2015 ANNUAL PLAN

Lead Agency: Suffolk County Community Development Office

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For period Covering Federal Fiscal Years 2015 - 2019

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Annual Goals and Objectives

Expected Resources

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

Introduction

Each year, in order to begin the process of allocating funds throughout the Consortium, The Suffolk County Community Development Office begins with the assumption that allocations will be equal to the prior year's allocation. We request that each consortium member submit their requests for project funding based on these annual estimations. When HUD notifies Suffolk County of their actual entitlement funding, we adjust our overall budget and individual projects accordingly. The figures below represent final allocations from HUD for Program Year 2015.

Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Reminder of ConPlan $	Narrative Description
			Annual Allocation: $	Program Income: $	Prior Year Resources: $	Total: $		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	**2,943,934**	**0**	**0**	**2,943,934**	0	funds must serve to meet the National Objectives of Urgent Need, Elimination of Slum Blight and/or Low/Mod income benefit

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Reminder of ConPlan $	Narrative Description
			Annual Allocation: $	Program Income: $	Prior Year Resources: $	Total: $		
HOME	public - federal	Acquisition Homebuyer assistance Homeowner rehab Multifamily rental new construction Multifamily rental rehab New construction for ownership TBRA	**1,091,903**	**0**	**0**	**1,091,903**	**0**	Funding is allocated to affordable housing production, preservation, & sustainability

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Reminder of ConPlan $	Narrative Description
			Annual Allocation: $	Program Income: $	Prior Year Resources: $	Total: $		
ESG	public - federal	Conversion and rehab for transitional housing Financial Assistance Overnight shelter Rapid re-housing (rental assistance) Rental Assistance Services Transitional housing	**262,969**	**0**	**0**	**262,969**	**0**	HomelessOutreach,Prevention,Rapid - rehousing & Shelter operations

Table 1 - Expected Resources – Priority Table

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

Suffolk County has several resources to meet federal match requirements for the HOME and ESG programs. For the HOME Program, the County will utilize surplus property, state grants, County funding, public improvements and waived fees to support affordable housing developments. For the ESG Program, match requirements will be met by cash contributions, DSS subsidies, in-kind services and state grants.

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

Another source of non-federal funding to meet the Consortium's needs is provided through local resources. Local resources are provided from both Suffolk County and local municipalities. Suffolk County has set aside County funds to acquire property and fund infrastructure improvements for the development of affordable housing. Where feasible, Suffolk County also contributes land in its tax-default inventories for affordable housing. Some consortium municipalities waive building permit, subdivision and landfill tipping fees for affordable housing, all of which represent a great savings in development. To maximize the development of affordable housing and increase neighborhood revitalization, federal resources will be leveraged with private, state and local resources. For instance, affordable housing will be constructed on County surplus property using bank financing for construction, mortgages and state funds to reduce overall development costs. A typical multi-family affordable housing project could have a three to one leverage ratio of non-federal resources to federal resources. In addition, the recently formed Suffolk County Land Bank will seek to acquire, rehabilitate and sell abandoned and foreclosed properties with funds provided by the New York State Attorney General's office.

Discussion

Where appropriate, the County will also coordinate resources from Federal, State and local levels to be used to carry out the provision of affordable and supportive housing. The following resources may be available for development activities in Suffolk County.

- Section 8 Housing Choice Voucher
- Shelter Plus Care
- Supportive Housing Program
- Section 202 Senior Rental Housing
- Self-Help Home Ownership Opportunity Program
- NYS Affordable Homeownership Development Program
- NYS Housing Trust Fund
- Low Income Tax Credit
- Homeless Housing Assistance Program
- SONYMA
- Federal Home Loan Bank
- NYS Attorney General grants for abandoned and foreclosed homes

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

Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	HOUSING	2015	2017	Affordable Housing	NORTH BELLPORT STRATEGY AREA NORTH BELLPORT MASTIC BEACH GORDON HEIGHTS PATCHOGUE VILLAGE SHIRLEY TARGET AREA MASTIC RIVERHEAD BROOKHAVEN-OTHER THAN TARGET AREAS SMITHTOWN SOUTHAMPTON ALL AREAS OF SUFFOLK	AFFORDABLE HOUSING	CDBG: $1,040,820 HOME: $1,091,903	Rental units constructed: 1 Household Housing Unit Homeowner Housing Added: 1 Household Housing Unit Homeowner Housing Rehabilitated: 50 Household Housing Unit Direct Financial Assistance to Homebuyers: 36 Households Assisted Housing Code Enforcement/Foreclosed Property Care: 600 Household Housing Unit

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
2	HOMELESS HOUSING	2015	2019	Homeless	OVERALL CONSORTIUM GEOGRAPHY	HOMELESSNESS & SPECIAL NEEDS	ESG: $262,969	Tenant-based rental assistance / Rapid Rehousing: 35 Households Assisted Homeless Person Overnight Shelter: 330 Persons Assisted Homelessness Prevention: 1235 Persons Assisted HIV/AIDS Housing Operations: 58 Household Housing Unit

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
3	PUBLIC IMPROVEMENTS & FACILITIES	2015	2019	Public Housing Non-Homeless Special Needs Non-Housing Community Development	NORTH BELLPORT STRATEGY AREA NORTH BELLPORT MASTIC BEACH GORDON HEIGHTS PATCHOGUE VILLAGE SHIRLEY TARGET AREA MASTIC RIVERHEAD RIVERSIDE/FLANDERS SHIRLEY, MASTIC, MASTIC BEACH NEIGHBORHOOD REVITALIZATION AR BROOKHAVEN-OTHER THAN TARGET AREAS EAST HAMPTON RIVERHEAD-OTHER THAN TARGET AREA SHELTER ISLAND SMITHTOWN SOUTHAMPTON SOUTHOLD VILLAGE OF BELLPORT VILLAGE OF LAKE GROVE VILLAGE OF PATCHOGUE VILLAGE OF PORT JEFFERSON VILLAGE OF SAG HARBOR VILLAGE OF	NON-HOUSING COMMUNITY DEVELOPMENT	CDBG: $974,261	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 4872 Persons Assisted Public Facility or Infrastructure Activities for Low/Moderate Income Housing Benefit: 137 Households Assisted

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
4	PUBLIC SERVICES	2015	2019	Homeless Non-Homeless Special Needs Non-Housing Community Development	NORTH BELLPORT MASTIC BEACH GORDON HEIGHTS PATCHOGUE VILLAGE SHIRLEY TARGET AREA MASTIC RIVERHEAD RIVERSIDE/FLANDERS	NON-HOUSING COMMUNITY DEVELOPMENT	CDBG: $338,853	Public service activities other than Low/Moderate Income Housing Benefit: 47545 Persons Assisted
5	ADMINISTRATION & FAIR HOUSING	2015	2019	Administrative functions & Fair Housing activities	NORTH BELLPORT MASTIC BEACH GORDON HEIGHTS PATCHOGUE VILLAGE SHIRLEY TARGET AREA MASTIC RIVERHEAD RIVERSIDE/FLANDERS ALL AREAS OF SUFFOLK	AFFORDABLE HOUSING HOMELESSNESS & SPECIAL NEEDS NON-HOUSING COMMUNITY DEVELOPMENT	CDBG: $590,000	Other: 100 Other

Table 2 – Goals Summary

Goal Descriptions

1	Goal Name	HOUSING
	Goal Description	HOUSING: This broad category encompasses development of both owner and renter housing in the realm of affordability. This will include the Consortium's CDBG Home Improvement programs that preserve existing housing as well as the development of affordable units through land banks, transit oriented development, density increases, workforce housing subsidies, down payment assistance, tenant based rental assistance and other programs related to removing barriers to affordability. Geographic areas are not limited to the Target Areas identified earlier, but will be comprise the geography of the entire consortium.
2	Goal Name	HOMELESS HOUSING
	Goal Description	HOMELESS HOUSING: This category will include both homeless sheltering and the homeless service component areas as defined by the Emergency Solutions Grant (ESG). These services focus on: Homeless Prevention, Rapid Rehousing, Shelter Operations and Street Outreach. These activities are primarily carried out through the member organizations of the Continuum of Care and these nonprofits are located throughout Suffolk County and not relegated only to the target areas identified earlier in this report.
3	Goal Name	PUBLIC IMPROVEMENTS & FACILITIES
	Goal Description	PUBLIC IMPROVEMENTS & FACILITIES: This will include improvements to public facilities that improve handicapped access. These improvements can be made to public and municipal buildings, parks, playgrounds and public housing. These improvements will be applied to the entire consortium geography.
4	Goal Name	PUBLIC SERVICES

	Goal Description	PUBLIC SERVICES: Are services that benefit both the homeless and non-homeless populations that meet the low and moderate income criteria across the entire consortium area. These services include but are not limited to case management, housing and financial counseling, mental health counseling, food pantries, soup kitchens, transportation programs, mentoring programs and senior services.
5	Goal Name	ADMINISTRATION & FAIR HOUSING
	Goal Description	ADMINISTRATION & FAIR HOUSING: Includes activities required to carry out the general administration of all grant funding, including CDBG, ESG and HOME. Also as part of this category, the County contracts with the Long Island Housing Services nonprofit to monitor fair housing complaints, practices and reporting for entire consortium area.

AP-35 Projects - 91.420, 91.220(d)

Introduction

Suffolk County proposes the following projects. All funds have been allocated to meet the priority housing, homeless and community development needs of the County. Funding has been targeted to identified comprehensive neighborhood service areas and to communities and persons of low and moderate income. The Action Plan is designed to serve 100% low/mod households and individuals, with the exception of a single project that will address a Slum/Blight National Objective, on a spot basis. A portion of the HOME funds will assist first time home buyers to secure housing, while the remaining HOME funds will be utilized in acquiring, rehabilitating and constructing affordable housing for both rental and homeownership, and will also fund a Tenant Based Rental Assistance Program. ESG designated funds will assist the homeless and those at-risk of homelessness by supporting existing programs with proven track records. The Community Development office is committed to promoting the common goals of HUD and the Urban County Consortia by providing ongoing program consultation and support.

#	Project Name
1	CONSORTIUM WIDE HOUSING PROJECTS
2	PUBLIC IMPROVEMENTS AND FACILITIES - BROOKHAVEN
3	PUBLIC IMPROVEMENTS AND FACILITIES - EAST HAMPTON
4	PUBLIC IMPROVEMENTS AND FACILITIES - RIVERHEAD
5	PUBLIC IMPROVEMENTS AND FACILITIES - V OF SAG HARBOR
6	PUBLIC IMPROVEMENTS AND FACILITIES - SMITHTOWN
7	PUBLIC FACILITIES AND IMPROVEMENTS - SOUTHOLD
8	PUBLIC FACILITIES AND IMPROVEMENTS - V OF LAKE GROVE
9	PUBLIC FACILITIES AND IMPROVEMENTS - V OF PATCHOGUE
10	PUBLIC FACILITIES AND IMPROVEMENTS - V OF SOUTHAMPTON

#	Project Name
11	PUBLIC FACILITIES AND IMPROVEMENTS - V OF WH BEACH
12	PUBLIC SERVICES - BROOKHAVEN
13	PUBLIC SERVICES - EAST HAMPTON
14	PUBLIC SERVICES - RIVERHEAD
15	PUBLIC SERVICES - SMITHTOWN
16	PUBLIC SERVICES - SOUTHAMPTON
17	PUBLIC SERVICES - SOUTHOLD
18	PUBLIC SERVICES - V OF BELLPORT
19	PUBLIC SERVICES - V OF PATCHOGUE
20	PUBLIC SERVICES - V OF SOUTHAMPTON
21	PUBLIC SERVICES - V OF WH BEACH
22	ADMINISTRATION - CONSORTIUM WIDE
23	FAIR HOUSING
24	HESG HOMELESS HOUSING
25	HOME PROGRAMS
26	HOME CHDO

Table 3 – Project Information

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

Suffolk County continues to experience very high housing costs. The County has a significant population of persons who are not homeless but at-risk of homelessness. Since 2011 we have seen an increase in: foreclosed homes, excessive housing cost burden, and overcrowding. While the foreclosures have subsided the other obstacles remain. Extremely low-income families with incomes of less than 30% of area median, especially those with children are most impacted. Within this category, it is estimated that 10,418 renter families and 13,830 owners have multiple housing problems, including high cost burden, overcrowding, substandard housing, and/or lacking complete plumbing or kitchens.

