Rental Housing Development, Homeownership Housing Development, and Down Payment Assistance for First-Time Homebuyer. The City will use CDBG resources to support our homeowner rehab program. Rental housing will be affordable to households earning below 60% of area median income or less. For the City's Down Payment Assistance and Homeownership Housing Development programs, the City will use the HUD uncapped income limits for households below 80% area median income.
2	Goal Name	Public Services
	Goal Description	The City will provide assistance for the operations of public services providers. This may include services related to enrichment programs for youth and seniors, after-school programs, employment programs, the homeless and special needs populations, the elderly, and crime prevention.

3	Goal Name	Public Facilities & Infrastructure
	Goal Description	The City will provide assistance for the development and renovation of public facilities that either directly benefit low to moderate income residents or are located in low to moderate income census tracts.
4	Goal Name	Fair Housing Program
	Goal Description	The City contracts with the New Jersey Citizen Action to provide the residents of Passaic with information and assistance in dealing with housing related complaints based on discrimination. These services are funded with CDBG administrative funds.

Estimate the number of extremely low-income, low-income, and moderate-income families to whom the jurisdiction will provide affordable housing as defined by HOME 91.215(b).

During the 2025 program year, the City anticipates assisting 10 LMI households with rental housing units, eight LMI household with homeowner housing rehab services, two LMI households with rehabbing rental units in their two to four family homes, and three LMI first-time homebuyers.

Projects

AP-35 Projects – 91.220(d)

Introduction

The City will use our CDBG resources to fund public services that benefit LMI individuals and families and for improvements to public facilities in LMI neighborhoods. HOME funds will be used to increase and preserve affordable housing for LMI households.

Projects

#	Project Name
1	CDBG Administration 2025
2	Public Services - 2025 CDBG
3	Public Facilities Improvement – 2025 CDBG
4	Park Improvements - 2025 CDBG
5	Street and Sewer Improvements - 2025 CDBG
6	Homeowner Rehab Program – 2025 CDBG
7	HOME Administration - 2025
8	First Time Homebuyer Program - HOME 2025
9	Affordable Housing Development - HOME 2025
10	CHDO Housing Development - HOME 2025

Table 8 - Project Information

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

The City allocated our CDBG and HOME resources based on the needs identified in our 2024-28 Consolidated Plan and input from residents and our partners on the needs of the community. Our greatest obstacle continues to be staff capacity and limited resources.

AP-38 Project Summary
Project Summary Information

1	Project Name	CDBG Administration 2025
	Target Area	PASSAIC
	Goals Supported	Public Services Public Facilities & Infrastructure Fair Housing Program
	Needs Addressed	Affordable Housing - Homeowner Rehabilitation Public Services Public Facilities Fair Housing
	Funding	CDBG: \$255,336
	Description	This project will include all eligible CDBG Administration activities and the costs of contracting for the operation of the City Fair Housing Program (Mandatory by HUD to provide Fair Housing Counseling services to the residents of the City of Passaic, to include information and assistance in dealing with housing related complaints based on discrimination).
	Target Date	6/30/2026
	Estimate the number and type of families that will benefit from the proposed activities	These funds will be used for administration of all CDBG programs, which benefit both the community at large through public infrastructure projects and direct beneficiaries through service delivery programs. See information on those programs for beneficiary information.
	Location Description	The administration of the CDBG Program will be carried out primarily at the City of Passaic's City Hall located at 330 Passaic Street, Passaic, NJ 07055. The City's homeowner rehab program will be administered from the City's offices at 330 Passaic Street, Passaic, NJ 07055 but will benefit LMI homeowners throughout the City. The Passaic Fair Housing Activities will be available to residents throughout the City.

	Planned Activities	<p>This project category will include all eligible CDBG Administration activities. - \$210,334</p> <p>The City will use our CDBG admin funds to administer the Homeowner Rehab program - \$35,002</p> <p>Fair housing counseling services will be offered by New Jersey Citizen Action and available to 100 LMI residents of the City, including information and assistance in dealing with housing complaints based on discrimination due to race, ethnicity, gender, sexual orientation, or religion. - \$10,000</p>
2	Project Name	Public Services - 2025 CDBG
	Target Area	PASSAIC
	Goals Supported	Public Services
	Needs Addressed	Public Services
	Funding	CDBG: \$191,502
	Description	This project category will include all CDBG Public Services activities.
	Target Date	6/30/2026
	Estimate the number and type of families that will benefit from the proposed activities	Approximately 16,407 LMI residents of the City will benefit from these services this year.
	Location Description	Public Service projects serve the entire City of Passaic. The service locations are included in the project descriptions below.

