

# Middletown Township 2017 DRAFT Annual Action Plan

Prepared for:  
US Department of  
Housing and Urban Development  
New Jersey Field Office, Division of Community  
Planning and Development



Prepared by:  
Middletown Township Department of Planning and  
Community Development



*Organized December 14, 1667*  
**"Pride in Middletown"**

Middletown Township, Monmouth County, New Jersey  
Community Development Block Grant Program  
Monmouth County HOME Consortium  
October 2016

## **Middletown Township Committee**

Gerard P. Scharfenberger Ph.D., Mayor  
Anthony P. Fiore, Deputy Mayor  
Stephen G. Massell  
Stephanie C. Murray  
Kevin M Settembrino

## **Middletown Township Community Development Program**

Amy H. Sarrinikolaou, PP, AICP, Director of Community Development  
Jill Hollon, Program Assistant

# Executive Summary

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

### 1. Introduction

Middletown Township is an Entitlement Community which receives Community Development Block Grant funds directly from the Federal Government. The Township's 2017 Action Plan component of the 2015-2019 Consolidated Plan has been designed to outline the intended use of anticipated available federal resources.

### 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 2017 Action Plan recognizes that there remains a need to provide financial resources for housing rehabilitation to owner-occupied, income-eligible households; and make certain improvements to public facilities in low and moderate income neighborhoods. Over the last year, the Township's Home Rehabilitation Program has recently experienced a decrease in eligible applicants, possibly due to the impact of Superstorm Sandy where the Township's naturally occurring affordable housing stock in the bayshore area has been either lifted and repaired or replaced with new construction through the State's "reNew stronger Jersey" Program and/or with private, insurance funds. There is still a need to complete eligible home repairs in 2017, just not at the same funding level as previous years. In 2017, CDBG funding will be utilized to fund the Home Rehab Program, and other eligible activities including public facility improvements at the Tonya Keller Community Center.

This Action Plan represents a good faith effort of Middletown Township to submit a complete document in accordance with the instructions prescribed by HUD. This Plan addresses past and emergent housing and community development issues.

Outcomes (benefits/results) outlined in the 2015-2019 Consolidated Plan related to Decent Affordable Housing and a Suitable Living Environment are expected to continue in 2017.

### 3. Evaluation of past performance

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

In 2015, the Township received a total of \$227,400 in federal assistance to help achieve goals and objectives set forth in its Consolidated Plan and activities identified in the Action Plan. An additional \$26,056 was received in program income. Consistent with the principal goal of Middletown's Consolidated Plan to foster the maintenance and development of housing affordable to target income households, in 2015, a total \$102,662 was expended on housing rehabilitation activities, and \$50,690 was expended on planning and administration for a total 2015 CDBG expenditure of \$153,353. Compared to 2014, this represents a decrease of approximately \$100,000 expended for rehab activities. The 2017 Action Plan's goals and projects remain consistent with the Township's past goals and projects where the principal goal is to foster the maintenance and preservation of affordable housing, while making improvements to public facilities in low and moderate income neighborhoods.

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

Summary from citizen participation section of plan.

The Township's Citizen Participation Plan (CPP) is an essential component of the 2015-2019 Consolidated Plan. The CPP is the process by which Middletown identifies the policies and procedures to be used to encourage citizen participation and involvement in the development of the Five-Year Consolidated Plan, programs/activities undertaken pursuant to the Plan, substantial Plan amendments, and the preparation of the Annual Performance Report.

Middletown Township believes that citizen participation and planning are central to the success of community development efforts. The Township is committed to successfully engaging and involving its residents in making decisions about how to invest in the future of its neighborhoods. Participation by residents of predominantly low- and moderate-income neighborhoods will strongly be encouraged in 2017. Additionally, the Township continues to make particular efforts to reach special-needs populations, as all meeting facilities are accessible to handicapped individuals.