These challenges have informed and contributed to Suffolk's overall allocation priorities. The components of Suffolk's strategy in meeting underserved needs include:

- Acquiring, constructing and rehabilitating both rental and homeownership affordable housing
- Implementing a Tenant Based Rental Assistance Program to assist with high rents and security deposits
- Identifying County owned land for the development of permanent supportive-housing
- supporting non-profits in State and Federal funding applications
- Utilizing State and Federal funding in affordable housing development
- Increasing the number of first time homebuyers through the down payment assistance program, first time homebuyer education, financial literacy coursework, and coordination of services with non-profits and housing developers
- providing counseling services for at risk households
- coordinating mental health and housing services through a central housing clearing house by fully utilizing our Continuum of Care group
- funding programs that utilize the Single Point of Access (SPA) model to achieve service linkages to special needs populations
- expanding participation in the region's HMIS system to more readily access homeless beds and services
- preventing homelessness by supporting generic affordable housing models through inclusive zoning, public awareness, education and technical assistance
- preserving existing housing through Home Improvement grants and loans as well as code enforcement programs that encourage the elimination of sub-standard housing
- providing financial assistance to prevent homelessness by paying rental arrearages and
- providing legal assistance in eviction court

AP-38 Project Summary

Project Summary Information

	Project Name	CONSORTIUM WIDE HOUSING PROJECTS
	Target Area	NORTH BELLPORT MASTIC BEACH GORDON HEIGHTS PATCHOGUE VILLAGE SHIRLEY TARGET AREA MASTIC RIVERHEAD RIVERSIDE/FLANDERS OVERALL CONSORTIUM GEOGRAPHY
	Goals Supported	HOUSING
	Needs Addressed	AFFORDABLE HOUSING
	Funding	CDBG: $1,040,820
	Description	Housing Projects as part of this description include: CDBG funded consortium wide Home Improvement and rehabilitation programs as well as Code Enforcement, Public Water connections where available and well installations when necessary. This category can also include housing rehabilitation to nonprofit owned housing for special needs populations.
	Target Date	3/31/2017

	Estimate the number and type of families that will benefit from the proposed activities	650 low/mod income households
	Location Description	Activities take place throughout the consortium member municipality boundaries of Brookhaven, Riverhead, Southampton, Smithtown.
	Planned Activities	Housing rehabilitation programs, well installations, public water connections and Code enforcement.
2	Project Name	PUBLIC IMPROVEMENTS AND FACILITIES - BROOKHAVEN
	Target Area	NORTH BELLPORT MASTIC BEACH GORDON HEIGHTS PATCHOGUE VILLAGE SHIRLEY TARGET AREA MASTIC OVERALL CONSORTIUM GEOGRAPHY
	Goals Supported	PUBLIC IMPROVEMENTS & FACILITIES
	Needs Addressed	NON-HOUSING COMMUNITY DEVELOPMENT
	Funding	CDBG: $576,800
	Description	Physical improvements to public buildings to make them handicapped accessible and to parks and playgrounds in low and moderate income neighborhood census tracts. This project area may also include improvements to streets, sidewalks and drainage.
	Target Date	3/31/2017

	Estimate the number and type of families that will benefit from the proposed activities	43,700 low/moderate income households
	Location Description	Activities take place throughout the Brookhaven Town boundaries including but not limited to the target areas identified.
	Planned Activities	Activities include: Street drainage improvements, Park security and improvements, and removal of architectural barriers
3	Project Name	PUBLIC IMPROVEMENTS AND FACILITIES - EAST HAMPTON
	Target Area	OVERALL CONSORTIUM GEOGRAPHY
	Goals Supported	PUBLIC IMPROVEMENTS & FACILITIES
	Needs Addressed	NON-HOUSING COMMUNITY DEVELOPMENT
	Funding	CDBG: $94,400
	Description	Physical improvements to public buildings to make them handicapped accessible and to parks and playgrounds in low and moderate income neighborhood census tracts. This project area may also include improvements to streets, sidewalks and drainage.
	Target Date	3/31/2017
	Estimate the number and type of families that will benefit from the proposed activities	172 low/moderate income persons
	Location Description	Activities take place throughout the East Hampton town boundaries.

	Planned Activities	Activities include: generator installation to public housing and improvements to domestic violence shelter.
4	Project Name	PUBLIC IMPROVEMENTS AND FACILITIES - RIVERHEAD
	Target Area	RIVERHEAD
	Goals Supported	PUBLIC IMPROVEMENTS & FACILITIES
	Needs Addressed	NON-HOUSING COMMUNITY DEVELOPMENT
	Funding	CDBG: $31,000
	Description	Physical improvements to public buildings to make them handicapped accessible and to parks and playgrounds in low and moderate income neighborhood census tracts. This project area may also include improvements to streets, sidewalks and drainage.
	Target Date	3/31/2017
	Estimate the number and type of families that will benefit from the proposed activities	500 low/moderate income households
	Location Description	Riverhead Senior Center
	Planned Activities	Activities will include: Riverhead Senior Center improvements.
5	Project Name	PUBLIC IMPROVEMENTS AND FACILITIES - V OF SAG HARBOR
	Target Area	OVERALL CONSORTIUM GEOGRAPHY
	Goals Supported	PUBLIC IMPROVEMENTS & FACILITIES
	Needs Addressed	NON-HOUSING COMMUNITY DEVELOPMENT

	Funding	CDBG: $4,000
	Description	Physical improvements to public buildings to make them handicapped accessible and to parks and playgrounds in low and moderate income neighborhood census tracts. This project area may also include improvements to streets, sidewalks and drainage.
	Target Date	3/31/2017
	Estimate the number and type of families that will benefit from the proposed activities	Approximately 1000 persons
	Location Description	Activities to be undertaken at the Village of Sag Harbor's public buildings.
	Planned Activities	Addition of handicapped accessibility features to public buildings
6	Project Name	PUBLIC IMPROVEMENTS AND FACILITIES - SMITHTOWN
	Target Area	OVERALL CONSORTIUM GEOGRAPHY
	Goals Supported	PUBLIC IMPROVEMENTS & FACILITIES
	Needs Addressed	NON-HOUSING COMMUNITY DEVELOPMENT
	Funding	CDBG: $79,000
	Description	Physical improvements to public buildings to make them handicapped accessible and to parks and playgrounds in low and moderate income neighborhood census tracts. This project area may also include improvements to streets, sidewalks and drainage.
	Target Date	3/31/2017

	Estimate the number and type of families that will benefit from the proposed activities	approximately 1287 persons
	Location Description	Activities will be undertaken within the Town of Smithtown boundaries
	Planned Activities	Sidewalk and accessibility improvements.
7	Project Name	PUBLIC FACILITIES AND IMPROVEMENTS - SOUTHOLD
	Target Area	OVERALL CONSORTIUM GEOGRAPHY
	Goals Supported	PUBLIC IMPROVEMENTS & FACILITIES
	Needs Addressed	NON-HOUSING COMMUNITY DEVELOPMENT
	Funding	CDBG: $34,448
	Description	Physical improvements to public buildings to make them handicapped accessible and to parks and playgrounds in low and moderate income neighborhood census tracts. This project area may also include improvements to streets, sidewalks and drainage.
	Target Date	3/31/2017
	Estimate the number and type of families that will benefit from the proposed activities	approximately 1000 persons
	Location Description	Fishers Island and the remaining geography of the Town of Southold
	Planned Activities	Public safety renovations to exterior of Fishers Island Theater. Public safety improvements to Town's Community Center.

8	Project Name	PUBLIC FACILITIES AND IMPROVEMENTS - V OF LAKE GROVE
	Target Area	OVERALL CONSORTIUM GEOGRAPHY
	Goals Supported	PUBLIC IMPROVEMENTS & FACILITIES
	Needs Addressed	NON-HOUSING COMMUNITY DEVELOPMENT
	Funding	CDBG: $39,290
	Description	Physical improvements to public buildings to make them handicapped accessible and to parks and playgrounds in low and moderate income neighborhood census tracts. This project area may also include improvements to streets, sidewalks and drainage.
	Target Date	3/31/2017
	Estimate the number and type of families that will benefit from the proposed activities	1,100 persons
	Location Description	Activities to take place along Hawkins Ave. in the Village.
	Planned Activities	Sidewalk improvements to include installing curb cuts and/or ramps
9	Project Name	PUBLIC FACILITIES AND IMPROVEMENTS - V OF PATCHOGUE
	Target Area	PATCHOGUE VILLAGE
	Goals Supported	PUBLIC IMPROVEMENTS & FACILITIES
	Needs Addressed	NON-HOUSING COMMUNITY DEVELOPMENT
	Funding	CDBG: $100,000

	Description	Physical improvements to public buildings to make them handicapped accessible and to parks and playgrounds in low and moderate income neighborhood census tracts. This project area may also include improvements to streets, sidewalks and drainage.
	Target Date	3/31/2017
	Estimate the number and type of families that will benefit from the proposed activities	2,000 persons
	Location Description	Activities will take place on Main Street in the Village of Patchogue.
	Planned Activities	Downtown revitalization and beautification activities to improve the downtown hub of the Village of Patchogue
10	Project Name	PUBLIC FACILITIES AND IMPROVEMENTS - V OF SOUTHAMPTON
	Target Area	OVERALL CONSORTIUM GEOGRAPHY
	Goals Supported	PUBLIC IMPROVEMENTS & FACILITIES
	Needs Addressed	NON-HOUSING COMMUNITY DEVELOPMENT
	Funding	CDBG: $11,323
	Description	Physical improvements to public buildings to make them handicapped accessible and to parks and playgrounds in low and moderate income neighborhood census tracts. This project area may also include improvements to streets, sidewalks and drainage.
	Target Date	3/31/2017

	Estimate the number and type of families that will benefit from the proposed activities	350 persons both low/moderate income and handicapped
	Location Description	Activities will take place within the boundaries of the Village of Southampton
	Planned Activities	Project delivery costs for the Senior Food Pantry and handicapped accessibility additions to the African American Museum.
11	Project Name	PUBLIC FACILITIES AND IMPROVEMENTS - V OF WESTHAMPTON BEACH
	Target Area	OVERALL CONSORTIUM GEOGRAPHY
	Goals Supported	PUBLIC IMPROVEMENTS & FACILITIES
	Needs Addressed	NON-HOUSING COMMUNITY DEVELOPMENT
	Funding	CDBG: $4,000
	Description	
	Target Date	3/31/2017
	Estimate the number and type of families that will benefit from the proposed activities	500 overall and some handicapped persons
	Location Description	In a public space at the Village Green located in the downtown area
	Planned Activities	Installation of handicapped accessible drinking fountain.
12	Project Name	PUBLIC SERVICES - BROOKHAVEN

