

CR-05 - Goals and Outcomes

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

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

The Department of Community Development (DCD or the Department) worked closely with our grantees to provide assistance and move the various funded programs forward.

The Recreation Department assisted 33 low-to-moderate income (LMI) residents with special needs and offered sporting activities to 1825 Passaic LMI youth and children. Bella Channel provided mentoring for 31 LMI children and youth; Certified Angels administered an after-school program for 342 LMI children and youth; Parish Nursing operated their stay home, stay safe program for 262 LMI seniors; the Passaic Senior Center provided services to 41 LMI seniors; Jewish Family Services and Children Center (JFSCC) offered job coaching and vocational training to 80 LMI residents; and, New Jersey Citizen Action assisted 1190 LMI residents with fair housing issues. The City implemented our community engagement activity during the 2023 program year after two years of inactivity due to the pandemic. The City served 40 homeless individuals at Dignity House with outreach and referral services as well as showers, mailboxes and laundry. The City has been awarded the 2023 Governor's Award of Excellence in Housing and Economic Development for Adaptive Reuse Transformation for the development of Dignity House. This project is assisting the City to address many of the issues facing the homeless population in the City.

The City committed 2023 CDBG funds to the Engineering Department to perform sewer/street improvements. As reported in our previous CAPER, Engineering has fallen behind in their annual funding expenditures due to cost increases and supply chain shortages; which is a carryover of the remnants of COVID-19. With that said, the City utilized our 2021 program year allocation to address one major emergency on 3rd Street between Monroe and Hudson Streets. They have also begun utilizing their 2022 allocation to address emergencies on Oak Street and on Gregory Avenue. All three of these locations are in LMI areas and the three activities address emergency needs that threaten the health and safety of local residents. The Passaic Library was awarded a contract for a roof replacement at their main facility with CDBG funds provided in 2022. Again, in light of cost increases, supply chain shortages; as well as, the need to go out to bid several times they were given an extension thru September 2023. The Passaic Library has now completed their project. The Mental Health Center of Passaic used CDBG resources to make needed improvements to an infant and toddler playground. This project was completed during the 2023 program year.

The City has allocated funds for additional park improvements; however, the need for additional funding to complete our CDBG-CV Project, Community Health Resource Center, took precedence. The City has reallocated those funds to the activity to develop the Center and anticipates

completion by the Spring of 2025. Using CDBG funds, Paterson Habitat for Humanity (Habitat) has almost completed the new VFW Community Service facility for veterans and LMI residents within the community. The City began the Homeowner Rehab Program using CDBG funds during the 2022 program year. During the 2023 program year, we have completed ten (10) houses and three (3) houses are currently under construction.

During the 2021 program year, DCD used the third round of CDBG-CV funds to acquire a site where we intend to develop a multi-functional facility; Community Health Resource Center. The City will provide COVID-19 and other health related services at this new facility. The City spent the bulk of the 2022 program year developing the plans for this site. The City faced various setbacks based on project design, going out to bid several times, seeking bids more in line with the actual allocation, supply issues, etc. the City has now begun the construction stage of this project.

The City used HOME funds to assist one (1) area LMI resident under the First-Time Homebuyer Program (FTHB). The City fell short of our goal due to the higher cost of housing in the City and higher interest rates. Habitat has completed construction of four (4) homeownership units above the VFW Community Service facility. Three (3) of the homeowners are tentatively scheduled for closings during the month of September, 2024. The City provided HOME funds to a local developer who is currently under construction with 12 affordable rental housing units. The City is also working with two additional developers to construct affordable rental housing units in the City. One is planning to construct five (5) units of affordable rental housing in an 18-unit building and the other will construct a five-unit affordable rental building on Broadway.

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

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

Goal	Category	Source / Amount	Indicator	Unit of Measure	Expected – Strategic Plan	Actual – Strategic Plan	Percent Complete	Expected – Program Year	Actual – Program Year	Percent Complete
Economic Development	Economic Development	CDBG: \$	Other	Other	1	0	0.00%	0	0	0.00%
Fair Housing Program	Affordable Housing Fair Housing	CDBG: \$10,000	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	200	1,911	955.5%	100	1,190	1,190.00%
Increase and Preserve Affordable Housing	Affordable Housing Public Housing	CDBG: \$289,206 / HOME: \$1,205,793	Rental units constructed	Household Housing Unit	40	0	0.00%	4	0	0.00%
Increase and Preserve Affordable Housing	Affordable Housing Public Housing	CDBG: \$289,206 / HOME: \$1,205,793	Homeowner Housing Added	Household Housing Unit	0	0	0.00%	1	0	0.00%
Increase and Preserve Affordable Housing	Affordable Housing Public Housing	CDBG: \$289,206 / HOME: \$1,205,793	Homeowner Housing Rehabilitated	Household Housing Unit	0	14	140.00%	8	10	125.00%
Increase and Preserve Affordable Housing	Affordable Housing Public Housing	CDBG: \$289,206 / HOME: \$1,205,793	Direct Financial Assistance to Homebuyers	Households Assisted	30	8	26.67%	5	1	20.00%
Public Facilities & Infrastructure	Non-Housing Community Development	CDBG: \$801,206 / CDBG-CV: \$	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	65,000	221,242	702.15%	9872	22,678	229.72%

Public Services	Non-Housing Community Development	CDBG: \$184,893 / CDBG-CV: \$	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	30,000	21,716	72.39%	1950	14,453	741.18%
-----------------	-----------------------------------	-------------------------------	--	------------------	--------	--------	--------	------	--------	---------

