

# 2016 ANNUAL PLAN



**Lead Agency: Suffolk County Community Development Office**

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**For period Covering Program Year 2016**

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Suffolk County Consortium Annual Action Plan 2016

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Suffolk County Consortium Annual Action Plan 2016

# Executive Summary

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

### 1. Introduction

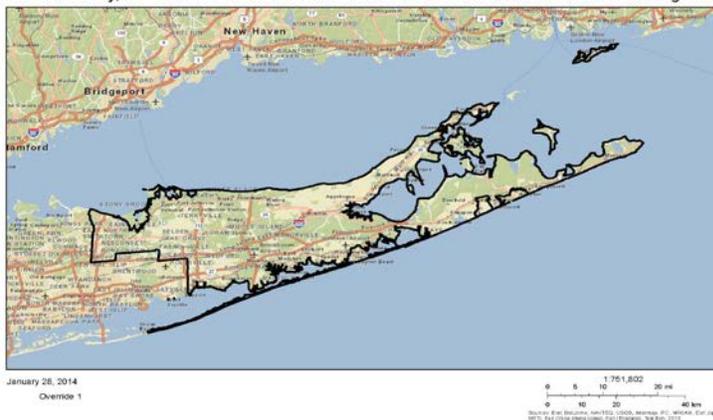
The Suffolk County Community Development Consortium is comprised of seventeen (17) municipalities; seven (7) towns, and ten (10) villages. These communities include the Towns of: Brookhaven, East Hampton, Riverhead, Shelter Island, Smithtown, Southampton and Southold, and the Villages of: Bellport, Lake Grove, Patchogue, Port Jefferson, The Branch, Sag Harbor, Shoreham, Southampton, Westhampton Beach and Westhampton Dunes.

The Suffolk County Towns of Huntington, Islip and Babylon are not members of the Suffolk Urban County Community Development Consortium. These municipalities have prepared their own Annual Action Plans for the use of CDBG funds in their municipalities.

Based on the most recent data available on the HUD CPD Maps website, the population of the Urban County Community Development Consortium is estimated at 721,447. These figures are derived from the 2006-2010 American Communities Survey and represents approximately 48% of the total population of Suffolk County. The minority population of the Consortium is approximately 17%. Suffolk County also has a HOME Program Consortium comprised of all the municipalities in the Community Development Consortium *plus* the Township of Huntington and its Incorporated Villages of Huntington Bay, Lloyd Harbor and Northport. The population of the HOME Consortium is 923,632 or 63% of the County population.

For the purposes of the Action Plan, Suffolk County will describe housing activities relevant to the municipalities participating in the HOME Consortium and the community development activities for the CDBG Consortium.

Suffolk County, NY CDBG Consortium - Consolidated Plan and Continuum of Care Planning Tool



Consortium map

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

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

### Community Development Objectives & Outcomes

- 1) **Objective:** Implement neighborhood revitalization activities in lower income strategy areas called comprehensive neighborhood service areas. **Outcome:** Creation of service activities including youth and senior counseling, housing counseling, domestic violence counseling and drug and alcohol prevention counseling.
- 2) **Objective:** Provide public infrastructure, facilities and services to other low-income communities and households by implementing specific activities directed at specific needs. **Outcome:** Creation of public parks, summer youth activities, street improvements, and removal of barriers to handicapped individuals, as well as other eligible activities.

### Housing Objectives & Outcomes

- 1) **Objective:** Increase the supply of affordable owner-occupied housing for very low, low-income and moderate income households. **Outcome:** Provide down payment assistance programs, and continue to fund ongoing programs for the acquisition and construction of new housing and to rehabilitate existing housing stock.
- 2) **Objective:** Increase the supply of affordable renter-occupied housing for very low, low-income and moderate income households. **Outcome:** Provide new construction housing subsidies that effectively reduce the cost of providing workforce housing. Fund programs that provide services, advocacy and cash assistance for rental arrears as well as short term and transitional cash assistance to low and moderate income persons who are in precarious housing.
- 3) **Objective:** Improve the condition of existing housing for renters and owners in low-income and moderate income families. **Outcome:** Continue to fund housing rehabilitation programs for both renters and homeowners.
- 4) **Objective:** Increase the supply of housing for special needs populations. **Outcome:** Fund projects that provide supportive services to the special needs populations.
- 5) **Objective:** Reduce the persistence of homelessness. **Outcome:** Develop street outreach and shelter programs to intervene and place individuals and families both homeless and at risk of homelessness into facilities. Provide intervention and support services such as mental health, drug-alcohol, and financial literacy services to assist the homeless and other persons with special needs.

## 3. Evaluation of past performance

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

The combined HOME and CDBG consortia have a longstanding relationship with the County. We have been working cooperatively for 30 years. The administrators of the various CDBG projects and activities are well familiar with the needs of their communities. We have made it a priority to address the needs of low/moderate income families and communities within the consortia. The infrastructure needs of communities have also proven to be an effective means of addressing the needs of the overall eligible population.