	Target Area	NORTH BELLPORT MASTIC BEACH GORDON HEIGHTS SHIRLEY TARGET AREA MASTIC OVERALL CONSORTIUM GEOGRAPHY
	Goals Supported	PUBLIC SERVICES
	Needs Addressed	NON-HOUSING COMMUNITY DEVELOPMENT
	Funding	CDBG: $192,000
	Description	PUBLIC SERVICES: Are services that benefit both the homeless and non-homeless populations that meet the low and moderate income criteria across the entire consortium area. These services include but are not limited to case management, housing and financial counseling, mental health counseling, food pantries, soup kitchens, transportation programs, mentoring programs and senior services.
	Target Date	3/31/2017
	Estimate the number and type of families that will benefit from the proposed activities	44,883 low/moderate income persons, those at risk of homelessness and those at risk of gang violence
	Location Description	Activities will take place within the boundaries of the Town of Brookhaven, particularly in the areas of Gordon Heights, Bellport and Mastic/Shirley.
	Planned Activities	Activities will include Senior nutrition services, youth counseling, meditation, disabilities services coordination and housing counseling.
13	Project Name	PUBLIC SERVICES - EAST HAMPTON

	Target Area	OVERALL CONSORTIUM GEOGRAPHY
	Goals Supported	PUBLIC SERVICES
	Needs Addressed	NON-HOUSING COMMUNITY DEVELOPMENT
	Funding	CDBG: $10,000
	Description	PUBLIC SERVICES: Are services that benefit both the homeless and non-homeless populations that meet the low and moderate income criteria across the entire consortium area. These services include but are not limited to case management, housing and financial counseling, mental health counseling, food pantries, soup kitchens, transportation programs, mentoring programs and senior services.
	Target Date	3/31/2017
	Estimate the number and type of families that will benefit from the proposed activities	96 low/moderate income households
	Location Description	Throughout the geographic boundaries of the Town of East Hampton
	Planned Activities	meals and food for homeless and at risk of homelessness and counseling services
14	Project Name	PUBLIC SERVICES - RIVERHEAD
	Target Area	RIVERHEAD RIVERHEAD-OTHER THAN TARGET AREA
	Goals Supported	PUBLIC SERVICES
	Needs Addressed	NON-HOUSING COMMUNITY DEVELOPMENT
	Funding	CDBG: $25,000

	Description	PUBLIC SERVICES: Are services that benefit both the homeless and non-homeless populations that meet the low and moderate income criteria across the entire consortium area. These services include but are not limited to case management, housing and financial counseling, mental health counseling, food pantries, soup kitchens, transportation programs, mentoring programs and senior services.
	Target Date	3/31/2017
	Estimate the number and type of families that will benefit from the proposed activities	Approximately 970 persons low and moderate income persons will benefit from proposed activities
	Location Description	within the geographic boundaries of Riverhead Town.
	Planned Activities	Activities include provision of meals, overnight sheltering, food pantry, and senior services.
15	Project Name	PUBLIC SERVICES - SMITHTOWN
	Target Area	SMITHTOWN
	Goals Supported	PUBLIC SERVICES
	Needs Addressed	NON-HOUSING COMMUNITY DEVELOPMENT
	Funding	CDBG: $20,000
	Description	PUBLIC SERVICES: Are services that benefit both the homeless and non-homeless populations that meet the low and moderate income criteria across the entire consortium area. These services include but are not limited to case management, housing and financial counseling, mental health counseling, food pantries, soup kitchens, transportation programs, mentoring programs and senior services.
	Target Date	3/31/2017

	Estimate the number and type of families that will benefit from the proposed activities	Approximately 245 low/moderate income person will benefit from these activities
	Location Description	Within the geographic boundaries of the Town of Smithtown
	Planned Activities	Activities will include minor home repairs for Seniors and daily calls to check in as well as youth counseling services
16	Project Name	PUBLIC SERVICES - SOUTHAMPTON
	Target Area	SOUTHAMPTON
	Goals Supported	PUBLIC SERVICES
	Needs Addressed	NON-HOUSING COMMUNITY DEVELOPMENT
	Funding	CDBG: $24,500
	Description	PUBLIC SERVICES: Are services that benefit both the homeless and non-homeless populations that meet the low and moderate income criteria across the entire consortium area. These services include but are not limited to case management, housing and financial counseling, mental health counseling, food pantries, soup kitchens, transportation programs, mentoring programs and senior services.
	Target Date	3/31/2017
	Estimate the number and type of families that will benefit from the proposed activities	Approximately 60 families will benefit from the proposed activities
	Location Description	
	Planned Activities	Activities will include services for aging in place for Seniors and a Youth counseling/mentoring program.

17	Project Name	PUBLIC SERVICES - SOUTHOLD
	Target Area	SOUTHOLD
	Goals Supported	PUBLIC SERVICES
	Needs Addressed	NON-HOUSING COMMUNITY DEVELOPMENT
	Funding	CDBG: $11,000
	Description	PUBLIC SERVICES: Are services that benefit both the homeless and non-homeless populations that meet the low and moderate income criteria across the entire consortium area. These services include but are not limited to case management, housing and financial counseling, mental health counseling, food pantries, soup kitchens, transportation programs, mentoring programs and senior services.
	Target Date	3/31/2017
	Estimate the number and type of families that will benefit from the proposed activities	Approximately 200 persons will benefit from the proposed activities
	Location Description	
	Planned Activities	Activities will include homeless sheltering and energency food and clothing.
18	Project Name	PUBLIC SERVICES - V OF BELLPORT
	Target Area	VILLAGE OF BELLPORT
	Goals Supported	PUBLIC SERVICES
	Needs Addressed	NON-HOUSING COMMUNITY DEVELOPMENT
	Funding	CDBG: $30,000

	Description	PUBLIC SERVICES: Are services that benefit both the homeless and non-homeless populations that meet the low and moderate income criteria across the entire consortium area. These services include but are not limited to case management, housing and financial counseling, mental health counseling, food pantries, soup kitchens, transportation programs, mentoring programs and senior services.
	Target Date	3/31/2017
	Estimate the number and type of families that will benefit from the proposed activities	Approximately 600 seniors will benefit from the proposed activity.
	Location Description	
	Planned Activities	Senior transportation program activities will include bringing people to their doctors' appointments, food shopping and other necessary travel.
19	Project Name	PUBLIC SERVICES - V OF PATCHOGUE
	Target Area	VILLAGE OF PATCHOGUE
	Goals Supported	PUBLIC SERVICES
	Needs Addressed	AFFORDABLE HOUSING NON-HOUSING COMMUNITY DEVELOPMENT
	Funding	CDBG: $15,000
	Description	PUBLIC SERVICES: Are services that benefit both the homeless and non-homeless populations that meet the low and moderate income criteria across the entire consortium area. These services include but are not limited to case management, housing and financial counseling, mental health counseling, food pantries, soup kitchens, transportation programs, mentoring programs and senior services.
	Target Date	3/31/2015

	Estimate the number and type of families that will benefit from the proposed activities	Approximately 40 low and moderate income people will benefit from the proposed activities
	Location Description	
	Planned Activities	Housing counseling activities to preserve housing and prevent homelessness and a homeless assessment and outreach program.
20	Project Name	PUBLIC SERVICES - V OF SOUTHAMPTON
	Target Area	VILLAGE OF SOUTHAMPTON
	Goals Supported	PUBLIC SERVICES
	Needs Addressed	NON-HOUSING COMMUNITY DEVELOPMENT
	Funding	CDBG: $5,953
	Description	PUBLIC SERVICES: Are services that benefit both the homeless and non-homeless populations that meet the low and moderate income criteria across the entire consortium area. These services include but are not limited to case management, housing and financial counseling, mental health counseling, food pantries, soup kitchens, transportation programs, mentoring programs and senior services.
	Target Date	3/31/2017
	Estimate the number and type of families that will benefit from the proposed activities	Approximately 30 low/moderate income households will benefit from the proposed activities
	Location Description	
	Planned Activities	Day care center activities for children of low/moderate income households

21	Project Name	PUBLIC SERVICES - V OF WESTHAMPTON BEACH
	Target Area	VILLAGE OF WESTHAMPTON BEACH
	Goals Supported	PUBLIC SERVICES
	Needs Addressed	NON-HOUSING COMMUNITY DEVELOPMENT
	Funding	CDBG: $5,400
	Description	PUBLIC SERVICES: Are services that benefit both the homeless and non-homeless populations that meet the low and moderate income criteria across the entire consortium area. These services include but are not limited to case management, housing and financial counseling, mental health counseling, food pantries, soup kitchens, transportation programs, mentoring programs and senior services.
	Target Date	3/31/2017
	Estimate the number and type of families that will benefit from the proposed activities	Approximately 76 people will benefit from the proposed activities.
	Location Description	Activities will take place within the geographic boundaries of the Village of Westhampton Beach.
	Planned Activities	Family counseling and domestic violence counseling.
22	Project Name	ADMINISTRATION - CONSORTIUM WIDE
	Target Area	OVERALL CONSORTIUM GEOGRAPHY
	Goals Supported	ADMINISTRATION & FAIR HOUSING

	Needs Addressed	AFFORDABLE HOUSING HOMELESSNESS & SPECIAL NEEDS NON-HOUSING COMMUNITY DEVELOPMENT
	Funding	CDBG: $580,000 HOME: $109,190
	Description	Activities necessary to administer CDBG, HOME and ESG grants for municipalities and nonprofits.
	Target Date	3/31/2017
	Estimate the number and type of families that will benefit from the proposed activities	The total estimated persons who will benefit from HOME and CDBG activities is 108,864
	Location Description	Activities take place throughout the consortium boundaries including but not limited to the target areas identified.
	Planned Activities	Administration and oversight of all consortium activities including HOME, ESG, CDBG - public services, public improvements and housing.
23	Project Name	FAIR HOUSING
	Target Area	OVERALL CONSORTIUM GEOGRAPHY
	Goals Supported	ADMINISTRATION & FAIR HOUSING
	Needs Addressed	NON-HOUSING COMMUNITY DEVELOPMENT
	Funding	CDBG: $10,000
	Description	Fair housing activities that focus on education, investigations and reporting.