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

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

The City continued to use our CDBG resources to assist LMI residents and households improve their quality of life with job training and placement, after school programs, community building activities and assistance with the City’s LMI special needs population including seniors, the homeless and individuals with special needs. Park improvements continue to enhance the physical environment in neighborhoods where the majority of the City’s LMI households reside. Street improvements in LMI neighborhoods also serve to improve the physical landscape and also demonstrate to private investors that these neighborhoods are vibrant and thriving communities. The City plans to continue these projects based on community support. Based on the success of the City’s Homeowner Rehab Program using CDBG resources, (the City has completed ten homes during 2023 with three homes currently under construction), we have allocated additional funding for this program; as well as, created a homeowner tenant rental rehab program to assist LMI renter households.

CR-10 - Racial and Ethnic composition of families assisted

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

91.520(a)

	CDBG	HOME
White	14,990	1
Black or African American	4,547	0
Asian	1,231	0
American Indian or American Native	690	0
Native Hawaiian or Other Pacific Islander	35	0
Total	21,493	1
Hispanic	20,158	0
Not Hispanic	18,307	1

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

Narrative

The table above outlines the racial composition of those individuals assisted with the City’s CDBG and HOME resources. The racial composition reflects the high concentrations of low income minorities in the City. Using CDBG funds, the City served an additional 16,972 individuals who identified as other or multi-racial. These individuals are not reflected in the above table as there is no category for them.

The City assisted one (1) residents with our FTHB program using HOME funds during the 2023 program year. Given the number of developments that are currently in our pipeline, we anticipate assisting many more residents during the 2024 program year.

CR-15 - Resources and Investments 91.520(a)

Identify the resources made available

Source of Funds	Source	Resources Made Available	Amount Expended During Program Year
CDBG	public - federal	1,245,167	311,061
HOME	public - federal	1,034,787	33,552
Other	public - federal	0	

Table 3 - Resources Made Available

Narrative

Although DCD worked hard to administer funding for the various programs and projects to which we committed CDBG and HOME funds, we are behind in our expenditures for the year. The COVID-19 pandemic caused delays in several of our social services programs as we are still recovering from the remnants of the pandemic. The City is also in the planning stages of many of our facility improvement projects. DCD assisted one (1) households with our FTHB program and has three (3) families closing on their newly constructed HOME-assisted units; with one (1) pending. In addition, The City provided HOME funds to a local developer who is under construction with a new 12-unit affordable rental housing building located in the 4th Ward of the City. This project is expected to be completed in late 2024 or early 2025. The City spent a portion of the third round of CDBG-CV funds with the purchase of a site where we intend to develop a multi-purpose facility to address the needs created by the COVID-19 pandemic. We will be using the balance of the CDBG-CV funds to develop the facility.

Identify the geographic distribution and location of investments

Target Area	Planned Percentage of Allocation	Actual Percentage of Allocation	Narrative Description
East Side Redevelopment Plan Area			
PASSAIC	100	100	
Ward 2			

Table 4 – Identify the geographic distribution and location of investments

Narrative

Most of the City's resources, especially CDBG, are spent on projects that assist LMI residents throughout the City. There are a few instances where HOME funds are used to assist outside residents who are purchasing homes in the City and relocating here.

Leveraging

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

The City has an exemption from HUDs match requirements for the HOME program; however, the City leveraged our HUD funding with resources from private and non-Federal public sources that the City secured to address the needs identified in the Consolidated Plan. Federal sources other than HUD entitlement programs were available. Progress in obtaining these various resources is reported below.

- For CDBG-assisted projects:--To provide additional street improvements and in support of the overall CDBG Program, the City's Urban Enterprise Program this past year, provided State UEZ funds for a downtown business façade project using "Channel Letter" signage which is placed directly on the edifice and is created with depth to give a 3-dimensional look; creating a uniform streetscape. Additionally, the UEZ Clean Sweep program is still in effect, removing graffiti throughout the City.
- The City continues to utilize resources from the capital budget for street repairs, park improvements and other improvements to City public facilities.
- The City also continues to utilize funding from Green Acres and Passaic County Open Space funding to match the CDBG funds used for park improvements.
- Projects of the Passaic Enterprise Zone Development Corp. (PEZDC) are funded through half of the New Jersey sales tax collections by (UEZ) Qualified Businesses in the City. Several UEZ projects have addressed needs identified in the Consolidated Plan.
- The City leverages HOME dollars through construction and permanent financing, developer equity and other sources of Federal, State and local subsidy funding to provide affordable housing.
- The FTHB program leverage \$37,500 in HOME funds with \$375,000 in permanent mortgages and homeowner equity.
- The new HOME and HOME-ARP projects will leverage the City's funds with commercial debt and developer equity.

The City improved public streets as well as the City-owned public land. All of these activities were undertaken with CDBG funds.

