
TOWN OF UNION ANNUAL ACTION PLAN

*Federal Fiscal Year 2021
Covering period October 1, 2021
through September 30, 2022*



Town of Union Department of Planning & Community Development

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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 a population of 56,298 people as of the 2010 Census. The town consists of approximately 26,507 housing units, the majority of which (60%) are owner occupied. 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. The economic decline of the area, high cost of ownership of housing and lack of sufficient affordable rental units limit the possibilities for young families, seniors and low to moderate-income families to find adequate housing within the town. Higher unemployment and poverty rates in some urbanized areas of the town also compound the need for additional affordable housing.

In Broome County, some low to moderate income households struggle for economic self-sufficiency and to preserve a decent environment for their families. Much of this frustration is due to the lack of affordable housing in the area. The Town of Union contains several older neighborhoods, consisting of main or arterial streets with small pockets of commercial development immediately adjacent to one, two, and three family dwellings. These areas usually consist of very small lots, narrow streets, many of which are in need of paving, sidewalk and drainage improvements, limited off street parking, and a lack of suitable recreational areas. Many of the dwelling units in these areas are well over 90 years old and in many cases, could have lead paint issues if the buildings have not been well maintained.

Through a Cooperation Agreement with the Villages of Endicott and Johnson City renewed every three years, the Town Union is an entitlement community for the purposes of the Community Development Block Grant program only. For Federal Fiscal Year 2021 the Town expects to receive an estimated \$1,250,860 in new CDBG funding and an estimated \$100,000 in program income.

The intent of the Annual Action Plan is to provide a plan that brings the town's needs and resources together in a coordinated housing and community development strategy. This Annual Action Plan relates back to the 2020-2024 Consolidated Plan and the priorities identified therein. In accordance with HUD guidelines, the FFY 2021 Annual Action Plan will encompass a period of time from October 1, 2021 through September 30, 2022. This plan addresses the town's priority needs, objectives, goals and activities for the year.

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 removal of 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

Prevent, prepare for, and respond to coronavirus.

Priority 12

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 the goals established in the previous 2015-2019 Consolidated Plan. However, a number of programs appear to have underperformed. The First Time Home Buyer program did not meet established goals. This failure is due in part to economic downturn resulting in fewer applications being submitted. In further discussions with local housing providers, it was a general view that the First Time Homebuyer program also lacked incentive for buyers due to limitations of the investment options. However, as the market has significantly changed since COVID-19 and interest rates have dropped, the town has seen increased interest in the program through increased calls and at least 3 new applicants who have been

deemed eligible in FFY 2019. Due to these market influences, the town will increase the purchase price limit to \$90,000.00 and evaluate how the program is structured and performs.

The number of applications processed through the Home Improvement program was reduced due to multiple staff changes. The shutdowns associated with COVID-19 also delayed completion of Home Improvement Program projects that were underway; contractors not deemed essential were unable to complete work and staff that manage the Home Improvement Program were temporarily out of the office. The program now faces a backlog of work. In addition to contractor scheduling issues, costs for construction materials have significantly increased due to supply chain disruptions and has resulted in issues with timely completion of projects. Discussion with local housing agencies revealed that the maximum loan amount allowed under the town's program, \$10,000.00, is no longer sufficient. Program staff also noted that there has been an increase in the number of program applicants and participants whose homes require repairs that exceeded the \$10,000.00 limit.

In addition to these two programs, the Town of Union economic development program funded through CDBG was also evaluated. In the past five years (2015-2020) the Town of Union spent \$530,000.00 in CDBG funds for administration of the program and \$790,500 through 7 loans to for-profit businesses. There were two years (FFY 2017 & 2018) when no loans were closed. There were two years (FFY 2016 & 2019) when one loan was closed. Between 2015-2019, 121 jobs were created over the loan recipient performance periods. The majority of these jobs were created in FFY 2015 (83 jobs) from the closing of 5 loans. There were two years (FFY 2018 & 2019) when no jobs were created. Between 2015-2019, there has been \$65,686.36 in loss reserve with loans in default. Upon review of these numbers and the fact that the Economic Development office manages other work not associated with CDBG, the town will prorate Economic Development admin costs at a lower rate in FFY 2020. No new funds will be allocated to the revolving loan fund and any new loans will be made from existing funds. Given the struggles most small businesses face due to the economic downturn caused by the COVID-19 crisis, the town plans to continue to invest in economic development.

Based upon past performance, the town was awarded a direct allocation of \$10,187,818 under the CDBG-DR program. As of the date of publication of Consolidated Plan, approximately 98% of the CDBG-DR grant has been expended. The grant will be closed out in 2021.

As a result of the impacts of COVID-19, the Town of Union has been awarded \$1,230,777.00 in CDBG-CV funds through the Coronavirus Aid, Relief, and Economic Security Act (CARES Act). A Substantial Amendment to the FFY 2019 Annual Action Plan was approved in August 2020 and emergency programming began in September 2020. A second substantial amendment to the FFY 2019 Annual Action Plan was approved in June 2021.

