
TOWN OF UNION ANNUAL ACTION PLAN

*Federal Fiscal Year 2019
Covering Period
October 1, 2019
through
September 30, 2020*



Town of Union Planning Department

Sara Zubalsky-Peer, Director

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Amended to add CDBG CARES Act funds to the FFY 2019 Annual Action Plan

Executive Summary

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

1. Introduction

The Town of Union is the largest community in Broome County with an estimated population of 54,817 people as of the 2017 American Community Survey 5-Year Population Estimate. The town consists of approximately 27,255 housing units, of which 24,056 are occupied. As a whole, the majority of housing units (60.7%) in the town are owner-occupied. The percentage of owner-occupied housing units has risen for each of the two incorporated villages. The incidence of owner occupancy in the Village of Endicott is 43.7%; in the Village of Johnson City owner-occupied housing is at 54.8%.

Over the past several decades, the town has experienced manufacturing plant closings and corporate restructuring activities that forced thousands of residents out of their jobs. Poverty rates have dropped from last year, indicating a slight recovery from the economic decline the area has experienced. As a whole, 13.4% of persons living in the Town of Union live at or below the poverty level. These figures are substantially higher in the villages of Endicott (19.6%) and Johnson City (18.6%).

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.

Priority 1

Provide extremely low, very low, and low-income renters with rental assistance to alleviate rent cost burden (paying more than 30% of gross income for rent) and excessive rent cost burden (paying more than 50% of gross income for rent) and provide all renters with a choice of affordable decent, safe, and sanitary rental units.

Priority 2

Promote homeownership as the preferred form of housing tenure by maintaining the existing affordable housing stock and by providing financial assistance for the purchase and/or rehabilitation of existing housing.

Priority 3

Provide the elderly with housing opportunities and support services necessary to maintain their independence.

Priority 4

Provide additional affordable housing units and support services for persons with a wide range of special needs.

Priority 5

Promote the provision of additional outreach services, supportive housing, and permanent housing for the homeless and those at-risk of becoming homeless.

Priority 6

Preserve and enhance the quality of life in older neighborhoods by providing high quality public amenities such as parks, public facilities, and infrastructure to eliminate blight, reduce the number of deteriorated and deteriorating housing units, and create an environment conducive to attracting additional public and private investment. Additional emphasis will be placed on flood control and remediation.

Priority 7

Provide services and support for the elderly, youth, disabled, and other extremely low-, very low-, and low-income people in a manner that encourages public, private, and non-profit sector collaboration and reduces program duplication.

Priority 8

Promote accessibility to public facilities and places by removing architectural barriers.

Priority 9

Preserve buildings and neighborhoods of local, state, and national historic importance and/or architectural significance.

Priority 10

Enhance job creation/retention for low and moderate-income persons by improving the viability of target area neighborhood business districts, promoting the rehabilitation of commercial/industrial structures, improving target area infrastructure such as street amenities and parking facilities in order to stimulate private investment, and providing technical assistance to new and established businesses.

Priority 11

Provide administrative and planning activities necessary for the implementation of the objectives, actions, and programs outlined in the Consolidated Plan and Annual Action Plans.

3. Evaluation of past performance

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

The town has made substantial progress in meeting goals established in the previous Consolidated Plan; however, the First Time Home Buyer program has not met established goals due to an economic downturn resulting in fewer applications being submitted. The 2011 Irene/Lee flood event resulted in a Presidential Disaster Area designation. Based upon past performance in successful administration of the CDBG program, the town was awarded a direct allocation of \$10,187,818 under the CDBG-DR program. Approximately 94% of the CDBG-DR grant has been expended as of July 2019. Several large capital improvement projects are expected be completed during the 2019 construction season including the construction of a new refuse garage located outside of the floodplain, improvements to an existing earthen levee along Barton Avenue in the Fairmont Park neighborhood, and the construction of a flood resilient operations and maintenance building for the Johnson City Water Treatment Plant.

4. Summary of Citizen Participation Process and consultation process

Summary from citizen participation section of plan.

Priorities were based upon a variety of data gathering and analysis including but not necessarily limited to:

- Prior resident surveys;
- Public service provider outreach;
- Telephone contacts with service providers/interest groups;

- Long range planning documents including the Town of Union Comprehensive Plan, Action Plan for Disaster Recovery, Broome County NY Rising Community Reconstruction Program Plan, Four Rivers Waterfront Public Access Plan, and the Town of Union Parks Capital Improvement Plan.

5. Summary of public comments

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

At the July 10th,2019 public hearing, the town received comment regarding an automatic 10% reduction in funding for an applicant of CDBG funds. Historically, this 10% reduction has been universally applied to all late applicants received.

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

Some of the suggestions for the use of CDBG funds were not eligible.

7. Summary

The town received comment regarding a 10% reduction policy for a late applicant in the FFY 2019 Annual Action Plan.

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

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

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

Agency Role	Name	Department/Agency
CDBG Administrator		Town of Union Department of Planning

Table 1 – Responsible Agencies

Narrative (optional)

The town board has designated the Town of Union Department of Planning as the lead agency for creation of the 2019 Annual Action Plan.

Consolidated Plan Public Contact Information

The town board has designated Town of Union Planning Director Sara L. Zubalsky-Peer as the primary contact person for creation of the Consolidated Plan and Annual Action Plan.

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

1. Introduction

The lead agency for the development of the FFY 2019 Annual Action Plan is the Town of Union Department of Planning. The Planning Department is the administering agency for the Community Development Block Grant (CDBG) Program, Community Development Block Grant - Disaster Recovery (CDBG-DR) Program, and the Section 8 Housing Choice Voucher Program. The Planning Director also currently serves as the Treasurer of the Town of Union Housing Authority.

The Town Board felt that the varied experience of the Planning Department staff and the broad scope of annual work undertaken by the department would best serve the demands of the plan. The Annual Plan process requires coordination during the application phase as well as the ongoing management of the Consolidated Plan and subsequent Annual Action Plans.

The Town's Planning Director, Sara Zubalsky-Peer, served as the key contact person during the preparation of this plan.

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

Based on the Continuum of Care document, discussions with various homeless service providers, and data outlined in the Needs Assessment, an increased level and delivery of support services to the homeless and those at-risk of becoming homeless are a priority for the town. The following activities and objectives address this need:

Provide supportive services, particularly for chronic substance abusers and seriously mentally ill persons, to assist homeless families and persons with special needs to break the cycle of homelessness;

Promote an increase in the provision of permanent supportive housing and permanent housing for homeless families, individuals, and persons with special needs.

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 Town of Union is a member of the Binghamton, Union/Broome, Otsego, Chenango, Delaware, Cortland, Tioga Counties Continuum of Care (NY-511_CoC) which is also known as the Southern Tier Homeless Coalition.

The Coalition is comprised of various agencies including, but not limited to, Catholic Charities, Volunteers of America, RISE, Opportunities for Broome, Broome County DSS, Fairview Recovery Services, Salvation Army, Binghamton YWCA, Family Enrichment Network, and the Binghamton Rescue Mission. The town works with the CoC to address homelessness to develop a framework to deliver housing and services to the homeless. The Coalition carries out its activities throughout a multi-county region including Broome County, Otsego County, Delaware County, Chenango County, Tioga County, and Cortland County. Services are also provided in the City of Binghamton and the Town of Union, Broome County's two local entitlement communities.

The Southern Tier Homeless Coalition was consulted on the Continuum of Care. Data was provided on estimates of homeless persons.

In Broome County in 2018:

- On a single night, an estimated 132 households/147 persons were in emergency shelter and 25 persons were unsheltered.
- Throughout the entire year, over 1,500 total individuals accessed local emergency shelter or were placed in motels by Broome's Department of Social Services when shelters exceeded capacity.