	Target Date	3/31/2017
	Estimate the number and type of families that will benefit from the proposed activities	approximately 500 persons will benefit from this activity.
	Location Description	Activities take place throughout the consortium boundaries including but not limited to the target area identified.
	Planned Activities	Fair housing testing, reporting and consultation as needed.
24	Project Name	HESG HOMELESS HOUSING
	Target Area	NORTH BELLPORT MASTIC BEACH GORDON HEIGHTS PATCHOGUE VILLAGE SHIRLEY TARGET AREA MASTIC RIVERHEAD RIVERSIDE/FLANDERS
	Goals Supported	HOMELESS HOUSING
	Needs Addressed	HOMELESSNESS & SPECIAL NEEDS
	Funding	ESG: $262,969
	Description	Activities associated with ESG goals of homeless prevention, rapid rehousing, street outreach, shelter operations and administrative oversight.
	Target Date	3/31/2017

	Estimate the number and type of families that will benefit from the proposed activities	
	Location Description	Activities take place throughout the consortium boundaries including but not limited to the target area identified.
	Planned Activities	
25	Project Name	HOME PROGRAMS
	Target Area	OVERALL CONSORTIUM GEOGRAPHY
	Goals Supported	HOUSING
	Needs Addressed	AFFORDABLE HOUSING
	Funding	HOME: $818,928
	Description	Housing programs funded through HOME funds for new construction, Acquisition, Rehabilitation, and Down Payment assistance.
	Target Date	3/31/2017
	Estimate the number and type of families that will benefit from the proposed activities	Approximately 56 low and moderate income households will benefit from proposed activities
	Location Description	Activities take place throughout the consortium boundaries including but not limited to the target areas identified previously.
	Planned Activities	HOME new construction, Homebuyer Down Payment Assistance, Acquisition and rehab as well as Community Housing Development Organization (CHDO) support.

26	Project Name	HOME CHDO
	Target Area	OVERALL CONSORTIUM GEOGRAPHY
	Goals Supported	HOUSING
	Needs Addressed	AFFORDABLE HOUSING
	Funding	HOME: $163,785
	Description	HOME Community Housing Development Organization CHDO activities that include operations and direct homeowner assistance available through designated CHDO organizations to rehabilitate, acquire and provide affordable rental and home ownership opportunities. Within the Suffolk County Consortium the Bellport Hagerman East Patchogue Alliance (BHEP) and the North Fork Housing Alliance are recognized CHDO's that receives funding through the HOME grant.
	Target Date	3/31/2017
	Estimate the number and type of families that will benefit from the proposed activities	approximately 120 low and moderate income persons will benefit from the proposed activities
	Location Description	This program benefits the entire CDBG consortium area and the additional geography of the Town of Huntington for the implementation of the HOME Program.
	Planned Activities	

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

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

For the purposes of implementing community development activities in a comprehensive manner, Suffolk County has identified low and moderate income neighborhood census areas to designate as target areas. These neighborhoods contain within their boundaries a low and moderate uncapped income population of 51% or more.

Geographic Distribution

Target Area	Percentage of Funds
NORTH BELLPORT	10
MASTIC BEACH	17
GORDON HEIGHTS	12
PATCHOGUE VILLAGE	100
SHIRLEY TARGET AREA	11
MASTIC	10
RIVERHEAD	100
RIVERSIDE/FLANDERS	50

Table 4 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

The Towns of Brookhaven, Riverhead and Southampton have implemented programs to benefit low and moderate income persons. Concentrations of low/mod populations occur in the "target area" neighborhoods and the need for housing improvements has been identified as a priority in these neighborhoods, where home maintenance is a challenge with limited income. These municipalities have designated a portion of their overall CDBG allocation (minus administrative funding) to address this housing need as well as code enforcement and public service needs. The percentages reported reflect that portion. For clarification Gordon Heights, Mastic, Mastic Beach, North Bellport and Shirley all fall within Brookhaven boundaries; while Riverside/Flanders is part of Southampton Town. Riverhead is a geographic designation that includes the entirety of Riverhead Town and the same is true of the Village of Patchogue.

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

Introduction

The municipalities of the Suffolk County Consortium do not have a federally chartered Public Housing Agency. The only federally chartered public housing is in the entitlement Towns of Islip and Huntington and is reported in their respective consolidated and annual plans.

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

The County of Suffolk does not directly oversee the operations of Housing Authority facilities. The Housing Authorities within the consortium are managed by their respective municipalities. Municipalities that currently have subsidized housing are: East Hampton, Southampton, Huntington, Riverhead and Patchogue. The Community Development Corporation of Long Island as well as each municipality’s respective Community Development Divisions each administers Section 8 programs.

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

not applicable

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

There are currently no troubled housing authorities within Suffolk County's consortium, to our knowledge.

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

Introduction

The Program Year 2015 Action Plan will continue to implement activities to assist the homeless and special needs populations and reduce the number of persons below the poverty level.

Census data indicates that of the total Suffolk County population of 1,499,748 the total number of persons below the poverty level (30% AMI) in the Suffolk County Consortium is estimated at 49,933. This represents 5.3% of the total consortium population. Based on available data, it can be stated that the majority of persons below the poverty line are Department of Social Services clients. To reduce the number of persons with incomes below the poverty level, the County has developed or will participate in the following programs:

- Family Self Sufficiency Programs
- Employment training programs
- Provision of permanent housing with supportive services
- Long Island Homeless Housing Continuum of Care
- Homeless prevention programs

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

The Continuum of Care group holds an annual sheltered and unsheltered homeless count, which identifies the locations where unsheltered homeless persons are staying. This information becomes part of the program delivery for ESG sub-recipients, in that they can provide street outreach more effectively. The case managers know where to find the potential program participants that most need access to rapid rehousing and emergency services. Our goals align with HUD's "housing first" approach that the Consortium and CoC reinforce with their staff and members and that the County emphasizes in its ESG allocations.

Addressing the emergency shelter and transitional housing needs of homeless persons

The ESG grant currently provides funding to several transitional and emergency housing programs. This year's funding will be utilized to focus on homeless prevention and shelter operations support as the County has been reliant upon the CoC member nonprofits to focus on the "housing first" model that is currently preferred, and which is not easily addressed given the limited funding available through the ESG program award

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

This year we are funding the Economic Opportunity Council 26% of the ESG award for rehousing activities. This nonprofit has proven that they have the experience and expertise to facilitate services to the chronically homeless and the at-risk populations. They provide access to services to all sub-populations including veterans, families, and youth. The County has been requesting that the homeless shelters offer "after care" programs that reduce recidivism rates by providing case management services to families recently discharged to permanent housing. Since funding for staffing is limited, the nonprofit shelter community has attempted to provide services with limited resources and staff.

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.

Last year, we placed special emphasis on case management, interventions, advocacy, life-skills and financial fitness training to at-risk persons, to facilitate homeless prevention. This year we intend to continue that focus. We are awarding 44% of our ESG funds into prevention programs for the mentally ill, veterans, and single men. The single population, particularly, is very often the group that falls between the cracks as most homeless programs and emergency housing placements are geared toward families. Since services are extremely limited for single persons; prevention is crucial.

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

Introduction

A number of state and local public policies, embodied in ordinances, statutes, regulations and procedures affect the ability to create and maintain affordable housing. The most significant policies affecting the Suffolk County Consortium include the following:

New York State Health Department Regulations
Since all of the County's drinking water is derived from underground aquifers, all new developments must adhere to state requirements for groundwater protection. In an effort to address groundwater concerns permitted densities on large tracts of land throughout the County are limited, contributing to increased land development costs. Additionally, most of the municipalities in the Consortia do not have sewers, resulting in the additional cost of providing a waste treatment facility for higher density housing developments.

State Building Codes
State Building Codes require the installation of elevators for multi-family buildings exceeding two stories in height. This adds to the cost of development, affecting the development of affordable units.

Zoning Policy
In most locations throughout the consortium, the zoning maps reflect established densities and land uses. Applications for higher density development that require zoning changes must evaluate area-wide planning and environmental factors, as prescribed by New York State law. This can expose a housing proposal to opposition from community residents, reflecting long entrenched community attitudes against higher density housing in general, and non-age restricted rental housing in particular.

Intergovernmental Requirements
The development process for housing includes two, and in some cases three and four levels of government (local, County, state and Federal), increasing the timeframe for development and thereby increasing costs.

Open Space Preservation
Suffolk County and its municipalities have one of the most aggressive and successful open space preservation programs in the County. While this program has proven to be extremely beneficial to the protection of the environment and land, it has reduced the amount of land available for development and increased land costs for the construction of housing.

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

Suffolk County will continue to implement its Affordable Housing Opportunities Program. This program will use County funds to acquire property and fund infrastructure improvements for the construction of affordable rental or owner-occupied housing.

To alleviate the high cost of land as a deterrent to the construction or renovation of property for affordable housing, Suffolk County will provide surplus county-owned property for affordable housing programs. Through this program, the County provides local municipalities and non-profit agencies with County land. In return for the surplus land, a municipality or non-profit agency must construct new affordable housing units on the site or renovate an existing home for low- and moderate-income households. To date the County has transferred approximately 546 parcels of tax defaulted properties for development as affordable housing.

To alleviate the high cost of land development for affordable housing purposes, municipalities in Suffolk County have established density bonus programs for affordable housing. Under these programs, developers are permitted to construct additional units on a site, provided that a percentage of the units are set aside for affordable housing purposes.

Builders and developers have assisted local municipalities and non-profit agencies with building specifications and are very active in participating in affordable housing projects. Several developers have constructed affordable housing projects with limited profits.

Foundations have also been assisting non-profit agencies by providing seed money for projects, financing non-profit operating costs and assisting with supportive services.

Local contractors have been active in the rehabilitation programs, and the construction of public improvements and facilities of the Consortium. Contractors have actively bid on both rental and homeowner residential rehabilitation activities and public works projects.

Suffolk County and its many and varied partners have been quite successful in the provision of affordable housing. The County's role as coordinator and financial facilitator of programs and policies has resulted in partnerships with municipalities, non- profit and for-profit organizations that have produced affordable housing for renters, homeowners and the homeless. The Action Plan developed by Suffolk County continues to enhance this coordinated intergovernmental effort by requesting input in its preparation from housing providers, private and public service agencies, and by local municipalities.

The programs administered through Suffolk County for affordable housing are also designed to be coordinated with other agencies engaged in programs to reduce the number of persons below the poverty line.

Discussion

To produce affordable or supportive housing in Suffolk County requires significant coordination and public/private partnership among many housing organizations. Most affordable housing projects involve County, Town, non- profit, and private sector participation. Suffolk County works with federal, state and local agencies to fund projects and/or supply the land, the towns and non-profits approve and assist in a project's implementation, financial institutions provide construction and/or mortgage financing, while builders and developers perform the construction. This institutional structure delivery system has proven to be extremely productive in developing affordable housing in Suffolk County. During program year 2015, the Consortium plans to continue and expand this system. Suffolk County, working in participation with local housing agencies, also provides housing assistance.

Suffolk County will continue to work with its municipal and development partners to foster the development of affordable housing and address the issuers and barriers that impact its success. In addition, the County will be utilizing HOME funds to implement a new Tenant Based Rental Assistance Program to assist low and moderate income persons with high rental costs and security deposits.

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

Introduction

This section of the Consolidated Plan must describe the Consortium's planned actions to carry out the following Strategies:

- Obstacles to meeting underserved needs
- Foster and maintain affordable housing
- Evaluate and reduce lead-based paint hazards
- Reduce the number of poverty level families
- Develop institutional structure
- Enhance coordination between public and private housing and social service agencies

Actions planned to address obstacles to meeting underserved needs

Foundations have been assisting non-profit agencies by providing seed money for projects, financing non- profit operating costs and assisting with supportive services.

Local contractors have been active in the rehabilitation programs, and the construction of public improvements and facilities of the Consortium. Contractors have actively bid on both rental and homeowner residential rehabilitation activities and public works projects.