<p>Planned Activities</p>	<p>Bella Chanel Juvenile Education Program will provide four presentations to 35 LMI youth high school students about unhealthy relationships and human trafficking. - \$2,000.00</p> <p>Bella Chanel Mentoring Program - Provide services at 40 Market Street that enhance youth development, civic engagement, and career development to 30 LMI young ladies. - \$4,000.00</p> <p>Certified Angels After-school program that assists 300 LMI children and youth The locations are: The Passaic Gifted & Talented Academy School 20, William B. Cruise Veterans Memorial School 11, Daniel F. Ryan School 19, Abraham Lincoln School 24, Mahatma Ghandi School 25, and the Greater Passaic Clifton Community Center. - \$6,000.00</p> <p>Parish Nursing will offer free blood pressure screening, health assessment and referral services to 290 LMI senior residents in their homes, local hospitals, and health fairs. - \$5,000.00</p> <p>Enrichment Program – The Department of Recreation will provide 500 LMI youth/families with enrichment programs at the Annabelle Shimkowitz Senior Center. - \$6,000</p> <p>Special Needs Program - The Department of Recreation will offer programs at the Annabelle Shimkowitz Senior Center to help 40 LMI City residents with special needs gain new skills. - \$35,000.00</p> <p>Multi Sports Program - The Department of Recreation will offer sports programs/activities for 2,500 LMI youth at the Passaic indoor sports facility, the Veterans Memorial Park, Pulaski Park, Christopher Columbus Park, Dundee Island Park Christopher Columbus, Pulaski, Dundee Island and Third Ward Parks. - \$16,368.00</p> <p>Youth Camp Employment Training - The Department of Recreation will offer recreational activities to 300 LMI children at the Passaic indoor sports facility, the Boys and Girls Club, the Senior Center and the Christopher Columbus, Pulaski, Dundee Island, and Third Ward Parks. - \$23,000.00</p> <p>Summer Entertainment Series - The Department of Recreation will enhance the quality of life for City residents by offering outdoor entertainment, socializing events, and fitness coaching at City-owned property, such as parks in LMI neighborhoods, City Hall lobby and courtyard, or the Senior Center - \$10,000.00</p> <p>Ice Rink Activities– The Department of Recreation will assist 12,000 LMI City residents learn to skate at the rink at Memorial Park - \$5,000.00</p> <p>Senior Affairs - The Senior Center will offer activities and outings that assist 55 LMI Passaic seniors with daily living, instructional classes, events, field trips, fitness, enhance physical/mental wellbeing. - \$23,000.00</p> <p>Job Training Program - The City of Passaic will offer job-training courses at locations throughout the City to 10 LMI unemployed and underemployed Passaic residents. - \$10,000.00</p>
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	<p>Dignity House Services and Resource Center for the Homeless - The Department of Human Services will offer referrals, a warming/cooling site, meals, and other services to 40 homeless Passaic residents at 276 Broadway - \$10,000.00</p> <p>Partners for Women and Justice provides free quality legal assistance to 2 LMI victims of domestic and sexual violence. They will provide representation and advice in proceedings that prioritize safety. - \$2,034.00</p> <p>Girl Scouts L.E.A.D. After School Program offers a 12-week program to 60 LMI Passaic girls at a to-be-determined location. Some of the programming includes leadership, teamwork, government structure and key roles in addition to offering a "camp experience" at Lake Rickabear; hiking archery, and other activities. - \$5,000.00</p> <p>Seventh Day Adventist Church Classroom Furniture & Materials – are volunteer experienced teachers who will teach the students basic classes to advance English and computer skills to 45 LMI Passaic residents. Their classroom is located at 315 Oak Street and services. - \$4,100.00</p> <p>Albert Lawson Job Training Program will purchase 9 Computers and 1 copier to facilitate programming needs and outreach efforts; preparing materials for distribution as well as researching resources for 100 LMI clients. Their services are available to all residents of Passaic and located at 135 Summer Street. - \$12,500.00</p> <p>Albert Lawson Community Skills Development Workshop is geared towards support and training to 100 LMI women, homeless, veterans, seniors and families. The 4 planned workshops include: Healthy Living, Computer Literacy, Suicide Prevention and Evolving With the Times (involves providing support and guidance to help youth and others develop social-emotional skills, problem solve, promote making positive life choices, etc). Their services are available to all residents of Passaic and located at 135 Summer Street. \$12,500.00</p>
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3	Project Name	Public Facilities Improvement – 2025 CDBG
	Target Area	PASSAIC
	Goals Supported	Public Facilities & Infrastructure
	Needs Addressed	Public Facilities
	Funding	CDBG: \$34,000
	Description	This project category will include Public Facilities and Infrastructure Improvement activities.
	Target Date	6/30/2026

	Estimate the number and type of families that will benefit from the proposed activities	The City anticipates this activity will have an area benefit that will assist 230 LMI Passaic residents.
	Location Description	Public Facility Improvement projects serve the entire City of Passaic. The service locations are included in the planned activities descriptions below.
	Planned Activities	<p>Mental Health Center Replacement of Drainage & Flooring - CDBG funds will be used to replace drainage and flooring at the Mental Health Center of Passaic Facility located at 108-114 Hoover Avenue, which will serve 80 LMI Passaic residents - \$10,000.00</p> <p>Julius Forstmann Library Replacement of Staff Restroom Partitions - Replacement of the public restroom partitions on the basement level. Julius Forstmann Library is located at 195 Gregory Avenue. This is an area benefit that serves the City-wide population. Block 2205 Lot 14. - \$5,500.00</p> <p>Julius Forstmann Library Computer Carrels & Electrical Work – The Library will use funding for 6 computer carrels for the 10 new computers they purchased and add new electrical outlets. Julius Forstmann Library is located at 195 Gregory Avenue. This is an area benefit that serves the City-wide population. Block 2205 Lot 14. - \$5,500.00</p> <p>Seventh Day Adventist Church Food Pantry – CDBG funds will allow them to purchase a portable walk-in refrigerator cooler to increase their storage capacity at their facility at 315 Oak Street so they can increase their services to 150 LMI residents per week. Block 21.72 Lot 60. – \$13,000.00</p>
4	Project Name	Park Improvements - 2025 CDBG
	Target Area	PASSAIC
	Goals Supported	Public Facilities & Infrastructure
	Needs Addressed	Public Facilities
	Funding	CDBG: \$232,914
	Description	The City will perform improvements to public parks in LMI neighborhoods.
	Target Date	6/30/2027

