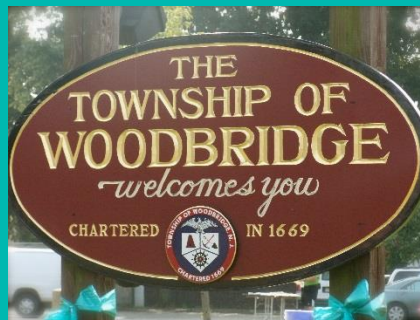


***WOODBIDGE TOWNSHIP***  
***Community Development Block Grant***  
***Program***

**FY 2023 Annual Action Plan**  
**FOR PUBLIC DISPLAY April**  
**11,2023**

**Township of Woodbridge**  
**1 Main Street**  
**Woodbridge, New Jersey**

April 11,2023



# WOODBIDGE TOWNSHIP, NJ

## 2023 ANNUAL ACTION PLAN

### DRAFT

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# Executive Summary

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

### 1. Introduction

The 2023 Action Plan of the Consolidated Plan for the Township of Woodbridge has been prepared in response to a consolidated process developed by the U.S. Department of Housing and Urban Development (HUD) for its formula grant program:

- Community Development Block Grants (CDBG),

The Township participates in the CDBG program and is a member of the Middlesex County HOME Program Consortium. The Township is required to prepare and submit an action plan for HUD approval in order to receive Community Development Grant Funds.

The Action Plan/Consolidated Plan is intended to serve the following functions: 1) A planning document for the Township, which builds upon a citizen participation process; 2) An application for federal funds under HUD's formula grant programs; 3) A strategy to be followed in carrying out HUD programs; and, 4) An action plan that provides a basis for assessing performance.

This document sets forth a description of activities for the use of funds that are expected to become available during the coming Federal fiscal year, determines goals for individuals and households to be served, and describes the implementation plan and geographic location of the activities to be undertaken.

### 2. Summarize the objectives and outcomes identified in the Plan

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

The Township of Woodbridge has developed a strategic plan to address the key issues raised in the course of this analysis, and which met the HUD requirements for elements to be addresses by this plan.

The 2020-2024 Consolidated Plan and 2023 Action Plan of the Woodbridge Consolidated Plan have identified specific objectives for the program year including: continued support of programs for the homeless; continued support for provision of services to those individuals and groups with special

needs; and, provision of funding for correction of deficiencies affecting public facilities and infrastructure.

The three overarching goals, intended to benefit low- and very low-income persons are:

- 1) To provide decent housing
- 2) To provide a suitable living environment
- 3) To expand economic opportunities

Several areas of specific need emerge from the preceding analyses and other resources and documentation. Each of these needs fits within the three goals noted above. These needs, translated into tangible objectives are:

- the creation of affordable housing opportunities,
- the reduction of reports of problems with housing,
- the provision of affordable housing to very low-income households in order to prevent Homelessness
- the expansion of lead hazard abatement and removal programs,
- the provision of quality public services to low- and moderate-income residents
- the provision of quality public facilities for the needs of low-and moderate income households
- infrastructure improvements throughout the Township,
- anti-poverty efforts that integrate job training and placement, welfare to work initiatives, and other programs aimed at improving opportunities for economic self-sufficiency

The primary objective of the Township's non-housing community development activities is the provision of a suitable living environment and the expansion of economic opportunity for low and moderate-income persons. Because the community feels that maintaining the family is an important goal, the focal point for non-housing CDBG programs is assisting families by providing counseling services for families, youth, and seniors.

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

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

The Township is currently working from its most recent five-year strategic planning document, which outlines needs and projects for primarily the low and moderate-income persons in the Township. In past program years, the Township implemented the programs outlined in the Consolidated Plan. The activities/projects addressed affordable housing, infrastructure improvements, public services and public facilities activities for low and moderate-income households.

The Township feels that it is imperative that the focus remains on overall aspects of the plan, including public facility projects, affordable housing and public service projects of the plan. The Township continues to believe that meeting these basic needs will help build a strong, safe and healthy community which will hopefully encourage a variety of economic opportunities and truly contribute to an enhanced quality of life for the residents, particularly the low and moderate income residents.

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

Summary from citizen participation section of plan.

The Township followed the steps and procedures outlined in its Citizen Participation Plan. As part of the Plan development process, a public hearing was held on February 21, 2023. The purpose of the public meeting was to obtain the views of citizens, public officials and agencies and other interested parties regarding the housing and community development needs of the jurisdiction.