Consistent with the CPP, the Township expects to conduct at least two (2) community meetings in 2017 to advertise its home rehabilitation program. The Township will enhance notification procedures by issuing press releases, by including articles in the published "Middletown Matters" publication, and by including announcements on the Township's website and cable TV channel.

On October 14, 2016 the 2017 Action Plan document was made available to the public for review at the Township of Middletown Department of Planning and Community Development for a period of 30 days. The Township has complied with citizen participation requirements by doing the following:

- Preparing, adopting and following a CPP;
- Publishing information notices about the Plan prior to public hearings using the Township's official newspaper;
- Holding public meetings in accessible places at convenient times after providing reasonable notice;
- Publishing a summary of the Action Plan and describing the location where the entire plan could be examined;
- Making the 2017 Action Plan available for public examination and comment for a period of thirty (30) days before submission to HUD;
- Providing citizens, public agencies, and other interested parties reasonable access to records regarding the use of any assistance for affordable and supportive housing that the Township may have received during the preceding five years; and
- Considering the views and comments of citizens, and preparing a summary of those views (if any) for consideration with the 2017 Action Plan submission.

A public meeting to review the draft Action Plan will be conducted on October 26, 2016. This meeting will review the basic elements of the Plan, and proposed strategies in detail. This meeting and all future 2017 meetings will be held at times and locations convenient to potential and actual beneficiaries of CDBG assisted activities, with accommodations for persons with disabilities.

## **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.

This section will be completed upon completion of the 30 day comment period (10/14/16 to 11/14/16) and public meeting to be held on 10/26/16.

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

All public comments will be considered in the development of the Township's 2017 Action Plan

## **7. Summary**

**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
CDBG Administrator	MIDDLETOWN TOWNSHIP	Planning and Community Development

**Table 1 – Responsible Agencies**

**Narrative**

**Consolidated Plan Public Contact Information**

Middletown Township, 1 Kings Highway, Middletown, NJ 07748

Amy H. Sarrinikolaou, Director of Community Development

732-615-2000

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

### **1. Introduction**

The development of the 2017 Annual Action Plan of the 2015-2019 Consolidated Plan was overseen by the Township's Department of Planning and Community Development in conjunction with the Monmouth County HOME Consortium. The Township's Community Development office is the primary public agency responsible for administering CDBG-funded programs.

**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 Middletown Community Development staff consults regularly with the Middletown Housing Authority and the Middletown Social Services Department, which may be referred to from time to time, as the "Welfare Department" as it is the Welfare Department for the New Jersey Department of Human Services.

**Describe coordination with the Continuum of Care and efforts to address the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans, and unaccompanied youth) and persons at risk of homelessness.**

The Middletown Social Services Department counsels homeless individuals and families on services and programs available and referred to the appropriate County or local facility. In the unusual event that a household requires relocation due to unsafe living conditions, the Township's Social Service's Director serves as the official relocation Officer to secure safer, more permanent housing. Additionally, the Township's Social Service's Director is currently participating in the development of the Monmouth County Continuum of Care's Strategic Plan to Prevent and End Homelessness.

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

The Monmouth County Continuum of Care serves Middletown Township. The Township's Social Services Director serves as a committee member on the Monmouth County Coordinated Systems Committee for the overall development of the Monmouth County Strategic Plan to Prevent and End Homelessness. The Coordinated Systems Committee is considering the creation of a centralized intake agency for homeless individuals and families. These individual's needs would be identified and then directed to the appropriate agency for assistance including the Township's Social Services Department.

**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>	Middletown Housing Authority
	<b>Agency/Group/Organization Type</b>	PHA
	<b>What section of the Plan was addressed by Consultation?</b>	Public Housing 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>	
2	<b>Agency/Group/Organization</b>	Middletown Township Social Services Department
	<b>Agency/Group/Organization Type</b>	Other government - Local
	<b>What section of the Plan was addressed by Consultation?</b>	Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy 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>	

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

**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	Monmouth County	The goals of the Township's Strategic Plan and County's CoC draft Strategic Plan are similar in that they both desire to meet urgent needs utilizing a formalized communication process and ensure the provision of the highest quality services.