	Estimate the number and type of families that will benefit from the proposed activities	The City anticipates these activities will have an area benefit that will benefit 12,380 LMI residents in LMI neighborhoods.
	Location Description	The City will be working Third Ward Park, Colonel Johnson Park, Pulaski Park, and Christopher Columbus Park, all of which are in LMI areas.
	Planned Activities	Park Improvements – City of Passaic Engineering will replace damage structures, reseed, install spray pads, improve accessibility, and make general improvements such as but not limited to; improving walkways, installing new and/or additional surfacing, replace fencing, add lighting, etc. in Third Ward Park, Colonel Johnson Park, Pulaski Park, and Christopher Columbus Park, all of which are in LMI districts. - \$232,914.00
5	Project Name	Street and Sewer Improvements - 2025 CDBG
	Target Area	PASSAIC
	Goals Supported	Fair Housing Program
	Needs Addressed	Public Facilities
	Funding	CDBG: \$262,930
	Description	The Passaic Department of Engineering will improve streets and sewers in LMI areas of the City.
	Target Date	6/30/2027
	Estimate the number and type of families that will benefit from the proposed activities	The City anticipates these activities will have an area benefit that will assist approximately 12,523 LMI residents.
	Location Description	The locations are in LMI areas of the City and described below in the Planned Activities Section.

	Planned Activities	<p>Street and Sewer Improvement Projects - The Passaic Department of Engineering will improve streets and sewers that will benefit approximately 12,523 LMI residents. The City will perform improvements at the following locations. - \$262,930</p> <ol style="list-style-type: none"> 1. Spring St. & Terhune Ave. towards Marietta St., Census Tract 1757.01/Block 3 1,635 LMI 2. Wall St. between 8th St. and 9th St., Census Tract 1752./Block 2 2,569 LMI 3. Gregory Ave from Cedar St. toward Kruger Pl., Census Tract 1755/Block 3 2,111 LMI 4. Passaic Street between 9th & 10th St., Census Tract 1759/Block 2 1,897 LMI 5. Amsterdam Ave & Dakota St., Census Tract 1756.01/Block 2 1,351 LMI 6. Brook Ave & Westminster Pl., Census Tract 1756.01/Block 2 1,351 LMI 7. Sherman St between Central Ave & Lexington Ave, Census Tract 1754.01/Block 1 1,609 LMI
6	Project Name	Homeowner Rehab Program - CDBG 2025
	Target Area	PASSAIC
	Goals Supported	Increase and Preserve Affordable Housing
	Needs Addressed	Affordable Housing - Homeowner Rehabilitation
	Funding	CDBG: \$210,000
	Description	The City will use CDBG funds to assist LMI households in the City with basic systems repair.
	Target Date	6/30/2026
	Estimate the number and type of families that will benefit from the proposed activities	The City estimates that we will assist eight LMI household during the 2025 program year.
	Location Description	Services are available to LMI households throughout the City and are administered at the City's office at City Hall.
Planned Activities	Homeowner Rehab Program - CDBG funds will be used to assist eight LMI homeowners with basic systems repairs. - \$210,000.00	

7	Project Name	Homeowner Tenant Rental Rehab Program - CDBG 2025
	Target Area	PASSAIC
	Goals Supported	Increase and Preserve Affordable Housing
	Needs Addressed	Affordable Housing - Homeowner Rehabilitation
	Funding	CDBG: \$90,000
	Description	The City will use CDBG funds to assist owners of 2-4 family homes that are owner-occupied and rent to LMI households in the City with basic systems repair.
	Target Date	6/30/2026
	Estimate the number and type of families that will benefit from the proposed activities	The City estimates that we will assist two LMI household during the 2025 program year.
	Location Description	Services are available to owner-occupied properties that rent to LMI households throughout the City and are administered at City Hall.
Planned Activities	Homeowner Rehab Program - CDBG funds will be used to assist two owner-occupied properties that rent the units to LMI households. - \$90,000.00	
8	Project Name	HOME Administration - 2025
	Target Area	PASSAIC
	Goals Supported	Increase and Preserve Affordable Housing
	Needs Addressed	Affordable Rental Housing Development Affordable Home Ownership Housing Development Affordable Housing- Down Payment Assistance
	Funding	HOME: \$83,903
	Description	The City will use 10% of its HOME funds to administer the HOME program during the 2025 program year.
	Target Date	6/30/2026
	Estimate the number and type of families that will benefit from the proposed activities	HOME funded activities will benefit approximately 13 LMI households during the 2025 program year.