Between 2018 and 2019:

- The number of sheltered persons with serious mental illness increased from 37 to 71. The number of sheltered persons with substance use disorder increased from 36 to 103. The number of sheltered persons with HIV/AIDS decreased from 2 to 0. The number of sheltered persons reporting domestic violence increased from 5 to 63.
- An estimated average of 309 people in NY-511 will access emergency or transitional shelters on any given night, according to the 2019 Point-in-Time (PIT) summary.
- 60% of single individuals that access emergency shelter report at least one (1) disability.
- In Broome County, there is an estimated deficit of 4,035 affordable housing units for very low-income persons and an estimated deficit of 7,140 affordable housing units for extremely low-income persons.

On June 5th, 2019 the Community Development Coordinator corresponded with the CoC Coordinator. The CoC Coordinator noted that in 2017 the Coalition's Homeless Management Information System (HMIS) tracked a 21% increase in homeless persons from the year before with an even higher increase of 60% among families (Annual Homelessness Assessment Report). There was a 36% increase in the number of students (grades K through 12) identified as homeless within Broome County school districts between the 2016-2017 and 2017-2018 academic year. The overall increase in student homelessness from the 2009-2010 and 2017-2018 was substantially greater at 175% [325 (237 Doubled-Up/38 Motel/44 in Emergency Shelter/6 Unsheltered) -> 895 (611 Doubled-Up/215 in Emergency Shelter)].

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 Town of Union does not receive ESG funding.

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

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Table 2 – Agencies, groups, organizations who participated

1	Agency/Group/Organization	Mom's House
	Agency/Group/Organization Type	Services-Children
	What section of the Plan was addressed by Consultation?	Public Services
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The Community Development Coordinator at the Town of Union reached out to the Interim Executive Director. Having only been there a couple of months, the Executive Director relayed the questions to the Program Director. The Program Director indicated that transportation has become more of a challenge for their clientele than it has been in the past. She stated that some parents don't have access to a car which makes it difficult for parents to schedule picking up and dropping off their children.
2	Agency/Group/Organization	JOHNSON CITY COMMUNITY ACTION TEAM
	Agency/Group/Organization Type	Services-Children
	What section of the Plan was addressed by Consultation?	Public Services
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The Community Development Coordinator sat down with the Director who said that a good percentage of the youth that JCCAT serves have varying parental structures. He said that only about 25% of the youth have "normal" parental structures, meaning two biological parents living under the same roof. 61% of Johnson City students are on either the free or reduced lunch program. Parents in Johnson City are often unable to afford tuition for childcare.
3	Agency/Group/Organization	CATHOLIC CHARITIES
	Agency/Group/Organization Type	Services - Housing Services-homeless

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	What section of the Plan was addressed by Consultation?	Homelessness Needs - Unaccompanied youth
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The Community Development Coordinator reached out to the manager of the Youth, Family and Community Services program. The following are some issues and under served populations: youth with serious mental health issues are unable to be served by the program due to lack of staff available to support their needs. There is limited safe and affordable housing for youth graduating from the program as well as limited public transportation for youth to and from work. Routes and schedules make finding employment challenging. There is also limited daycare for the parenting youth that they serve.
4	Agency/Group/Organization	MEALS ON WHEELS
	Agency/Group/Organization Type	Services-Elderly Persons Services-Persons with Disabilities
	What section of the Plan was addressed by Consultation?	Public Services

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	<p>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</p>	<p>The Community Development Coordinator contacted the Executive Director. She is new and did not have much feedback for 2018 but was able to offer her perspective from December 2018 onward. Their client count is down over the last few years compared to that of 5 to 8 years ago, according to their client tacking software. They have noticed an increase in calls from those aged 50-60, most of whom are on food stamps. Meals on Wheels serves seniors that are 60+ but will serve those who are younger if they have a physical disability that prevents them from preparing food for themselves or if they are recovering from illness or surgery and don't have help at home for meal time. Because they try to stick with serving only those that are 60+, they do tend to turn down those who are younger that call. It seems these people that they deny are under served because they do not have a support system or oftentimes the mental capacity to take care of themselves, but they don't fit the age criteria. This increase in requests from this demographic is new and the Executive Director is not aware of a current program that could help them.</p>
5	<p>Agency/Group/Organization</p>	<p>JOHNSON CITY SENIOR CENTER</p>
	<p>Agency/Group/Organization Type</p>	<p>Services-Elderly Persons</p>
	<p>What section of the Plan was addressed by Consultation?</p>	<p>Public Services</p>

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	<p>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</p>	<p>The Community Development Coordinator reached out to the Executive Director. The Executive Director stated that their demographics seem to be changing as seniors are living longer. While the center allows members over the age of 50, a majority of their members are age 70 or older. These seniors tend to be in the low-income socio-economic category or below, and the center is seeing more seniors that need help with transportation. Another big shift in Johnson City is that the housing market is changing as Binghamton University carves out a large chunk of the real estate. The center is however thrilled to have them in town as they have a great relationship with the university and have a number of programs to offer thanks to them. These include a BU Tech Assistant on site to answer questions about electronics such as cell phones and tablets, pharmacy students making presentations on medication disposal tips, nursing students answering health-related questions every other month throughout the school year, and the BU Chief of Police presenting on how to stay safe.</p>
7	<p>Agency/Group/Organization</p>	<p>CORNELL COOPERATIVE EXTENSION SERVICE</p>
	<p>Agency/Group/Organization Type</p>	<p>Services-Education</p>
	<p>What section of the Plan was addressed by Consultation?</p>	<p>Public Services</p>

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	<p>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</p>	<p>The Community Development Coordinator contacted the Parenting Education and Family Development Coordinator. She said that they continue to see families that are dealing with a variety of challenges. The opioid crisis continues to be something that many of the families are affected by. They are hearing that the curriculum they are using which is focused on social-emotional intelligence has helped many of their clients in recovery, in addition to their family dynamics. The majority of clients that they serve from the Town of Union are considered low-income by HUD. Adding a nutrition component to their classes has given families a wealth of knowledge when it comes to feeding their children and making their EBT benefits go further. Research has shown that Family Resource Centers are a valuable tool in early intervention for young children and CCE is passionately pursuing finding a permanent spot to open a Family Education Center on Washington Avenue in Endicott that will engage Town of Union families. It is their goal to have a space for families to drop in to play with their children, take a variety of classes, and be able to get referrals to other organizations as needed.</p>
8	<p>Agency/Group/Organization</p>	<p>ACHIEVE</p>
	<p>Agency/Group/Organization Type</p>	<p>Services-Persons with Disabilities</p>
	<p>What section of the Plan was addressed by Consultation?</p>	<p>Public Services</p>

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	<p>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</p>	<p>The Community Development Coordinator reached out to the Chief Operating Officer, who has not noticed any changes in the trends of the people they serve since their clients need to be OPWDD eligible. They are winding down their site-based pre-vocational services program, as the trend is towards community based pre-vocational and competitive employment. Affordable, supportive housing continues to be a strong need for the individuals they support. The other main need is affordable, accessible transportation. The Vice President of Development & Donor Relations expanded on the transportation issue, stating that rural areas are the main concern because it makes offering services to those populations more challenging. He also said that their Adult Social Program, On the Pond at Cutler, has had a waiting list since it began in October 2018. They always have individuals in their vocational services that are looking for both permanent and temporary job opportunities. This need has increased substantially in recent months as NYS mandated that all sheltered workshops transition to community-based employment.</p>
9	<p>Agency/Group/Organization</p>	<p>FIRST WARD ACTION COUNCIL</p>
	<p>Agency/Group/Organization Type</p>	<p>Services - Housing Services-Elderly Persons Services-Persons with Disabilities</p>
	<p>What section of the Plan was addressed by Consultation?</p>	<p>Housing and Public Services</p>