Since Suffolk County has been identified as a high-cost housing area, we have prioritized housing needs that can be addressed within the parameters of the CDBG goals and objectives. These needs include: affordability, habitability, sustainability and economic opportunity. We have focused on projects that provide access to affordable housing units, enhance accessibility to elderly and disabled, and prevent homelessness.

Another challenge facing Long Island as a whole, and the County in particular, is the limited availability of public transportation. This need has been historically addressed through the implementation of transportation programs for our elderly and disabled. The County Executive has identified North/South transportation corridors as a priority. These additional transportation routes will enhance current public transportation service in the future, making housing options more accessible. In the meantime we will continue to support the CDBG and ESG programs that address the current challenge.

Other public services have included: youth programs, drug & alcohol counseling, senior health advocacy, food pantries, overnight sheltering, parenting and child care programs. The County will continue to support and expand these projects that serve the most vulnerable in our society.

The public improvements portion of our CDBG allocation has always been a strong focus and has served our community well. We are committed to improving accessibility in our public spaces with curb cutting, sidewalks, park improvements, and building improvements. We have received positive feedback with regard to our handicapped accessibility projects.

***Below is a small sampling of some projects that the Consortium has completed.***

1. Mastic/Mastic Beach/Shirley Street Improvements
2. Robert Miller Park Improvements
3. Granny Road Park Improvements
4. Robert Rowley Park Improvements
5. Smithtown Sidewalk Improvements
6. Lighthouse Mission Fire Security
7. Group Home Emergency Generators

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

##### **Summary from citizen participation section of plan.**

The Annual Action Plan was developed in consultation with participating municipalities and a variety of public and private agencies.

On October 5, 2015 Suffolk County noticed a public hearing for October 26, 2015 in our Long Island Newsday publication. The County also sent a memorandum to all of the Consortium and non-consortium Community Development Directors, as well as non-profit housing providers, developers, Continuum of Care participants, County departments and public officials, notifying them of the public hearing. In addition, each of the 14 active Consortium sub-recipients published their own notices for citizen participation and conducted additional public hearings.

The resulting plan was made available as a draft document at library locations throughout the County and noticed again for additional input prior to final submission.

#### **5. Summary of public comments**

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

Comments consistently supported the goals of the CDBG, ESG and HOME programs. The Town of Riverhead representatives particularly stressed the need for increased CDBG funding due to the high poverty level their communities. The remaining municipalities in the Consortium noted that maintaining the current funding levels was important to their sub-grantees and that reductions would create hardships. Food pantries, heating fuel, senior services and home repair programs are very dependent upon sustained annual funding.

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

All comments and views were accepted and the resulting concepts are incorporated into the Annual Plan.

#### **7. Summary**

Suffolk County as administrator of the Urban County Consortium CDBG, ESG and HOME programs has a longstanding relationship with the sub-grantees that are the beneficiary of these valuable federal funds. We acknowledge the expertise that each of the entities bring to the programs and we recognize that they are in the best positions to comprehend the needs of their respective constituents. Each year consortium members renew commitments to existing programs, increase housing opportunities, expand the parameters of public services and make new accessibility improvements to public facilities.

The County also maintains a strong commitment to housing activities. The County continues to work to assist first time home buyers through the use of HOME funds for our Down Payment Assistance Program. In 2015 we assisted 34 households in closing on homes. We are currently developing a rental assistance program that will pay security deposits for participants in the employer assisted Tenant Based Rental Assistance (TBRA) Program.

In addition the Emergency Solutions Grant (ESG) has been continually utilized to fund programs that house our homeless and chronically homeless while also attempting to identify and end the causes for homelessness by expanding programs and housing opportunities.

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

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

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

<b>Agency Role</b>	<b>Name</b>	<b>Department/Agency</b>
Lead Agency	SUFFOLK COUNTY	
CDBG Administrator	SUFFOLK COUNTY	Suffolk County - Community Development Office
HOPWA Administrator		
HOME Administrator	SUFFOLK COUNTY	Suffolk County - Community Development Office
ESG Administrator	SUFFOLK COUNTY	Suffolk County - Community Development Office
HOPWA-C Administrator		

**Table 1 – Responsible Agencies**

**Narrative**

**Consolidated Plan Public Contact Information**

Ms. Amy Keyes, Government Liason Officer, Suffolk County Dept. of Economic Development and Planning

P.O. Box 6100, Hauppauge, NY 11788

631-853-4524 Amy.Keyes@SuffolkCountyNY.gov

## **1. Introduction**

For the 30 years that Suffolk County has been administering the CDBG/HOME/ESG Programs we have maintained an open line of communication with our sub-grantees. They are extremely knowledgeable as to the needs of their communities, progress made and challenges we still need to address. All consortium participants are in close contact with the Community Development Office and contact us with any questions, concerns, and/or suggestions for projects and their eligibility for funding. We encourage all of our sub-grantees to provide feedback, recommendations and proposals.