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

**Narrative**

## **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**

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- Preparing, adopting and following a CPP;
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- Providing citizens, public agencies, and other interested parties reasonable access to records regarding the use of any assistance for affordable and supportive housing that the Township may have received during the preceding five years; and
- Considering the views and comments of citizens, and preparing a summary of those views (if any) for consideration with the 2017 Action Plan submission.

A public meeting to review the draft Action Plan will be conducted on October 26, 2016. This meeting will review the basic elements of the Plan, and proposed strategies in detail. This meeting and all future 2017 meetings will be held at times and locations convenient to potential and actual beneficiaries of CDBG assisted activities, with accommodations for persons with disabilities.

**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

#### Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Reminder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	200,000	20,000	150,000	370,000	440,000	CDBG funding and Program Income is expected to be used to administer the Township's Home Rehab Program, and public facility improvements. Program income is expected to be collected throughout the 5 year Consolidated Planning period at approximately \$20,000 per year. Program income includes fees for processing subordinations, interest, and repayments of 10 year Home Rehab liens.
Other	public - local	Housing	0	0	0	0	0	

Table 1 - 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**

To supplement federal resources to address underserved housing needs, Middletown will continue to collect affordable housing linkage fees for all new residential development that does not include an affordable housing component. These fees will provide the Township with a consistent and revolving resource to fund construction of new affordable units. The Township will continue to support efforts of non-profit housing developers to construct new affordable rental units financed via low-income housing tax credits and HOME funding approval through Monmouth County.

Additionally, Middletown was awarded an Open Space grant from Monmouth County to further the improvements planned at the Ideal Beach waterfront in North Middletown including over dune beach access, parking lot improvements, lighting and landscaping.

**If appropriate, describe publically owned land or property located within the jurisdiction that may be used to address the 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	Housing Rehabilitation	2015	2019	Affordable Housing	North Middletown	Assist the homeless and prevent homelessness Create suitable living environment Provide housing rehabilitation grants	CDBG: \$126,000	Homeowner Housing Rehabilitated: 10 Household Housing Unit
2	Improvements at Public Facility (Ideal Beach)	2015	2019	Non-Housing Community Development	North Middletown	Create suitable living environment	CDBG: \$150,000 public-local: \$560,800	Public Facility or Infrastructure Activities for Low/Moderate Income Housing Benefit: 1500 Households Assisted
3	Improvements at Public Facility (TKCC)	2015	2019	Non-Housing Community Development	North Middletown	Create suitable living environment	CDBG: \$50,000	Public Facility or Infrastructure Activities for Low/Moderate Income Housing Benefit: 1500 Households Assisted

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
4	Administration	2015	2019	Administration	North Middletown	Assist the homeless and prevent homelessness Create suitable living environment Provide affordable housing Provide housing rehabilitation grants	CDBG: \$44,000	Other: 3 Other

Table 2 – Goals Summary

### Goal Descriptions

1	Goal Name	Housing Rehabilitation
	Goal Description	
2	Goal Name	Improvements at Public Facility (Ideal Beach)
	Goal Description	
3	Goal Name	Improvements at Public Facility (TKCC)
	Goal Description	
4	Goal Name	Administration
	Goal Description	

**Table 3 – Goal Descriptions**

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

### **Introduction**

Middletown expects to be part of four (4) eligible activities in 2017.

The first project is the Middletown Township Department of Community Development's CDBG Home Rehabilitation Program. The Middletown Township Department of Community Development expects a FY2017 CDBG Formula Grantee Allocation of \$200,000, \$150,000 in prior year CDBG grant funds, and \$20,000 in program income. The Department of Community Development expects to devote \$126,000 of these funds to rehabilitation activities.

The funds will be available for emergency repairs, correct building code violations, lead base paint safe work practices, and barrier-free improvements at single-family dwellings. The Department of Community Development plans on rehabilitating 10 households with this resource. The Township offers a grant amount of \$25,000.