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 limited to:

- Prior resident surveys;
- Public service provider outreach;
- Discussions with service providers and interest groups;
- Long range planning documents

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 April 8th, 2021 public hearing, the town received comments. The Director of Planning & Community Development received a comment via telephone from the Broome County Office for Aging Age Friendly Communities Director that seniors in the town need access to affordable housing. At the June 3rd, 2021 public hearing, the town received public comments.

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

There are no comments that were not accepted.

7. Summary

The Town of Union completed an in-depth analysis of past program performance for the 2020-2024 Consolidated Plan and included in that document plans to restructure the programs that have previously not met performance goals. The FFY 2021 Annual Action Plan is the first plan moving forward with those changes implemented. It is anticipated the programs that have underperformed will increase participation but that the transition may take some time to fully see results. The intent of this plan is to better meet the needs of the community and better reach the mission and goals of the Community Development Block Grant.

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 & Community Development as the lead agency for creation of the 2021 Annual Action Plan.

Consolidated Plan Public Contact Information

The Town Board has designated Town of Union Director of Planning & Community Development 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(l)

1. Introduction

The lead agency for the development of FFY 2020 Annual Action Plan is the Town of Union Department of Planning & Community Development. The Department is the administering agency for the Community Development Block Grant (CDBG) Program, Community Development Block Grant - Disaster Recovery (CDBG-DR) Program, Community Development Block Grant- Coronavirus (CDBG-CV) Program, and the Section 8 Housing Choice Voucher Program.

The Director of Planning & Community Development also currently serves as the Treasurer of the Town of Union Housing Authority.

The Town Board felt that the varied experience of the 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 Director of Planning & Community Development, Sara L. Zubalsky-Peer, served as the key contact person during the preparation of this plan. Community Development Coordinator, Christopher Kylor, served as the secondary point of contact.

In accordance with the Town of Union's Citizen Participation plan, the lead agency coordinated an extensive outreach process designed to solicit participation from a wide variety of groups and individuals. This effort included agencies that serve the disabled, minorities, faith based organizations, non-English speaking residents, business assistance organizations such as the Town of Union Local Development Corporation and the Broome County Industrial Development Agency. Although there is no public housing in the Town of Union, residents receiving tenant based assistance were made aware of CDBG issues during the briefing process.

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))

Throughout April and May 2021 the Community Development Coordinator conducted outreach with various community based organizations and agencies. This outreach included phone calls and emails and served to gather information on trends and public service needs present in the community. The Director of Planning & Community Development and Community Development Coordinator sat on the Safe Housing Task Force to discuss housing needs in Broome County during the COVID-19 pandemic and attended bi-weekly meetings to discuss housing needs, programs,

strategies, and outreach among various housing agencies. Beginning in April 2020, Town of Union also attended weekly meetings with the City of Binghamton, Family Enrichment Network, Fairview Recovery Services, and the CoC coordinator to discuss and coordinate federally funded emergency housing programs specific to COVID-19 to increase collaboration and coordination across Broome County.

In May and June 2021, the Citizens Advisory Committee held two (2) meetings to discuss the FFY 2021 Annual Action Plan. The first was held on May 26, 2021 and the second on June 1, 2021 and the CDAC voted to recommend the draft plan to the Town Board.

Public hearings were held on April 7, 2021 and June 16, 2021 to solicit input on the use of CDBG funds for FFY 2021 and on the draft FFY 2021 Annual Action Plan.

A full copy of the preliminary draft FFY 2021 Annual Action Plan was made available on June 4, 2021 for public review at the Villages of Endicott and Johnson City municipal offices, Your Home Library, George F. Johnson Library, at the Town of Union office building, and on the Town of Union Web Page www.townofunion.com. A full copy of the final FFY 2021 Annual Action Plan was made available on _____ for public review at all of the above listed locations.

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 coordinated with the Coalition for the Homeless of the Southern Tier, NY Inc. and consulted both the Continuum of Care document and the draft of the NY-511 Strategic Plan. 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 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 Coalition for the Homeless of the Southern Tier, NY Inc. was consulted on the Continuum of Care. Data was provided on estimates of homeless persons. The Town of Union does not oversee ESG funds or the administration of HMIS but executed a contract with Fairview Recovery Service, Inc. in 2020 for the use of HMIS for input of applicants of the CDBG-CV funded emergency rent/mortgage/utility assistance programs.