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

In preparation for the current funding cycle, Suffolk County Community Development Program Analysts have engaged in an ongoing dialogue with each municipality in order to discuss needs, priorities and eligibility criteria for various potential projects and services. Staff regularly attends Continuum of Care meetings to learn first hand of the challenges and opportunities that exist for the member organizations and provide input as to program funding opportunities and program requirements. The CoC group, headed by the Nassau-Suffolk Coalition for the Homeless, has been making great strides in coordinating services and eliminating duplication of efforts. They have finalized the development of the HMIS reporting system for the ESG grant as well as created a database of beds available on any given night for each sub-category of special need. This effort will serve to expedite a more precise placement of homeless individuals and families based on individual needs. This organization coordinates the annual Point in Time count of Homeless persons and sponsors the annual Keys for the Homeless conference which disseminates a huge amount of information and offers training modules.

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

Suffolk's Continuum of Care group acts as an informal consultant when the Community Development staff requires a deeper understanding of the programs, projects and activities to serve the homeless and at-risk populations. Our Program Analyst was nominated and elected to participate in the 2013 program funding selection process. She has been able to use this experience to evaluate the ESG applications that are included in this year's submission. Suffolk County has developed and implemented a formal scoring process for the ESG programs.

### **Describe consultation with the Continuum(s) of Care that serves the jurisdiction's area in determining how to allocate ESG funds, develop performance standards for and evaluate**

## **Outcomes of projects and activities assisted by ESG funds, and develop funding, policies and procedures for the operation and administration of HMIS**

The Continuum of Care, as described above, takes the lead in allocating State funds with Suffolk County taking an active part in the selection process. When the County needs assistance it sometimes calls upon the CoC, most recently in tracking persons served with ESG funds who are part of the intake process but are ultimately deemed not eligible for services due to sustainability issues. This particular consultation has brought to light the fact that high housing cost areas like Long Island need to have a higher income threshold (currently 30% AMI) in order to assist more constituents facing the threat of homelessness and attempting to utilize ESG funding. At 30% AMI the high rent payments are not always sustainable.

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

**SEE BELOW**

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

1	<b>Agency/Group/Organization</b>	HELP HOMELESS SERVICES CORP
	<b>Agency/Group/Organization Type</b>	Housing Services - Housing Services-Children Services-Persons with Disabilities Services-Persons with HIV/AIDS Services-homeless Services-Employment
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	HELP Homeless Services are members of the Continuum of Care. As providers of long term emergency housing they are well informed as to the needs of the homeless and chronically homeless. Anticipated outcomes are additional resources to staff after care programs that reduce homeless recidivism rates by employing proactive strategies. Life skills, financial fitness, advocacy efforts and interventions are some of the services that can improve the outcomes for the at risk and low/mod populations.
2	<b>Agency/Group/Organization</b>	Town of Brookhaven
	<b>Agency/Group/Organization Type</b>	Other government - Local
	<b>What section of the Plan was addressed by Consultation?</b>	Non-Homeless Special Needs

	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The Town of Brookhaven is the largest of our Consortium members and encompasses the majority of the geographic area as well as the most low/mod income participants and geographies. Brookhaven's activities are aligned with the needs of the entire consortium. Consultation with this entity helps the entire consortium look for meaningful activities through interaction. The Suffolk County Community Development Office has implemented a quarterly meeting of the entire consortium to encourage such dialogue.
3	<b>Agency/Group/Organization</b>	NASSAU SUFFOLK COALITION OF THE HOMELESS
	<b>Agency/Group/Organization Type</b>	Services-homeless
	<b>What section of the Plan was addressed by Consultation?</b>	Homelessness Strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Community Development staff of Suffolk County attends monthly meetings to stay apprised of local needs of the homeless and the agencies that serve them. This agency heads the Continuum of Care and manages the HMIS data collection system for both counties of Long Island. They are a valuable resource for statistical information as well as service providers for the homeless population.
4	<b>Agency/Group/Organization</b>	Long Island Housing Services, Inc.
	<b>Agency/Group/Organization Type</b>	Service-Fair Housing
	<b>What section of the Plan was addressed by Consultation?</b>	Fair Housing

	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The Long Island Housing Services organization keeps Suffolk County informed of statistical trends in housing discrimination. They offer annual fair housing educational events that the Community Development staff attends. This coordination assists the CD staff in staying current on fair housing issues and laws. We utilize the expertise of this organization to affirmatively further fair housing choice. Most recently the County has passed legislation prohibiting discrimination based on source of income.
5	<b>Agency/Group/Organization</b>	Town of Riverhead
	<b>Agency/Group/Organization Type</b>	Other government - Local
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The Town of Riverhead attended the public hearing. They made a case for expanded CDBG funding in order to complete more Home Improvement Projects. They have a large population of low and extremely low income residents and a large number of manufactured homes in which seniors reside. The County is working with the tTwn to improve outcomes by increasing the volume of homes that currently receive home improvement dollars from CDBG so that we may increase the level of funding that they will receive in the future.