The development of the Action Plan involved consultation with those agencies in delivering housing and housing services within the Township. Discussions were held between the staff of the Township Community Development Block Grant Program Office, the Township Division of Planning, the Township Board of Health and the Middlesex County Division of Community Development. In addition, there were discussions conducted with appropriate housing and social service agencies regarding the housing needs of children, elderly persons, persons with disabilities, and homeless persons. These agencies included the Township Public Housing Authority.

Federal regulations require that a summary of the Plan be published in one or more local, general circulation newspapers. This summary describes the purpose and priorities of the plan, type and location of activities and the location of the complete document. Copies of the draft Action Plan were available for inspection and review at the Community Development Block Grant office in the Municipal Building. The document was available for review from April 11, 2023 to May 11, 2023 and citizens had this 30 day period to review the document and submit comments to the Office of Community Development, Municipal Building, 1 Main Street, Woodbridge, New Jersey 07095 or via email to the Township Planning/CDBG Department. The Township received no comments during this period.

A second public hearing on the Action Plan will be held at 6:00 p.m. on April 25, 2023 in the Municipal Building.

#### **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.

No members of the public have commented

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

All comments were accepted.

## **7. Summary**

The Township participates in the CDBG program and is a member of the Middlesex County HOME Program Consortium. The Township is required to prepare and submit an action plan for HUD approval in order to receive Community Development Grant Funds.

This Consolidated Plan and first year Annual Action Plan set forth a description of activities for the use of funds that will become available during the coming Federal fiscal year, determines goals for individuals and households to be served, and describes the implementation plan and geographic location of the activities to be undertaken. The formula allocation for the Community Development Block Grant program will be \$660,924 in 2023 CDBG funds.

The 2023 Action Plan of the Woodbridge Consolidated Plan has identified specific objectives for the program year including: continued support of programs for the homeless; continued support for provision of services to those individuals and groups with special needs; and, provision of funding for correction of deficiencies affecting public facilities and infrastructure. Several areas of specific need emerge from the preceding analyses. These needs, translated into tangible objectives are: - the creation of affordable housing opportunities, both rental and owner, - the reduction of reports of problems with housing, focusing on low-income renters and owners, - the provision of affordable housing to very low-income households of all types in order to prevent Homelessness - the expansion of lead hazard abatement and removal programs focusing on low/mod income areas housing - the provision of quality public services to low- and moderate-income residents - the provision of quality public facilities for the needs of low-and moderate income households - infrastructure improvements throughout the Township, - anti-poverty efforts that integrate job training and placement, welfare to work initiatives, and other programs aimed at improving opportunities for economic self-sufficiency

The primary objective of the Township's non-housing community development activities is the provision of a suitable living environment and the expansion of economic opportunity for low and moderate-income persons. This definition includes a wide range of programs and activities. Because the community feels that maintaining the family is an important goal, the focal point for non-housing CDBG programs is assisting families by providing counseling services for families, youth, and seniors.

The Township followed the steps and procedures outlined in its Citizen Participation Plan, including conducting two public hearings on the Plan, providing a copy of the document for a 30-day public review and comment period, and having the Plan approved by the Governing Body prior to submission to HUD.

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

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

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

| Agency Role           | Name               | Department/Agency   |
|-----------------------|--------------------|---------------------|
| Lead Agency           | WOODBIDGE TOWNSHIP |                     |
| CDBG Administrator    |                    | PLANNING DEPARTMENT |
| HOPWA Administrator   |                    |                     |
| HOME Administrator    |                    |                     |
| HOPWA-C Administrator |                    |                     |

**Table 1 – Responsible Agencies**

**Narrative**

The Department of Planning and Development of the Township of Woodbridge is the designated Lead Agency for the preparation, submission, execution, and monitoring of the 2020-24 Consolidated Plan, covering the period July 1, 2020 to June 30, 2024, and the 2023 Annual Action Plan, which covers the period July 1, 2023 to June 30, 2024.

The Township Council, through the Department of Planning and Development, has the ultimate responsibility in assuring that the priority needs of the Consolidated Plan are met. The Department provides the funding and technical assistance to the non-profit housing developers and service providers, and Township agencies and authorities for projects that meet the needs documented in the plan. The Township’s housing and community development programs are administered by the Department of Planning and Development, working with a number of other Township agencies, county offices, and not-for-profit service providers.