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	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The Community Development Coordinator attempted to contact the Fiscal Manager via e-mail on 5/22/19 after the initial message on 4/8/19 had come back as undelivered. The Community Development Coordinator made a phone call a couple of days after the last email and was informed that the Fiscal Manager no longer works for First Ward Action Council. An email has since been sent to the Director for consultation and if a response is received, it will be entered into the Annual Action Plan prior to its final publication.
10	Agency/Group/Organization	BOYS & GIRLS CLUB OF WESTERN BROOME
	Agency/Group/Organization Type	Services-Children
	What section of the Plan was addressed by Consultation?	Public Services
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The Community Development Coordinator reached out to the Grant Writer/Development Director who spoke to her staff to get their input on the recent trends. The following information came from their Youth Development Director, SACC Director and a Site Supervisor who also works for Union Endicott School. The recent trends have been increasing violence, immorality, gang and drug connections including using younger kids as 'mules', decrease in family support, racial issues, bullying, depression, suicidal thoughts and attempts, and more. They were only able to list a few positive trends that included older kids mentoring younger ones, the graduation rate at UE seems to be rising, and more kids want or are willing to do community service projects. Transportation to services can be an issue, particularly for those in the low-income socio-economic group. As far as services, the Grant Writer/Development Director says that the community needs more Opioid Addiction Preventative services for youth, as it is extremely important to reach young children before they become involved with drugs. This service should be a public priority, both short-term and long-term.

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11	Agency/Group/Organization	ACTION FOR OLDER PERSONS
	Agency/Group/Organization Type	Services-Elderly Persons
	What section of the Plan was addressed by Consultation?	Public Services

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	<p>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</p>	<p>The Community Development Coordinator contacted the Executive Director. The Executive Director said that program demand for senior health insurance counseling as well as all of their other programs continues to grow. The number of Medicare counseling clients went from 2,476 in 2017 to 2,773 in 2018. Each year, new plans are added making it more difficult for clients to determine the best option for them. Many of the low-income Town of Union clients that need help outside of the Medicare Open Enrollment Period have had their insurance changed by a salespersons and the new coverage does not pay for their prescriptions or is not accepted by their provides. Many of these clients met these sales representative at food banks, community meals, etc. aimed at serving low-income individuals. Many clients call or schedule appointments for assistance appealing denials of care. Denial of services is particularly problematic with certain Medicare Advantage plans, and a recent Office of Inspector General report stated that only 1% of Medicare Advantage enrollees appeal their denied claims. For those who do appeal, the plans reverse an estimated 75% of their own decision. The reluctance to appeal often comes from the confusing and often incomplete information given to beneficiaries, but Action for Older Persons encourages their clients to appeal and ask for help from their doctors when denied coverage. For those working past 65, or who receive coverage from a spouse who has continued to work, transitioning from other types of health insurance coverage to Medicare is not an automatic process. Clients often do not realize that Medicare should be paying primary, instead relying on retiree benefits or a Marketplace plan or COBRA. Contributing to the problem is the lack of a universal written notice about the need for people to actively enroll in Part B, or the availability of information about the Part B Special Enrollment Period (SEP). AOP continues to work with individuals who need to enroll in Medicare Part B or who face significant late enrollment penalties.</p>
12	<p>Agency/Group/Organization</p>	<p>BROOME COUNTY OFFICE FOR AGING</p>

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	Agency/Group/Organization Type	Services-Elderly Persons
	What section of the Plan was addressed by Consultation?	Public Services
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The Community Development Coordinator contacted the Director who said that the Office for Aging is beginning the planning process to meet the demands for services in the growing aging population. Over the next few years, it is predicted that people aged 60 and over could make up 25% of Broome County's population. The following services are currently lacking in our community: emergency pet care for those who might have to go to the emergency room, rural to rural transportation, delivery options from food banks for the home-bound, senior citizens in abusive situations needing shelter have nowhere to go if they need assistance with personal care, and home repairs that are affordable. Services that are in high demand include all in-home supports such as Meals on Wheels and assistance with chores and personal care, transportation, and middle-income, accessible housing for adults who wish to downsize and are over the income limit for low-income senior housing. The top five reasons people call the Office for Aging continue to be issues with housing, transportation, long-term care, financial issues, and health insurance. Additionally, the Office for Aging continues outreach efforts to frail, isolated senior citizens to engage in activities at the Broome West Senior Center. They are still seeing an increase in those 85 and older who are socially isolated. Being socially isolated contributes to poor health and increased depression in older adults.
13	Agency/Group/Organization	Coalition for the Homeless of the Southern Tier, NY Inc.
	Agency/Group/Organization Type	Services-homeless
	What section of the Plan was addressed by Consultation?	Homelessness Strategy

<p>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</p>	<p>The Community Development Coordinator contacted the CoC Coordinator who noted that while 2018 data has not yet been approved, in 2017 the Coalition's Homeless Management Information System (HMIS) tracked a 21% overall increase in the number of homeless persons from the year before and more than 60% increase just among families. Last year, over 1,500 individuals accessed local emergency shelters or were placed in motels by Broome's Department of Social Services when shelters exceeded capacity. A primary reason for this is the lack of affordable and available housing, especially for those in the extremely low and very low income categories. For extremely low-income households, there is a deficit of 7,140 available and affordable housing units. For those households at the very low income level, this deficit equals 4,035. More than a third of single adults in shelter were discharged from an institution (hospital, jail, psychiatric facility) into homelessness. These individuals likely need the support available in permanent supportive housing, but the length waiting lists cause them to exit shelter to community settings that are not conducive to sustained recovery.</p>
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Identify any Agency Types not consulted and provide rationale for not consulting

There were no agency types not consulted.

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	Southern Tier Homeless Coalition/Care, Inc.	Priority 1 providing rental assistance or extremely low, very low, and low-income renters; Priority 2 promote homeownership; Priority 3 provide elderly with housing opportunities; Priority 4 provide additional affordable housing units and support services for persons with a range of needs; Priority 5 promote the provision of additional outreach services, supportive housing, and permanent housing to the homeless and those at-risk of becoming homeless
Town of Union Unified Comprehensive Plan	Town of Union	The goals are compatible.
NY505 PHA 5-Year Plan	Town of Union	The goals are compatible.
Town of Union Action Plan for Disaster Recovery	Town of Union	The goals are compatible.

Table 3 – Other local / regional / federal planning efforts

Narrative (optional)

The Town of Union conducted an extensive outreach process designed to solicit participation from a wide variety of groups and individuals per the town's Citizen Participation Plan. This effort ensures that an array of individuals, groups, and other organizations had opportunities to share their comments and concerns with the town during the development of the FFY 2019 Annual Action Plan.

AP-12 Participation – 91.105, 91.200(c)

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

Citizen outreach was conducted by various methods including internet outreach via email notification, posting of legal notices in the local newspaper, and public hearings held at the Town of Union Town Hall, 3111 E. Main Street, Endwell, NY 13760.