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

We cannot identify any agency types that were intentionally not consulted. However, in addition to the groups mentioned above, each member municipality held its own public hearing to solicit input and comments from their constituents.

**Other local/regional/state/federal planning efforts considered when preparing the Plan**

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care	Annual Point in Time Count	The Point in Time count that the CoC spearheads each year is important to the ESG process in assessing the needs of our homeless.

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

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## AP-12 Participation - 91.401, 91.105, 91.200(c)

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

The intent of the citizen participation process is to encourage citizens to become involved in the funding process through identification of the needs of the low moderate community. Programs and neighborhoods are affected each year by the availability of funds and the process can affect how those funds are allocated. The eligible activities are described, the respondents have the opportunity to make suggestions, ongoing programs are identified and all comments and concerns are taken into consideration.

Each participating sub-grantee/municipality advertised and announced its public hearing to solicit citizen participation as did Suffolk County. In total 12 consortium participants advertised a public hearing and submitted the subsequent minutes to Suffolk County. These comments were taken into consideration when preparing projects for submission in the annual plan. Suffolk County adhered to the same process, as is outlined below. The comments received and the requests for funding informed each municipality as to the needs of their respective communities.

#### Citizen Participation Outreach

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
1	Newspaper Ad	all Suffolk County residents	The advertisement requested that comments be submitted at the public meeting or in writing. Five persons other than Suffolk County Staff were in attendance at the October 26, 2016 meeting.	CDBG is an essential source of funding and needs to be increased. Towns such as Riverhead and Southampton rely upon funding for their Home Improvement Programs and service projects.	All comments were accepted.	

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
2	Public Meeting	Non-targeted/broad community  all Suffolk County residents	The summary of the public notice, resulting in the public hearing is reported above	Individual mailings were also made to interested parties	No additional comments were received.	
3	Public Meeting	Homeless providers	A formal announcement was made at the monthly Continuum of Care meeting on 10-16-15 and a printout was provided to all in attendance. The CoC provided the announcement via their web service as well.	Some phone calls were received requesting additional information only.	No comments	

**Table 4 – Citizen Participation Outreach**

## 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	2,917,444	0	0	2,917,444	2,917,444	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	1,178,091	0	0	1,178,091	1,178,091	Funding is allocated to affordable housing production, preservation, & sustainability
ESG	public - federal	Conversion and rehab for transitional housing Financial Assistance Overnight shelter Rapid re-housing (rental assistance) Rental Assistance Services Transitional housing	265,013	0	0	265,013	265,013	Homeless outreach and prevention. Rapid rehousing and 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.

**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 108 Loan Guarantee
- 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
- Funding through the NYS Attorney General's office for abandoned and foreclosed properties

## Annual Goals and Objectives

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

#### Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	HOUSING	2015	2017	Affordable Housing	OVERALL CONSORTIUM GEOGRAPY	AFFORDABLE HOUSING	CDBG: \$1,023,356 HOME: \$1,178,091	Rental units constructed: 10 Household Housing Unit Rental units rehabilitated: 18 Household Housing Unit Homeowner Housing Added: 9 Household Housing Unit Homeowner Housing Rehabilitated: 33 Household Housing Unit Direct Financial Assistance to Homebuyers: 28 Households Assisted Housing Code Enforcement/Foreclosed Property Care: 450 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 GEOGRAPY	HOMELESSNESS & SPECIAL NEEDS	ESG: \$265,013	Tenant-based rental assistance / Rapid Rehousing: 35 Households Assisted Homeless Person Overnight Shelter: 330 Persons Assisted Homelessness Prevention: 70 Persons Assisted
3	PUBLIC IMPROVEMENTS & FACILITIES	2015	2019	Public Housing Non-Homeless Special Needs Non-Housing Community Development	OVERALL CONSORTIUM GEOGRAPY	NON-HOUSING COMMUNITY DEVELOPMENT	CDBG: \$920,263	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 95067 Persons Assisted Public Facility or Infrastructure Activities for Low/Moderate Income Housing Benefit: 145 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	OVERALL CONSORTIUM GEOGRAPY	NON-HOUSING COMMUNITY DEVELOPMENT	CDBG: \$391,042	Public service activities other than Low/Moderate Income Housing Benefit: 4105 Persons Assisted Public service activities for Low/Moderate Income Housing Benefit: 435 Households Assisted Homeless Person Overnight Shelter: 550 Persons Assisted
5	ADMINISTRATION & FAIR HOUSING	2015	2019	Administrative functions & Fair Housing activities	SUFFOLK COUNTY-admin OVERALL CONSORTIUM GEOGRAPY	AFFORDABLE HOUSING HOMELESSNESS & SPECIAL NEEDS NON-HOUSING COMMUNITY DEVELOPMENT	CDBG: \$381,329	Other: 1 Other