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	SOS Shelter, Inc.
	Agency/Group/Organization Type	Housing Services-Victims of Domestic Violence
	What section of the Plan was addressed by Consultation?	Homeless Needs - Families with children

	<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>We consistently have trouble reaching immigrants. Immigrant victims often have limited English proficiency and although we can offer translation services, it is still a barrier. They also have misconceptions that they cannot receive services if they're undocumented. The abuser will often isolate them from American society so they have difficulty accessing help. Although we do serve an increasing number of immigrants each year, there are still other victims in our community that cannot access services. It is also difficult serving rural victims who do not have private modes of transportation. Although we are expanding our remote services, there are some services that need to be done in person, such as filing a family offense petition. Mental health services are in high demand and we do not seem to have enough providers to match to clients in need. If a new resident in our shelter is not already seeking services with a mental health counselor, setting up new services can take several weeks or even months. We recently had a client who was in continual crisis and suicidal and it still took four weeks for them to be able to talk to a counselor. Safe, affordable housing. We particularly have trouble placing single women in permanent housing on a DSS budget of \$401. It seems to take longer to place single women than to place families, and when they are placed it is often not an ideal living situation for someone coming out of an abusive relationship and needing stability and safety. Encouraging and offering incentives to developers interested in building affordable housing. The Family Enrichment Network recently built a multiple unit building that was furnished and had a case manager on site in Binghamton. We need more projects like this in the community.</p>
2	<p>Agency/Group/Organization</p>	<p>ACHIEVE</p>
	<p>Agency/Group/Organization Type</p>	<p>Services-Persons with Disabilities</p>

	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?	Achieve was contacted via Email. Achieve states that the biggest issues besides COVID-19 they have seen over the last year is insufficient housing and food insecurity. Majority of the community members they work with and serve have one or both facing them out in the community. COVID restrictions have caused many concerns for the agency but the community overall has seemed to really take this seriously and the response by local leaders has been helpful.
3	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
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Meals on Wheels was contacted via email. They have seen an uptick in community members requesting meals during the pandemic, but that is expected with communities on lockdown and with such extreme restrictions in place to prevent the spread of COVID. Typically, there are decreases during the warmer months of Spring and Summer and increases in demand during the Fall and Winter months due to weather and difficulty for many participants to travel to obtain groceries for themselves. The biggest issues that the agency has seen is mainly correlated to COVID and the NYS and CDC guidelines, but now that they are being eased, they expect things to go back to "normal" in terms of what they typically see in the community and their programs.
4	Agency/Group/Organization	Cornell Cooperative Extension
	Agency/Group/Organization Type	Services-Education

	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?	Cornell Cooperative Extension of Broome County has continued to provide food for the community and education. Food is dropped off at participants homes or apartments. Education services are provided via zoom meetings. Some trends that CCE-BC have seen over the last year have been in increase in food insecurity, increase in addiction for substance abuse and a lack of support for families during the pandemic. They have incorporated an addiction component for addicts and their families in their education and state it has been very helpful for their clients.
5	Agency/Group/Organization	GOODWILL THEATRE INC.
	Agency/Group/Organization Type	Arts
	What section of the Plan was addressed by Consultation?	Community Engagement
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Goodwill Theatre is a local non profit that the Town of Union has worked with in the past with Community Engagements. They were contacted for input via email. Goodwill Theatre expressed concerns that not enough funding was being introduced into the community in order to help restore and maintain historical sites throughout the Town of Union. They would like to see more organizations attempt to apply for funding and work on upkeep of the surrounding community.
6	Agency/Group/Organization	JOHNSON CITY COMMUNITY ACTION TEAM
	Agency/Group/Organization Type	Housing Services-Children Services-homeless

	What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	<p>A sizeable percentage of children still go unsupervised in our County and efforts to support continued and expanded child care efforts are vital. Expansion of child care sites (as we are seeing to an extent) is necessary to reach all affected (not be confused with duplication)JCCAT feels that it responds to various priorities in the TOU plan; safe child care (Provision 7) supports a basic need, (Provision 10) job retention is assisted by providing parents with safe, affordable child care options and (Provision 11) Covid response by provision of a safe, secure and preventive site for operations away from the home to continue normal life activities. Our clients have not changed, however our return to normal operations has. If anything there still remains an understandable, significant hesitancy by many families to utilize services; school, child care, vaccines, etc. until they feel that risks are at acceptable levels to them. Additionally. some employers are still allowing a "work at home" policy and this has affected our attendance. Subsidies to agencies to assist in operational support (as JCCAT witnessed in the rental support) until such time as a return to normalcy occurs has been very helpful. Our agency, given its interrupted relationship with the school faces longer, ongoing effects as the return to its original location remains unclear and increased costs for the alternate site continue through the Summer and possibly beyond.</p>
7	Agency/Group/Organization	Mom's House
	Agency/Group/Organization Type	Low Income Childcare
	What section of the Plan was addressed by Consultation?	Childcare Community Services

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Mom's House was contacted via Email: We are seeing a greater need for mental health services among our clients, both the children and parents. We have received a grant to address some of this, however we don't provide long term counseling and that seems to be a greater need and also it is very hard to find a qualified counselor who is also affordable. Also we have seen more food insecurity. Although we feed the children meals when they are here, we don't often have much to give to the parents.
8	Agency/Group/Organization	CATHOLIC CHARITIES
	Agency/Group/Organization Type	Services-Health Services-Education
	What section of the Plan was addressed by Consultation?	Community Services