**Consolidated Plan Public Contact Information**





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

### **1. Introduction**

Intergovernmental cooperation is vital to the success of Consolidated Plan efforts, given the diversity of programs and agencies providing housing and housing services. The two primary housing service providers in the Township are the Township itself and the Woodbridge Housing Authority (WHA). In addition, The Township will implement the Annual Action Plan through the efforts of public, private, non-profit, and for-profit organizations to meet the stated goals and objectives. The collaborative approach employed by the Township has proven to be a valuable tool in eliciting input that would not otherwise be available. This development process synthesized diverse ideas and approaches into a comprehensive and coherent planning document and set of strategies that address the low-income housing needs of the Township in a clear and logical fashion.

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

The Township recognizes that the preparation of the Action Plan requires discussion and consultation with many diverse groups, organizations, and agencies, and the Township works closely with a number of agencies to enhance coordination among public and private sector programs, agencies, and activities. Both the Township and the Woodbridge Housing Authority coordinate their efforts and activities to ensure adequate and efficient service in the areas of public housing and housing assistance. The Housing Authority manages the Section 8 program on a day-to-day basis. The New Jersey Office of Community Affairs provides technical and financial assistance through various housing programs. The Middlesex County Board of Social Services and the Office of Human Services provide counseling programs for homeless persons and emergency assistance. The Comprehensive Emergency Assistance System (CEAS) Committee coordinates homeless strategies and programs countywide.

Various county agencies, not-for-profit organizations, and service providers engaged in a consultative process to develop and implement the Annual Action Plan. The Department of Planning and Development staff asked the Health Officer to provide data on the lead-based paint hazard. The Department of Planning and Development has established procedures to ensure coordination with the relevant Township Departments, including Finance, Engineering, and Public Works.

The Township maintains a very close relationship with the Middlesex County CDBG Program. Efforts are also coordinated with the programs in other municipalities on specific issues.

The Township has worked closely with local non-profit organizations to actively encourage housing programs for low- and moderate-income persons. Also, the Township Department of Planning and

Development maintains a positive relationship with the builders, developers, and financial institutions in the County and the region.

**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.**

Not applicable

**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**

Not applicable

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

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

|   |  |   |
|---|--|---|
| 1 | <b>Agency/Group/Organization</b>   | CATHOLIC CHARITIES  |
|   | <b>Agency/Group/Organization Type</b>  | Services - Housing<br>Services-Elderly Persons  |
|   | <b>What section of the Plan was addressed by Consultation?</b>   | Housing Need Assessment<br>Homeless Needs - Families with children<br>Homelessness Strategy   |
|   | <b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b> | Telephone conversations, e-mails, personal conversations, township staff meetings - all were used to assess community needs that other Township departments would be aware of in the general course of their day-to-day operations. The result was a clearer understanding of the community's needs |
| 2 | <b>Agency/Group/Organization</b>   | Accent Community Development Corporation  |
|   | <b>Agency/Group/Organization Type</b>  | Services-Children<br>Services-Elderly Persons<br>Services-Persons with Disabilities   |
|   | <b>What section of the Plan was addressed by Consultation?</b>   | Housing Need Assessment<br>Homeless Needs - Families with children<br>Non-Homeless Special Needs  |
|   | <b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b> | Telephone conversations, e-mails, personal conversations, township staff meetings - all were used to assess community needs that other Township departments would be aware of in the general course of their day-to-day operations. The result was a clearer understanding of the community's needs |
| 3 | <b>Agency/Group/Organization</b>   | OZANAM HOMELESS SHELTER   |
|   | <b>Agency/Group/Organization Type</b>  | Services-homeless   |