Actions planned to foster and maintain affordable housing

The County utilizes several approaches to create and maintain its affordable housing stock. These programs have been discussed in other sections of the 2015 Annual Plan and will be summarized below. The HOME funded activities include:

<u>The HOME funded activities include:</u>

- the Down Payment Assistance Program
- Tenant Based Rental Assistance Program
- New Construction projects in which developers will create approximately 27 additional units of new homeowner housing and 45 - 50 units of rental housing
- Acquisition, Rehabilitation and/or construction of affordable owner and rental housing

- Consortium municipalities will rehabilitate additional owner occupied homes

To maintain affordability these programs have mandatory affordability periods that range from 5 years to 20 years, on a sliding scale according to amount of subsidy. The particulars are discussed earlier in this document. County Programs include: Affordable Housing Opportunities Program and 72H Programs which will also contribute to affordable housing stock. Five Consortium municipalities administer Home Improvement Programs utilizing CDBG funding and estimate that they will cumulatively rehabilitate approximately 46 homes thereby fostering affordability. These recapture periods vary by municipality from 5 years to lifetime provisions with the goal of maintaining affordability. In addition, where possible, ESG funding is utilized to prevent homelessness and keep families in their existing affordable rentals thereby maintaining affordability. These program administrators collectively estimate that they will serve approximately 100 families in this way.

Actions planned to reduce lead-based paint hazards

To evaluate and reduce lead-based paint hazards in the Consortium housing stock, Suffolk County will continue to implement the requirements for notification, evaluation and reduction of lead-based paint hazards in carrying out residential rehabilitation and acquisition activities funded with CDBG, HOME and ESG funds. This includes identifying homes in the both programs, which pre-date 1978 when lead paint was no longer used. Prior to any rehab work commencing a lead paint test is conducted and depending upon the results, lead safe work practices are strictly adhered to.

Actions planned to reduce the number of poverty-level families

The programs administered through Suffolk County for affordable housing are also designed to be coordinated with other agencies engaged in programs to reduce the number of persons below the poverty line.

Programs that foster financial independence are currently being administered by Consortium housing agencies. These are programs that will be instrumental in reducing the number of households below the poverty line. The Consortium CDBG program will continue to target public services to support these efforts. The Action Plan includes housing and counseling services to very low income families by both the North Bellport Housing Alliance and North Fork Housing Alliance. These two non-profits also carry out non-CDBG funded job training activities for low-income persons.

Actions planned to develop institutional structure

Institutional structure is discussed below

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

To produce affordable or supportive housing in Suffolk County significant coordination and public/private partnership among many housing organizations is required. Most affordable housing projects involve State, County, Town, non-profit, and private sector participation. Suffolk County supplies the land and/or subsidy, the towns and non-profits oversee a project's implementation, financial institutions provide construction and/or mortgage financing, and builders/developers perform the construction. This institutional structure delivery system has proven to be extremely productive in developing affordable housing in Suffolk County. During fiscal year 2014, the Consortium plans to continue and expand this system. Suffolk County, working in participation with local housing agencies, also provides housing assistance. The County has down payment assistance funds available for public housing and Section 8 tenants who are eligible to become homeowners. Should the housing authorities also propose rental projects, the County is available to provide financial assistance.

Suffolk County and its many and varied partners have been quite successful in the provision of affordable housing. The County's role as coordinator and financial facilitator of programs and policies has resulted in partnerships with municipalities, non- profit and for-profit organizations that have produced affordable housing for renters, homeowners and the homeless. The Action Plan developed by Suffolk County continues to enhance this coordinated intergovernmental effort by requesting input in its preparation from housing providers, private and public service agencies, and by local municipalities.

Program Specific Requirements

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

Community Development Block Grant Program (CDBG)

Reference 24 CFR 91.220(l)(1)

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.

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.	100.00%

HOME Investment Partnership Program (HOME)
Reference 24 CFR 91.220(l)(2)

The jurisdiction must describe activities planned with HOME funds expected to be available during the year. All such activities should be included in the Projects screen. In addition, the following information should be supplied:

1. A description of other forms of investment being used beyond those identified in Section 92.205 is as follows:

There are no other forms of investment being used beyond those previously identified

2. A description of the guidelines that will be used for resale or recapture of HOME funds when used for homebuyer activities as required in 92.254, is as follows:

HOME Resale/Recapture Provisions

When Suffolk County utilizes HOME funds to assist a household in the purchase of a unit, restrictions will be placed on the unit to ensure compliance with the HOME resale and recapture requirements described in 24CFR 92.254. Under most circumstances, the recapture method as described below will be used, although in certain circumstances, the resale method may be required.

Recapture (Direct Homebuyer Subsidy)

Under most circumstances (except as noted below under "Resale"), homeownership projects undertaken will be subject to recapture. The homebuyer assistance will be secured by means of a note and mortgage given to Suffolk County by the household being assisted. The amount of the note and mortgage will be for the total Direct Homebuyer Subsidy. The total Direct Homebuyer Subsidy shall include:

- Any HOME funds provided to the buyer at time of purchase (down payment, closing cost or housing rehabilitation) to assist with the purchase, whether provided directly by the program administrator or by the developer using funds provided by the program; and
- Any reduction in the purchase price from fair market value to an affordable purchase price.

If there is a Direct Homebuyer Subsidy or if there is both Direct Homebuyer Subsidy and Development Subsidy then the recapture method shall be used. Accordingly, if there is no Direct Homebuyer Subsidy, and only a Development Subsidy is provided, then the resale method outlined below must be used.

3. description of the guidelines for resale or recapture that ensures the affordability of units acquired with HOME funds? See 24 CFR 92.254(a)(4) are as follows:

Resale Method

Affordability Period – The period of affordability shall be specified in the note and mortgage and will be the minimum period for the project. The following table outlines the required minimum affordability periods:

If the homebuyer assistance in the period of the unit is:

Under $15,000 affordability period is:	5 years
From $15,000 to $40,000	10 years
Over $40,000	15 years
New Construction	20 years

The affordability period will be determined by the total amount of the Direct Homebuyer Subsidy.

If the house is sold at any time during the applicable Period of Affordability, then the Direct Homebuyer Subsidy will be recaptured from Net Proceeds as follows:

Suffolk County will reduce the amount of Direct Homebuyer Subsidy on a pro-rata basis for the time the homebuyer has owned and occupied the housing, measured against the required affordability period. The resulting ratio will be used to determine how much of the Direct Homebuyer Subsidy Suffolk County will recapture. The pro rata amount recaptured cannot exceed what is available from Net Proceeds.

To determine the pro rata amount recaptured by Suffolk County:

Divide the number of years the homebuyer occupied the home by the period of affordability. Multiply the resulting figure by the total amount of direct HOME subsidy originally provided to the homebuyer.

Number of years homebuyer occupied the home x Total direct HOME subsidy = Recapture

Period of affordability Amount

If there are insufficient Net Proceeds available at sale to recapture the full pro rata amount due, Suffolk County is not required to repay the difference between the prorated direct HOME subsidy due and the amount Suffolk County is able to recapture from available from Net Proceeds. Net Proceeds is defined as the sale price of the home minus closing costs and any non-HOME loan repayment.

If the assisted property is sold while under the resale restrictions the home must be sold to a HOME eligible buyer, approved by Suffolk County or its subrecipient.

The County will administer its resale provisions by ensuring that (1) the owner receives a Fair Return on Investment and (2) the home will continue to be affordable to buyers not exceeding 80% AMI.

Fair Return on Investment means (1) the total homeowner investment which includes the total cash contribution (i.e. down payment) and the principal amortized on senior debt paid by the homeowner plus (2) the cost of approved capital improvements (evidenced by the homeowner's receipts) and (3) an amount calculated at the percentage of increase in the US Department of Labor Consumer Price Index for all Urban Consumers for the consolidated metropolitan statistical area that includes Suffolk County. The calculation shall be performed for the County of Suffolk.

Suffolk County will ensure continued affordability to a range of buyers, particularly those whose total household incomes range from 60 percent to no greater than 80 percent of the HUD area median income.

The seller must have the sales price approved by The County, in addition to approval of the HOME eligible buyer. If the fair market value of a HOME assisted property subject to resale provisions is more than what is affordable to the subsequent purchaser, then additional HOME assistance may be given by The County to the new purchaser.

4. Plans for using HOME funds to refinance existing debt secured by multifamily housing that is rehabilitated with HOME funds along with a description of the refinancing guidelines required that will be used under 24 CFR 92.206(b), are as follows:

NOT APPLICABLE

Emergency Solutions Grant (ESG)
Reference 91.220(l)(4)

Include written standards for providing ESG assistance (may include as attachment)

SEE ATTACHMENT 1: Suffolk County ESG Guidelines 03.2015.docx

If the Continuum of Care has established centralized or coordinated assessment system that meets HUD requirements, describe that centralized or coordinated assessment system.

The centralized system is called HMIS and is administered through Suffolk County's Continuum of Care group. They continue to improve the quality of the inputted data and holds regularly scheduled training sessions for all CoC members. Participation in the HMIS system is a requirement for receiving grant funding through ESG.

Identify the process for making sub-awards and describe how the ESG allocation available to private nonprofit organizations (including community and faith-based organizations).

The County has implemented an application process that requires each agency to formally apply for funding each year. Allocations are made based upon the HUD award, the completeness of the applications, the prior experience in carrying out activities and the agency's ability to meet the goals of the ESG Program.

If the jurisdiction is unable to meet the homeless participation requirement in 24 CFR 576.405(a), the jurisdiction must specify its plan for reaching out to and consulting with homeless or formerly homeless individuals in considering policies and funding decisions regarding facilities and services funded under ESG.

Suffolk County and the Long Island Coalition for the Homeless, as administrator of the Continuum of Care (CoC) group meet this requirement.

Describe performance standards for evaluating ESG.

The Long Island CoC HMIS Performance Measurement System has been designed to summarize, quantify, and report on accomplishments. The 2015-2019 Consolidated Plan has prioritized the Consortium's needs and the 2015 Annual Action Plan generated through IDIS has a measurement system built into the software that includes the following components:

1) Consolidated Plan Priority Needs Charts that identify the priority need, objectives outcomes and 5 year planned accomplishments.

2) Annual Action Plan Project Descriptions that contain planned accomplishments for the year, funding and performance indicators. The Plan will also include a summary listing of projects with performance measurement data.

3) The measurement system's third component is the Integrated Disbursement and Information System (IDIS), a computer system that reports accomplishments and other information to HUD. During the program year, the County will enter its planned and actual accomplishments for each activity into IDIS. At the end of the program year, the County will run reports that summarize these accomplishments.

4) The final component to the performance measurement system is the Consolidated Annual Performance and Evaluation Report (CAPER). The CAPER will provide an annual assessment of planned and actual accomplishments and how they relate to the proposed outcome indicators.

Attachments:

ATTACHMENT 1 - ESG MANUAL

ATTACHMENT 2 - HOMELESS BEDS AVAILABLE

CoC Number: NY-603

CoC Name: Nassau, Suffolk Counties/Babylon/Islip/ Huntington CoC

								Subset of Total Bed Inventory		
	Family Units[1]	Family Beds[1]	Adult-Only Beds	Child-Only Beds	Total Yr-Round Beds	Seasonal Voucher	Overflow /	Chronic Beds[2]	Veteran Beds[3]	Youth Beds[3]
Emergency, Safe Haven and Transitional Housing	673	2,212	658	7	2,877	85	535	n/a	165	22
Emergency Shelter	565	1,877	434	7	2,318	85	535	n/a	67	12
Transitional Housing	108	335	224	0	559	n/a	n/a	105	98	10
Permanent Housing	351	1,245	876	0	2,121	85	535	105	451	0
Permanent Supportive Housing*	351	1,245	876	0	2,121			105	451	0
Grand Total	1,024	3,457	1,534	7	4,998			105	616	22

*HUD's point-in-time count does not include persons or beds in Permanent Supportive Housing as currently homeless.