Citizen Participation Outreach

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (if applicable)
1	Internet Outreach	Non-targeted/broad community CDBG Mailing List	Email notification to CDBG mailing list that applications for funding were posted on Town of Union web page with a due date of April 26, 2019. Notice also included a flyer outlining the Annual Plan process and dates of upcoming public hearings on March 20th, 2019 and June 19th, 2019.	No comments were received via internet outreach.	N/A	

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Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (if applicable)
2	Newspaper Ad	Non-targeted/broad community	CDBG Public Hearing notice in Press & Sun Bulletin on 3/14/19.	No comments were received via newspaper ad.	N/A	
3	Newspaper Ad	Non-targeted/broad community	CDBG Public Hearing notice in Press & Sun Bulletin on 3/15/19.	No comments were received via newspaper ad.	N/A	
4	Newspaper Ad	Non-targeted/broad community	CDBG Public Hearing notice in Press & Sun Bulletin on 3/17/19.	No comments were received via newspaper ad.	N/A	
5	Newspaper Ad	Non-targeted/broad community	CDBG Public Hearing notice in Press & Sun Bulletin on 3/19/19.	No comments were received via newspaper ad.	N/A	

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6	Public Hearing	Non-targeted/broad community	March 20th, 2019 Public Hearing to gather input for the development of the FFY 2019 Annual Action Plan.	Debra Kerins, Director of RSVP Retired Senior Volunteer Program through Catholic Charities said they are submitting a proposal for funding the mission of the program is to enlist people 55 years or older to stay active and involved with their community by matching them with nonprofit organizations in volunteering positions, thereby, allowing seniors to stay in their own homes instead of going into nursing homes. Preston Evans, ACHIEVE, spoke about their Summer Program that is designed for	All comments received were accepted.	
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				<p>students ages 5 to 21 with various disabilities and financial needs. He said the groups mission is to provide an enhanced quality of life for children with disabilities, and the Summer Program is designed to fill the educational gap over the summer break. He also said they provide a Work Study Program for students age 14 to 21 that teaches valuable vocational skills, while earning a paycheck. He further said the greatest expense incurred is related to personnel to be able to follow the</p>	
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				<p>required guidelines and the CDBG funding helps to offset these costs. He thanked the Board for their consideration for the funding. Casondra Hamilton, Executive Director of Action for Older Persons thanked the Board for their continued support over the years. She said their mission is to provide advocacy, individualized counseling, and unbiased information to empower older adults and their families to make informed decisions. She provided statistics on the numbers of people</p>	
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Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
				65 and older that benefit from AOP's Senior Health Insurance Counseling and Assistance Program and Long Term Care Ombudsman Program.		
7	Newspaper Ad	Non-targeted/broad community	June 10th, 2019, Legal Notice for release of proposed FFY 2019 Annual Action Plan. Notice provided instructions for submitting written comments about the plan or an opportunity to comment in person at a Public Hearing on June 19th, 2019. Notice was also posted on the town web page.	No comments were received via newspaper ad.	N/A	

PROPOSED SUBSTANTIAL AMENDMENT- CDBG-CV CARES ACT FUNDS

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (if applicable)
8	Public Hearing	Non-targeted/broad community	Opportunity to comment on proposed plan at Public Hearing on June 19th, 2019.	No comments were received.	N/A	

Table 4 – Citizen Participation Outreach

PROPOSED

Expected Resources

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

Introduction

The primary funding sources expected to be available for the 2019 Annual Action Plan include the following:

- HUD Community Development Block Grant (CDBG)
- HUD Housing Choice Voucher Program

The town will attempt to leverage these resources with other grant funds from state and federal programs as Notices of Funding Availability are

PROPOSED SUBSTANTIAL AMENDMENT- CDBG-CV CARES ACT FUNDS

issued.

Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	1,232,339	169,692	0	1,402,031	0	Annual allocation and estimated program income
Section 8	public - federal	Housing	1,348,994	0	0	1,348,994	0	Estimated annual HAP funding
Other	public - federal	Other	753,358	0	0	753,358	0	CDBG-CV funds to be used to prevent, prepare for, and respond to coronavirus

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

There are no match requirements for any of the funding sources listed. CDBG funds allocated for First Time Home Buyer Program and Economic Development loan activities are typically leveraged by bank loans and owner equity.

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 town has used CDBG-DR funds to acquire a number of parcels for future redevelopment as flood resilient low and moderate-income housing or other non-residential uses that have the potential to create or retain job opportunities for low and moderate-income persons. The town is working on a project to upgrade water mains and work with a developer to construct flood resilient affordable housing on a number of vacant parcels in the Fairmont Park neighborhood. Other parcels acquired through the FEMA buyout program will be considered for drainage improvements, passive recreational uses as permitted by FEMA post acquisition redevelopment restrictions, or open-space.

The town has a long-established relationship with Broome County that allows the town to purchase tax delinquent dilapidated properties for the purpose of neighborhood stabilization through demolition. The proceeds of the sale of any of these lots will be returned to CDBG funds as program income and expended through the Home Improvement Program.

Discussion

The CDBG program is significantly impacted by the historical reductions of federal funding. Similar reductions in administrative funds for the Section 8 Housing Choice Voucher Program also significantly impact delivery of the program.

Annual Goals and Objectives

AP-20 Annual Goals and Objectives

Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Owner Occupied Housing Rehabilitation	2015	2019	Affordable Housing	Townwide	Priority 1 - Housing Affordability Priority 3 - Preservation of Housing Stock	CDBG: \$50,000	Homeowner Housing Rehabilitated: 10 Household Housing Unit
2	Provide Assistance To First Time Home Buyers	2015	2019	Affordable Housing	Townwide	Priority 1 - Housing Affordability Priority 2 - Homeownership Priority 3 - Preservation of Housing Stock	CDBG: \$30,000	Direct Financial Assistance to Homebuyers: 5 Households Assisted
3	Provide Public Services Targeted to Youth	2015	2019	Non-Housing Community Development	Townwide	Priority 8 - Public Services	CDBG: \$47,500	Public service activities other than Low/Moderate Income Housing Benefit: 661 Persons Assisted

PROPOSED SUBSTANTIAL AMENDMENT- CDBG-CV CARES ACT FUNDS

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
4	Provide Public Services Targeted To The Elderly	2015	2019	Non-Housing Community Development	Townwide	Priority 8 - Public Services	CDBG: \$75,100	Public service activities other than Low/Moderate Income Housing Benefit: 3785 Persons Assisted
5	Provide Services To The Disabled	2015	2019	Non-Housing Community Development	Townwide	Priority 8 - Public Services	CDBG: \$2,000	Public service activities other than Low/Moderate Income Housing Benefit: 40 Persons Assisted
6	Provide Services To Homeless Persons/Families	2015	2019	Homeless	Townwide	Priority 6 - Homeless Housing and Support Services	CDBG: \$20,500	Homelessness Prevention: 12 Persons Assisted
7	Provide Housing Services To The Elderly	2015	2019	Affordable Housing	Townwide	Priority 8 - Public Services	CDBG: \$20,000	Public service activities other than Low/Moderate Income Housing Benefit: 60 Persons Assisted
8	Provide Rental Assistance To VLI Households	2015	2019	Affordable Housing	Townwide	Priority 1 - Housing Affordability	Section 8: \$1,348,994	Tenant-based rental assistance / Rapid Rehousing: 340 Households Assisted
9	Grant Administration/Oversight	2015	2109	Grant Administration	Townwide	Priority 14 - Program Administration	CDBG: \$206,989	Other: 1 Other
10	Low/Mod Job Creation	2015	2109	Non-Housing Community Development	Townwide	Priority 11 - Economic Sustainability	CDBG: \$110,000	Jobs created/retained: 1 Jobs

PROPOSED SUBSTANTIAL AMENDMENT- CDBG-CV CARES ACT FUNDS

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
11	Neighborhood Preservation	2015	2109	Non-Housing Community Development	Townwide CDBG eligible Low/Mod CensusTract Block Group or Service Area	Priority 7 - Neighborhood Preservation	CDBG: \$615,000	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 1 Persons Assisted Buildings Demolished: 3 Buildings
12	Flood Recovery	2015	2019	Non-Housing Community Development	Townwide CDBG eligible Low/Mod CensusTract Block Group or Service Area	Priority 1 - Housing Affordability Priority 7 - Neighborhood Preservation Priority 15 - Disaster Recovery/Resiliency	CDBG: \$0	Other: 1 Other

Table 6 – Goals Summary

Goal Descriptions

1	Goal Name	Owner Occupied Housing Rehabilitation
	Goal Description	Rehabilitation of owner occupied single and two-family housing.