Fiscal Year Summary – HOME Match	
1. Excess match from prior Federal fiscal year	0
2. Match contributed during current Federal fiscal year	0
3. Total match available for current Federal fiscal year (Line 1 plus Line 2)	0
4. Match liability for current Federal fiscal year	0
5. Excess match carried over to next Federal fiscal year (Line 3 minus Line 4)	0

Table 5 – Fiscal Year Summary - HOME Match Report

Match Contribution for the Federal Fiscal Year								
Project No. or Other ID	Date of Contribution	Cash (non-Federal sources)	Foregone Taxes, Fees, Charges	Appraised Land/Real Property	Required Infrastructure	Site Preparation, Construction Materials, Donated labor	Bond Financing	Total Match

Table 6 – Match Contribution for the Federal Fiscal Year

HOME MBE/WBE report

Program Income – Enter the program amounts for the reporting period				
Balance on hand at beginning of reporting period \$	Amount received during reporting period \$	Total amount expended during reporting period \$	Amount expended for TBRA \$	Balance on hand at end of reporting period \$
0	0	0	0	0

Table 7 – Program Income

Minority Business Enterprises and Women Business Enterprises – Indicate the number and dollar value of contracts for HOME projects completed during the reporting period						
	Total	Minority Business Enterprises				White Non-Hispanic
		Alaskan Native or American Indian	Asian or Pacific Islander	Black Non-Hispanic	Hispanic	
Contracts						
Dollar Amount	1,384,284	0	0	44,000	373,986	966,298
Number	28	0	0	2	5	21
Sub-Contracts						
Number	0	0	0	0	0	0
Dollar Amount	0	0	0	0	0	0
	Total	Women Business Enterprises	Male			
Contracts						
Dollar Amount	1,384,284	154,990	1,229,293			
Number	28	5	23			
Sub-Contracts						
Number	0	0	0			
Dollar Amount	0	0	0			

Table 8 - Minority Business and Women Business Enterprises

Minority Owners of Rental Property – Indicate the number of HOME assisted rental property owners and the total amount of HOME funds in these rental properties assisted						
	Total	Minority Property Owners				White Non-Hispanic
		Alaskan Native or American Indian	Asian or Pacific Islander	Black Non-Hispanic	Hispanic	
Number	0	0	0	0	0	0
Dollar Amount	0	0	0	0	0	0

Table 9 – Minority Owners of Rental Property

Relocation and Real Property Acquisition – Indicate the number of persons displaced, the cost of relocation payments, the number of parcels acquired, and the cost of acquisition						
Parcels Acquired		0		0		
Businesses Displaced		0		0		
Nonprofit Organizations Displaced		0		0		
Households Temporarily Relocated, not Displaced		0		0		
Households Displaced	Total	Minority Property Enterprises				White Non-Hispanic
		Alaskan Native or American Indian	Asian or Pacific Islander	Black Non-Hispanic	Hispanic	
Number	0	0	0	0	0	0
Cost	0	0	0	0	0	0

Table 10 – Relocation and Real Property Acquisition

CR-20 - Affordable Housing 91.520(b)

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

	One-Year Goal	Actual
Number of Homeless households to be provided affordable housing units	0	0
Number of Non-Homeless households to be provided affordable housing units	5	11
Number of Special-Needs households to be provided affordable housing units	0	0
Total	5	11

Table 11 – Number of Households

	One-Year Goal	Actual
Number of households supported through Rental Assistance	0	0
Number of households supported through The Production of New Units	4	0
Number of households supported through Rehab of Existing Units	0	10
Number of households supported through Acquisition of Existing Units	5	1
Total	15	11

Table 12 – Number of Households Supported

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

The City assisted only one (1) household purchase their first home through our FTHB program, which was much less than our goal. This was due in part to the rising costs of housing units in the City along with higher interest rates making homeownership less affordable for LMI households. There is still some interest in the FTHB program and the City is trying to increase our production with this program. During the 2023 program year, the City replaced one of the staff members as a result of a promotion and prior to that, the City replaced another employee who'd resigned during the 2021 Program Year. Staff turnover

has made it difficult to administer many of our programs, including our HOME-assisted programs. The new staff members are bi-lingual and will be able to assist our Spanish-speaking applicants interested in our FTHB program.

The City also provided HOME resources to Habitat to develop four (4) homeownership units. Construction is now complete and three (3) homebuyers are expected to close during the month of September 2024. The City improved the delivery rehab services to existing homeowners under the Homeowner Rehab Program using CDBG resources. The City hired a new consultant to implement this program and they are actively working with local LMI homeowners. During our 2023 program year, ten (10) units were completed under our Homeowner Rehab Program. Our consultant is currently working with three (3) LMI households to complete the rehab to their homes. The Homeowner Rehab Program has been extremely successful; unfortunately, due to limited funding applicants were placed on a waiting list. We are now waiting for our 2024 funding allocation to be able to complete the homes of existing applicants.

In addition to our Homeowner Rehab Program the City recently created an additional rehab program that would be “Tenant Rental Based”. Our new program is designed to assist homeowners of multi-family units who do not meet the low-to-moderate income requirements but are interested in repairs to their rental units(s) which would then be occupied by LMI families for the duration of the affordability period. The City has hired a new consultant to administer both rehab programs. Based on the success of our original program, the City has allocated additional CDBG funding to administer both rehab programs during our upcoming 2024 Program Year.

During the 2023 program year, the City provided HOME funds to a local developer who is currently under construction with 12 affordable rental housing units. The City is also working with two additional developers to construct affordable rental housing units in the City. One is planning to construct five (5) units of affordable rental housing in an 18-unit building and the other will construct a five-unit affordable rental building on Broadway.

Discuss how these outcomes will impact future annual action plans.