**Table 2 – Goals Summary**

**Goal Descriptions**

1	<b>Goal Name</b>	HOUSING
	<b>Goal Description</b>	HOUSING: This broad category encompasses development of affordable housing for both owners and renters. This will include the Consortium's CDBG Home Improvement, Code Enforcement and Water Connections Programs that preserve existing housing as well HOME funded projects for 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 and include the additional area of Huntington as part of the HOME consortuim. Emergency Solutions Grant (ESG) funding is reported elsewhere.
2	<b>Goal Name</b>	HOMELESS HOUSING
	<b>Goal Description</b>	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	<b>Goal Name</b>	PUBLIC IMPROVEMENTS & FACILITIES
	<b>Goal Description</b>	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 and approximated below.
4	<b>Goal Name</b>	PUBLIC SERVICES
	<b>Goal Description</b>	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	<b>Goal Name</b>	ADMINISTRATION & FAIR HOUSING
	<b>Goal Description</b>	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 organization to monitor fair housing complaints, practices and reporting.

**Table 3 – Goal Descriptions**

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

### Introduction

Suffolk County proposes the following projects. All CDBG 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. As well, 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. A Tenant Based Rental Assistance Program was established in the previous 2015 Annual Plan and additional funding has been added this year. 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
6	PUBLIC IMPROVEMENTS AND FACILITIES - SMITHTOWN
7	PUBLIC FACILITIES AND IMPROVEMENTS - SOUTHOLD
8	PUBLIC FACILITIES AND IMPROVEMENTS - VILLAGE OF LAKE GROVE
9	PUBLIC FACILITIES AND IMPROVEMENTS - VILLAGE OF PATCHOGUE
10	PUBLIC FACILITIES AND IMPROVEMENTS - VILLAGE OF SOUTHAMPTON
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 - VILLAGE OF BELLPORT
19	PUBLIC SERVICES - VILLAGE OF PATCHOGUE
20	PUBLIC SERVICES - V OF SOUTHAMPTON
21	CDBG ADMINISTRATION - CONSORTIUM WIDE
22	FAIR HOUSING
23	HESG HOMELESS HOUSING
24	HOME PROGRAMS
25	HOME CHDO
26	HOME-Administration

**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. 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 affordable housing for both rental and homeownership
- 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

Table 4 – Project Summary

1	<b>Project Name</b>	CONSORTIUM WIDE HOUSING PROJECTS
	<b>Target Area</b>	NORTH BELLPORT MASTIC BEACH GORDON HEIGHTS SHIRLEY TARGET AREA MASTIC RIVERHEAD RIVERSIDE/FLANDERS SMITHTOWN SOUTHAMPTON
	<b>Goals Supported</b>	HOUSING
	<b>Needs Addressed</b>	AFFORDABLE HOUSING
	<b>Funding</b>	CDBG: \$1,023,356
	<b>Description</b>	Housing Projects as part of this description includes 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.
	<b>Target Date</b>	3/31/2018

	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	We are estimating that 46 families will benefit from the combined Home Improvement Programs of Southampton, Brookhaven, Riverhead and Smithtown. This figure does not include the code enforcement program that we have included in the "housing" category. We estimate that the Town of Brookhaven will issue violations to an approximately 450 households. Some of those households will utilize the services available to them under the Town's Home Improvement Program. Brookhaven also administers a water connections program, included in the housing category that will connect approximately 4 new homes to public water. The Town of Smithtown also administers a Senior Citizen Home Chore Program estimating 25 participants.
	<b>Location Description</b>	Program activity locations are in Southampton, Brookhaven, Smithtown and Riverhead where the highest concentrations of low income and senior households are located.
	<b>Planned Activities</b>	Housing rehabilitation programs, well installations, public water connections and Code enforcement.
<b>2</b>	<b>Project Name</b>	PUBLIC IMPROVEMENTS AND FACILITIES - BROOKHAVEN
	<b>Target Area</b>	NORTH BELLPORT MASTIC BEACH GORDON HEIGHTS PATCHOGUE VILLAGE SHIRLEY TARGET AREA MASTIC OVERALL CONSORTIUM GEOGRAPY
	<b>Goals Supported</b>	PUBLIC IMPROVEMENTS & FACILITIES
	<b>Needs Addressed</b>	NON-HOUSING COMMUNITY DEVELOPMENT
	<b>Funding</b>	CDBG: \$57,300
	<b>Description</b>	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.
	<b>Target Date</b>	3/31/2018