**Other Permanent Housing (OPH) - consists of PH - Housing with Services (no disability required for entry) and PH - Housing Only, as identified in the 2014 HMIS Data Standards.

[1]Family Units and Family Beds categories include units and beds for households with one adult and at least one child under age 18.

[2]Chronic Beds include beds in Permanent Supportive Housing dedicated to serve chronically homeless persons.

[3]Veteran Beds and Youth Beds, respectively, include beds dedicated to serve homeless veterans and their families, and include beds dedicated to housing homeless youth age 24 and younger.

Emergency Solutions Grant (ESG) Overview

The ESG program is authorized by the McKinney-Vento Homeless Assistance Act funded through the U.S. Department of Housing and Urban Development (HUD) as amended by the Homeless Emergency Assistance and Rapid Transition to Housing Act of 2009 (HEARTH Act). This federally funded program is administered through HUD by a formula allocation to ESG entitlement localities and states.

The Suffolk County Community Development Office (SCCD) is responsible for administering the county's ESG allocation. The county allocation minus 7.5 percent for local government administrative costs will be allocated to non-profits.

The goals of the ESG program are that:

- Individuals and families at-risk of homelessness obtain and maintain appropriate permanent housing; and

- Individuals and families experiencing homelessness obtain and maintain appropriate permanent housing.

- Individuals and families who are not currently homeless, but are at risk of imminent homelessness are prevented from becoming homeless

SCCD will meet these objectives through supporting effective homeless services and prevention programs.

Funding Levels

The estimated total funding available for annual distribution through this competitive application is approximately $246,000 based on 2014 funding levels. Please note that actual HUD funding levels have not been determined at the writing of this document and could vary significantly from current year funding levels.

SCCD does not anticipate making any awards greater than $50,000 for street out-reach, shelter rehabilitation, shelter operational costs or essential services proposals; however SCCD will consider making higher awards to proposals for homeless prevention and rapid-rehousing services (see Eligible Programs for specifics).

SCCD will review recipient performance at least semi-annually and reserves the right to de-obligate and reallocate funds throughout the grant term. Timely spending and voucher draws are imperative.

Administrative costs are not eligible costs for non-profit applicants.

All grants will be program-based awards for eligible homeless services and homeless prevention programs. Only proposals meeting minimum threshold requirements will be considered for funding. See Eligible Activities and Proposal Evaluation Criteria for more details.

Applicant Eligibility

Applicants must be non-profits and current on 990 filings.

Organizations that are religious or faith-based are eligible, on the same basis as any other organization, to receive ESG funds. §576.406 shall apply to those receiving funds.

Applicants must be in compliance with ESG guidelines and applicable state and federal policies and procedures, including compliance with federal and state non-discrimination laws.

Applicants must have established standard accounting practices including internal controls, fiscal accounting procedures and cost allocation plans, and be able to track agency and program budgets by revenue sources and expenses.

Applicants with outstanding audit findings, IRS findings, SCCD monitoring findings or other compliance issues are not eligible ESG recipients and any recipient will not be eligible to receive allocations if any of these conditions occur within the grant period. Please note that SCCD will work with all interested parties, where appropriate, toward the resolution of unresolved matters.

Eligible applicants must be able to demonstrate prior experience serving individuals and families at-risk of or currently experiencing homelessness.

Continuum of Care participation is required. All applicants must provide CoC participation

certification.

Applicants must certify that they will fully utilize the Homelessness Management Information System (HMIS) for their area. HMIS utilization is mandatory unless the organization is a domestic violence shelter/services provider.

Although domestic violence programs are exempt from the HMIS requirement they will be required to provide aggregate data for reporting purposes.

All recipients must match their ESG allocation with an equal amount of other federal, state and local resources (cash and non-cash) in accordance with the revised matching requirements at 24 CFR 576.201.

Key Applicant Eligibility Factors

- Non-profit
- No outstanding findings or other issues
- Experienced homeless services/prevention provider
- Must be able to meet recordkeeping and reporting requirements including HMIS
- utilization (exception for domestic violence programs)
- Must be certified as local CoC participant
- Proposals must be in line with SCCD's Five Year Consolidated Plan

Eligible Program Participants

Eligible program participants for emergency shelter, transitional housing and rapid re-housing programs must meet HUD's definition of homelessness:

Homeless Status Eligibility	
(1)	An individual or family who lacks a fixed, regular and adequate nighttime residence as defined by §576.2(1)(i)(ii)(iii);
(2)	An individual or family who will imminently lose their primary nighttime residence as provided by §576.2(2)(i)(ii)(iii);
(3)	Unaccompanied youth under 25 years of age, or families with children and youth, who do not otherwise qualify as homeless under this definition but who are defined as homeless under §576.2(3)(i)(ii)(iii)(iv);
(4)	An individual or family: (A) who is fleeing, or is attempting to flee, domestic violence, dating violence, sexual assault, stalking, or other dangerous or life-threatening conditions that relate to violence against the individual or a family member, including a child, that has either taken place within the individual's or family's primary residence or has made the individual or family afraid to return to their primary nighttime residence; (B) has no other residence; and

Eligible program participants for homeless prevention activities must meet HUD's definition of at-risk of homelessness:

At-Risk of Homelessness Status Eligibility	
An individual or family who:	
(1)	has income below 30 percent of the median area family income as defined by HUD*; AND
(2)	Does not have sufficient resources or support networks, e.g., family, friends, faith-based or other social networks, immediately available to prevent them from moving to an emergency shelter or another place describe in as described in paragraph (1) of the "homeless definition in §576.2; AND
(3)	Meets one of the following conditions: Has moved because of economic reasons two or more times during the 60 days immediately preceding the application for homelessness prevention assistance; Is living in the home of another because of economic hardship; Has been notified in writing that their right to occupy their current housing or living situation will be terminated within 21 days after the date of application for assistance; Lives in a hotel or motel and the cost of the hotel or motel stay is not paid by charitable organizations or by Federal, State, or local government programs for low-income individuals; Lives in a single-room occupancy or efficiency apartment unit in which there reside more than two persons or lives in a larger housing unit in which there reside more than 1.5 persons reside per room, as defined by the U.S. Census Bureau; Is exiting a publicly funded institution, or system of care (such as a health-care facility, a mental health facility, foster care or other youth facility, or correction program or institution); OR
(4)	A child or youth under who does not qualify as "homeless" under this section, but qualifies as "homeless" as defined under §576.2(2)(3);

*See Determination of Income section of these guidelines.

Please note that ESG recipients are required to document homelessness or at-risk status for each program participant.

Determination of Income Eligibility

All households at-risk of homelessness served with ESG must meet the HUD definition of at-risk including having household income at 30 percent or below area median income (AMI). The definition of household income for the purpose of this program is based on HUD's Section 8 income eligibility standards.

Area median income by household size for Suffolk County is available at:

http://www.suffolkcountyny.gov/Departments/EconomicDevelopmentandPlanning/CommunityDevelopment.aspx

Suffolk County uncapped income limits

Recipients must document and date the determination of income eligibility. This documentation including all required source documentation must be included in the program participant record. Please note that in the case of no household income a program participant certified statement of no income is allowable.

Eligible Programs

Eligible programs are Street Outreach (essential services), Emergency Shelter (major rehabilitation, conversion or renovation, essential services, shelter operations), Homeless Prevention (case management, housing relocation and stabilization services and short and/or medium-term rental/utility assistance) and Rapid Re-Housing (housing relocation/stabilization services and short and/or medium-term rental assistance).

Please note that eligible program activity types and cost categories are based on current SCCD and HUD program design and may be subject to change.

Emergency Shelter provides short-term emergency housing for the homeless in general or for specific populations of individuals or families experiencing homelessness. Emergency shelter programs provide temporary emergency shelter, housing barrier assessments and referrals to appropriate permanent housing resources.

The ultimate goal is that no one is homeless (living on the streets, in emergency shelter or in transitional housing) for more 30 days.

Eligible emergency shelter programs should be structured as no more than six months with a focus on minimizing the amount of time that program participants remain homeless (living on the streets, in emergency shelter or in transitional housing). Please note that the lead-based paint requirements apply for programs 100 days or more in duration.

Emphasis should be placed on providing adequate assessments of program participant housing barriers with a focus on moving program participants to permanent solutions as soon as possible.

The expectation is that emergency shelters are working closely with other community resources to minimize the length of the shelter stay.

Eligible program costs include actual costs (rent, maintenance, utilities) associated with the facility or units where temporary shelter is provided and where intake, assessments and services are provided. Eligible costs include staff costs associated with intake, assessments, referrals and shelter operations. These costs exclude mortgage related costs in the case where a recipient has a debt service on a facility and/or housing unit, location for temporary shelter and/or service provision.

Please note that eligible emergency shelter program costs outlined in this guideline are based on current ESG federal regulations and anticipated regulatory changes and may be subject to change.

Rapid Re-housing is designed to provide immediate permanent housing to individuals and families experiencing homelessness. This program is typically targeted to program participants with relatively few housing barriers. It may include follow-up and/or short-term case management. Eligible costs include program participant rent subsidy, rent and utility deposits, and rent and utility arrears in the case where payment is necessary to obtain permanent housing. Eligible costs also include staff and facility costs associated with the provision of the rapid re-housing.

The amount and length of rent subsidies is based on need and must not exceed 24 months during any three year period. Rental arrears consist of a one-time payment for up to 6 months of rent in arrears, including late fees on those arrears.

Please note that eligible rapid re-housing and transition-in-place program costs outlined in this guideline are based on current ESG federal regulations and anticipated regulatory changes and may be subject to change.

Homelessness status must be documented as required for all program participants that receive emergency shelter, transitional housing and rapid re-housing.

Homeless Prevention provides eligible financial assistance, case management and support services to qualified program participants at risk of becoming homeless. All program participants receiving prevention services must have household incomes at or below 30 percent of the area median income (AMI).

Financial assistance includes rent and utility assistance in the cases where otherwise eligible program participants have received eviction notices or notices of termination of utility services and;

- The program participant cannot make the required payments due to a sudden reduction in income;
- The assistance is necessary to avoid the eviction or termination of services;
- There is a reasonable prospect that the family will be able to resume and maintain payments within a reasonable period of time; and
- The assistance will not replace funding for pre-existing homelessness prevention activities from other sources.

Eligible homeless prevention support services activities or programs are designed to prevent the incidence of homelessness, including (but not limited to):

- Mediation programs for landlord-tenant disputes;
- Legal services programs for the representation of indigent tenants in eviction proceedings;
- Case management; and
- Staff and facility costs associated with providing prevention services.

At risk status and income eligibility based on the Section 8 income definition must be documented prior to receiving any services for all program participants receiving homeless prevention services.

Please note that eligible homeless prevention costs outlined in this guideline are based on current ESG federal regulations and may be subject to change.