The second project will be public facility improvements at Ideal Beach in North Middletown in 2017. Middletown anticipates additional resources from Monmouth County to support the project. CDBG funds will be used for improvements at the Ideal Beach waterfront in North Middletown including an over dune boardwalk, depressed curbing, re-striping for accessibility in the existing parking lot, lighting and landscaping. The Department of Community Development expects to devote \$150,000 of prior year CDBG funds to improvements at Ideal Beach. Improvements will allow this public facility to more readily serve all residents of the area, where at least 51 percent of the residents are of low or moderate income.

The third project will be public facility improvements at the Tonya Keller Community Center in North Middletown. Building and infrastructure improvements will provide an area benefit and are essential at the community center. Improvements will allow this public facility to more readily serve all residents of the area, where at least 51 percent of the residents are of low or moderate income. The area served by the community center is primarily residential in nature. Building improvements would include exterior improvements to the building's façade including windows and doors. Interior building improvements would include internal doorbell system, interior doors, replacing wall panels with sheetrock and/or other material. Infrastructure improvements would include rehabilitation at the building's main entrance to bring the facility into compliance with ADA standards to provide safer access to this public facility, streetscape improvements, upgrades to existing outdoor lighting to increase security and safety, and resurfacing of the existing basketball court. The Department of Community Development expects to devote \$50,000 of CDBG funds for improvements at the TKCC

Program administration is considered the fourth eligible project and \$44,000 of grant funds will be

devoted to this project.

#	Project Name
1	Home Rehab
2	Improvement of Public Neighborhood Facilities (Ideal Beach Park)
3	Public Facility Improvement (TKCC)
4	Admin

**Table 3 – Project Information**

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

## AP-38 Project Summary

### Project Summary Information

Table 4 – Project Summary

1	<b>Project Name</b>	Home Rehab
	<b>Target Area</b>	North Middletown
	<b>Goals Supported</b>	Housing Rehabilitation
	<b>Needs Addressed</b>	Provide housing rehabilitation grants
	<b>Funding</b>	CDBG: \$126,000
	<b>Description</b>	Corrects code violations and repairs major home systems for income eligible households of owner occupied units.
	<b>Target Date</b>	12/31/2017
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	It is estimated that 8-10 low and moderate income households will benefit from the Township's CDBG-funded home rehab program
	<b>Location Description</b>	Township wide, with concentration in North Middletown and other LMI neighborhoods
	<b>Planned Activities</b>	Repair of major household systems, including heat, roof, electric, and any accessibility improvements
2	<b>Project Name</b>	Improvement of Public Neighborhood Facilities (Ideal Beach Park)
	<b>Target Area</b>	North Middletown
	<b>Goals Supported</b>	Improvements at Public Facility (Ideal Beach)
	<b>Needs Addressed</b>	Create suitable living environment
	<b>Funding</b>	CDBG: \$150,000

	<b>Description</b>	Public facility improvements at Ideal Beach, North Middletown including over dune beach access, parking lot improvements, lighting and landscaping.
	<b>Target Date</b>	8/31/2017
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	1500 households within the LMI neighborhood
	<b>Location Description</b>	Bayside Parkway, North Middletown NJ
	<b>Planned Activities</b>	Public facility improvements at Ideal Beach, North Middletown including over dune beach access, parking lot improvements, lighting and landscaping.
<b>3</b>	<b>Project Name</b>	Public Facility Improvement (TKCC)
	<b>Target Area</b>	North Middletown
	<b>Goals Supported</b>	Improvements at Public Facility (TKCC)
	<b>Needs Addressed</b>	Create suitable living environment
	<b>Funding</b>	CDBG: \$50,000
	<b>Description</b>	Accessibility, building and infrastructure improvements at the Tonya Keller Community Center in North Middletown.
	<b>Target Date</b>	12/31/2017
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	1500 households within the LMI neighborhood
	<b>Location Description</b>	50 Bray Ave, North Middletown NJ
	<b>Planned Activities</b>	Accessibility, building and infrastructure improvements at the Tonya Keller Community Center in North Middletown.
<b>4</b>	<b>Project Name</b>	Admin
	<b>Target Area</b>	North Middletown