9	Location Description	The City will administer the HOME Program from our offices in City Hall.
	Planned Activities	HOME Administration - The City will use 10% of its HOME funds to administer the HOME program during the 2025 program year. - \$83,903.00
	Project Name	First Time Homebuyer Program – HOME 2025
	Target Area	PASSAIC
	Goals Supported	Increase and Preserve Affordable Housing
	Needs Addressed	Affordable Housing- Down Payment Assistance
	Funding	HOME: \$90,000
	Description	The City will use HOME funds to assist LMI households with down payment and closing cost assistance.
	Target Date	6/30/2026
	Estimate the number and type of families that will benefit from the proposed activities	The City estimates assisting three LMI households.
10	Location Description	HOME funds are available to LMI households throughout the City and the program will be administered from City offices at City Hall.
	Planned Activities	First Time Homebuyer Program - HOME funds will be used to assist three LMI first-time home buyers with down payment and closing costs assistance - \$90,000.00
	Project Name	Affordable Housing Development - HOME 2025
	Target Area	PASSAIC
	Goals Supported	Increase and Preserve Affordable Housing
	Needs Addressed	Affordable Rental Housing Development Affordable Home Ownership Housing Development
	Funding	HOME: \$539,277.94
Description	The City will use HOME funds to develop new or rehabilitated affordable rental or homeownership housing for LMI residents.	
Target Date	6/30/2028	

	Estimate the number and type of families that will benefit from the proposed activities	The proposed activities will benefit nine LMI households.
	Location Description	Housing development will take place at to-be-determined locations in the City.
	Planned Activities	Affordable Rental and Homeownership Housing Developments - HOME funds will be used by to-be-determined housing developers to develop nine units of affordable rental or homeownership housing units in the City - \$539,277.94
11	Project Name	CHDO Housing Development - HOME 2025
	Target Area	PASSAIC
	Goals Supported	Increase and Preserve Affordable Housing
	Needs Addressed	Affordable Rental Housing Development Affordable Home Ownership Housing Development
	Funding	HOME: \$125,856.00
	Description	The City will provide HOME funds to a qualified CHDOs to develop affordable rental or homeownership housing in the City.
	Target Date	6/30/2028
	Estimate the number and type of families that will benefit from the proposed activities	The City estimates that one LMI household will benefit from the proposed activities.
	Location Description	New affordable housing will be developed at a to-be-determined location in the City.
	Planned Activities	Housing Developed by Certified CHDOs - HOME funds will be used by a to-be-determined certified CHDO organization to develop one unit of affordable rental or homeownership housing units in the City - \$125,856.00

AP-50 Geographic Distribution – 91.220(f)

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

This year CDBG funding will be used 100% throughout the areas of Passaic with the highest concentration of low and extremely low income and minority concentration households who are living at or below poverty levels particularly, in the central, northern, and northeastern areas of the City as defined below by the American Fact Finder as census tracts 1752, 1754, 1755, 1757 and 1758;

1752; 230 African American & 5,060 Hispanic/Latinos, with an unemployment rate of 13.1 % and 10.2%, respectively.

1754.01; 651 African American & 4,545 Hispanic/ Latino, with an unemployment rate of 6.9% and 5.8%, respectively.

1754.02; 923 African American & 3,016 Hispanic/ Latino, with an unemployment rate of 6.1% and 6.5%, respectively.

1755; 1,513 African American & 4,270 Hispanic/Latino, with an unemployment rate of 4.7% and 5.2%, respectively.

1757.01; 602 African American & 3,024 Hispanic/Latino, with an unemployment rate of 5.6% and 9.2%, respectively.

1757.03; 393 African American & 2,034 Hispanic/Latino, with an unemployment rate of 7.6% and 7.4%, respectively.

1757.04; 206 African American & 1,511 Hispanic/Latino, with an unemployment rate of 5.4% and 8.9%, respectively.

1758.01; 416 African American & 2,303 Hispanic /Latino, with an unemployment rate of 5.0% and 6.0%, respectively.

1758.02; 994 African American & Hispanic /Latino, with an unemployment rate of 4.3% and 2.4%, respectively.

Geographic Distribution

Target Area	Percentage of Funds
PASSAIC	100

Table 9 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

The overall geographic area in the City of Passaic was chosen for CDBG because the service programs and public facilities and improvements projects benefit all residents of the City. Priority will be given to areas with concentrations of extremely low- and low-income and minority households who are living at or below poverty levels, particularly in the central, northern, and northeastern areas of the City as defined in American Fact Finder as census tracts 1752, 1754, 1755, 1757 and 1758:

HOME funds will be allocated based on specific projects contemplated across the City with an emphasis in the census tracts identified above. The City is committed to working towards the goals of the East Side Redevelopment Plan. Consequently, CDBG and HOME funds may be invested in that Target Area during the 2025 program year; however, given the limited resources, the City will give priority funding to projects and programs that are ready to be implemented. It is the goal of the City to continue to create and support affordable housing opportunities and community reinvestment activities for all low to moderate income residents in the City of Passaic.

Discussion

The rational for allocation priorities is described in the preceding sections.

Affordable Housing

AP-55 Affordable Housing – 91.220(g)

Introduction

This year the City will focus its HOME funding on housing development to create more affordable housing opportunities and first-time homebuyer down payment assistance to assist LMI households in purchasing homes. As shown in the needs assessment and market analysis sections of the City’s 2024-28 Five-Year Con Plan, rental units in the City have a heavy concentration in one-bedroom and efficiency units, making it difficult for families to find suitable housing and affordable rents. To address this need, the City is interested in the development of two- and three-bedroom units. Homeowner units, in contrast, tend to be larger and more suited to families. The City’s down payment assistance program will help more families invest in suitable homeownership opportunities.

One Year Goals for the Number of Households to be Supported	
Homeless	0
Non-Homeless	23
Special-Needs	0
Total	23

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

One Year Goals for the Number of Households Supported Through	
Rental Assistance	0
The Production of New Units	10
Rehab of Existing Units	10
Acquisition of Existing Units	3
Total	23

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

Discussion

The City will use HOME funds to develop 10 units of rental housing and assist three first-time homebuyers. CDBG funds will be used to assist eight homeowners to rehab their homes and rehab 2 rental units in two to four family homes during the 2025 program year.