PROPOSED SUBSTANTIAL AMENDMENT- CDBG-CV CARES ACT FUNDS

2	Goal Name	Provide Assistance To First Time Home Buyers
	Goal Description	Provide funding for downpayment or closing costs for first time home buyers. May also include up to \$5,000 for repairs if allowed by primary lender.
3	Goal Name	Provide Public Services Targeted to Youth
	Goal Description	Provide financial assistance to organizations providing services to youths.
4	Goal Name	Provide Public Services Targeted To The Elderly
	Goal Description	Provide funding for organizations providing services targeted to senior citizens.
5	Goal Name	Provide Services To The Disabled
	Goal Description	Provide funds to organizations for public services targeted to the disabled.
6	Goal Name	Provide Services To Homeless Persons/Families
	Goal Description	Provide funds to assist organizations providing services to homeless individuals and/or families. Domestic Violence Shelter and Teen Transitional Shelter.
7	Goal Name	Provide Housing Services To The Elderly
	Goal Description	Provide funds for a minor home repair program to allow senior citizens to maintain their independence.
8	Goal Name	Provide Rental Assistance To VLI Households
	Goal Description	Provide rental assistance through the Housing Choice Voucher program to very low-income households to maintain housing stability.
9	Goal Name	Grant Administration/Oversight
	Goal Description	Provide grant administration and oversight

PROPOSED SUBSTANTIAL AMENDMENT- CDBG-CV CARES ACT FUNDS

10	Goal Name	Low/Mod Job Creation
	Goal Description	Project delivery costs for loan programs designed to create job opportunities for persons of low and moderate-income.
11	Goal Name	Neighborhood Preservation
	Goal Description	Preserve and enhance the sustainability of neighborhoods through investments in public infrastructure (CDBG target areas), demolition of blighted structures (townwide), and maintenance of in-rem tax properties (townwide).
12	Goal Name	Flood Recovery
	Goal Description	Repairs/improvements to address the impacts of the 2011 flood event; projects already have funds committed and the town is 94% of the way through the CDBG-DR grant allocation; projects are anticipated to be completed by the end of 2019. The town anticipates the sale of 17 CDBG-DR acquired lots for the purposes of development of flood resilient low-moderate income housing. The program income received from the sale of these lots will be allocated to the cost of bringing water mains up to current health department standards.

Projects

AP-35 Projects – 91.220(d)

Introduction

The following table provides information on projects for FFY 2019.

Projects

#	Project Name
1	Johnson City Senior Center
2	Western Broome Senior Center
3	Meals on Wheels
4	Catholic Charities Teen Transitional Living Program
5	First Time Homebuyer Mortgage Assistance Program
6	Owner Occupied Home Improvement Program
7	ACHIEVE Children's Summer Program
8	Johnson City Community Action Team
9	Boys & Girls Club Arts & Science Program
10	Endicott Family Education Center
11	Town of Union Local Development Corporation Loan Program
12	Dilapidated Structure Removal
13	Citizen Participation/Outreach
14	Mom's House Childcare Services
15	Village of Endicott Capital Improvements
16	Village of Johnson City Capital Improvements
17	General Management, Oversight, and Coordination
18	Comptroller's Office Expenses
19	Fair Housing Activities (FHEO)
20	Economic Development Administration/Project Delivery Costs
21	FWAC Home Repairs for Seniors Program
22	Action for Older Persons Counseling Program
23	Rental Assistance-Housing Choice Voucher Program
26	Catholic Charities Retired & Senior Volunteer Program
27	Fairmont Park Water Main Improvements
28	Unprogrammed Funds
29	CV-Administration & Project Delivery Costs
30	CV-Emergency Rent & Utility Assistance
31	CV-Emergency Mortgage & Utility Assistance

#	Project Name
32	CV-Economic Development
33	CV-Emergency Non-Profit Assistance

Table 7 - Project Information

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

The town has allocated funding for these projects based on consultation with various community agencies, public agencies, nonprofits, the villages of Endicott and Johnson City, Town of Union departments including Parks and Recreation and Public Works, the Town of Union Citizens Advisory Committee for Community Development, and results from a prior year survey prepared as part of the citizen participation process for a previous Consolidated Plan. Insufficient funding is the major obstacle to addressing underserved needs.

PROPOSED

AP-38 Project Summary
Project Summary Information

PROPOSED

1	Project Name	Johnson City Senior Center
	Target Area	Townwide
	Goals Supported	Provide Public Services Targeted To The Elderly
	Needs Addressed	Priority 8 - Public Services
	Funding	CDBG: \$20,000
	Description	Programs and services for persons aged 60 and older to help maintain independence and to provide socialization. Funds will be used for a portion of Executive Director and Program Assistant salaries.
	Target Date	9/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	1920, low-income seniors
	Location Description	30 Brocton St., Johnson City, NY 13790
	Planned Activities	Operational/administrative support for a senior citizen center.
2	Project Name	Western Broome Senior Center
	Target Area	Townwide
	Goals Supported	Provide Public Services Targeted To The Elderly
	Needs Addressed	Priority 8 - Public Services
	Funding	CDBG: \$20,000
	Description	Funding will be used to support increasing operational costs at the Broome West Senior Center in the Town of Union.
	Target Date	9/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	740, low-income seniors
	Location Description	2801 Wayne St., Endwell, NY 13760
	Planned Activities	Operational/administrative support for a senior center.
3	Project Name	Meals on Wheels
	Target Area	Townwide

	Goals Supported	Provide Services To The Disabled Provide Housing Services To The Elderly
	Needs Addressed	Priority 8 - Public Services
	Funding	CDBG: \$21,600
	Description	Meals on Wheels of Western Broome is a not-for-profit organization that provides and delivers nutritious meals to homebound elderly and handicapped persons in the community so they may maintain their independence and quality of life.
	Target Date	9/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	275, low-income seniors
	Location Description	705 W. Main Street Endicott, NY 13760
	Planned Activities	Operational/administrative support for meal delivery service
4	Project Name	Catholic Charities Teen Transitional Living Program
	Target Area	Townwide
	Goals Supported	Provide Public Services Targeted to Youth Provide Services To Homeless Persons/Families
	Needs Addressed	Priority 8 - Public Services
	Funding	CDBG: \$20,500
	Description	TTLP provides a safe and structured living environment for males and females ages 16-21 for up to 21 months. It allows youth to focus on improving well-being and developing skills to move towards independence and self-sufficiency.
	Target Date	9/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	12, homeless youth
	Location Description	86-88 Walnut Street Binghamton, NY 13905

	Planned Activities	Operational/administrative support for a homeless teen program.
5	Project Name	First Time Homebuyer Mortgage Assistance Program
	Target Area	Townwide
	Goals Supported	Provide Assistance To First Time Home Buyers
	Needs Addressed	Priority 1 - Housing Affordability Priority 2 - Homeownership
	Funding	CDBG: \$30,000
	Description	Down payment or closing cost assistance to first time home buyers.
	Target Date	9/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	5
	Location Description	3111 E. Main Street Endwell, NY 13760
	Planned Activities	Financial assistance to income eligible first time homebuyers
6	Project Name	Owner Occupied Home Improvement Program
	Target Area	Townwide
	Goals Supported	Owner Occupied Housing Rehabilitation
	Needs Addressed	Priority 1 - Housing Affordability Priority 3 - Preservation of Housing Stock Priority 7 - Neighborhood Preservation
	Funding	CDBG: \$90,000
	Description	Deferred payment loans for income eligible homeowners to correct code violations, deferred maintenance, and/or handicapped accessibility improvements. Includes project delivery costs.
	Target Date	9/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	10