Applicants must not submit multiple proposals that share any of the same program components. For example, SCCD will not consider either proposal in the case where an applicant has submitted a proposal for a specific emergency shelter program and a separate proposal for homeless services that includes the same emergency shelter. SCCD will not consider or fund either proposal in any case where proposals appear to share program components. Subsequently, SCCD reserves the right to fully de- obligate all funding commitments for any recipient found to have shared program components across multiple funding commitments.

Eligible Program Type	Purpose	Eligible Costs
Street Outreach (essential services)	Reaching out to unsheltered homeless individuals and families, connecting them with emergency shelter, housing, or critical services, and providing them with urgent, non-facility-based care.	Engagement, case management, emergency health and mental health services, and transportation.
Emergency Shelter	Major rehabilitation, conversion, or renovation of a building to serve as a homeless shelter. Site must serve homeless persons for a least 3 to 10 years, depending on the cost.	Property acquisition and new construction are ineligible ESG activities.
Emergency Shelter	Essential services.	Case management, childcare, education services, employment assistance and job training, outpatient health services, substance abuse treatment services, transportation, and services for special populations.
Emergency Shelter	Shelter operations	Maintenance, rent, repair, security, fuel, equipment, insurance, utilities, relocation, and furnishings.

Eligible Program Type	Purpose	Eligible Costs
Homeless Prevention	Housing relocation and stabilization services and short and/or medium-term rental/utility assistance as necessary to prevent the individual or family from becoming homeless if: Annual income of the family is below 30% of median family income. Assistance is necessary to help program participants regain stability in their current permanent housing or move into other permanent housing and achieve stability in that housing.	Utilities, rental application fees, security depsoits, last month's rent, utility deposits and payments, moving costs, housing search and placement, housing stability case management, landlord-tenant mediation, tenant legal services, and credit repair.
Rapid Re-Housing	Housing relocation and stabilization services and short and/or medium-term rental assistance as necessary to help individuals or families living in shelters or in places not meant for human habitation move as quickly as possible into permanent housing and achieve stability in that housing.	Utilities, rental application fees, security deposits, last month's rent, utility deposits and payments, moving costs, housing search and placement, housing stability case management, landlord-tenant mediation, tenant legal services, and credit repair.

Ineligible costs include, but may not be limited to:

- Recruitment
- Depreciation
- Costs associated with the organization rather than the specific program
- Any costs associated with advertisements, pamphlets, surveys, etc…
- Staff training, entertainment, conferences or retreats
- Public relations or fundraising
- Recipient bad debts/late fees

- Program participant mortgage assistance/payments
- Recipient mortgage/debt service
- Indirect costs
- Rental assistance in any unit in which the recipient or subsidiary has one percent or more ownership interest in the property

Recipients will be monitored to assure that reimbursed ESG expenses are in compliance with program guidelines.

Documentation of Homelessness or At-Risk Status

Documentation of participants' homelessness situation is an important aspect of ESG program compliance. ESG recipients are required to maintain adequate documentation of homelessness or at-risk status to determine the eligibility of persons served by HUD's homeless assistance or prevention programs. The documentation is typically obtained from the participant or a third party at the time of referral, entry, intake or orientation to the ESG funded program. A completed Homeless Certification Form or At-Risk of Homelessness

Certification Form (required documentation) and any supporting documentation must be maintained in the client file.

Recipients will be monitored for compliance with this documentation requirement.

Property Standards

All facilities and housing units where program participants move must meet basic habitability standards. Documentation of this must be included, where applicable, in all program participant files or be available specific to the facility. Congregate facilities must assure that ESG funded program facilities meet these standards. The ESG Basic Habitability Check List is the required documentation for this specific program requirement.

Shelter facilities must pass annual fire inspections, unless otherwise exempted by SCCD.

All programs must meet Lead Safe requirements where program participant residence will be greater than 100 days.

A number of lead-based paint requirements apply for programs longer than 100 days: The sub-grantee should conduct the following activities:

1. A visual assessment of all painted surfaces to identify deteriorated surfaces;
2. Complete paint stabilization of all deteriorated surfaces;
3. Incorporate ongoing lead-based paint maintenance activities into the regular building maintenance operations;
4. Notification as described above; and
5. Include a completed Lead Visual Assessment form in applicable program participant files.

A number of properties are exempt from this regulation. For the properties that fall under the following categories, the lead-based paint regulations do not apply:

- Housing built after January 1, 1978 (the date when lead-based paint was banned for residential use);
- Housing exclusively for the elderly or persons with disabilities, unless a child under age six is expected to reside there;
- Zero bedroom dwellings, including efficiency apartments, single-room occupancy housing, dormitories, or military barracks;
- Property that has been found to be free of lead-based paint by a certified inspector;
- Property from which all lead-based paint has been removed and clearance has been achieved;
- Unoccupied housing that will remain vacant until it is demolished;
- Non-residential property;
- Any rehabilitation or housing improvement that does not disturb a painted surface;
- Emergency repair actions which are needed to safeguard against imminent danger to human life, health or safety, or to protect property from further structural damage;
- Emergency housing assistance (such as for the homeless) unless the assistance is for long-term assistance that lasts more than 100 days. In the case where long-term housing assistance lasts for more than 100 days, then the rule does apply.

Copies of the lead-based paint regulation can be obtained by downloading it from the HUD Office of Lead Hazard Control web site at www.hud.gov/lea or by calling 1-800-424-LEAD.

Each program will be monitored for required documentation and compliance with this program requirement.

Financial Management

Recipients must ensure compliance with regulations and requirements pertaining to the following key areas of financial management:

- Allowable costs
- Source documentation
- Internal controls
- Budget controls
- Cost allocation plans
- Cash management
- Accounting records
- Procurement
- Property asset controls
- Audits

Recipients must use ESG program funds only for eligible activities and in accordance with the SCCD-approved program budget. Any changes from the planned expenditures must be approved in advance by SCCD. ESG funds may not be used for activities other than those authorized in the regulations and approved by SCCD. Furthermore, all expenditures must be in accordance with conditions such as funding ceilings and other limitations on ESG eligible costs.

Internal controls refer to the combination of policies, procedures, defined responsibilities, personnel and records that allow an organization to maintain adequate oversight and control of its finances. As such, internal controls reflect the overall financial management system of an organization or agency. Budget controls, cost allocation plans, cash management, accounting records, procurement and property controls are sub-sets of the overall financial system.

The specific administrative requirements (i.e., financial management standards) for grants to state and local government entities are contained in 24 CFR Part 85 and OMB Circular A-87.

Recipients will be monitored for required documentation and compliance with the program requirements.

<u>A compliance monitoring may review the following:</u>

- An organizational chart showing titles and lines of authority for all individuals involved in approving or recording financial (and other) transactions

- Written position descriptions that describe the responsibilities of all key employees
- A written policy manual specifying approval authority for financial transactions and guidelines for controlling expenditures
- Written procedures for the recording of transactions, as well as an accounting manual and a chart of accounts
- Adequate separation of duties to assure that no one individual has authority over an entire financial transaction
- Hiring policies to ensure that staff qualifications are equal to job responsibilities and that individuals hired are competent to do the job
- Control of access to accounting records, assets, blank forms, and confidential records are adequately controlled, such that only authorized persons can access them
- Procedures for regular reconciliation of its financial records, comparing its records with actual assets and liabilities of the organization
- Accounting records/source documentation
- Cost allocation plans
- Cash management procedures
- Procurement procedures
- Property controls
- Annual Audit

Audits

Recipients receiving a total of $500,000 or more in federal and/or state funds are required to have annual audits conducted in compliance with OMB A-133 standards. Those recipients with less than $500,000 in federal and state funds should complete annual reviewed financial statements. Annual audits and financial statements, whichever is appropriate, must be within six months following the end of the recipient's fiscal year.

Time sheets

Employee time sheets should reflect actual hours (not percentages) worked and be based on the cost allocation plan. Time sheets should be signed and dated (or equivalent electronic approval) by the employee and the supervisor having first-hand knowledge of the work performed. If the expenditures are paid for by more than one source (e.g., federal, United Way, private donations) the split costs should be accurately tracked within the recipient's accounting system.

Method of Payment

Recipients must submit Requests for Reimbursement. The Requests for Reimbursement are reviewed by SCCD staff and approved for reimbursement based on the information submitted. ESG monitoring will review full source documentation for specific reimbursement periods. Any item found to be ineligible and/or unsupported will not be reimbursed. SCCD reserves the right to reduce subsequent reimbursements by the amount of any ineligible and/or unsupported cost. Any recipient with unresolved findings or compliance issues may have reimbursement suspended. Any applicant with unresolved findings or compliance issues is ineligible for ESG funding through this program.

DUNS Number

All recipients are required to register with Dun and Bradstreet to obtain a DUNS number

if they have not already done so. For more information see 73 FR23483, April 30, 2008 or go to: http://www.dnb.com/US/duns_update/.

Central Contractor Registration (CCR)

The Central Contractor Registration (CCR) is the primary registrant database for the U.S. Federal Government. CCR collects, validates, stores, and disseminates data in support of agency acquisition missions, including Federal agency contract and assistance awards. Both current and potential federal government registrants are required to register in CCR in order to be awarded contracts by the federal government. Registrants must update or renew their registration at least once per year to maintain an active status. Although recipients of direct federal contracts and grant awards have been required to be registered with CCR since

2003, this requirement is now being extended to indirect recipients of federal funds passage of ARRA. Per ARRA (American Recovery and Reinvestment Act) and FFATA (Federal Funding Accountability and Transparency Act) federal regulations, all sub-grantees or subcontractors receiving federal grant awards or contracts must be registered with the CCR. To register go to https://www.bpn.gov/ccr/default.aspx.with the

Recordkeeping

Recipients must keep any records and submit any reports (including those pertaining to race, ethnicity, gender and disability status data) that HUD or SCCD may require within the timeframe required. All program and program participant records must be maintained for a minimum of five years.

Monitoring

SCCD is responsible for monitoring all ESG activities carried out by a recipient to ensure that the program requirements established by HUD and SCCD are met. Monitoring may also be conducted by the local HUD Office of Community Planning and Development, HUD's Office of Special Needs Assistance Programs, HUD's Office of Inspector General, HUD's

Office of Fair Housing and Equal Opportunity or another federal agency to determine whether the recipient complied with the requirements of this program.

A programmatic monitoring includes but is not limited to the following:

- Program participant files
- Intake packets
- Discharge/appeals documents
- Prescreening tools
- Personnel policy manual
- Agency policy and procedure manual
- Board of Director information (meeting minutes, committee information, etc.)
- Location of program participant files
- Staff training documentation
- Financial management

HMIS

The ESG recipients are required to report program participant-level data, such as the number of persons served and their demographic information, in a Homeless Management Information System (HMIS) database. HMIS is an electronic data collection system that facilitates the collection of information on persons who are homeless or at risk of becoming homeless that is managed and operated locally. Please note that domestic violence programs are exempt from the HMIS requirement, however they will be required to provide aggregate data for reporting purposes.

Other Requirements

This section outlines several additional federal requirements with which ESG-funded sub- grantees must comply. These requirements include:

- Non-Discrimination and Equal Opportunity;
- Lead-based Paint;
- Conflict of Interest; and
- Limits on Funding to Primarily Religious Organizations.