|   |  |   |
|---|--|---|
|   | <b>What section of the Plan was addressed by Consultation?</b>   | Homeless Needs - Chronically homeless<br>Homeless Needs - Families with children<br>Homelessness Needs - Veterans   |
|   | <b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b> | Telephone conversations, e-mails, personal conversations, township staff meetings - all were used to assess community needs that other Township departments would be aware of in the general course of their day-to-day operations. The result was a clearer understanding of the community's needs |
| 4 | <b>Agency/Group/Organization</b>   | Perth Amboy YMCA  |
|   | <b>Agency/Group/Organization Type</b>  | Services - Housing<br>Services-Children<br>Services-Elderly Persons<br>Services-homeless  |
|   | <b>What section of the Plan was addressed by Consultation?</b>   | Housing Need Assessment<br>Homeless Needs - Chronically homeless<br>Homeless Needs - Families with children<br>Homelessness Strategy  |
|   | <b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b> | Telephone conversations, e-mails, personal conversations, township staff meetings - all were used to assess community needs that other Township departments would be aware of in the general course of their day-to-day operations. The result was a clearer understanding of the community's needs |
| 5 | <b>Agency/Group/Organization</b>   | Greenway Family Services  |
|   | <b>Agency/Group/Organization Type</b>  | Services-Children<br>Services-Elderly Persons<br>Services-Persons with Disabilities   |
|   | <b>What section of the Plan was addressed by Consultation?</b>   | Housing Need Assessment   |

|   |  |
|---|--|
| <p><b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b></p> | <p>Telephone conversations, e-mails, personal conversations, township staff meetings - all were used to assess community needs that other Township departments would be aware of in the general course of their day-to-day operations. The result was a clearer understanding of the community's needs</p> |
|---|--|

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

The Township consulted with all types of agencies and organizations involved in providing assistance to the low and moderate income residents of the Township.

**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            | Middlesex County           | Township coordinates with and participates in CoC programs to achieve stated goals |
| Master Plan                  | Planning Department        | Comply with Township goals and objectives; assist in achieving those goals         |
| NJ Fair Housing Plan         | NJDCA                      | Complies with Fair Housing Act objectives and programs                             |
| Middlesex County Action Plan | County Planning Department | Comply with objectives and programs  |

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

**Narrative**

The Township is aware of other area and regional planning efforts and to the degree possible coordinates its programs in accord with those plans.

**AP-12 Participation - 91.401, 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 Township followed the steps and procedures outlined in its Citizen Participation Plan, including conducting two public hearings on the Plan, providing a copy of the document for a 30-day public review and comment period, and having the Plan approved by the governing body prior to submission to HUD.

**Citizen Participation Outreach**

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

**Table 4 – Citizen Participation Outreach**

## Expected Resources

### AP-15 Expected Resources - 91.420(b), 91.220(c)(1,2)

#### Introduction

The purpose of the Draft Plan is to establish funding amounts for housing and non-housing assistance for 2023. At this date, Woodbridge Township expects to receive and allocate \$660,924 in 2023 CDBG funds as follows:

- a) \$191,667.96 Public Services (Family Youth Counseling, Kiddie Keep Well Program, Ozanam Homeless Shelter, Accent CDC, Greenway Services, United Way, Perth Amboy YMCA Homeless Shelter)
- b) \$337,071.24 for Olsen Towers Affordable Housing Project
- c) \$132,184.80 for Planning and Administration

#### 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<br>Admin and Planning<br>Economic Development<br>Housing<br>Public Improvements<br>Public Services | 660,924                          | 0                  | 0                        | 660,924   | 660,924   | Action Plans Year 5   |



**Table 5 - Expected Resources – Priority Table**

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

The Township continues to cultivate funding partners who can match the Township's investment of CDBG funds. The Township administration recognizes that the Township's annual entitlement and formula allocations are not sufficient to meet all of its needs. Additional funds need to be raised to insure that more affordable housing is available for those in need.

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

The Township owns the property where Olsen Towers is located. This land will be used to address affordable housing needs identified in the plan.

**Discussion**

## Annual Goals and Objectives

### AP-20 Annual Goals and Objectives - 91.420, 91.220(c)(3)&(e)

#### Goals Summary Information

| Sort Order | Goal Name                      | Start Year | End Year | Category                    | Geographic Area | Needs Addressed   | Funding            | Goal Outcome Indicator   |
|------------|--------------------------------|------------|----------|-----------------------------|-----------------|---|--------------------|--|
| 1          | Public Service                 | 2020       | 2024     | Non-Homeless Special Needs  | Township wide   | Public Service Programs   | CDBG:<br>\$195,808 | Public service activities other than Low/Moderate Income Housing Benefit: 2650 Persons Assisted<br>Homeless Person Overnight Shelter: 103 Persons Assisted |
| 2          | Support for Affordable Housing | 2020       | 2024     | Affordable Housing          | Township wide   | Fair Housing<br>Provide Safe Affordable Housing Opportunities   | CDBG:<br>\$337,071 | Rental units constructed: 75 Household Housing Unit  |
| 3          | Program Administration         | 2020       | 2024     | Planning And Administration | Township wide   | Economic Development<br>Fair Housing<br>Homelessness<br>Provide Safe Affordable Housing Opportunities<br>Public Facilities<br>Public Improvements and Infrastructure<br>Public Service Programs | CDBG:<br>\$132,185 | Other: 1 Other   |