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Catholic Charities of Broome County was contacted via Email. CCBC states they have seen an increased demand for rural services but they do not have the capacity nor financial support to increase their services to more rural regions of the county. Senior services also suffered due to the pandemic and caused many issues for both clients and the agency. Another area which there is great need, is housing. With the housing stock being as old as it is and there being many properties transformed into student housing, the need for low income housing in the region is extremely high while supply is very low. Housing needs and rental assistance for low income working families who may not qualify for LDSS assistance. Our agency does not have a program that provides rent payments or security deposits on a regular basis. Our emergency services program helps people link to services such as LDSS to apply for assistance but often times the clients who call for assistance have already been denied by LDSS. Over the past year, CCBC temporarily provided COVID related emergency services financial assistance to clients who were in need due to loss of employment or income directly related to COVID.
9	Agency/Group/Organization	CATHOLIC CHARITIES OF BROOME COUNTY
	Agency/Group/Organization Type	Services - Housing Services-Children Services-homeless
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homelessness Needs - Unaccompanied youth

<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>Catholic Charities Of Broome County-TTLP responded via email:CCBC continues to be a need in the Town of Union. To date this year we have served 9 youth and our 2 apartments continue to be at max capacity of 6 youth. We continue to receive referrals and place eligible youth on a waitlist for our housing program. Regarding race, ethnicity, age and gender this constantly ebb and flows throughout the years, however, we tend to serve more 16-17 year olds. Mental Health continues to be an issue our young folks are dealing with and tend to require travel to Binghamton for services. Transportation to and from Endicott can be challenging with the bus schedule/times available which decreases employment opportunities for youth.</p>
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Identify any Agency Types not consulted and provide rationale for not consulting

To the Town of Union's knowledge, no agency types were 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	Coalition For The Homeless Of The Southern Tier, NY Inc. NY-511	

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 2021 Annual Action Plan.

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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 and via Zoom Video Conferencing.

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	CDBG Mailing List and Press Release	Non-targeted/broad community	A press release was provided to the local media list for advertisement of the initial input hearing for the use of CDBG funds on March 22nd, 2021. The release was also sent via CDBG notification list via electronic mail the same day.	No comments were received.	N/A	

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	On March 25, 2021 an ad was run in the Press and Sun Bulletin advertising an initial input public hearing for April 7th, 2021 at 7:00 PM. The ad also included information on submitting comments and initial input to the Town of Union on the use of CDBG funds for FFY 2021.	No comments were received in response to the newspaper ad.	N/A	

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
3	Internet Outreach	Non-targeted/broad community	On March 27, 2021 a public notice was published on www.townofunion.com to advertise an initial input hearing for April 7th, 2021 and solicit public input on the use of CDBG funds.	One comment was received from the Broome County Office for Aging Age Friendly Communities Director who called the Department of Planning & Community Development to say that seniors in the Town of Union need more access to safe, affordable, and accessible housing options.	No comments were not accepted.	

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
4	Public Hearing	Non-targeted/broad community	On April 7th, 2021 at 7:00 PM the Town of Union held a public hearing to solicit input on the use of CDBG funds in FFY 2021. The hearing was held at 3111 E. Main Street, Endwell NY 13760 and via Zoom Video Conferencing.	Vice President of Development and Donations of ACHIEVE thanked the Town of their consideration of implementing funds for summer program. He said their program assists students ages 4-21 to prevent the lack of retention of things learned during the school year and that their work study programs helps youth who are working age earned paychecks and develop independent living skills.	No comments were not accepted.	

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
5	Newspaper Ad	Non-targeted/broad community	On June 7th, 2021 an ad was run in the Press and Sun Bulletin advertising a public hearing for June 16th, 2021 at 7:00 PM. The ad also included information on submitting comments to the Town of Union on the draft FFY 2021 Annual Action Plan.			
6	Internet Outreach	Non-targeted/broad community	On June 7th, 2021 a public notice was published on www.townofunion.com to advertise a public hearing for June 16th, 2021 and public input on the draft FFY 2021 Annual Action Plan.			

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)
7	Public Hearing	Non-targeted/broad community	On June 16th, 2021 at 7:00 PM the Town of Union held a public hearing to solicit input on the draft FFY 2021 Annual Action Plan. The hearing was held at 3111 E. Main Street, Endwell NY 13760 and via Zoom Video Conferencing.			
8	Public Meeting	Non-targeted/broad community	A final opportunity to comment on the FFY 2021 plan was provided at the Hearing of Visitors portion of the Town Board meeting on July 14th, 2021 meeting.			

Table 4 – Citizen Participation Outreach

Expected Resources

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

Introduction

The primary funding sources expected to be available for the FFY 2021 Annual Action Plan include the following:

- HUD Community Development Block Grant (CDBG)
- HUD Community Development Block Grant- Coronavirus (CDBG-CV) through the CARES Act
- HUD Housing Choice Voucher Program (HCV)
- HUD Housing Choice Voucher Program CARES Act funds

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

Availability are 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	1,250,860	100,000	0	1,350,860	0	Annual CDBG entitlement formula allocation as a Metropolitan City
Other	public - federal	Housing	1,354,668	0	0	1,354,668	4,061,004	Housing Choice Voucher program Housing Assistance Payment Budget Authority (2020 level)
Other	public - federal	Other	1,085,701	0	0	1,085,701	1,085,701	The Town of Union was awarded administrative fee funding under the Coronavirus Aid, Relief, and Economic Security Act (CARES Act) which will be administered in accordance with the CARES Act requirements; a portion of the funds have already been drawdown

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 and Economic Development loan activities are typically leveraged by bank loans and owner equity.