	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Each year the member municipalities undertake public improvements in low and moderate income areas. Brookhaven has identified various upgrades in six public parks and will be improving handicapped accessibility at facilities townwide.
	<b>Location Description</b>	
	<b>Planned Activities</b>	Activities include: Street drainage improvements, Park security and improvements, and removal of architectural barriers
<b>3</b>	<b>Project Name</b>	PUBLIC IMPROVEMENTS AND FACILITIES - EAST HAMPTON
	<b>Target Area</b>	EAST HAMPTON
	<b>Goals Supported</b>	PUBLIC IMPROVEMENTS & FACILITIES
	<b>Needs Addressed</b>	NON-HOUSING COMMUNITY DEVELOPMENT
	<b>Funding</b>	CDBG: \$85,000
	<b>Description</b>	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.
	<b>Target Date</b>	3/31/2018
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	East Hampton has continued its commitment to improve their ability to house victims of domestic violence at their town owned shelter. They have estimated that they will assist 53 families with 2016 funding. In addition the funding will be utilized to repair kitchens and bathrooms in the Whalebone Village senior apartments.
	<b>Location Description</b>	The location of the shelter is confidential. Whalebone Village is located at 147 Boatheder's Lane, East Hampton.
	<b>Planned Activities</b>	Activities include: kitchen and bathroom improvements to public housing and to a domestic violence shelter.
<b>4</b>	<b>Project Name</b>	PUBLIC IMPROVEMENTS AND FACILITIES - RIVERHEAD

	<b>Target Area</b>	RIVERHEAD
	<b>Goals Supported</b>	PUBLIC IMPROVEMENTS & FACILITIES
	<b>Needs Addressed</b>	NON-HOUSING COMMUNITY DEVELOPMENT
	<b>Funding</b>	CDBG: \$25,000
	<b>Description</b>	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.
	<b>Target Date</b>	3/31/2018
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	The entire census tract for Riverhead will benefit from pedestrian and bicycle safety improvements that are planned. More conservatively the Town estimates approximately 500 disabled persons will benefit from this planned activity.
	<b>Location Description</b>	This activity will take place at identified locations throughout the town that will help residents benefit from curb cuts and improved handicapped accessibility.
	<b>Planned Activities</b>	Activities will include curb cuts and accessibility improvements
5	<b>Project Name</b>	PUBLIC IMPROVEMENTS AND FACILITIES - SMITHTOWN
	<b>Target Area</b>	SMITHTOWN
	<b>Goals Supported</b>	PUBLIC IMPROVEMENTS & FACILITIES
	<b>Needs Addressed</b>	NON-HOUSING COMMUNITY DEVELOPMENT
	<b>Funding</b>	CDBG: \$83,000
	<b>Description</b>	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.
	<b>Target Date</b>	

	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	The Town of Smithtown has committed to continuing its handicapped accessibility improvements for the new program year.
	<b>Location Description</b>	Activities will take place townwide.
	<b>Planned Activities</b>	Sidewalk and accessibility improvements.
6	<b>Project Name</b>	PUBLIC FACILITIES AND IMPROVEMENTS - SOUTHOLD
	<b>Target Area</b>	SOUTHOLD
	<b>Goals Supported</b>	PUBLIC IMPROVEMENTS & FACILITIES
	<b>Needs Addressed</b>	NON-HOUSING COMMUNITY DEVELOPMENT
	<b>Funding</b>	CDBG: \$20,000
	<b>Description</b>	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.
	<b>Target Date</b>	3/31/2018
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Southold is planning to assist victims of emergencies: fire, flood, severe weather, lack of utilities, etc. They are installing portable showers in their Human Resource Center, benefitting the whole town. They are conservatively estimating that 30 persons will benefit in the 2016 program year. The Town will also begin to rehabilitate its Recreation Center facility that provides programs to youth, elederly, handicapped and the general populatiion. This location is also used as an emergency shelter during storm and weather events. It is estimated that 700 persons will benefit from this activity.
	<b>Location Description</b>	The Senior Resource Center is located on 750 Pacific Street in the downtown area of Southold. The Southold Recreation Center is located at 970 Peconic Lane in the town of Peconic.
<b>Planned Activities</b>	Renovations to the Recreation Center. Emergency preparedness improvements to Town's Community Center.	

7	<b>Project Name</b>	PUBLIC FACILITIES AND IMPROVEMENTS - VILLAGE OF LAKE GROVE
	<b>Target Area</b>	VILLAGE OF LAKE GROVE
	<b>Goals Supported</b>	PUBLIC IMPROVEMENTS & FACILITIES
	<b>Needs Addressed</b>	NON-HOUSING COMMUNITY DEVELOPMENT
	<b>Funding</b>	CDBG: \$28,243
	<b>Description</b>	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.
	<b>Target Date</b>	3/31/2018
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	The Village of Lake Grove has identified handicapped accessibility as an ongoing priority. This activity will benefit the entire Town's handicapped population, estimated to be 825
	<b>Location Description</b>	Improvements are planned for Washburn Street within the Village.
	<b>Planned Activities</b>	Sidewalk improvements to include installing curb cuts and/or ramps.
8	<b>Project Name</b>	PUBLIC FACILITIES AND IMPROVEMENTS - VILLAGE OF PATCHOGUE
	<b>Target Area</b>	PATCHOGUE VILLAGE
	<b>Goals Supported</b>	PUBLIC IMPROVEMENTS & FACILITIES
	<b>Needs Addressed</b>	NON-HOUSING COMMUNITY DEVELOPMENT
	<b>Funding</b>	CDBG: \$100,000
	<b>Description</b>	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.
	<b>Target Date</b>	