AP-60 Public Housing – 91.220(h)

Introduction

The mission of HACP is to provide decent, safe, and sanitary housing while providing the highest level of customer service. In carrying out this mission, HACP is committed to:

- Maintaining cooperation and respect between residents and employees.
- Cooperative and respectful relationships with the public, community organizations, and other local government agencies and departments.
- Adopting community-building principles to assist residents in moving permanently to a better economic situation.
- Exhibiting pride in maintaining home and surroundings.

HACP adheres to all laws and regulations with regard to civil rights, nondiscrimination and affirmatively furthering fair housing opportunities for all Passaic residents.

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

HACP hired a new Executive Director in August 2023. The current main goal of HACP is to assist in redeveloping the Alfred Speer Village site by:

- 1) Improving the living condition and quality of life for the existing residents by rehabilitating 256 of the existing apartments.
- 2) Partnering with a developer that has significant experience, financial capability and resources to assist in the redevelopment effort.
- 3) Remaining an active partner with the City of Passaic in their efforts to redevelop the area in and around Alfred Speer Village.

In the 2025 program year, HACP plans to evaluate all vacated units for lead-based paint and conduct abatement procedures as necessary.

To further address the public housing needs, HACP maintains open communication with residents to solicit feedback on maintenance and repair issues and update residents with information from HUD as well as identify resources to enhance their quality of life. Residents are encouraged as well to become active with the resident Council at their property and to attend monthly Board of Commissioners meetings. In addition, HACP holds workshops for public housing residents to assist them in improving life skills.

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

Every opportunity to expose residents to home ownership will be taken. Occasionally, HACP receives an

inquiry and has referred the resident to the First-Time Home Buyer Program. During the 2025 program year, HACP will be exploring the creation of a rent to own program for residents in coordination with public and private partners, and establishing a Family Self Sufficiency program (FSS).

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

The Housing Authority of the City of Passaic is not designated as troubled.

Discussion

The public housing characteristics and needs of the residents are described in the preceding sections.

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

Introduction

The City of Passaic does not receive an allocation of ESG funds from HUD, so we do not have the resources to provide significant funding to the organizations that serve the homeless and other special needs populations. However, via the City's Dignity House Resource Center facility, which was funded with CDBG dollars, we have created a safe harbor to provide services to this disenfranchised population. During 2024, the City provided services at Dignity House that assisted homeless residents obtain their social security cards, military veteran DD-214 paperwork, birth certificate, and state identification cards. The City also assisted homeless households obtain housing and provided mailboxes at the Dignity House facility. In addition, the City assisted homeless households during 40 days of Code Blue with approximately 1,500 meals throughout the day.

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

The City's one-year goal/actions are to drastically reduce the negative effects of homelessness. We intend to continue our outreach efforts to the homeless population through the various programs offered at the Dignity House Resource Center. This facility is working to dignify homeless individuals by ameliorating their current situation. We have several success stories from our initiatives, and intend to conduct more outreach to the homeless population to use the facility. Services offered at Dignity House that attract homeless individuals to the facility including mailboxes, showers, refrigerators, meals, lockers, haircuts, laundry facilities, events, and workshops. Once contact is made with homeless individuals, the City will continue offering case management services such as counseling; referrals for medical, housing, job training and placement, legal services, substance abuse, and financial and social assessments. During the 2025 program year, the City will allocate CDBG resources to Dignity Center to operate the outreach and case management services.

In addition, the City continues to work with the CoC to perform outreach services to the homeless in the City. St. Joseph's Medical Center, the County's PATH Provider, conducts County-wide street outreach with a focus on connecting with people who have severe mental health issues

Addressing the emergency shelter and transitional housing needs of homeless persons

For the 2025 program year, the City will continue addressing the emergency shelter and transitional housing needs of the homeless via our support programs offered at Dignity House as discussed above. The City will allocate CDBG resources to Dignity Center in order to continue to operate case

management services.

In addition, the City utilizes the 24/7 hotline single point of entry system managed through NJ211. Emergency Shelters and hotel/motel placements are accessible for homeless persons in need. Once a person is connected through coordinated entry, providers work to connect them with the Housing Prioritization list allowing clients to access HP opportunities funded by the CoC.

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 City works with the CoC to identify organizations that assist homeless residents in the City with rapid rehousing services and transitioning to permanent housing. Several of our CoC partners provide supportive services and address the unique challenges homeless people face. Other organizations offering resources and services are Catholic Family & Community Services, Paterson YMCA, NJCDC, Heart of Hannah, Collaborative Support Programs of NJ, CUMAC, Eva's Village, Good Shepherd Mission, Hispanic Multi-Purpose Service Center, Passaic YMCA, Paterson Taskforce, St. Paul's CDC, Straight and Narrow and St. Peter's Haven.

The Center for Family Services provides case management and other wrap-around services needed by people who are experiencing homelessness. This is just another resource City residents will be able to access to get assistance for housing. The City also works with St. Mary's Hospital to provide case management services to households with mental health and substance abuse issues that are being released without secured permanent housing.

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 City did not receive an allocation of ESG funds from HUD for the 2025 program year and so we are not able to fund many of the organizations that serve the homeless and other special needs populations.