	Location Description	3111 E. Main Street Endwell, NY 13760
	Planned Activities	Financial assistance to income eligible homeowners for housing rehabilitation.
7	Project Name	ACHIEVE Children's Summer Program
	Target Area	Townwide
	Goals Supported	Provide Services To The Disabled
	Needs Addressed	Priority 5 - Special Needs Housing/Support Service Priority 8 - Public Services
	Funding	CDBG: \$2,000
	Description	Program operates for six weeks during the summer with the aim of broadening the life experiences of children with disabilities by exposing them to a variety of activities while providing basic learning concepts.
	Target Date	9/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	40, low-income disabled persons
	Location Description	Chenango Forks Middle School 1 Gordon Drive Binghamton, NY 13901
	Planned Activities	Operational/administrative support for Children's Summer Program.
8	Project Name	Johnson City Community Action Team
	Target Area	Townwide
	Goals Supported	Provide Public Services Targeted to Youth
	Needs Addressed	Priority 8 - Public Services
	Funding	CDBG: \$15,000
	Description	Operation and maintenance of building and staffing for center. Activities at center include a teen center, diversity training, parent-to-parent counseling, and national issues forum.
	Target Date	9/30/2020

	Estimate the number and type of families that will benefit from the proposed activities	100, low-income families
	Location Description	67 Broad Street #2 Johnson City, NY 13790
	Planned Activities	Operational/administrative support for an after school program and a full-day summer program.
9	Project Name	Boys & Girls Club Arts & Science Program
	Target Area	Townwide
	Goals Supported	Provide Public Services Targeted to Youth
	Needs Addressed	Priority 8 - Public Services
	Funding	CDBG: \$10,000
	Description	An arts & science program for youth
	Target Date	9/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	336
	Location Description	One Clubhouse Road Endicott, NY 13760
	Planned Activities	Operational/administrative costs for an after school arts and sciences program.
10	Project Name	Endicott Family Education Center
	Target Area	Townwide
	Goals Supported	Provide Public Services Targeted to Youth
	Needs Addressed	Priority 8 - Public Services
	Funding	CDBG: \$12,500
	Description	The Endicott Family Education Center provides parenting education, nutrition education, and support for low-to-moderate income families in a neighborhood-based setting.

	Target Date	9/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	200, low-income families
	Location Description	200 Jefferson Ave Endicott, NY 13760
	Planned Activities	Operational/administrative support for the Endicott Family Education Center.
11	Project Name	Town of Union Local Development Corporation Loan Program
	Target Area	Townwide
	Goals Supported	Low/Mod Job Creation
	Needs Addressed	Priority 11 - Economic Sustainability
	Funding	CDBG: \$129,692
	Description	Recapitalization of revolving loan fund utilizing \$129,692 in loan repayments for prior loans.
	Target Date	9/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	1
	Location Description	3111 E. Main Street Endwell, NY 13760
	Planned Activities	Recapitalization of revolving loan fund utilizing \$129,692 in loan repayments for prior loans.
12	Project Name	Dilapidated Structure Removal
	Target Area	Townwide
	Goals Supported	Neighborhood Preservation
	Needs Addressed	Priority 7 - Neighborhood Preservation
	Funding	CDBG: \$50,000

	Description	Demolition of dilapidated homes or structures acquired through tax foreclosure process.
	Target Date	9/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	3 buildings
	Location Description	3111 E. Main Street Endwell, NY 13760
	Planned Activities	Removal of slums and blight through demolition of dilapidated buildings.
13	Project Name	Citizen Participation/Outreach
	Target Area	Townwide
	Goals Supported	Grant Administration/Oversight
	Needs Addressed	Priority 14 - Program Administration
	Funding	CDBG: \$1,000
	Description	Advertisements and public notices to inform the general public about the availability of programs and to report on program progress.
	Target Date	9/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	1
	Location Description	3111 E. Main Street Endwell, NY 13760
	Planned Activities	Advertising/outreach for CDBG program.
14	Project Name	Mom's House Childcare Services
	Target Area	Townwide
	Goals Supported	Provide Public Services Targeted to Youth
	Needs Addressed	Priority 8 - Public Services
	Funding	CDBG: \$10,000

	Description	Support services and childcare services for single parents.
	Target Date	9/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	25, low-income families
	Location Description	770 Harry L. Drive Johnson City, NY 13790
	Planned Activities	Operational/administrative support for daycare facility.
15	Project Name	Village of Endicott Capital Improvements
	Target Area	CDBG eligible Low/Mod CensusTract Block Group or Service Area
	Goals Supported	Neighborhood Preservation
	Needs Addressed	Priority 7 - Neighborhood Preservation
	Funding	CDBG: \$225,000
	Description	Continuation of full-depth street reconstruction of Exchange Avenue, between W. Edward Street and W. Valley Street in the Village of Endicott and any remaining funds will be allocated to other projects including but not limited to fencing replacement at G. W. Johnson Park.
	Target Date	9/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	1
	Location Description	Exchange Avenue- W. Edward St. to W. Valley St. Endicott, NY 13760 G.W. Johnson Park Endicott, NY 13760
	Planned Activities	Continuation of full depth street reconstruction in the Village of Endicott and other projects including but not limited to fencing replacement at G. W. Johnson Park.

16	Project Name	Village of Johnson City Capital Improvements
	Target Area	CDBG eligible Low/Mod CensusTract Block Group or Service Area
	Goals Supported	Neighborhood Preservation
	Needs Addressed	Priority 7 - Neighborhood Preservation
	Funding	CDBG: \$250,000
	Description	Full-depth street reconstruction of Grand Avenue from Elizabeth Street to Saint Charles Street in the Village of Johnson City.
	Target Date	9/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	1
	Location Description	Grand Avenue between Elizabeth Street and St. Charles Street Johnson City, NY 13790
Planned Activities	Full-depth street reconstruction.	
17	Project Name	General Management, Oversight, and Coordination
	Target Area	Townwide
	Goals Supported	Grant Administration/Oversight
	Needs Addressed	Priority 14 - Program Administration
	Funding	CDBG: \$188,989
	Description	Salaries, benefits, and sundry expenses including audit expenses.
	Target Date	9/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	1
	Location Description	3111 E. Main Street Endwell, NY 13760
Planned Activities	Salaries, benefits, and sundry expenses including audit expenses.	
	Project Name	Comptroller's Office Expenses

18	Target Area	Townwide
	Goals Supported	Grant Administration/Oversight
	Needs Addressed	Priority 14 - Program Administration
	Funding	CDBG: \$16,000
	Description	Reimbursement to the Town of Union general fund for costs incurred (salaries and benefits) by town employees for accounting and data processing services directly related to the CDBG program.
	Target Date	9/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	1
	Location Description	3111 E. Main Street Endwell, NY 13760
	Planned Activities	Reimbursement to the Town of Union general fund for costs incurred (salaries and benefits) by town employees for accounting and data processing services directly related to the CDBG program.
19	Project Name	Fair Housing Activities (FHEO)
	Target Area	Townwide
	Goals Supported	Grant Administration/Oversight
	Needs Addressed	Priority 12 - Fair Housing Education Priority 14 - Program Administration
	Funding	CDBG: \$1,000
	Description	Advertisements and public records to advise the public about fair housing issues.
	Target Date	9/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	1
	Location Description	3111 E. Main Street Endwell, NY 13760

	Planned Activities	Fair Housing outreach/education.
20	Project Name	Economic Development Administration/Project Delivery Costs
	Target Area	Townwide
	Goals Supported	Grant Administration/Oversight
	Needs Addressed	Priority 11 - Economic Sustainability Priority 14 - Program Administration
	Funding	CDBG: \$110,000
	Description	Project delivery costs for technical assistance to businesses and administration of economic development loan funds.
	Target Date	9/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	1
	Location Description	3111 E. Main Street Endwell, NY 13760
Planned Activities	Project delivery costs for town sponsored economic development loan programs and related activities.	
21	Project Name	FWAC Home Repairs for Seniors Program
	Target Area	Townwide
	Goals Supported	Provide Public Services Targeted To The Elderly Neighborhood Preservation
	Needs Addressed	Priority 1 - Housing Affordability Priority 3 - Preservation of Housing Stock Priority 4 - Eldery Housing/Support Services Priority 7 - Neighborhood Preservation
	Funding	CDBG: \$20,000
	Description	First Ward Action Council provides emergency repairs and minor-home repairs for very low- and low-income seniors. First Ward Action Council staff members perform the majority of repairs.
	Target Date	9/30/2020