	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	It is estimated that the entire Village of 11,798 (2010 census) will benefit from the ongoing revitalization of downtown Patchogue.
	<b>Location Description</b>	Activities will be undertaken within the Village boundaries.
	<b>Planned Activities</b>	Downtown revitalization and beautification activities to improve the downtown hub of the Village of Patchogue which may include facade improvements, sidewalk plantings, benches, artwork, etc.
<b>9</b>	<b>Project Name</b>	PUBLIC FACILITIES AND IMPROVEMENTS - VILLAGE OF SOUTHAMPTON
	<b>Target Area</b>	VILLAGE OF SOUTHAMPTON
	<b>Goals Supported</b>	PUBLIC IMPROVEMENTS & FACILITIES
	<b>Needs Addressed</b>	NON-HOUSING COMMUNITY DEVELOPMENT
	<b>Funding</b>	CDBG: \$6,020
	<b>Description</b>	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.
	<b>Target Date</b>	3/31/2018
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	The Village of Southampton will be utilizing 2016 funds to improve accessibility to its African American Museum. It is estimated that the disabled population of the Village is 789 (2010 Census). This number does not include the elderly that will benefit from the improvements.
	<b>Location Description</b>	The African American Museum is located at 245 North Sea Road in Southampton Village.
	<b>Planned Activities</b>	Handicapped accessibility additions to the African American Museum.
<b>10</b>	<b>Project Name</b>	PUBLIC SERVICES - BROOKHAVEN

	<b>Target Area</b>	NORTH BELLPORT MASTIC BEACH GORDON HEIGHTS SHIRLEY TARGET AREA MASTIC SHIRLEY, MASTIC, MASTIC BEACH NEIGHBORHOOD REVITALIZATION AR BROOKHAVEN-OTHER THAN TARGET AREAS
	<b>Goals Supported</b>	PUBLIC SERVICES
	<b>Needs Addressed</b>	NON-HOUSING COMMUNITY DEVELOPMENT
	<b>Funding</b>	CDBG: \$244,000
	<b>Description</b>	PUBLIC SERVICES: 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.
	<b>Target Date</b>	3/31/2018
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	The Town of Brookhaven has identified several public service projects that will benefit from continued or new CDBG funding. It is estimated that 1,744 households will benefit from planned activities throughout the Town.
	<b>Location Description</b>	Locations throughout the Town of Brookhaven
	<b>Planned Activities</b>	Activities will include senior nutrition services, youth counseling, mediation, disabilities services coordination and housing counseling.
<b>11</b>	<b>Project Name</b>	PUBLIC SERVICES - EAST HAMPTON
	<b>Target Area</b>	EAST HAMPTON
	<b>Goals Supported</b>	PUBLIC SERVICES
	<b>Needs Addressed</b>	NON-HOUSING COMMUNITY DEVELOPMENT
	<b>Funding</b>	CDBG: \$15,000

	<b>Description</b>	PUBLIC SERVICES: 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.
	<b>Target Date</b>	3/31/2018
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	East Hampton has estimated that approximately 96 families will benefit from planned activities.
	<b>Location Description</b>	
	<b>Planned Activities</b>	The Town will provide meals and food for homeless and at risk of homelessness and counseling services. They will provide reusable handicapped ramps on a temporary basis and they will also fund a Spanish speaking drug and alcohol counselor through their relationship with the well established non-profit agency, Catholic Charities.
<b>12</b>	<b>Project Name</b>	PUBLIC SERVICES - RIVERHEAD
	<b>Target Area</b>	RIVERHEAD RIVERHEAD-OTHER THAN TARGET AREA
	<b>Goals Supported</b>	PUBLIC SERVICES
	<b>Needs Addressed</b>	NON-HOUSING COMMUNITY DEVELOPMENT
	<b>Funding</b>	CDBG: \$30,000
	<b>Description</b>	PUBLIC SERVICES: 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.
	<b>Target Date</b>	

	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Riverhead has estimated that the public services that they will provide will benefit approximately 970 families. All families will have low and moderate incomes.
	<b>Location Description</b>	Activities will take place within the geographic boundaries of the Town of Riverhead.
	<b>Planned Activities</b>	Activities include provision of meals, overnight sheltering, food pantry, and senior services.
<b>13</b>	<b>Project Name</b>	PUBLIC SERVICES - SMITHTOWN
	<b>Target Area</b>	SMITHTOWN
	<b>Goals Supported</b>	PUBLIC SERVICES
	<b>Needs Addressed</b>	NON-HOUSING COMMUNITY DEVELOPMENT
	<b>Funding</b>	CDBG: \$10,000
	<b>Description</b>	PUBLIC SERVICES: 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.
	<b>Target Date</b>	3/31/2018
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Smithtown has committed to continued support of its Voice of Help Program. This activity will assist approximately 25 seniors.
	<b>Location Description</b>	Activities will be undertaken within the boundaries of the Town of Smithtown.
	<b>Planned Activities</b>	The Voice of Help Program provides emergency alert devices to seniors. Some are frail/elderly aging in place. This service provides health and safety assurances to Smithtown's aging populace.
<b>14</b>	<b>Project Name</b>	PUBLIC SERVICES - SOUTHAMPTON
	<b>Target Area</b>	SOUTHAMPTON