The City works with the CoC to identify organizations that assist City residents with homeless prevention services and prevent discharges to homelessness. Our partners, CFCS, County Board of Social Services, and NJ211 are organizations that are available to connect patients to services and temporary hotel vouchers while they are being reintegrated into the community. Persons who are at risk of

homelessness are also referred to the County Board of Social Services for prevention assistance. Additionally, City residents will be eligible to access homeless prevention funds provided through the County with Treasury funds.

Discussion

The programs that the City is looking to undertake over the 2025 program year to address the needs of homeless individuals and families are discussed above. During the 2025 program year, the City will undertake the following activities to address the needs of special needs individuals and families who are not homeless:

Senior Outreach - Parish Nursing will operate the stay home, stay safe program throughout the City that provides LMI seniors with free blood pressure screening, health assessments and referral services by a registered nurse.

Senior Affairs - The City of Passaic Senior Center, located at 330 Passaic Street, will offer activities and outings that encompass fitness, enhance physical and mental well-being, and assist LMI seniors with daily living.

Special Needs Program - The Department of Recreation will offer programs to help LMI City residents with special needs gain new skills to enhance participants overall well-being and quality of life.

will offer programs to help LMI City residents with special needs gain new skills to enhance participants overall well-being and quality of life.

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

Introduction:

The Fair Housing Act of 1968 mandates that HUD affirmatively furthers fair housing through its programs. Towards this end HUD requires funding recipients to undertake fair housing planning in order to proactively take steps that will lead to less discriminatory housing markets and better living conditions for minority groups and vulnerable populations. The City works with our partners to make sure that they adhere to these requirements.

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

The City of Passaic last conducted an Analysis of Impediments to Fair Housing in October, 2020. The 2020 study concluded that impediments do exist in the City. Barriers remain consistent and include the following:

- The impact of high-cost housing and the lack of affordable housing units in the City;
- Limited English proficiency of a sizeable portion of Passaic’s population is still an impediment to the population’s access to fair, affordable housing in the City;
- Language barriers create situations that may result in discrimination and may deter the reporting of discrimination when it occurs; and,
- Access to self-sustaining employment opportunities.

The City identified the following needs:

- More coordination is required between other agencies, departments, companies, and community organizations to further fair housing education in Passaic.
- Increased coordination is needed between Federal, State, and local entities engaged in fair housing activities within the city.
- Additional research on the barriers to affordable housing opportunities in Passaic is needed.

The Department also allocates resources from our CDBG admin budget for the delivery of fair housing counseling for low-income residents of the City of Passaic. This program year we have contracted with New Jersey Citizen Action Education Fund who are well versed in this area of expertise. Passaic has a very large Hispanic population and so it is important to provide Spanish language opportunities to learn about fair housing rights.

The City also works with our development partners to ensure that all housing units are marketed and leased in a fair and equitable manner. Each developer is required to follow the City’s affirmative fair

housing marketing standards which are provided to the developer prior to sale or lease up.

Discussion:

The previous sections provide a discussion of the barriers to affordable housing in the City and the plans the City has put into place for removing or ameliorating those effects.

AP-85 Other Actions – 91.220(k)

Introduction:

The Department will continue working with community groups to seek additional resources to build and expand on opportunities and programs available to LMI, minority, and special needs populations in the City.

Actions planned to address obstacles to meeting underserved needs

One primary obstacle in meeting the needs of the underserved in the City is the language barriers due to the large number of Hispanic speaking residents. Further, households with limited English proficiency and uninformed households often have some distrust of government that must be overcome before the Department can properly evaluate eligibility for programs and begin delivering services. In October 2020, the City completed our Four Factors Analysis and Language Access Plan for Limited English Proficiency Persons. To address the obstacles outlined in the Plan, the Department will increase its coordination with local community groups that provide outreach to and advocacy for the Hispanic community in Passaic. In addition, the Department will continue to promote its existing policy to provide language access services to populations of persons with Limited English Proficiency (LEP) who are eligible to be served or likely to be directly affected by our programs. To that end, all notices, ads, flyers, program applications, etc. are disseminated in both English and Spanish. Such services will be focused on providing meaningful access to our programs, services and/or benefits. Any individual eligible for programs/services at the City of Passaic Housing Services Division who cannot speak, read, write, or understand the English language at a level that permits them to interact effectively with our staff has the right to qualified interpreter services at no cost to them and not to be required to rely on their minor children, other relatives, or friends. To this end, each of our Departments here in the City of Passaic have bi-lingual employees to assist our constituents when necessary.

Actions planned to foster and maintain affordable housing

The Department will continue to work closely with other agencies within the City in carrying out the City's Master Plan and the East Side Redevelopment Plan, which include affordable housing components. The City is committed to working towards the goals of the East Side Redevelopment Plan. The East Side Redevelopment Plan includes commercial, infrastructure, and residential redevelopment, including an affordable housing component that the City will support with HOME funds to assist in the development of affordable rental and homeowner units. The City is currently working with developers to implement new housing developments in the East Side Redevelopment Area. To date, almost 200 units have been completed and an additional 50 units are under construction. These housing units are being developed without HOME funds; of which a portion will be affordable housing. A 111,000 square foot retail center was recently completed and leased to Lowes Home

Improvement Center. The City expects 100 new jobs as a result of this business. Additionally, the City has instituted an ordinance for a mandatory affordable housing set-aside; which reads in part:

“WHEREAS, the City Code of the City of Passaic, Chapter 317, “Zoning” Article VIII “Site Plan Approval” adding Section 317-30 “Affordable Housing Mandatory Set-Aside” setting forth that any site of a multifamily residential or mixed use development of five (5) residential dwelling units or more that receives a site plan approval by the City of Passaic Planning Board or Zoning Board of Adjustment will produce affordable housing units at a set-aside rate of 20% of for sale units and 15% for rental units...”