**Table 6 – Goals Summary**

Annual Action Plan  
2023

## Goal Descriptions

|   |                         |  |
|---|-------------------------|--|
| 1 | <b>Goal Name</b>        | Public Service   |
|   | <b>Goal Description</b> | Multi-Service Program on Aging<br><br>Greenway Family Services<br>Family Youth Counseling Program - Catholic Charities<br><br>John E. Toolan Kiddie Keep Well Program<br><br>Ozanam Family Homeless Shelter<br><br>Perth Amboy YMCA - Homeless Shelter<br><br>Accent Community Development Corporation |
| 2 | <b>Goal Name</b>        | Support for Affordable Housing   |
|   | <b>Goal Description</b> | Olsen Towers Acquisition   |
| 3 | <b>Goal Name</b>        | Program Administration   |
|   | <b>Goal Description</b> | Program Administration   |



## AP-35 Projects - 91.420, 91.220(d)

### Introduction

To address the high priority needs identified in the Strategic Plan to the 2023 Action Plan, the Township will invest CDBG funds in projects that preserve affordable housing, provide fair housing services, provide services to low and moderate income residents, provide services to residents with special needs, prevent homelessness, preserve neighborhoods, improve public facilities and infrastructure. Together, these projects will address the housing, community and economic development needs of residents particularly those residents residing in the low and moderate income CDBG Target Areas.

| # | Project Name           |
|---|------------------------|
| 1 | Public Services        |
| 2 | Olsen Towers 2023      |
| 3 | Program Administration |

Table 7 – Project Information

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

In allocating CDBG funds, the Township endeavored to fund activities that were deemed to have the greatest benefit to residents in a timely, efficient manner. The aim was to provide benefits in coordination with other support structures so as to avoid redundancy.

The system for establishing the priority for the selection of these projects is predicated upon the following criteria:

- Meeting the statutory and regulatory requirements of the CDBG Program
- Meeting the needs of low- and moderate-income residents
- Focusing on low- and moderate-income areas or neighborhoods
- Coordination and leveraging of resources
- Response to expressed needs
- Sustainability and/or long-term impact, and
- The ability to demonstrate measurable progress and success.

**AP-38 Project Summary**  
**Project Summary Information**

|          |  |   |
|----------|--|---|
| <b>1</b> | <b>Project Name</b>  | Public Services   |
|          | <b>Target Area</b>   |   |
|          | <b>Goals Supported</b>   | Public Service  |
|          | <b>Needs Addressed</b>   | Public Service Programs<br>Homelessness   |
|          | <b>Funding</b>   | CDBG: \$191,668   |
|          | <b>Description</b>   | Greenway Family Services<br>Family Youth Counseling Program - Catholic Charities<br>John E. Toolan Kiddie Keep Well Program<br>Ozanam Family Homeless Shelter<br>Perth Amboy YMCA - Homeless Shelter<br>Code Blue<br>United Way<br>Accent Community Development Corporation |
|          | <b>Target Date</b>   | 6/30/2024   |
|          | <b>Estimate the number and type of families that will benefit from the proposed activities</b> |   |
|          | <b>Location Description</b>  |   |