<b>Goals Supported</b>	Administration
<b>Needs Addressed</b>	Provide housing rehabilitation grants Create suitable living environment Provide affordable housing Assist the homeless and prevent homelessness
<b>Funding</b>	CDBG: \$44,000
<b>Description</b>	Administration of the CDBG program
<b>Target Date</b>	12/31/2017
<b>Estimate the number and type of families that will benefit from the proposed activities</b>	10 households from the Home Rehab PProgram 1500 households in North Middletown from the public facility improvements
<b>Location Description</b>	Township wide
<b>Planned Activities</b>	Administration of the Community Development Block Grant Program

## **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**

Housing rehabilitation is offered throughout the Township with the only restrictions having to do with income qualifications. The Ideal Beach project and facility improvements at the TKCC are both neighborhood facilities located in a low-income neighborhood.

### **Geographic Distribution**

<b>Target Area</b>	<b>Percentage of Funds</b>
North Middletown	70

**Table 5 - Geographic Distribution**

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

Housing rehabilitation is offered throughout the Township with the only restrictions having to do with income qualifications. The Ideal Beach project is a neighborhood facility located in a low-income neighborhood.

### **Discussion**

## Affordable Housing

### AP-55 Affordable Housing - 91.420, 91.220(g)

#### Introduction

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

Table 6 - One Year Goals for Affordable Housing by Support Requirement

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

Table 7 - One Year Goals for Affordable Housing by Support Type

#### Discussion

## **AP-60 Public Housing - 91.420, 91.220(h)**

### **Introduction**

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

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

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

### **Discussion**

## **AP-65 Homeless and Other Special Needs Activities - 91.420, 91.220(i)**

### **Introduction**

**Describe the jurisdictions one-year goals and actions for reducing and ending homelessness including**

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

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

**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**

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

### **Discussion**

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

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

### **Introduction**

**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**

### **Discussion**

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

### **Introduction**

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

The primary activities to support the Homeless and other special needs activities will be performed by the Middletown Township Social Services Department and Monmouth County's Continuum of Care. The Social Services Department will continue its proactive role in homeless assistance and prevention. The first step in assisting homeless individuals is finding safe decent shelter. The Social Services Department places individuals at the County Shelters in emergency cases or provides temporary rent subsidies in various rooming houses. Funding for the homeless program is provided by the State of New Jersey. The State pays one hundred percent of the general assistance of the program, with clerical expenses paid for by the Township of Middletown.

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

It is anticipated that the cost of affordable rental and owner-occupied housing will remain high in 2017, and the affordability gap will remain wide for those in need of decent, safe housing. Moreover, the cost of maintaining and rehabilitating existing housing stock will continue to increase due to the limited supply of labor and materials. The CDBG housing rehabilitation program anticipates assisting 10 households in 2017 to ensure continued affordability to homeowners in need of housing repairs.

Middletown's strategy to address the negative effects of regulatory obstacles to providing affordable housing will occur on both the State and local levels. The Township is committed to identifying and seizing all practical opportunities for removing barriers to affordable housing at the local level. As indicated in the Township's Analysis of Impediments to Fair Housing Choice (AI) the most significant barrier to fair housing in the Township is housing affordability. The cost of constructing and maintaining housing in Middletown has increased dramatically in recent years. Increased costs have a particularly acute impact on low-income households and on areas of low income concentrations. Middletown looks forward to complying with HUD's proposed strategy to refine and improve the current AI process to better equip communities to fulfill their fair housing obligations and plan in a manner that promotes fair housing choice.

The Township will continue to implement its 2008 Housing Element and Fair Share Plan to provide households with access to affordable housing to meet present and prospective housing needs, with

particular attention to low and moderate income housing.

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

The Community Development staff understands the importance of lead safety in homes and ensures that their grant recipients and contractors are aware of lead safe practices.