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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 had used CDBG-DR funds in the past to acquire a number of parcels for future redevelopment as flood resilient housing or other non-residential uses. A regional developer has purchased those lots from the town and received a grant from the New York State Housing Trust Fund Corporation to construct flood-resilient, affordable housing. Parcels the town previously acquired through the FEMA buyout program will be considered for drainage improvements and/or passive recreational uses as permitted by FEMA post acquisition redevelopment restrictions.

Other properties that were blighted and condemned that were purchased with CDBG funds may be auctioned off at a surplus property auction. Based on the assessed value, a minimum price will be set. All funds received from the sale of these properties will be reported as program income and be used for other CDBG eligible activities.

Discussion

The CDBG program is significantly impacted by the continued reduction of federal funding. Similar reductions in administrative funds for the Housing Choice Voucher program are also impacting 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	2020	2024	Affordable Housing	Townwide	Housing Affordability Preservation of Housing Stock Lead-Based Paint Education		Homeowner Housing Rehabilitated: 10 Household Housing Unit
2	Provide Assistance to First Time Home Buyers	2020	2024	Affordable Housing	Townwide	Housing Affordability Homeownership Preservation of Housing Stock Fair Housing Education Lead-Based Paint Education		Direct Financial Assistance to Homebuyers: 5 Households Assisted
3	Provide Public Services Targeted to Youth	2020	2024	Non-Housing Community Development	Townwide	Public Services		Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 415 Persons Assisted

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	2020	2024	Non-Housing Community Development	Townwide	Public Services		Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 15773 Persons Assisted
5	Provide Public Services to Persons w/Disabilities	2020	2024	Non-Housing Community Development		Special Needs Housing/Support Services Public Services		Public service activities other than Low/Moderate Income Housing Benefit: 110 Persons Assisted
6	Provide Services to Homeless Persons/Families	2020	2024	Homeless		Homeless Housing and Support Services		Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 25 Persons Assisted
7	Provide Rental Assistance to VLI Households	2020	2024	Affordable Housing		Housing Affordability Fair Housing Education Lead-Based Paint Education		Tenant-based rental assistance / Rapid Rehousing: 350 Households Assisted

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
8	Provide Housing Services to the Elderly	2020	2024	Affordable Housing		Providing Housing Services to the Elderly Special Needs Housing/Support Services		
9	Neighborhood Preservation	2020	2024	Non-Housing Community Development	Townwide CDBG eligible Low/Mod CensusTract Block Group or Service Area	Neighborhood Preservation		Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 3070 Persons Assisted
10	Low/Mod Job Creation	2020	2024	Non-Housing Community Development		Economic Sustainability		Jobs created/retained: 10 Jobs
11	Prevent, Prepare for, Respond to coronavirus	2020	2020	Non-Housing Community Development	Townwide CDBG eligible Low/Mod CensusTract Block Group or Service Area	Disaster Recovery/Resiliency Prevent, prepare for, and respond to Coronavirus		Other: 1 Other
12	Grant Administration/Oversight	2020	2024	Grant Administration	Townwide	Program Administration		Other: 1 Other

Table 6 – Goals Summary

Goal Descriptions

Annual Action Plan
2021

31

1	Goal Name	Owner Occupied Housing Rehabilitation
	Goal Description	Rehabilitation of owner occupied single and two-family housing
2	Goal Name	Provide Assistance to First Time Home Buyers
	Goal Description	Provide funding for down payment 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 to organizations providing services targeted to senior citizens.
5	Goal Name	Provide Public Services to Persons w/Disabilities
	Goal Description	Provide funds to organizations for public services targeted to persons with disabilities
6	Goal Name	Provide Services to Homeless Persons/Families
	Goal Description	Provide funds to assist organizations providing services to homeless individuals and/or families including domestic violence shelter and Teen Transitional shelter.
7	Goal Name	Provide Rental Assistance to VLI Households
	Goal Description	Provide rental assistance through the Section 8 Housing Choice Voucher program to very low-income households to maintain housing stability.

8	Goal Name	Provide Housing Services to the Elderly
	Goal Description	Provide minor home repairs to elderly.
9	Goal Name	Neighborhood Preservation
	Goal Description	Preserve and enhance the sustainability to neighborhoods through investments in public infrastructure (CDBG target areas), demolition of blighted structures (townwide), and maintenance of in-rem tax properties (townwide).
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	Prevent, Prepare for, Respond to coronavirus
	Goal Description	Prevent, prepare for, and respond to coronavirus pandemic and associated shutdowns.
12	Goal Name	Grant Administration/Oversight
	Goal Description	Provide grant administration and oversight

Projects

AP-35 Projects – 91.220(d)

Introduction

The following tables provides information on the projects identified for the FFY 2021 Annual Action Plan.