|   |                           |   |
|---|---------------------------|---|
|   | <b>Planned Activities</b> | <p>United Way- Funding their Financial Opportunity Center. Per the application, the Financial Opportunity Centers (FOCs) are career and financial coaching service centers that help low to moderate income people build smart money habits that will increase their net incomes and net worth.</p> <p>Greenway Family Services-Stronger Together Family Program - The purpose of this program is to provide educational, recreational and social/emotional supportive resources to children with special needs and their families</p> <p>Family Youth Counseling Program - Catholic Charities-Individual, family, marital and crisis counseling are offered in addition to information and referral services on an outpatient basis at the Woodbridge Township Health Center, and in client homes as needed. These services are open to all residents of the Township, with a special emphasis on low-income families</p> <p>John E. Toolan Kiddie Keep Well Program- Leadership Development Program for Kiddie Keep Well Camp (KKWC). The leadership programs run throughout the summer and 7 weekends during the off season</p> <p>Accent Community Development Corporation-Rising Star Learning Academy, under the Accent Community Development Program will provide a quality day care alternative, to the high-cost centers found throughout the area. Rising Star will offer a stimulating educational environment for their children. Rising Star operates a Daycare, a Kindergarten, a Before &amp; After School program, and a summer camp.</p> <p>Ozanam Family Homeless Shelter- Shelter for homeless individuals</p> <p>Perth Amboy - Raritan Bay YMCA-The Supporting the Housing Vulnerable Program provides Homelessness prevention &amp; support services, including but not limited to Care management, system navigation, and tangible resources leading to permanent, secure housing, for the homeless or those at risk of being displaced. Care Management includes and is not limited to job training and readiness, mental and physical health care referrals, life skills training, financial literacy education and parenting skills.</p> |
| 2 | <b>Project Name</b>       | Olsen Towers 2023   |
|   | <b>Target Area</b>        | Township wide   |



|          |  |   |
|----------|--|---|
|          | <b>Goals Supported</b>   | Support for Affordable Housing  |
|          | <b>Needs Addressed</b>   | Provide Safe Affordable Housing Opportunities<br>Fair Housing   |
|          | <b>Funding</b>   | CDBG: \$337,071   |
|          | <b>Description</b>   | Acquisition and site development costs for construction of 75 affordable Housing Authority Units. Project is the Olsen Towers Housing Authority units - consisting of 75 affordable rentals located at 555 New Brunswick Avenue. Units will be demolished and new units built at site of Ford Theater located at 537 New Brunswick Avenue |
|          | <b>Target Date</b>   | 6/30/2024   |
|          | <b>Estimate the number and type of families that will benefit from the proposed activities</b> | 75 new affordable housing units.  |
|          | <b>Location Description</b>  | 55 New Brunswick Ave  |
|          | <b>Planned Activities</b>  | Acquisition and site development costs for construction of 75 affordable Housing Authority Units. Project is the Olsen Towers Housing Authority units - consisting of 75 affordable rentals located at 555 New Brunswick Avenue. Units will be demolished and new units built at site of Ford Theater located at 537 New Brunswick Avenue |
| <b>3</b> | <b>Project Name</b>  | Program Administration  |
|          | <b>Target Area</b>   |   |
|          | <b>Goals Supported</b>   | Program Administration  |
|          | <b>Needs Addressed</b>   |   |
|          | <b>Funding</b>   | CDBG: \$132,185   |
|          | <b>Description</b>   | Administration of CDBG Program  |
|          | <b>Target Date</b>   | 6/30/2024   |
|          | <b>Estimate the number and type of families that will benefit from the proposed activities</b> |   |
|          | <b>Location Description</b>  |   |

|  |                           |  |
|--|---------------------------|--|
|  | <b>Planned Activities</b> |  |
|--|---------------------------|--|

## **AP-50 Geographic Distribution - 91.420, 91.220(f)**

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

The Township programs are focused on the low and moderate incomes areas of the Township, but there are no geographic priorities within those areas.

### **Geographic Distribution**

| <b>Target Area</b> | <b>Percentage of Funds</b> |
|--------------------|----------------------------|
| Township wide      | 100                        |

**Table 8 - Geographic Distribution**

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

The Township programs are focused on the low and moderate incomes residents of the Township. The geographic distribution described above allows Woodbridge to adhere to its funding allocation principals, specifically:

- \* abiding by CDBG regulations
- \* putting the most resources where the greatest need is
- \* using resources in the most efficient and effective manner

### **Discussion**



## **AP-75 Barriers to affordable housing -91.420, 91.220(j)**

### **Introduction**

A barrier to affordable housing is a public policy or nongovernmental condition that constrains the development or rehabilitation of affordable housing, such as land use controls, property taxes, state prevailing wage requirements, environmental protection, cost of land and availability of monetary resources. Barriers to affordable housing are distinguished from impediments to fair housing choice in the sense that barriers are lawful and impediments to fair housing choice are usually unlawful.

Based on information gathered during community meetings, the primary barriers to affordable housing in Woodbridge are housing affordability and the lack of monetary resources necessary to develop and sustain affordable housing. The two barriers are related in the sense that demand for affordable housing exceeds the supply and insufficient resources are available to increase the supply of affordable housing to meet demand.