While for the most part, the City has recovered from the negative effects of the COVID-19 pandemic, we are still working through some of the activities that were delayed. As a result, we are allocating our resources to projects where the City had previous success. The City also recently redesigned our Homeowner Rehab Program and has created a new program to assist homeowners who do not meet the LMI requirements but are interested in rehabbing their rental units occupied by LMI households. The City has hired a new consultant to administer both rehab programs. Based on the success of this program, we have allocated additional CDBG funding to the Homeowner Rehab Program in 2024.

The City is also having internal discussions about how to improve the delivery of new affordable housing units. Our relationship with Habitat is moving forward and growing; however, there are only so many units Habitat can undertake in the City each year. The City is built out and; therefore, there are very few

suitable sites for new housing developments. We have been reaching out to existing developers to try and secure new development partners.

Due to the lack of affordable housing units throughout the City, two new ordinances were approved to help further our efforts in creating more affordable housing units in the City. Ordinance No. 2436-24 requires all new residential or mixed use development of five (5) or more dwellings to include an affordable housing unit set-aside of 20% with homeowner developments and 15% for rental developments. Ordinance No. 2435-24 amends the zoning ordinance to permit accessory units in the City for the creation of additional affordable housing units. We hope that with these new efforts will help us expand our HOME funding so we can reach our affordable housing goals in the City.

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

Number of Households Served	CDBG Actual	HOME Actual
Extremely Low-income	13,595	0
Low-income	9,257	0
Moderate-income	15,613	1
Total	38,465	1

Table 13 – Number of Households Served

Narrative Information

The bulk of the City's CDBG resources are used to assist extremely low-income and low-income households. HOME funds are used to assist low-income to moderate-income households. The proposed housing development under the HOME-ARP program will enable the City to assist extremely low-income households.

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

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

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

The City did not receive HESG funds during the 2023 program year to fund any programs that perform outreach services. During the 2019 program year, the City opened the new Dignity House facility, funded with \$1.1 million in CDBG funding, which provides space for homeless individuals to access information on programs and services as well as obtain meals. We are using this facility as a vehicle to reach out to homeless individuals and develop a relationship with them. Dignity House hosts several in-house activities each year, including the Mayor's annual Super Bowl event, Thanksgiving brunch, and weekly shower/laundry days. These events aim to unify the homeless community, encourage support for those in need, and promote equity. During these events, food and occasionally free haircuts are given, but most importantly, they offer the opportunity for the City to offer services to the homeless. In FY 2023, Dignity House encountered challenges such as limited funding, increased service demand, and difficulties with resources and staffing. Despite these challenges, the Dignity House team remained committed to providing shelter and food during code blue/code red situations and offered case management to help individuals transition from homelessness to stable living. During extreme weather conditions the program provided shelter, meals, and essential services to individuals identified through the countywide initiatives including Code Blue or Code Red alerts. Some of the support services that the City provided includes access to mailboxes for receiving important documentation, such as SNAP or health insurance. The City connected these individuals with vital resources such as counseling, rehabilitation programs and housing through the Housing Choice Voucher Program.

During the 2023 program year, the City assisted 40 homeless individuals with outreach and referral services at Dignity House. Of these 40 individuals, two individuals received assistance in obtaining their social security cards, two secured their birth certificates, five were placed in furnished homes, two were added to the Dignity House mailboxes, and two displaced individuals received Housing Choice Vouchers (HCV) during the last quarter of the 2023 program year.

The City continues to work with the CoC to perform outreach services to the homeless in the area. 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. Additionally, Catholic Families and Community Services (CFCS) and Community Hope are partners that connects homeless veterans through their SSVF outreach programs.

The City refers unsheltered homeless persons to NJ-211 First Call for Help. NJ-211 is the virtual Coordinated Assessment access point accessible to the community via telephone availability 24 hours a day 7 days a week. NJ211 conducts screening to ensure that the individual receives the proper help they

need. NJ211 strives to make materials and phone conversations accessible to persons with limited English proficiency through translation. The CoC has expanded its coordinated entry system by funding Eva's Village Coordinated Assessment Navigation (CAN) program to reach unsheltered households in the community through case management and housing navigation. These efforts continue to improve access to housing and services for the most vulnerable. NJ-211 and Eva's Village CAN are key partners in conducting point of entry referrals into shelters, permanent housing, and services for homeless persons in the City.

Addressing the emergency shelter and transitional housing needs of homeless persons

There are no emergency shelters or transitional housing facilities in the City. Historically, the City has placed homeless individuals in shelters outside of the City. The City allocated 2017 and 2018 CDBG resources to develop Dignity House, which assists homeless individuals with a place for showers, meals, laundry services, mailboxes, and social services provided by the Department of Health and Human Services. Dignity House is also used as a warming/cooling center during extreme weather months.

The City utilizes the 24/7 hotline single point of entry system managed through NJ-211 to connect homeless person in need to emergency shelters and hotel/motel placements. Once a person is connected through coordinated entry, providers work to connect them with the Housing Prioritization list allowing clients to access PH opportunities funded by the CoC. During the 2023 program year, NJ-211 serviced over 683,000 residents across the state. With this information, the City projects an increase in the data for the upcoming years.

Additionally, the City continues to seek additional housing opportunities to quickly rehouse people and reduce their length of time homeless. The City is collaborating with the Housing Authority of the City of Passaic (HACP) and others throughout the County to connect sheltered homeless persons to permanent housing vouchers recently made available. By using the single point of entry system, those most vulnerable in the area will have access to these long-term housing vouchers and supportive services.