Projects

#	Project Name
1	ACHIEVE
2	Action for Older Persons
3	Broome County Office for Aging
4	Catholic Charities
5	Cornell Cooperative Extension
6	Family Enrichment Network
7	Johnson City Community Action Team
8	Johnson City Senior Center
9	Meals on Wheels of Western Broome
10	Mom's House
11	First Time Home Buyer Assistance
12	Home Improvement Program
13	First Ward Action Council
14	Town of Union Local Development Corporation Loan Program
15	Dilapidated Structure Removal
16	Citizen Participation
17	General Management, Oversight, and Coordination
18	Comptroller Expenses
19	Fair Housing Outreach (FHEO)
20	Economic Development Program Administration/Project Delivery
21	Rental Assistance Housing Choice Voucher Program
22	Village of Endicott Capital Improvement Project
23	Village of Johnson City Capital Improvement Project
24	SEPP Capital Improvement Project
25	STCC Capital Improvement Project
26	Unprogrammed Funds

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.

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AP-38 Project Summary

Project Summary Information

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1	Project Name	ACHIEVE
	Target Area	Townwide
	Goals Supported	Provide Public Services to Persons w/Disabilities
	Needs Addressed	Public Services
	Funding	CDBG: \$2,000
	Description	Summer program for children with disabilities
	Target Date	9/30/2022
	Estimate the number and type of families that will benefit from the proposed activities	11
	Location Description	125 Cutler Pond Road, Binghamton, NY 13905
	Planned Activities	Summer program for youth with disabilities
2	Project Name	Action for Older Persons
	Target Area	Townwide
	Goals Supported	Provide Public Services Targeted to the Elderly
	Needs Addressed	Public Services
	Funding	CDBG: \$11,000
	Description	Senior insurance counseling program
	Target Date	9/30/2022
	Estimate the number and type of families that will benefit from the proposed activities	3000
	Location Description	200 Plaza Drive Suite B, Vestal, NY 13850
	Planned Activities	Medicare insurance counseling for seniors
3	Project Name	Broome County Office for Aging
	Target Area	Townwide
	Goals Supported	Provide Public Services Targeted to the Elderly
	Needs Addressed	Providing Housing Services to the Elderly
	Funding	CDBG: \$20,000
	Description	Western Broome Senior Center operating costs.
	Target Date	9/30/2022

	Estimate the number and type of families that will benefit from the proposed activities	9000
	Location Description	2801 Wayne Street, Endicott, NY 13760
	Planned Activities	Operating costs for senior center
4	Project Name	Catholic Charities
	Target Area	Townwide
	Goals Supported	Provide Public Services Targeted to Youth Provide Services to Homeless Persons/Families
	Needs Addressed	Homeless Housing and Support Services Public Services
	Funding	CDBG: \$25,000
	Description	Teen Transitional Living Program for homeless and at-risk youth
	Target Date	9/30/2022
	Estimate the number and type of families that will benefit from the proposed activities	25
	Location Description	86-89 Walnut Street, Binghamton, NY 13905
	Planned Activities	Teen transitional living program for homeless youth
5	Project Name	Cornell Cooperative Extension
	Target Area	Townwide
	Goals Supported	Provide Public Services Targeted to Youth
	Needs Addressed	Public Services
	Funding	CDBG: \$19,000
	Description	Parent resource center/ Family education center
	Target Date	9/30/2022
	Estimate the number and type of families that will benefit from the proposed activities	300
	Location Description	840 Upper Front Street, Binghamton, NY 13905

	Planned Activities	Family education center
6	Project Name	Family Enrichment Network
	Target Area	Townwide
	Goals Supported	Provide Services to Homeless Persons/Families
	Needs Addressed	Public Services
	Funding	CDBG: \$24,000
	Description	Walk With Me program for re-entry from Broome County Jail
	Target Date	9/30/2022
	Estimate the number and type of families that will benefit from the proposed activities	30
	Location Description	24 Cherry Street, Johnson City, NY 13790
	Planned Activities	Re-entry support program for persons re-entering community from Broome County Jail
7	Project Name	Johnson City Community Action Team
	Target Area	Townwide
	Goals Supported	Provide Public Services Targeted to Youth
	Needs Addressed	Public Services
	Funding	CDBG: \$16,000
	Description	Before and after school program
	Target Date	9/30/2022
	Estimate the number and type of families that will benefit from the proposed activities	55
	Location Description	67 Broad Street #2, Johnson City, NY 13790
	Planned Activities	Before and after school child care
8	Project Name	Johnson City Senior Center
	Target Area	
	Goals Supported	Provide Public Services Targeted to the Elderly