### **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**

In the development of the 2020-2024 Consolidated Plan and 2023 Action Plan, the Township evaluated significant public policies affecting affordable housing development such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges and growth limitations. Based on this evaluation, the Township determined that it has taken all necessary steps to ameliorate the negative effects of public policies that may have been a barrier to affordable housing. Moreover, the Township is actively engaged with the development of their Affordable Housing Plan for submittal to the New Jersey Courts.

### **Discussion**

## **AP-85 Other Actions - 91.420, 91.220(k)**

### **Introduction**

In the implementation of the 2023 Annual Action Plan, the Township will invest CDBG resources to address obstacles to meeting underserved needs, foster and maintain affordable housing, reduce lead based paint hazards, reduce the number of poverty level families, develop institutional structure and enhance coordination between public and private housing and social service agencies.

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

The greatest challenge to meeting underserved needs in the coming year will be meeting the increased need for program activities with a decreased amount of funding. To overcome this significant challenge the Township will work more efficiently, seek a greater level of collaboration with other agencies and organizations, and aggressively seek opportunities to leverage funds.

### **Actions planned to foster and maintain affordable housing**

In the development of the 2020-24 Consolidated Plan and 2023 Action Plan, the Township evaluated significant public policies affecting affordable housing development such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges and growth limitations. Based on this evaluation, the Township determined that it has taken all necessary steps to ameliorate the negative effects of public policies that may have been a barrier to affordable housing. Moreover, the Township is actively engaged with the development of their Affordable Housing Plan for submittal to the New Jersey Courts.

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

If the Township undertakes any rehabilitation projects, the Township will continue to ensure that: Applicants for rehabilitation funding receive the required lead-based paint information and understand their responsibilities; Staff properly determines whether proposed projects are exempt from some or all lead-based paint requirements; The level of federal rehabilitation assistance is properly calculated and the applicable lead-based paint requirements determined; Properly qualified personnel perform risk management, paint testing, lead hazard reduction and clearance services when required; Required lead hazard reduction work and protective measures are incorporated into project rehabilitation specifications; Risk assessment, paint testing, lead hazard reduction and clearance work are performed in accordance with the applicable standards established in 24 CFR Part 35; Required notices regarding lead-based paint evaluation, presumption and hazard reduction are provided to occupants and documented; Program documents establish the rental property owner's responsibility to perform and document ongoing lead-based paint maintenance activities, when applicable; Program staff monitors

owner compliance with ongoing lead-based paint maintenance activities, when applicable.

For homeownership projects, the Township will continue to ensure that: Applicants for homeownership assistance receive adequate information about lead-based paint requirements; Staff properly determines whether proposed projects are exempt from some or all lead based paint requirements; A proper visual assessment is performed to identify deteriorated paint in the dwelling unit, any common areas servicing the unit and exterior surfaces of the building or soil; Prior to occupancy, properly qualified personnel perform paint stabilization and the dwelling passes a clearance exam in accordance with the standards established in 24 CFR Part 35; The home purchaser receives the required lead-based paint pamphlet and notices.

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

Poverty is very clearly a concern in Township of Woodbridge. Despite a strong economy and low levels of unemployment at the national and state levels, Township continues to have relatively high unemployment. The unemployment figure for November 2021, was 4.9 percent, declining from 8.9 percent in November 2020. The latest poverty figures indicate that 5.51 percent of the Township's population lives in poverty according to the 2015-2019 American Community Survey.

The Township views its activities to address affordable housing, prevent homelessness and to improve the economic prospects of its low-income residents as a part of a comprehensive effort to reduce the level of poverty in Woodbridge. The Township supports programs and activities that promote a stable and growing economy. Business assistance loans and guarantees are available to firms that wish to expand. In return for below market rate loans and support these firms pledge to create jobs for low and moderate-income persons. Many of these loans are to small and very small firms that offer growth potential for the community and the region.

The Township's anti-poverty strategy is inextricably linked to the Economic Programs that have been implemented and operated for several years. The objective of poverty reduction requires programming for broad areas including job training and placement, public services, education, and basic skills development. The overriding principle however is to create new jobs and opportunities for households with incomes below the poverty level. It is only through comprehensive, coordinated strategies that nurture skills and provide opportunities to gain and retain employment and thus improve the quality of life that people can improve their situation.