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

The City did not receive an allocation of HESG funds during the 2023 program year to fund new programs. The City works with HACP to identify public housing units for homeless and at-risk homeless households.

The City also 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 NJ-211 are organizations that are available to connect patients to services and temporary hotel vouchers while they are being reintegrated into the community. CFCS implements the Homelessness Diversion Program funded through the New Jersey Department of Consumer Affairs (NJDCA). This program assists households at imminent risk to retain a safe, secure living situation, and avoid becoming homeless. Having this program allows shelter placements to be available for clients who truly need them especially those who are unsheltered while keeping families & individuals from having to enter the shelter system. Individuals who are at risk of homelessness are also referred to the County Board of Social Services for prevention assistance. Since 2022, DCA has helped more than 72,800 households avoid eviction through the Emergency Rental Assistance (ERAP) in the state of New Jersey.

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 did not receive an allocation of HESG funds during the 2023 program year to fund new programs. The City works with HACP to identify public housing units for homeless individuals and households. None of the City's historic HESG grantees reported on assisting chronically homeless individuals and families, veterans or unaccompanied youth. JFSCC assisted individuals with securing permanent housing. United Passaic Organization assisted individuals with residential assistance. The City does not have HESG resources to fund these organizations.

The City's local housing authority and the coordinated entry program collaborated to approve 29 Emergency Housing Vouchers for at risk and homeless households during the 2023 program year. This program provides permanent housing for households in the community.

As a member of the CoC, the City of Passaic works collaboratively with organizations that assist homeless residents with transitioning to and maintaining permanent housing. The Greater Passaic Clifton Community Center in Passaic offers furnished single-room accommodations to City residents who qualify for the Special Needs Program for the Homeless. Several partners, offer to provide supportive services to address the unique challenges homeless people face. The City will continue to work in efforts to assist those who are going through homelessness or are in danger of becoming homeless.

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

Actions taken to address the needs of public housing

The Housing Authority of the City of Passaic (HACP) continues its purpose and mission to provide safe, sanitary and suitable housing for low- income families. HACP meets regularly with resident groups and leaders to complete needs assessments and to determine solutions to issues arising from regular and ordinary tenancy. They will continue to work collectively with residents to provide adequate safety and security, provide upgrades to apartments and the housing complex and provide for other quality of life improvements.

The HACP is in the process of working with a developer partner on a Rental Assistance Demonstration (RAD) partial conversion of its largest family site. Alfred Speer Village is the last family public housing complex in the HACP portfolio. This complex is made up of six (6) high-rise buildings with sixty-four (64) units in each building. The site was built in the 1950's and the high-rise configuration of the units is not conducive to the standards for quality housing in the modern era. The HACP is planning on completing a substantial rehabilitation on four (4) of the buildings and demolishing and re-building the remaining two (2) buildings. The new construction, which will replace the demolition phase, will consist of one (1) five-story building with 120 mixed income units.

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

The Housing Authority (HACP) and the Passaic Affordable Housing Coalition (PAHC) continue to engage with residents at their regularly scheduled monthly meetings. In addition, the PAHC has regularly scheduled quarterly meetings where information regarding affordable housing opportunities are shared. In addition, the HACP share information from the local Passaic Community Development Office regarding home ownership opportunities available through the City's First-Time Homebuyer's Program.

Actions taken to provide assistance to troubled PHAs

HACP is not a troubled housing authority.

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

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

There are potential barriers that adversely affect the City's capacity to realize its vision. An obvious restraint is the shortfall in resources available to address the City's community development needs. Availability of financing has been a barrier to entry for many perspective homebuyers. To combat this barrier, the City each year uses HOME funds for our FTHB program in an effort to assist residents with down payment and closing costs assistance. This program would be more appealing to residents if HUD raised the \$15,000 maximum subsidy for the five-year affordability period to \$25,000 or \$30,000 and the \$40,000 maximum subsidy for the ten-year affordability period to \$75,000.

The dramatic rise in property values and the recent rise in interest rates have negatively impacted our ability to effectively carry out the FTHB program as housing affordability is now even more difficult for many LMI first-time buyers. The City is hopeful that the housing market will stabilize during the 2024 program year and we can increase production under this program. The City participated in local community resource fairs where information on our programs were distributed to interested residents. We will continue our efforts and continue to collaborate in more community resource fairs during the new program year with the hope of reaching more residents and potential applicants.

Another major barrier is the lack of vacant land available in the City. There is very little vacant land available for new construction. Repurposing vacant structures and demolishing obsolete buildings has been cost prohibitive; however, the City is working with several developers to consider these strategies to find new development sites. During the 2023 program year, the City in partnership with Twins Investment & Developers, LLC began construction of a new 12-unit affordable building in the 4th Ward of the City.

Additional restraints are regulatory in nature. At the local level, the City's high real estate tax rate provides a strong disincentive for property owners to maintain and improve the housing stock. To address this issue, the City is in the process of reevaluating property taxes with the hopes that it would result in an improved housing stock. The tax rate also stymies the development of affordable housing. Land use, zoning, and subdivision controls have an impact upon the quality of the City's housing stock, but they also discourage the development of affordable housing. Rent controls may limit rental rates to affordable levels, but they adversely affect the quality of the housing stock by limiting incentives for landlords to improve their properties. State regulations mandating building and fire controls also provide disincentives to the development of affordable housing and businesses. While safety of the structures is paramount, the regulations discourage developers from new construction and extensive rehabilitation projects. Building materials and techniques must meet standards. Fees are required for building permits. Inspections related to building permits can create delays. Multi-family dwellings must

have automatic fire suppression systems. Major improvements to existing structures may trigger requirements for sprinkler systems and handicapped accessibility. High real estate taxes and land use, zoning, and subdivision controls also discourage the development and retention of businesses.