All HOME-assisted projects must remain affordable to and occupied by low and/or moderate-income households. The table below provides the minimum period of affordability over which HOME-assisted units must remain affordable.

HOME Investment Per Unit	Minimum Affordability Period
Under \$15,000.00	5 years
\$15,000.00 to \$40,000.00	10 years
Over \$40,000.00	15 years
New Construction or Acquisition of New Rental Housing Units	20 years

The City of Passaic continues to monitor its past and current sub-recipients to ensure their compliance with the long-term affordability requirements of the HOME program.

The City of Passaic will utilize the uncapped and capped income limits for the CDBG and HOME programs as outlined in the table below.

<u>Uncapped Income Limits vs Capped Income Limits</u>	
Uncapped Income Limits	Capped Income Limits
First-Time Homebuyer (HOME)	Rental Projects (HOME)
Homeowner Rehab (HOME)	Low-Moderate Programs (CDBG)

Actions planned to reduce lead-based paint hazards

Due to the aged housing stock in the City, lead-based paint hazards are prevalent. The City will continue its efforts to educate the public and will continue to follow its lead-based paint policies as part of its

homeowner rehabilitation and first-time homebuyer programs.

Actions planned to reduce the number of poverty-level families

The Department will continue to operate its programs with a goal of reducing poverty-level families in the City. As a result, the City has committed to providing resources to employment programs for the past six years. Through our efforts over the past year, three Passaic LMI residents have been certified as medical technicians in phlebotomy and five have received their S.O.R.A certifications. During 2025, the City intends to continue our job training and placement programs funded with CDBG resources. The City will continue our involvement with other programs administered by the County and elsewhere where opportunities exist.

The City also requires our development partners to use their best efforts to engage in local hiring, especially LMI local residents and contracting with local minority- and women-owned businesses. The City recently incorporated stronger language in our grant agreements to require our partners to engage in local hiring and contracting with local minority- and women-owned businesses. We now also have language in our grant agreements to require our partners provide more thorough reporting on local hiring practices and any obstacles to meeting these objectives. This will assist the City in developing stronger outreach efforts, enhanced training programs and better placement activities.

Actions planned to develop institutional structure

As discussed, the Department intends to increase its coordination with community groups that serve the Hispanic population in the City to develop structures that help identify needs in the community and connect people with services that the City funds.

The City is also working to improve the operations of the Department of Community Development through increased staff training and technical assistance from HUD and consultants. Our efforts have resulted in dramatic improvements in the capacity of the Department to administer our programs. This has resulted in more effective and efficient use of federal resources to serve the needs of the community as well as increased housing production and more programs successfully completed with CDBG resources.

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

As discussed, the East Side Redevelopment Plan includes comprehensive revitalization of the East Side (see AP85), which is an area of the City with high concentrations of low- and extremely low-income households. This plan has resulted in significant public and private investment that require intense coordination. The City is working with private sector development partners to implement the housing component of the Plan. The implementation of this Plan has enabled the City to build stronger

relationships with private sector housing developers.

The Department coordinates our efforts in addressing the needs of the homeless population with the CoC through attendance at regular meetings and with funding to the Department of Human Services.

The Department works with HACP to collaborate with public and private partners in offering residents informational seminars in the areas of homeownership, understanding and maintaining credit, renters' insurance and credit worthiness, job training programs, and promoting best practices for individuals and families.

Discussion:

The previous sections describe other actions to be taken by the City in addressing obstacles to meeting underserved needs, plans for fostering and maintaining affordable housing, reducing lead-based paint hazards, reducing the number of families living at the poverty level, developing institutional structures, and coordinating with public and private housing and social service agencies.

Program Specific Requirements

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

Introduction:

The City of Passaic does not intend to use its HOME funds for any form of assistance that is not set forth in 24 CFR 92.205.

Community Development Block Grant Program (CDBG)

Reference 24 CFR 91.220(I)(1)

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

1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed	0
2. The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan.	0
3. The amount of surplus funds from urban renewal settlements	0
4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan	85,069
5. The amount of income from float-funded activities	0
Total Program Income:	85,069

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.

HOME Investment Partnership Program (HOME)

Reference 24 CFR 91.220(I)(2)

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

The City of Passaic does not intend to use its HOME funds for any form of assistance that is not set

forth in 24 CFR 92.205.

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:

See the Grantee Unique Appendices for a discussion of the City's resale and recapture provisions.

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 City of Passaic will not be using its HOME funds to acquire affordable housing units; however, in instances where HOME funds are used to acquire affordable housing unit by LMI homebuyers, the City will use the Resale and Recapture provisions outlined in the Grantee Unique Appendices.

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 City of Passaic will not be using its HOME funds to re-finance existing housing debt for multifamily housing that is being rehabilitated with HOME funds.

5. If applicable to a planned HOME TBRA activity, a description of the preference for persons with special needs or disabilities. (See 24 CFR 92.209(c)(2)(i) and CFR 91.220(l)(2)(vii)).

The City of Passaic will not be using its HOME funds for HOME TBRA activities.