Non-discrimination and Equal Opportunity

The use of ESG funds requires that the recipients make facilities and services available to all on a nondiscriminatory basis and publicize this fact. The procedures that a recipient uses to convey the availability of such facilities and services should reach persons with handicaps or persons of any particular race, color, religion, sex, sexual orientation, age, familial status or national origin within their service area who may qualify for them. If not, the recipient must establish additional procedures that will ensure that these persons are made aware of the facilities and services. Recipients must adopt procedures to disseminate information to anyone who is interested regarding the existence and location of handicap accessible services or facilities.

Fair Housing and Americans with Disabilities Act

The Fair Housing law does not intend to prohibit property owners, managers and program administrators from valid inquiries into an applicant's ability to meet lease requirements and/or program eligibility requirements as set forth in federal or state programs. However, there are certain rules to which recipients must adhere. Recipients should also understand the Fair Housing laws when working with landlords in obtaining housing for the program participants.

If the provision of supportive services is part of the housing program, then these services should be provided in a non-discriminatory manner based on written program eligibility policies and procedures. No provider is required to take any action which would fundamentally alter the nature of the program in order to accommodate the disability of an applicant or tenant.

Restriction of Children/Handicapped in Housing: There can be no restriction as to where persons may reside in housing with the exception of federal or management priorities for certain adapted or accessible units. Accepting or rejecting applicants on the basis of the ability to evacuate safely is not allowed. Accepting or rejecting program participants based on the age of the children is not allowed.

Legal and Illegal Questions - The Fair Housing Law clearly defines legal and illegal questions for all applicants of all housing in the United States. It is unlawful to make an inquiry to determine whether an applicant for a dwelling, a person intending to reside in that dwelling after it is sold, rented or made available, or any person associated with that person, has a handicap or to make inquiry as to the nature or severity of a handicap of such a person.

However, the following inquiries can be made, provided these inquiries are made to all applicants, whether or not they have handicaps:

- Inquiry into an applicant's ability to meet the requirements of ownership or tenancy;
- Inquiry to determine whether an applicant is qualified for a dwelling available only to persons with handicaps or to persons with a particular type of handicap;
- Inquiry to determine whether an applicant for a dwelling is qualified for a priority available to persons with handicaps or to persons with a particular type of handicap;
- Inquiry to determine whether an applicant for a dwelling is a current illegal drug abuser or addict of a controlled substance;
- Inquiry to determine whether an applicant has been convicted of the illegal manufacture or distribution of a controlled substance.

A manager or owner is never required to make available a dwelling to an individual whose tenancy would constitute a direct threat to the health or safety of other individuals, or whose tenancy would result in substantial physical damage to the property of others.

Recipients must be in compliance with Fair Housing and Americans with Disabilities Act requirements. Further information can be found at http://www.ada.gov and http://www.hud.gov/offices/fheo/FHLaws/index.cfm.

Four types of obligations must be met:

1 Implementation of nondiscriminatory policies and procedures;

2 Making reasonable accommodations as necessary in policies and procedures in order to provide equal enjoyment and use of their services;

3 Providing auxiliary aids and services as necessary for effective communication

(within a reasonable accommodation standard); and

5 Providing physical access to and within the shelter (to the extent it is “readily achievable” to do so).

Additional guidance can be found at:
http://www.nlchp.org/content/pubs/Q&A_DV_CivilRightsJuly%2020091.pdf.

Conflict of Interest

Recipients must avoid any conflict of interest in carrying out activities funded by state or federal grants dollars, such as the Emergency Solutions Grant program. Generally, this means that a person who is an employee, otherwise in a decision-making position, or has information about decisions made by the organization (such as an agent, consultant, volunteer, officer or elected or appointed official of the grantee or recipient) may not obtain a personal or financial interest or benefit from the organization's activity, including through contracts, subcontracts or agreements. This exclusion continues during the employee's tenure and for one year following employment.

As part of general guidelines for the procurement of goods and services using federal funding (such as ESG), organizations are required to have a "code of conduct" or “conflict of interest” policy in place that prohibits employees, officers, agents or volunteers of the organization from participating in the decision making process related to procurement if that person, or that person's family, partner or any organizations employing any of the above has a direct financial interest or benefit from that procurement. In addition, these persons may not accept any gratuity, favors or anything of monetary value from a contractor, consultant or other entity whose services are procured for the organization. Organizations should develop standards for avoiding such apparent or potential conflicts. Such standards must include a written policy that is part of the employee policies. Employees, board members, and volunteers are required to sign a statement indicating that they have read the policy and will comply.

Limits on Funding to Primarily Religious Organizations

In order to uphold the basic provision of separation of church and state, a number of conditions apply to the provision of ESG funding to organizations that are primarily religious in nature. These provisions generally require that when funded under the ESG program, the religious organization will provide services in a way that is free from religious influences and in accordance with the following principles:

- The organization will not discriminate against any employee or applicant for employment on the basis of religion, and will not limit employment or give preference in employment on the basis of religion.
- The organization will not discriminate against, limit services provided to, or give preference to any person obtaining shelter, other service(s) offered by the project, or any eligible activity permissible under the ESG program on the basis of religion and will not limit such service provision or give preference to persons on the basis of religion.
- The organization will not provide religious instruction, counseling, religious services, worship (not including voluntary nondenominational prayer before meetings), engage in religious proselytizing, or exert other religious influences in the provision of shelter or other eligible ESG activities.

Requiring that a program participant attend religious services or meetings as a condition of receiving other social services at the organization (such as shelter or a meal) is not allowed under this provision. Allowing participants to choose to take part in services or meetings offered by the organization as they wish, separate from the ESG-funded activities provided, is allowable.

In making an application to receive ESG funding, it is not necessary for the religious organization to establish the separate, secular organization (501 (c) 3) prior to submitting the application or prior to its selection, but may apply on behalf of the secular organization to be established. The application is reviewed on the basis of the religious organization's financial responsibility, capacity and its commitment to provide appropriate resources to the secular organization after its formation. After formation, the secular organization will be required to demonstrate that it meets the definition of a nonprofit organization. Obligation of SCCD's ESG funds will be conditioned upon compliance with these requirements.

Minority-Owned and Women-Owned Business and Section 3

Minority and women's business enterprise outreach requirements apply to all Housing and Urban Development (HUD) programs administered by SCCD including ESG. SCCD applicable sub-grantees recipients that receive SCCD-administered HUD funds are required to facilitate participation by women-owned and minority-owned business enterprises. This includes maintaining and reporting applicable contract information for all applicable contracts and sub-contracts funded with any HUD funds awarded through SCCD.

The Section 3 Program requires that recipients of certain HUD financial assistance, to the greatest extent possible, provide job training, employment, and contract opportunities for low- or very-low income residents in connection with projects and activities in their neighborhoods.

Reportable data elements include, but are not limited to the following:

- Amount of the contract or subcontract
- Type of trade
- Contractor/subcontract racial/ethnic code
- Designation as Women-owned business (yes/no)
- Primary contractor ID number
- Designation as Section 3 Contractor (yes/no)
- Subcontractor ID number
- Contractor/Subcontractor name
- Contractor/Subcontractor address

Proposal Evaluation Criteria

All proposals received by the deadline (5 P.M. on Monday, December 1, 2014) that meet minimum threshold requirements will be reviewed and ranked by SCCD in consultation with the local CoC.

Threshold Criteria:

- Eligible applicant

    - If multiple proposals, no shared program components
    - Eligible activities
    - Proposal received on or before deadline
- Need

All proposals meeting the minimum threshold requirements will be reviewed and ranked based on the following criteria:

- Does the proposal seek to fill what would otherwise be a gap in homeless services for this specific geographic area?
- Does the proposal support local coordinated efforts?
- Level of coordination with other providers
- Level of community planning
- Does the proposal (proposed budget and budget narrative) demonstrate a need for the requested funding?
- Is there clearly a demand for the program in the area?
- How critical is the need in the area?
- Does the proposed program include any special features that would enhance the proposal's ability to meet the target population's needs?
- How credible is the evidence to support the local need?
- Approach
- How experienced is the applicant with providing similar services and assistance?
- How experienced is the applicant in working with the target population?
- How well is the proposal coordinated with other activities and funding sources in the area?
- Does the proposed program appear to be based on proven methods and/or is the program able to demonstrate good outcomes?
- Do the program costs appear reasonable?
- Do the program outcomes and objectives appear reasonable?
- Does the proposal support Federal and State goals?
- Will individuals and families experiencing homelessness access permanent
- housing in a timely manner?
- Will there be a reduction in the length of shelter stay?
- Will the program prevent homelessness?
- Capacity
- How experienced is the applicant with providing similar services and assistance?

- Does there appear to be a plan for appropriate program oversight?
- Does the applicant demonstrate effective grant management experience?
- Does the applicant demonstrate adequate capacity for data collection and reporting?
- How many, and what type of findings, concerns or other compliance issues has the agency had during the past 2 program years?
- To what degree does the program leverage other resources?

SCCD reserves the right to make adjustments to ESG requested amounts. SCCD reserves to right to make provisional funding commitments in order to address local needs.

Appendix - Alternate/Local Data Sources

1	Data Source Name HUD 2014 CoC Homeless Assist. Programs PIT Count
	List the name of the organization or individual who originated the data set. The data was originated by NY-603 Continuum of Care as reported to HUD. The Long Island Continuum of Care is managed by the Long Island Coaltion for the Homeless, a nonprofit agency. Data is reported to the Homeless Management Information System (HMIS) software mandated by HUD.
	Provide a brief summary of the data set. The data set is a point in time snapshot survey of both sheltered and unsheltered homeless persons and families, conducted on January 22, 2014. This report cannot isolate Suffolk County numbers from the entire Continuum of Care which consists of Nassau County, Suffolk County, Babylon Town, Islip Town, and the Town of Huntington. For the purposes of this discussion we will necessarily talk about homelessness as it applies to Long Island as a whole.
	What was the purpose for developing this data set? This is a HUD mandated data set required as a means to assess the current homeless population and track trends, numbers, subpopulations and their subsequent needs.
	Provide the year (and optionally month, or month and day) for when the data was collected. The "Point in Time" data was collected on January 22, 2014.
	Briefly describe the methodology for the data collection. The NY-603 Continuum of Care organized by the Long Island Coalition for the Homeless (LICH) uses the HMIS system to collect data relative to sheltered homeless persons. Each member organization is required to use the reporting software and the LICH collates and analyses the inputted data and reports to HUD on a regular basis. In addition, each year a large group of volunteers goes into the neighborhoods and into the places where unsheltered homeless persons are both known and suspected to reside. The volunteers interview these homeless individuals and takes the opportunity to provide some essential items such as coats, hygiene products, food and referrals.

	Describe the total population from which the sample was taken. As described above, the population is homeless individuals and families both sheltered and unsheltered in the following locations: Nassau County, Suffok County, and the towns of Babylon, Islip, and Huntington.
	Describe the demographics of the respondents or characteristics of the unit of measure, and the number of respondents or units surveyed. The survey breaks out the following demographics: Households without children - ages 18 - 24, over age 24 Households with at least one adult and one child - children under age 18, ages 18 - 24, over 24 Households with only children Chronically Homeless Individuals Chronically Homeless Persons in Families and the following subpopulations: Severely Mentally Ill Chronic Substance Abuse Veterans HIV/AIDS Victims of Domestic Violence The total number reported is 3,205 homeless persons in households both with and without children. Additionally, within this count is 5 households consisting of children only.