At the Federal level, monitoring our HOME-assisted developments consumes administrative resources at an increasing rate and is diverting resources that could otherwise be used for new projects. Also, HUD's administrative requirements for entitlement grant programs do not take into account the large relative differences in funds available to eligible jurisdictions. A smaller grantee such as the City of Passaic does not have the same financial resources to administer its Consolidated Plan programs as does a larger grantee.

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

One primary obstacle in meeting the needs of the underserved in the City is language barriers due to the large number of Spanish speaking residents. Further, the immigrant population often has some distrust of government that must be overcome before DCD can properly evaluate eligibility for programs and begin delivering services. To address this obstacle, DCD has increased its coordination with local community groups that provide outreach to and advocacy for the Hispanic community in Passaic. Further, DCD promotes 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. Such services are focused on providing meaningful access to our programs, services and/or benefits. Any individual eligible for programs/services within the Department 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. All our applications and program flyers are disseminated in both English and Spanish.

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

The City is in compliance with the guidelines in the housing programs and the latest lead-based paint regulations. The City continues to identify, evaluate and educate residents across the City about the dangers and hazards of lead-based paint. The Health Department conducts City-wide fairs to educate the citizens as well as conducts lead inspections throughout the City. The City also produces and distributes The Lead-Safe Guide to Renovate Right, a publication of the U.S. Environmental Protection Agency, to housing developers and families of housing units built prior to 1978.

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

A number of activities have strived to reduce the number of poverty-level families, including housing rehabilitation; Summer Camp Employment and Training Program; job creation; job training and other assistance to businesses, especially those that hire LMI households. The City Summer Camp Training Program targets LMI youth in the City to provide job readiness skill building.

The City has also implemented several successful employment training programs for LMI unemployed and underemployed individuals. During the 2023 program year, the City provided CDBG resources to JFSCC to provide job coaching, vocational counseling and job development skill building services to 80 LMI residents. Additional training programs are planned for the 2024 program year.

The City works with our development partners to encourage local hiring, especially hiring of LMI City residents. The Municipal Council approved a resolution encouraging businesses who are awarded federal funds to hire and train LMI City residents. The City is working to implement these policies in our grant agreements and through our reporting process. During the 2022 program year, the City was not able to track our progress but has revised our quarterly report to better capture the local hiring practices of our grantees. The City funded JFSCC and the City's Job Training program to provide job training and placement services to a total of 80 LMI residents. The City's MBE and WBE reporting is provided in section CR-15 of this report.

The FTHB program assists first-time homebuyers to achieve homeownership. The City targets the program to LMI homebuyers. This program LMI households build wealth through the equity in their homes. The City is working with a local developer to construct eleven new affordable housing units for Qualifying Populations under the HOME-ARP program. Eight of these units will be for households that are formerly homeless.

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

DCD has increased its coordination with community groups that serve the City's Hispanic population to develop structures that help identify needs in the community and connect people with services that the City funds. Further, the City has a relationship with the CoC on issues of special needs and homelessness. We coordinate the delivery of services to the homeless with the CoC.

The City also has supportive services for the homeless and other persons in need of emergency housing through partnerships with various City and County agencies. Services include emergency food, utility assistance, and assistance for non-payment of rent. The United Passaic Organization, JFSCC and Passaic Alliance are partners in these endeavors.

In addition, the Department has been working to improve the service delivery of our community development programs. Training of DCD staff has enabled us to provide improved oversight of projects, activities and programs funded by CDBG and HOME. We are also enhancing our internal controls with improvements to our policy and procedures manuals. During the 2023 program year, the City revised our standard grant agreement for the HOME program to incorporate specific language to ensure the developer is following all of the rules, regulations and requirements at 24 CFR 92. All of these efforts are designed to assist us in adhering to HUD's requirements. Recent staff turnover, including the departure of the Director during the 2022 program year, has somewhat impacted our work in this area; however, we have identified new staff to work with the HOME program and the Director position has been filled. The City hired additional staff during the 2023 program year to fill one vacant position.

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

The East Side Redevelopment Plan includes comprehensive revitalization of the City's East Side, which is an area of the City with high concentrations of low- to extremely low-income households. This plan is fostering significant public and private investment that requires intense coordination. The Department is using this opportunity to build even stronger relationships with the private sector.

HACP continues to partner with social service agencies and to provide for the highest quality of life for our residents. HACP continues to work closely with the City providing for opportunities to upgrade our complexes such as the rehab of the basketball court at Speer Village, hosting overnight campout weekends for our residents in coordination with the Recreation Department of the City. HACP shares information with our residents on the City's Covid-19 vaccination opportunities which are available to all City Residents. HACP continues its shared services partnership with the City in providing security and police coverage at our housing complexes. In addition, we work closely with other housing authorities in providing families with opportunities through HCV's to relocate to another community or to relocate to Passaic becoming a member of the Passaic Community. HACP plans to upgrade and enhance its social media capabilities in an effort to improve our coordination between our public and private partners.