	Estimate the number and type of families that will benefit from the proposed activities	60, low-income seniors
	Location Description	Administrative office located at: 167 Clinton Street Binghamton, NY 13905
	Planned Activities	Minor home repairs for senior citizens.
22	Project Name	Action for Older Persons Counseling Program
	Target Area	Townwide
	Goals Supported	Provide Public Services Targeted To The Elderly
	Needs Addressed	Priority 8 - Public Services
	Funding	CDBG: \$8,500
	Description	Operating costs for Medicare counseling program.
	Target Date	9/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	750, low-income seniors
	Location Description	200 Plaza Drive Suite B Vestal, NY 13850
	Planned Activities	Operational/administrative support for Senior Health Insurance Counseling Program.
23	Project Name	Rental Assistance-Housing Choice Voucher Program
	Target Area	Townwide
	Goals Supported	Provide Rental Assistance To VLI Households
	Needs Addressed	Priority 1 - Housing Affordability
	Funding	Section 8: \$1,348,994
	Description	This is not a CDBG funded activity. Provide tenant based rental assistance through the Housing Choice Voucher program.
	Target Date	12/31/2020

	Estimate the number and type of families that will benefit from the proposed activities	340
	Location Description	3111 East Main St., Endwell, NY 13760
	Planned Activities	Provide rental assistance payments for income eligible participants.
24	Project Name	Catholic Charities Retired & Senior Volunteer Program
	Target Area	Townwide
	Goals Supported	Provide Public Services Targeted To The Elderly
	Needs Addressed	Priority 8 - Public Services
	Funding	CDBG: \$5,000
	Description	The mission of the Retired & Senior Volunteer Program (RSVP) through our federal focus area is Healthy Futures: Providing much needed services to improve health of older adults through assistance, prevention and intervention and to help seniors remain living independently in their homes. RSVP enlists the time and talents of volunteers age 55 and older and places them into meaningful volunteer opportunities in the community, benefiting both the seniors and the community.
	Target Date	9/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	100, low-income seniors
	Location Description	232 Main Street Binghamton, NY 13905
	Planned Activities	Placement of seniors into volunteer positions to benefit the community
25	Project Name	Fairmont Park Water Main Improvements
	Target Area	Townwide
	Goals Supported	Neighborhood Preservation
	Needs Addressed	Priority 7 - Neighborhood Preservation
	Funding	CDBG: \$90,000

	Description	Improvements to water mains in the Fairmont Park neighborhood in support of affordable housing; project is subject to the grant funds by the developer being approved by the state
	Target Date	9/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	57 households
	Location Description	Fairmont Park Johnson City, NY 13790
	Planned Activities	Upgrades to water mains in support of affordable housing; improvements are necessary to meet health department standards.
26	Project Name	Unprogrammed Funds
	Target Area	Townwide
	Goals Supported	Neighborhood Preservation
	Needs Addressed	Priority 7 - Neighborhood Preservation
	Funding	CDBG: \$55,250
	Description	Unprogrammed funds reserved for potential new projects and change orders.
	Target Date	9/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	1
	Location Description	3111 E. Main Street Endwell, NY 13760
	Planned Activities	Potential change orders for capital improvements, other potential projects
27	Project Name	CV-Administration & Project Delivery Costs
	Target Area	Townwide
	Goals Supported	Grant Administration/Oversight

	Needs Addressed	Priority 14 - Program Administration
	Funding	CDBG-CV: \$88,358
	Description	CDBG-CV funds will cover reasonable costs of overall program management, coordination, staff costs, monitoring, accounting, auditing, evaluation, and project delivery costs.
	Target Date	7/31/2021
	Estimate the number and type of families that will benefit from the proposed activities	
	Location Description	Town Hall, 3111 E. Main Street, Endwell, NY 13760
	Planned Activities	Administration & project delivery costs
28	Project Name	CV-Emergency Rent & Utility Assistance
	Target Area	Townwide
	Goals Supported	Neighborhood Preservation
	Needs Addressed	Priority 1 - Housing Affordability
	Funding	CDBG-CV: \$225,000
	Description	CDBG-CV funds will provide up to 70% of rent and utilities owed as a direct result of loss of income due to COVID-19 for up to three consecutive months.
	Target Date	7/31/2021
	Estimate the number and type of families that will benefit from the proposed activities	100 income eligible households who have lost income due to COVID-19
	Location Description	Townwide
	Planned Activities	Provide emergency assistance payments for rent and utilities owed as a direct result of COVID-19
29	Project Name	CV-Emergency Mortgage & Utility Assistance
	Target Area	Townwide
	Goals Supported	Neighborhood Preservation

	Needs Addressed	Priority 1 - Housing Affordability
	Funding	CDBG-CV: \$225,000
	Description	CDBG-CV funds will provide up to 70% of mortgage and utility costs owed as a direct result of loss of income due to COVID-19 for up to three consecutive months.
	Target Date	7/31/2021
	Estimate the number and type of families that will benefit from the proposed activities	100 income eligible households who have lost income as a direct result of COVID-19
	Location Description	Townwide
	Planned Activities	Provide emergency assistance payments for mortgage payments and utilities owed as a direct result of COVID-19
30	Project Name	CV-Economic Development
	Target Area	Townwide
	Goals Supported	Low/Mod Job Creation
	Needs Addressed	Priority 11 - Economic Sustainability
	Funding	CDBG-CV: \$125,000
	Description	CDBG-CV funds will support economic development and address economic impacts to local businesses as a result of the COVID-19 pandemic
	Target Date	7/31/2021
	Estimate the number and type of families that will benefit from the proposed activities	15 businesses
	Location Description	Townwide
	Planned Activities	Provide assistance to businesses to address impacts of COVID-19
31	Project Name	CV-Emergency Non-Profit Assistance
	Target Area	Townwide

Goals Supported	Provide Public Services Targeted to Youth Provide Public Services Targeted To The Elderly Provide Services To The Disabled Provide Services To Homeless Persons/Families
Needs Addressed	Priority 8 - Public Services
Funding	CDBG-CV: \$90,000
Description	Emergency assistance to non-profit organizations in the Town of Union impacted by COVID-19.
Target Date	7/31/2021
Estimate the number and type of families that will benefit from the proposed activities	15 non-profit organizations who provide serves to low-to-moderate income Town of Union residents
Location Description	Townwide
Planned Activities	Provide emergency assistance to non-profit organizations impacted by COVID-19 who are providing public services to low-to-moderate income Town of Union residents

AP-50 Geographic Distribution – 91.220(f)

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

The town provides funds for townwide projects and projects in CDBG eligible Census Tract Block Groups or Service Areas.

Geographic Distribution

Target Area	Percentage of Funds
Townwide	50
CDBG eligible Low/Mod Census Tract Block Group or Service Area	50

Table 8 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

The street reconstruction projects are allocated based upon CDBG target area low to moderate-income data. Park improvement projects are based upon the size of the service area utilizing standards created by the National Recreation and Parks Association. First Time Home Buyer and Home Improvement activities are operated on a townwide basis since they are based upon the income of participants and not the location of the housing.

Public service activities are for social service organizations whose clientele who are low to moderate-income households or, in certain cases, a limited type of clientele with a presumed low and moderate-income status.