	Needs Addressed	Providing Housing Services to the Elderly
	Funding	CDBG: \$24,000
	Description	Operating costs for senior center
	Target Date	9/30/2022
	Estimate the number and type of families that will benefit from the proposed activities	3393
	Location Description	30 Brocton Street, Johnson City, NY 13790
	Planned Activities	Operating costs for senior center
9	Project Name	Meals on Wheels of Western Broome
	Target Area	Townwide
	Goals Supported	Provide Public Services Targeted to the Elderly Provide Public Services to Persons w/Disabilities
	Needs Addressed	Public Services
	Funding	CDBG: \$24,000
	Description	
	Target Date	9/30/2022
	Estimate the number and type of families that will benefit from the proposed activities	380
	Location Description	705 West Main Street #4, Endicott, NY 13760
	Planned Activities	Delivery of meals for seniors and persons with disabilities
10	Project Name	Mom's House
	Target Area	Townwide
	Goals Supported	Provide Public Services Targeted to Youth
	Needs Addressed	Public Services
	Funding	CDBG: \$10,000
	Description	Childcare services for single parents going back to school
	Target Date	9/30/2022

	Estimate the number and type of families that will benefit from the proposed activities	60
	Location Description	770 Harry L. Drive, Johnson City, NY 13790
	Planned Activities	Child care services for single parents in school
11	Project Name	First Time Home Buyer Assistance
	Target Area	Townwide
	Goals Supported	Provide Assistance to First Time Home Buyers
	Needs Addressed	Homeownership
	Funding	CDBG: \$15,000
	Description	Down payment or closing cost assistance to first time home buyers
	Target Date	9/30/2022
	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	Down payment or closing cost assistance
12	Project Name	Home Improvement Program
	Target Area	Townwide
	Goals Supported	Owner Occupied Housing Rehabilitation
	Needs Addressed	Preservation of Housing Stock
	Funding	CDBG: \$60,000
	Description	Owner occupied housing rehabilitation
	Target Date	9/30/2022
	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	Home improvements for owner occupied housing
	Project Name	First Ward Action Council

13	Target Area	Townwide
	Goals Supported	Provide Housing Services to the Elderly
	Needs Addressed	Preservation of Housing Stock Providing Housing Services to the Elderly
	Funding	CDBG: \$20,000
	Description	Minor home repair program for seniors
	Target Date	9/30/2022
	Estimate the number and type of families that will benefit from the proposed activities	60
	Location Description	167 Clinton Street, Binghamton, NY 13905
	Planned Activities	Minor home repairs for seniors
14	Project Name	Town of Union Local Development Corporation Loan Program
	Target Area	Townwide
	Goals Supported	Low/Mod Job Creation
	Needs Addressed	Economic Sustainability
	Funding	:
	Description	Recapitalization of revolving loan funds utilizing \$120,000 in loan repayments from prior loans.
	Target Date	9/30/2022
	Estimate the number and type of families that will benefit from the proposed activities	
	Location Description	3111 E. Main Street, Endwell, NY 13760
	Planned Activities	
15	Project Name	Dilapidated Structure Removal
	Target Area	Townwide
	Goals Supported	Neighborhood Preservation
	Needs Addressed	Neighborhood Preservation
	Funding	CDBG: \$50,000

	Description	Demolition of dilapidated structures acquired through tax foreclosure process.
	Target Date	9/30/2022
	Estimate the number and type of families that will benefit from the proposed activities	
	Location Description	
	Planned Activities	Demolition of condemned properties
16	Project Name	Citizen Participation
	Target Area	Townwide
	Goals Supported	Grant Administration/Oversight
	Needs Addressed	Program Administration
	Funding	CDBG: \$1,000
	Description	Advertising and public notices to inform the public about the availability of programs, and to report on program progress.
	Target Date	6/30/2022
	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.
17	Project Name	General Management, Oversight, and Coordination
	Target Area	Townwide
	Goals Supported	Grant Administration/Oversight
	Needs Addressed	Program Administration
	Funding	CDBG: \$170,600
	Description	Salaries, benefits, and sundry expenses including audit expenses.
	Target Date	9/30/2022

	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.
18	Project Name	Comptroller Expenses
	Target Area	Townwide
	Goals Supported	Grant Administration/Oversight
	Needs Addressed	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	9/30/2022
	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 Outreach (FHEO)
	Target Area	Townwide
	Goals Supported	Grant Administration/Oversight
	Needs Addressed	Fair Housing Education
	Funding	CDBG: \$1,000
	Description	Advertisements and public records to advise the public about fair housing issues.
	Target Date	9/30/2022

	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 Program Administration/Project Delivery
	Target Area	Townwide
	Goals Supported	Grant Administration/Oversight
	Needs Addressed	Program Administration
	Funding	CDBG: \$50,500
	Description	Project delivery costs for technical assistance to businesses and administration of economic development loan funds.
	Target Date	9/30/2022
	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 technical assistance to businesses and administration of economic development loan funds.
21	Project Name	Rental Assistance Housing Choice Voucher Program
	Target Area	Townwide
	Goals Supported	Provide Rental Assistance to VLI Households
	Needs Addressed	Housing Affordability
	Funding	:
	Description	This is not a CDBG funded activity. Provide tenant based rental assistance through the Housing Choice Voucher program.
	Target Date	9/30/2022
	Estimate the number and type of families that will benefit from the proposed activities	325