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

The City completed an Analysis of Impediments to Fair Housing and Language Access Plan in October 2020, which concluded that impediments do exist in the City. Barriers include the impact of high cost housing and the lack of affordable housing units in the City. Further, the City identified that limited English proficiency of the City's large Hispanic population is an impediment to the population's access to fair, affordable housing and other services in the City. Language barriers create situations that may result in discrimination and may deter the reporting of discrimination when it occurs.

The City implemented the following actions to address these needs:

1. The New Jersey Citizen Action, our new fair housing group has been retained to provide fair housing services to 1,190 LMI households on a contractual basis for the City. Additionally, they were working with our Passaic veterans to assist all who were interested in meeting income eligibility for the purchase of one of the four homeowner units that were developed for veterans.
2. The City participates in voluntary partnerships with public and private organizations, locally and/or regionally, to promote fair housing choice and affirmative marketing plans.
3. To Increase the supply of affordable housing the City has been focusing our efforts on the production of new or renovated housing units and assisting LMI first-time homebuyers.
4. To develop a resource inventory regarding existing supportive housing services, that include persons who are not homeless but require supportive housing (i.e., elderly, frail elderly, persons

with mental, physical, developmental disabilities, persons with substance abuse issues, persons with HIV/AIDS and their families and public housing residents) the County Department of Human Services and the County CEAS have identified existing services available County-wide.

5. The Passaic County Needs Assessment is a project of the Board of Chosen Freeholders, the County Department of Human Services, United Way of Passaic County, and the Passaic County Policy and Planning Committee.
6. The City and the County are working together to determine the relative responsibilities of the City versus Passaic County in meeting the supportive housing needs of persons who are not homeless but require supportive services or special housing.
7. The City maintains and expands existing resources of partner organizations each year through our annual planning process for the City's Annual Action Plan submitted to HUD.

DCD has partnered with the New Jersey Citizen Action, in the delivery of fair housing counseling sessions for City residents. The City has a very large Hispanic population and so it's important to provide opportunities for Spanish-speaking residents to learn about fair housing rights as well. The New Jersey Citizen Action, served 1,190 LMI residents with fair housing issues during the 2023 program year.

CR-40 - Monitoring 91.220 and 91.230

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

CDBG subrecipients were asked to complete quarterly progress reports in formats proscribed by DCD. Staff conducted monitoring of subrecipients during the 2023 program year. Monitoring procedures include all three principal phases: in-house preparation, on-site review, and follow-up. The City skipped the in-house review and instead conducted more intense desk reviews. During in-house preparation, City personnel reviews written data on hand, such as the application for funding, the written agreement, progress reports, drawdown requests, previous monitoring reports, and copies of audits. The on-site review includes an entrance conference with appropriate personnel, documentation and data analysis to answer the questions included in a written checklist, and an exit conference. Follow-up includes a monitoring letter to give feedback and to specify any necessary corrective actions. Where corrective actions are required, the Department follows up to assure appropriate actions are taken. Remedies for noncompliance are applied, per the written agreement including the City taking possession and control of any and all personal property and equipment purchased for the project activity performed under the written agreement. Subrecipients shall not be relieved of liability to the City for damages sustained by the City by virtue of any breach of the agreement. In addition, the City may withhold any reimbursements to the subrecipients for the purpose of set-off until such time the exact amount of damages due to the City from the subrecipients are agreed upon or otherwise determined.

For the HOME program, the Department staff conducts on-site monitoring according to a schedule developed in accordance with governing HOME regulations. The Department may schedule additional on-site monitoring of HOME assisted rental housing to determine compliance with the property standards and affordability requirements of 24 CFR 92.251 and 92.252. More rigorous project oversight is provided on all active development projects. Ongoing monitoring consists of an analysis of regular reports, reports from in-house or third-party inspections and documents submitted for review as projects are developed and managed. In addition, periodic reviews of market data and cost data may be undertaken. This desk monitoring will be supported by field visits and examinations of housing product. The Department maintains program files and file checklists to assure that all required documentation is produced, reviewed and on hand. The documents to be maintained in the City's electronic and paper files include: project checklists, IDIS reports, correspondence, previous monitoring reports and audits by the developer, project budgets and contractual agreements, deed restrictions and mortgage agreements, HOME income, rent, subsidy and sale price/valuation limits from HUD. The City places priorities on projects in the predevelopment/development and sale/lease up phases. After that, our priority will be focused on projects that are sponsored by new developers or who have new staff, projects that have special circumstances or complex issues. During the affordability period, the City will monitor and inspect a sample of units in completed projects to ensure compliance with HUD's affordability requirements. All of the households assisted with HOME funds under the FTHB program and our developer funded

homeownership program are required to submit proof of residency each year during the affordability period.

The City makes an effort each year to increase their outreach to local minority owned businesses. During the planning stages of our Annual Action Plan, DCD staff contacts local businesses who have never applied for CDBG or HOME programs. The DCD keeps a contact list for these local community businesses. When funding becomes available, interested businesses and non-profits are sent notices and copies of our applications. We currently work in partnership with the Downtown Merchant Corp (DMC), who administers the payroll for one of our subrecipients. In addition, the City's Procurement Department contacts local vendors and minority owned businesses in the form of RFPs for CDBG and HOME related professional services and contracts over \$17,500. In addition, DCD contracted RES Advisors, a woman owned business, to provide technical assistance to the City in all areas of planning, implementing, and administering the CDBG & HOME program.

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

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

The City places notices in the local newspapers, including Spanish newspapers, notifying the public of the availability to inspect, review and comment on the performance report. Copies of the notices in English and Spanish are attached to this document. The notices are also placed on the City's web site in English and Spanish. The notices can be found on the City's web site and attached to this report.