During the application process, and prior to any rehabilitation work, the Department of Community Development staff educates grant recipients by informing them of the following: (1) whether the structure was built prior to 1978, (2) whether the structure may contain lead-based paint, (3) lead-based paint has certain hazards, (4) lead-based paint poisoning has symptoms and can be treated and (5) precautions to avoid lead poisoning.

The Township's CDBG Home Rehabilitation Specialist is also a licensed lead inspector/risk assessor. If the presence of lead-based paint has been confirmed by the Township's Lead Inspector/Risk Assessor for any rehabilitation project, the Township's Housing Rehabilitation Program requires that the contractor use EPA's lead safe work practices.

Additionally, under the EPA's Renovation, Repair, and Painting Rule, effective April 22, 2010, in order to continue to be in the Township's Housing Rehabilitation Program, contractors and their firms must be certified and use lead-safe work practices.

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

Middletown Township has worked with Federal, State, County and non-profit agencies to provide information on the barriers preventing households from overcoming poverty. Middletown's resources are devoted to the problems which plague households at or below the poverty line. Township programs are housing rehabilitation, as well as helping disabled persons and providing homelessness assistance.

The Middletown Department of Community Development offers a highly successful rehabilitation program. This program is supported with Federal funds supplied through the Community Development Block Grant Program.

The Middletown Township Housing Authority manages two (2) public housing developments (Tomaso Plaza and Daniel Towers). Together these two (2) developments offer rental assistance to 252 income-eligible senior citizens. The Authority also manages a Section 8 Housing Choice Voucher Program

currently serving a maximum of 245 families.

The Middletown Social Services Department's primary responsibility is providing general assistance and shelter placement to homeless individuals. In addition, the Social Services Department counsels and assists eligible households on how to access Monmouth County Social Service Programs such as food stamps, medicaid and aid to dependent children.

Non-profit institutions responsible for the delivery of affordable housing consist of the Middletown Township Senior Citizen Corporation and the Lincroft Senior Citizen Corporation. The Middletown Township Senior Citizen Housing Corporation manages Bayshore Village which will provide rental assistance to 110 households. The Lincroft Senior Citizen Housing Corporation manages Luftman Towers and provides rental assistance to 189 income-eligible seniors.

On the Federal, State and County levels, the Township is interested in developing and participating in programs which combine social and economic actions. New regulations should be promoted which incorporate economic activities such as education, job training or child care into existing housing programs.

Overall, programs offered by Middletown Township effectively coordinate efforts to address housing issues and the conditions of poverty that surround low-income households to the greatest possible extent. However, the need for assistance far exceeds current funding levels. Therefore, the Township will continue to improve coordination between existing programs, but also identify the need to create new programs which respond to the needs of those at greatest poverty risk.

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

The Middletown Department of Planning and Community Development will continue to offer the rehabilitation program for single family owner occupied residential dwellings during 2017. This program will be supported with Federal Funds supplied through the Community Development Block Grant Program.

The Township's homeless needs will be addressed by Monmouth County Continuum of Care and by the Township Department of Social Services. Housing Opportunities for People with AIDS (HOPWA) resources will be facilitated by Woodbridge Township for the metropolitan area.

The Township will continue to work closely with local nonprofit organizations to encourage housing opportunities for low- and moderate-income persons. Moreover, the Township will collaborate with builders, developers and financial institutions to facilitate the creation of affordable housing units

throughout the Township.

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

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

The Middletown Department of Planning and the Department of Community Development is the lead agency for the Township. In developing this document, several meetings and telephone conferences were held with the Department of Community Development, Department of Social Services and the Middletown Township Housing Authority. These meetings enabled each agency to discuss housing issues on a Township basis and not just within each agency's border.

The completion of this document will not be the end of these discussions. Each agency will continue to communicate and refine the Township's housing policies.

### **Discussion**

## Program Specific Requirements

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

#### Introduction

#### 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.	80.00%

## Discussion