It is essential to provide the basic skills, training, and education necessary to make a person employable in today's competitive job market. The Township works with the Board of Education to assist persons obtain high school diplomas or the GED certificate. The Township facilitates and supports programs to coordinate training programs provided by public institutions with the needs of employers.

However, other education and training programs contribute to achieving the objective of reducing poverty. Examples of these include job training and job placement activities sponsored by the Workforce

Investment Board, and the Division of Social Work Services, the Welfare to Work Program, day care funding throughout the Township, long-term employment opportunities for severely disabled adults, and life skills development programs. The Middlesex County Vocational and Technical Schools, the Middlesex County College, and the Continuing Education Program also provide important training and educational opportunities for local residents.

Since 1975, the Township has been providing financial assistance through direct grants as well as technical and advisory assistance to non-profits and community agencies that administer a wide variety of programs for lower income residents. These programs have an immediate impact on primary needs of the low-income population and the causes of poverty. CDBG provides the core funding for critical basic needs including elderly care, housing counseling, and the Food Bank.

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

The Township Council, through the Department of Planning and Development, has the ultimate responsibility in assuring that the priority needs of the Consolidated Plan are met. The Department provides the funding and technical assistance to the non-profit housing developers and service providers, and Township agencies and authorities for projects that meet the needs documented in the plan. The Township's housing and community development programs are administered by the Department of Planning and Development, working with a number of other Township agencies, county offices, and not-for-profit service providers. The Township is also a member of the Middlesex County Home Consortium. Both the Township and the Woodbridge Housing Authority, coordinate their efforts and activities to ensure adequate and efficient service in the areas of public housing and housing assistance. The Housing Authority manages the Section 8 program on a day-to-day basis.

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

The Township maintains a close relationship with State and County organizations that provide assistance to low and moderate income persons as well as the homeless.

The Comprehensive Emergency Assistance System (CEAS) Committee coordinates homeless strategies and programs countywide. Though various regional entities and the CEAS work well together, there are opportunities for improved coordination and communication. All agencies involved in these efforts are seeking new ways to better serve their target populations and the general public.

Various county agencies, not-for-profit organizations, and service providers engaged in a consultative process to develop this Action Plan. The Department of Planning and Development staff asked the Health Officer to provide data on the lead-based paint hazard. The Department of Planning and Development has established procedures to ensure coordination with the relevant Township



Departments, including Finance, Engineering, and Public Works.

The Township maintains a very close relationship with the Middlesex County CDBG Program. Efforts are also coordinated with the programs in other municipalities on specific issues. The Township has worked closely with local non-profit organizations to actively encourage housing programs for low- and moderate-income persons. Also, the Township Department of Planning and Development maintains a positive relationship with the builders, developers, and financial institutions in the County and the region. This collaborative approach has assisted in the creation of affordable housing projects.

Inadequacies in the institutional structure are primarily related to the lack of adequate funding to address local needs.

## **Discussion**

The Township of Woodbridge initiated an update of its Analysis of Impediments to Fair Housing Choice (AI) during the preparation of the FY2020-24 Consolidated Plan. The AI identifies policies and practices that potentially affect access to affordable housing protected classes under the Fair Housing Act. The Township's Fair Housing Action

Plan, an element of this document, represents an effort to ensure that the Township's housing landscape is characterized by opportunity for all. In FY 2023, and in accordance with the CDBG regulations, the Township will continue to take appropriate actions to overcome the effects of any impediments identified through the Analysis, and maintain records reflecting the analysis and actions, and certify compliance.

The impediments and recommended action steps included in the AI have identified the need for the Township to address the following issues and the anticipated actions in FY2023 are included on the summary included in the Citizen Participation Appendix.

# Program Specific Requirements

## AP-90 Program Specific Requirements - 91.420, 91.220(I)(1,2,4)

### Introduction

In the implementation of programs and activities under the 2023 Annual Action Plan, the Township of Woodbridge will follow all HUD regulations concerning the use of program income, forms of investment, overall low and moderate income benefit for the CDBG program.

### Community Development Block Grant Program (CDBG)

#### Reference 24 CFR 91.220(I)(1)

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

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

### Other CDBG Requirements

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

## **Discussion**

In the implementation of programs and activities under the 2023 Annual Action Plan, the Township of Woodbridge will follow all HUD regulations concerning the use of program income, forms of investment, overall low and moderate income benefit for the CDBG program.