The CAPER report is posted on the City's web site for a minimum of 15 days and copies are made available to the public in DCD's offices located at City Hall. The 2023 CAPER was made available for public comment from September 9, 2024 through September 24, 2024. In addition, DCD makes the CAPER report available to members of the Municipal Council and the City's grantees to comment and distribute to their constituents during the comment period prior to submission to HUD. The CAPER report can be found on the City's website <https://www.cityofpassaic.com>.

CR-45 - CDBG 91.520(c)

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

No changes have been made to the City's program objectives.

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

No

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

CR-50 - HOME 24 CFR 91.520(d)

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

Please list those projects that should have been inspected on-site this program year based upon the schedule in 24 CFR §92.504(d). Indicate which of these were inspected and a summary of issues that were detected during the inspection. For those that were not inspected, please indicate the reason and how you will remedy the situation.

The City currently has four rental housing developments which are subject to on-site housing quality standard (HQS) inspections every three years. During the 2022 program year, the City completed on-site inspections and tenant recertifications at all four buildings in July and August of 2022. Needed repairs were cited in two HOME-assisted units at 224-232 Hope Avenue and in two HOME-assisted units at 73-79 Van Winkle Street. All required repairs were completed by the reinspection date. The City completed a report regarding the inspections which is in our files. The City will conduct on-site inspections at these four developments during the 2025 program year.

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

The City has adopted a resolution that encourages any organization that secures a contract with the City to implement an affirmative marketing policy. This includes all of the housing developers assisted with the City's HOME funds. During the 2023 program year, DCD worked with Habitat to ensure they had a marketing strategy in place to comply with the City's requirements with regard to affirmative marketing. There is currently one affordable housing unit available for sale. Unfortunately, one of the approved applicants had a family emergency that forced them to relocate out of state. The City, in partnership with Habitat, have been diligent in trying to find an LMI family to purchase the last unit. Habitat advertised twice during the 2023 program year and are currently accepting applications. We expect to find an eligible applicant by the end of summer and complete the project. All marketing information was posted on our website and at City Hall. Copies of the flyers and applications are kept in our files.

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

During the 2023 program year, the City started off with a balance of 109,325.80 in recaptured HOME funds. These additional HOME funds were allocated to new affordable housing development in the 2024 Annual Action Plan. After the end of the 2022 program year, the City receipted \$5,222.89 in program income resulting from interest payments on the funds received. These funds will be allocated to future HOME projects during the 2024 program year.

Describe other actions taken to foster and maintain affordable housing. 24 CFR 91.220(k)

(STATES ONLY: Including the coordination of LIHTC with the development of affordable housing). 24 CFR 91.320(j)

During the 2023 program year, DCD enforced the residency requirement during the affordability period for our FTHB program and monitored our four rental housing developments funded with HOME funds to recertify the tenants in the HOME-assisted units. The City is also working with Habitat to ensure that long-term affordability deed restriction documents are recorded with the County for the four homeownership housing units completed with HOME funds.

CR-58 – Section 3

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

Total Labor Hours	CDBG	HOME	ESG	HOPWA	HTF
Total Number of Activities	16	0	0	0	0
Total Labor Hours	933		0	0	0
Total Section 3 Worker Hours	0		0	0	0
Total Targeted Section 3 Worker Hours	0		0	0	0

Table 14 – Total Labor Hours

Qualitative Efforts - Number of Activities by Program	CDBG	HOME	ESG	HOPWA	HTF
Outreach efforts to generate job applicants who are Public Housing Targeted Workers	0				
Outreach efforts to generate job applicants who are Other Funding Targeted Workers.					
Direct, on-the job training (including apprenticeships).					
Indirect training such as arranging for, contracting for, or paying tuition for, off-site training.	0				
Technical assistance to help Section 3 workers compete for jobs (e.g., resume assistance, coaching).					
Outreach efforts to identify and secure bids from Section 3 business concerns.	10				
Technical assistance to help Section 3 business concerns understand and bid on contracts.					
Division of contracts into smaller jobs to facilitate participation by Section 3 business concerns.					
Provided or connected residents with assistance in seeking employment including: drafting resumes, preparing for interviews, finding job opportunities, connecting residents to job placement services.					
Held one or more job fairs.					
Provided or connected residents with supportive services that can provide direct services or referrals.					
Provided or connected residents with supportive services that provide one or more of the following: work readiness health screenings, interview clothing, uniforms, test fees, transportation.					
Assisted residents with finding child care.					
Assisted residents to apply for, or attend community college or a four year educational institution.					
Assisted residents to apply for, or attend vocational/technical training.					
Assisted residents to obtain financial literacy training and/or coaching.					
Bonding assistance, guaranties, or other efforts to support viable bids from Section 3 business concerns.					
Provided or connected residents with training on computer use or online technologies.					
Promoting the use of a business registry designed to create opportunities for disadvantaged and small businesses.					
Outreach, engagement, or referrals with the state one-stop system, as designed in Section 121(e)(2) of the Workforce Innovation and Opportunity Act.					

Other.					
--------	--	--	--	--	--

Table 15 – Qualitative Efforts - Number of Activities by Program

Narrative

During the 2023 program year, the City provided CDBG funds to assist 80 LMI residents thru JFSCC to provide job coaching, vocational counseling and job development skill building services.