	Location Description	3111 E. Main Street, Endwell, NY 13760
	Planned Activities	This is not a CDBG funded activity. Provide tenant based rental assistance through the Housing Choice Voucher program.
22	Project Name	Village of Endicott Capital Improvement Project
	Target Area	CDBG eligible Low/Mod CensusTract Block Group or Service Area
	Goals Supported	Neighborhood Preservation
	Needs Addressed	Neighborhood Preservation
	Funding	CDBG: \$250,000
	Description	Full-depth street reconstruction of N. Adams Avenue, Endicott, NY 13760 from Pine St. to Jenkins St.
	Target Date	9/30/2022
	Estimate the number and type of families that will benefit from the proposed activities	Approximately 10 households
	Location Description	N Adams Avenue from Jenkins Street to Pine Street, Endicott, NY 13760
	Planned Activities	Full-depth street reconstruction
23	Project Name	Village of Johnson City Capital Improvement Project
	Target Area	CDBG eligible Low/Mod CensusTract Block Group or Service Area
	Goals Supported	Neighborhood Preservation
	Needs Addressed	Historic Preservation
	Funding	CDBG: \$250,000
	Description	Full-depth street reconstruction of Grand Avenue Phase 5 Hudson St. to Harrison St.
	Target Date	9/30/2022
	Estimate the number and type of families that will benefit from the proposed activities	Approximately 11 households
	Location Description	Grand Avenue, Hudson Street to Harrison Street, Johnson City, NY 13790

	Planned Activities	Full-depth street reconstruction
24	Project Name	SEPP Capital Improvement Project
	Target Area	CDBG eligible Low/Mod CensusTract Block Group or Service Area
	Goals Supported	Neighborhood Preservation
	Needs Addressed	Preservation of Housing Stock
	Funding	CDBG: \$72,000
	Description	
	Target Date	9/30/2022
	Estimate the number and type of families that will benefit from the proposed activities	50
	Location Description	299 Floral Avenue, Johnson City, NY 13790
	Planned Activities	Replacement of elevator in affordable housing building
25	Project Name	STCC Capital Improvement Project
	Target Area	Townwide
	Goals Supported	Neighborhood Preservation
	Needs Addressed	Neighborhood Preservation
	Funding	CDBG: \$70,000
	Description	
	Target Date	9/30/2022
	Estimate the number and type of families that will benefit from the proposed activities	3000
	Location Description	1 Clubhouse Road, Endicott, NY 13760
	Planned Activities	Roof repairs to community center
26	Project Name	Unprogrammed Funds
	Target Area	Townwide
	Goals Supported	
	Needs Addressed	
	Funding	CDBG: \$68,192

	Description	
	Target Date	9/30/2022
	Estimate the number and type of families that will benefit from the proposed activities	
	Location Description	3111 E. Main Street, Endwell, NY 13760
	Planned Activities	Unprogrammed funds for future eligible projects

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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 CensusTract 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.

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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	20
Non-Homeless	350
Special-Needs	30
Total	400

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	10
Acquisition of Existing Units	0
Total	360

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, Catholic Charities Teen Transitional Living Program, 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 (2019) was "High Performer". Due to the COVID-19 pandemic, the Town of Union's 2019 SEMAP score was carried over to 2020 and 2021 per HUD waivers.

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. Over the past year, the Town of Union has been in contact with the CoC more than ever and has formed a solid partnership through coordinated entry to administer assistance programs through the COVID-19 pandemic and attend committee meetings for safe housing.

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 (dba 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. During the past year and the continuing COVID-19 pandemic, the Town of Union has taken on a more prominent role in providing case management, facilitating

repayment agreements, and directing tenants and homeowners to the appropriate resources to 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.

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 2021 Annual Action Plan allocates funding to continue Fair Housing outreach through newspaper advertisements. An ad for the CDBG program ran on March 25, 2021. The most recent ad for Fair Housing ran on June 6, 2021. The Town of Union Town Board also passed a proclamation making April 2021 Fair Housing Month and making April 5-9 CDBG week in the town. 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 Department of Planning & Community Development.

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. Another housing development is currently under construction in Fairmont Park, another neighborhood that underwent the buyout program through the town. A developer utilizing HCR funds is constructing 34 affordable housing duplexes, including 2 ADA accessible units. The Town of Union was able to complete a water main improvement project utilizing CDBG funds in support of the affordable housing complex and was able to improve water quality to current Health Department standards for the neighborhood.

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AP-85 Other Actions – 91.220(k)

Introduction:

The following actions are planned for the FFY 2021 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.

In addition, the Home Improvement Program budget has been increased and an environmental testing firm has been secured to provide LBP inspection and clearance testing on all Town of Union Home Improvement projects. Contractors will need to be certified in order to conduct work in units where LBP has been identified and mitigation efforts undertaken.

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 FFY 2021 Annual Action Plan.

Program Specific Requirements

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

Introduction:

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.

Community Development Block Grant Program (CDBG) Reference 24 CFR 91.220(l)(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 2019, 2020, and 2021.

DRAFT