Public facility activities are located in a low to moderate-income census tract/block group, have a low to moderate-income service area benefit, or serve at least 51% low and moderate-income clientele.

The acquisition and demolition of blighted structures is eligible by preventing or eliminating slums and blight on a spot or area basis.

The First Time Home Buyer and Home Improvement program activities have income eligibility requirements, therefore the income criteria directs funds to low and moderate-income households throughout the town.

Economic development loan activity eligibility is based upon location in a low to moderate-income census tract/block group, filling a role that is integral to a redevelopment plan, or providing 51% of the

jobs created available to low and moderate-income persons.

Discussion

See above.

PROPOSED

Affordable Housing

AP-55 Affordable Housing – 91.220(g)

Introduction

The Town of Union plans to use CDBG funds to support affordable housing, housing rehabilitation, and the homeless population through public service agencies that provide home repair, the domestic violence shelter within the town's jurisdiction, and through programs offered by the town for downpayment/closing cost assistance and owner-occupied housing rehabilitation. Additionally, the town will provide rental assistance through the Section 8 Housing Choice Voucher program.

One Year Goals for the Number of Households to be Supported	
Homeless	150
Non-Homeless	350
Special-Needs	60
Total	560

Table 9 - One Year Goals for Affordable Housing by Support Requirement

One Year Goals for the Number of Households Supported Through	
Rental Assistance	350
The Production of New Units	0
Rehab of Existing Units	70
Acquisition of Existing Units	0
Total	420

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

Discussion

As long as these activities are priorities and CDBG applications are submitted, CDBG funds are used to support affordable housing, housing rehabilitation, and the homeless population through the SOS Shelter (DBA: Rise NY), First Ward Action Council, the First Time Homebuyer Program, and Home Improvement Program. The Town of Union Section 8 Housing Choice Voucher Program currently provides rental assistance to eligible households.

AP-60 Public Housing – 91.220(h)

Introduction

The Town of Union is a Section 8 Housing Choice Voucher only Housing Agency and does not own or operate any public housing.

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

Does not apply.

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

Does not apply.

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

Does not apply. The Town's most recent SEMAP rating (2018) was "High Performer".

Discussion

The Town of Union is a Section 8 Housing Choice Voucher only Housing Agency and does not own or operate any public housing.

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

Introduction

Local service providers are primarily responsible for homelessness outreach and assessment. The Town of Union conducts outreach to the CoC Coordinator on an annual basis.

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

Local providers direct outreach efforts to vulnerable persons in their service areas. The Southern Tier Homeless Coalition (cdba Cares of NY, Inc.) prepares the Continuum of Care and provides an inventory of available services within Broome County. Assessments are used to direct persons who are homeless to appropriate service providers with the goal of transitioning persons or families to self-sufficiency and avoid return to homelessness.

Addressing the emergency shelter and transitional housing needs of homeless persons

The only emergency shelter located within the Town of Union jurisdiction is SOS Shelter, Inc. (dba RISE-NY) and it is specifically for women, with or without children, who are victims of domestic abuse. It provides services beyond just emergency shelter. Funding for essential services or capital improvements designed to make the facility more functional and cost efficient are considered upon submission of a CDBG application for funding.

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 town provides the First Time Homebuyer Program, Home Improvement Program, and Section 8 Housing Choice Voucher rental assistance to help prevent homelessness. Case management is provided to try and prevent eviction.

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.

Service providers conduct evaluations to identify households or persons at-risk of becoming homeless. They have policies and programs in place with the goal of preventing clients from exiting into homelessness.

Discussion

The town recognizes the need to prevent homelessness and assist persons and households experiencing homelessness transition to self-sufficiency.

PROPOSED

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

Introduction:

The Town of Union is committed to furthering fair housing, alleviating housing discrimination within its jurisdiction, and promoting fair housing choice for all persons.

Actions it planned to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment

The Town of Union has taken a number of steps to ensure that its programs and actions are administered and advertised in a manner that encourages participation by all segments of the population. The town has undertaken specific housing programs to promote wider housing choice by providing financial assistance for owner-occupied housing rehabilitation and mortgage assistance to purchase housing. The rehabilitation program incorporates necessary repairs to improve the housing stock and to make the units accessible to the disabled population. The rental assistance program has been administered in a manner to allow choice of housing and to allow easy access to employment, education, and services.

The FFY 2019 Action Plan allocates funding to continue Fair Housing outreach through newspaper advertisements. The most recent ads ran on the 14th, 15th, 18th, and 19th of April 2019. Fair Housing information is also provided to Section 8 Housing Choice Voucher program applicants as part of the initial briefing process. Fair Housing Information posters are also posted within the Town of Union Planning Department.

Discussion:

As the Lead Agency for development of the Consolidated Plan and Annual Action Plans, the Planning Department can easily incorporate land use and demographic trend analysis into the CDBG planning process. For example, during the development of the 2009 Unified Comprehensive Plan, the Planning Department recognized the need for additional land zoned for the development of rental housing outside of the villages of Endicott and Johnson City. This recommendation was adopted by the Town Board and a 10+ acre parcel located at 397 Glendale Dr. was rezoned to a multi-family zoning category. In September of 2011, a number of neighborhoods in the town were devastated by the remnants of Hurricane Irene and Tropical Storm Lee. One such neighborhood was located approximately one-mile from the rezoned parcel. This neighborhood contained the only mobile home park in the town and provided access to affordable rental housing. The mobile home park was acquired by the town through the FEMA buyout program and all of the units were demolished. With the multi-family zoning already in place, a developer was able to secure funding from New York State and the low income housing tax credit program to construct 50 units of affordable housing. Town residents who

were displaced by the flood were given priority for leasing in this complex.

PROPOSED

AP-85 Other Actions – 91.220(k)

Introduction:

The following actions are planned for the course of the FFY 2019 Annual Action Plan.

Actions planned to address obstacles to meeting underserved needs

The biggest obstacle to meeting underserved needs is the lack of funding. Decreasing financial resources has led to decreased human resources and exacerbates the gap between people's incomes and costs associated with housing and services. The town will continue to advocate for more resources and use those funds it does receive carefully and strategically.

Actions planned to foster and maintain affordable housing

The town uses CDBG funds to foster and maintain affordable housing through the First Time Homebuyer program and Home Improvement program. Affordable housing is also maintained through the Section 8 Housing Choice Voucher program.

Actions planned to reduce lead-based paint hazards

The Town of Union housing stock continues to age and the likelihood of deteriorating lead-based paint (LBP) hazards may potentially increase. The majority of housing was built pre-1978 and even if LBP hazards are not currently present, the possible physical deterioration of units increases the risk for exposure to LBP. The town will continue to monitor grantees to ensure compliance with HUD lead-based paint regulations and will continue to provide lead-based paint educational sheets to program participants in the First Time Homebuyer, Home Improvement, and Section 8 Housing Choice Voucher programs.

Actions planned to reduce the number of poverty-level families

Various agencies and community based organizations actively pursue the elimination of poverty. The town will continue to provide financial support for these agencies and work to promote resiliency, economic development, and partnership between agencies and persons seeking support services.

Actions planned to develop institutional structure

The Town of Union will continue to foster open communication and cooperation between community based organizations, local agencies, and units of local government to strengthen partnerships and facilitate program delivery to the community.

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

service agencies

The town does not own or operate any public housing units. It will, however, work to provide coordination between for-profit and nonprofit organizations involved in the provision of affordable housing, public services, and economic development.

Discussion:

The above actions will allow the town to address various issues throughout implementation of the 2019 Annual Action Plan.

PROPOSED

Program Specific Requirements

AP-90 Program Specific Requirements – 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
Total Program Income:	0

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.	95.00%

The three year period covered by this plan includes Federal Fiscal years 2017, 2018, and 2019.

PROPOSED

PROPOSED