6. If applicable to a planned HOME TBRA activity, a description of how the preference for a specific category of individuals with disabilities (e.g. persons with HIV/AIDS or chronic mental illness) will narrow the gap in benefits and the preference is needed to narrow the gap in benefits and services received by such persons. (See 24 CFR 92.209(c)(2)(ii) and 91.220(l)(2)(vii)).

The City of Passaic will not be using its HOME funds for HOME TBRA activities.

7. If applicable, a description of any preference or limitation for rental housing projects. (See 24 CFR 92.253(d)(3) and CFR 91.220(l)(2)(vii)). Note: Preferences cannot be administered in a manner that limits the opportunities of persons on any basis prohibited by the laws listed under 24 CFR 5.105(a).

The City of Passaic will not be funding any rental housing development activities that have a

preference or limitation on occupants of the units

Discussion:

Direct Homeowner Assistance – The City uses its HOME funds to assist low to moderate-income (below 80% AMI) households purchase affordable housing. Homebuyers are selected on a first come, first served basis. Information on this program is available on the City website and at the offices of the Department.

Developer Assistance – The City uses its HOME funds to assist non-profit, CHDO and for-profit developers to develop affordable housing for LMI (below 80% AMI) households. The City selects eligible developers through an RFP process with a committee to review and rank the proposals based on established criteria. Notices of availability of funds are advertised on the City website, in newspapers and at the Department offices.

If the City of Passaic utilizes subrecipients, CHDOs, or other entities for the delivery of homebuyer assistance the resale or recapture provisions described in the Grantee Unique Appendices will be applicable.

Attachments

Grantee Unique Appendices

AP-90 Program Specific Requirements HOME

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:

Direct Homeowner Assistance – All homebuyers provided HOME funds for down payment assistance who transfer ownership of the property during the affordability period are subject to recapture provisions found at CFR 24 CFR 92.254 (a)(5)(ii)(A)(4), **recapture of net proceeds; owner investment returned first**. If the homebuyer **transfers title** of the property either voluntarily (including by sale) or involuntarily (including by foreclosure) during the affordability period, the homebuyer will be required to pay the City up to, but not greater than, the entire amount of the total direct HOME assistance provided. The homebuyer, however, will be permitted to recover their entire investment, including any out-of-pocket closing costs and any capital improvements (as defined below) made by the homeowner since purchase, prior to the City recapturing up to the full amount of the HOME investment. If there are no net proceeds, as defined as the sales price minus superior loan repayment (other than HOME funds) and any closing costs, after the homeowner recovers their investment, repayment is not required and the HOME Program requirements are considered to be satisfied. In the event the net proceeds are greater than the remaining balance of the total direct HOME assistance provided, then the homebuyer will retain the excess net proceeds.

If the homebuyer **ceases to occupy** the home, leases the home or converts the home to non-residential use, the owner will be in default of the terms of the HOME agreement and the full HOME investment in the activity, including any direct homebuyer assistance provided by the City, all City soft costs, and any City development subsidy, are subject to repayment.

Developer Assistance – When the City uses HOME funds to assist with the construction cost, the City will use the **Resale Restrictions** found at CFR 24 CFR 92.254 (a)(5)(i) to ensure that HOME funds are used to preserve affordability of the HOME-assisted unit. The affordability period will be based on the total amount of HOME funds used to assist the property. The City will place a deed restriction on property that stipulates the homeowner must use the HOME-assisted unit as their principal residence. Upon resale, the HOME-assisted unit must be affordable to a range of low-income homebuyers between 50% and 80% of AMI (as defined by HUD); however, the sales price at resale of the HOME-assisted unit must provide the homeowner with a fair return on their investment (as defined below). The original homeowner must sell to another Low-Income homebuyer (as defined by HUD), with the home being affordable to the new buyer. The new homebuyer may not pay more than 33 percent of gross income for Principal, Interest, Taxes and Insurance (PITI). To ensure continued affordability, the new homebuyer will assume the City loan and affordability restrictions in the form of a deferred repayment down-payment assistance loan and a new deed restriction will be placed on the property for the remaining term of the affordability

period.

Fair Return on Investment: A fair return is defined as **the lesser of** a four (4) percent annual appreciation on the homeowner's original investment (including out-of-pocket downpayment and closing costs) in the HOME-assisted unit plus any principal payments made on the first mortgage loan and the costs of any capital improvements to the property (as defined below) since the purchase **OR** the original investment in the home plus principal payments made on the first mortgage loan and the costs of any capital improvements, as adjusted by the percentage change in the average consumer price index for all urban consumers, as determined by the U.S. Department of Labor, Bureau of Labor Statistics. The restricted resale price based on a fair return on investment is not guaranteed. If the restricted resale price exceeds the actual market value of the HOME-assisted unit, the original homeowner may have to sell the HOME-assisted unit at the lower price.

Capital Improvements Capital improvements are defined as improvements made to the property that add value (such as kitchen remodel, new roof or HVAC system, new or renovated bathrooms or adding to the size of the house) as documented by receipts of the costs. Cosmetic improvements (such as painting, flooring or new appliances) do not constitute capital improvements.

In instances where the sales price required to provide a fair return to the homeowner exceeds the sales prices to make the property affordable to households below 80% of AMI, the City will provide additional subsidy funding to the subsequent homebuyer to ensure affordability.

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 City of Passaic is considering using its HOME funds to acquire affordable housing units. In instances where HOME funds are used to acquire affordable housing unit by low- to moderate-income homebuyers, the City will use the Resale and Recapture provisions listed above.