	<b>Goals Supported</b>	PUBLIC SERVICES
	<b>Needs Addressed</b>	NON-HOUSING COMMUNITY DEVELOPMENT
	<b>Funding</b>	CDBG: \$25,000
	<b>Description</b>	PUBLIC SERVICES: 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.
	<b>Target Date</b>	3/31/2018
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	It is estimated that 65 households will benefit from the planned activities. All will meet the definition of low and moderate income.
	<b>Location Description</b>	The Community Awareness Program (CAP) will operate out of the Phillips Ave. School. While this elementary school is located within the boundaries of Riverhead, the adjoining census tracts and entire population of the school are Southampton residents residing in the hamlet of Flanders. The School is located at 141 Phillips Ave, Riverhead. The remaining service programs are home based.
	<b>Planned Activities</b>	The Southampton CAP program provides a school based social worker to provide counseling to students and their families. if needed they are also referred to a food pantry. The Dominican Sisters Program provides non-medical support and social services to elderly residents, aging in place. Staff makes home visits and will assist with laundry, housekeeping, meal preparation, etc. Human Resources of the Hamptons provides support services to financially vulnerable seniors; providing emergency assistance with heating, utilities, rent, medications, etc.
15	<b>Project Name</b>	PUBLIC SERVICES - SOUTHOLD
	<b>Target Area</b>	SOUTHOLD
	<b>Goals Supported</b>	PUBLIC SERVICES
	<b>Needs Addressed</b>	NON-HOUSING COMMUNITY DEVELOPMENT

	<b>Funding</b>	CDBG: \$10,000
	<b>Description</b>	PUBLIC SERVICES: 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.
	<b>Target Date</b>	3/31/2018
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Approximately 100 families will benefit from planned activities. All are expected to be low and moderate income families.
	<b>Location Description</b>	Activities will be undertaken within the boundaries of the Town of Southold.
	<b>Planned Activities</b>	Activities will include homeless and emergency sheltering and emergency food and clothing supplies through the ongoing utilization of non-profits Community Action Southold Town (CAST) and Maureen's Haven.  Maureen's Haven makes nightly arrangements for overnight sheltering for the homeless in various local churches while CAST provide food and clothing and other items as needed.
16	<b>Project Name</b>	PUBLIC SERVICES - VILLAGE OF BELLPORT
	<b>Target Area</b>	VILLAGE OF BELLPORT
	<b>Goals Supported</b>	PUBLIC SERVICES
	<b>Needs Addressed</b>	NON-HOUSING COMMUNITY DEVELOPMENT
	<b>Funding</b>	CDBG: \$30,000
	<b>Description</b>	PUBLIC SERVICES: 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.
	<b>Target Date</b>	3/31/2018

	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	it is estimated that 100 elderly households will benefit from this activity. HUD defines all elderly persons as low income.
	<b>Location Description</b>	Activities will assist residents within the boundaries of The Village of Bellport.
	<b>Planned Activities</b>	Senior transportation program activities will include bringing people to their doctor's appointments, food shopping, necessary travel and some recreational activities .
17	<b>Project Name</b>	PUBLIC SERVICES - VILLAGE OF PATCHOGUE
	<b>Target Area</b>	VILLAGE OF PATCHOGUE
	<b>Goals Supported</b>	PUBLIC SERVICES
	<b>Needs Addressed</b>	AFFORDABLE HOUSING NON-HOUSING COMMUNITY DEVELOPMENT
	<b>Funding</b>	CDBG: \$15,000
	<b>Description</b>	PUBLIC SERVICES: 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.
	<b>Target Date</b>	3/31/2018
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	It is estimated that a total of 65 low and moderate income families will benefit from planned activities.
	<b>Location Description</b>	Housing Counseling activities will take place at Patchogue Village Hall located at 14 Baker Street, Patchogue.  The Head Start Art Project will be held at the Head Start location at 20 Church Street in Patchogue.

	<b>Planned Activities</b>	Housing counseling activities to preserve housing and prevent homelessness and a homeless assessment and outreach program.  Interactive art sessions provided by local artists to low and moderate income students attending the pre-school Head Start Program. Final projects are showcased at a public art show and reception.
18	<b>Project Name</b>	PUBLIC SERVICES - V OF SOUTHAMPTON
	<b>Target Area</b>	VILLAGE OF SOUTHAMPTON
	<b>Goals Supported</b>	PUBLIC SERVICES
	<b>Needs Addressed</b>	NON-HOUSING COMMUNITY DEVELOPMENT
	<b>Funding</b>	CDBG: \$12,042
	<b>Description</b>	PUBLIC SERVICES: 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.
	<b>Target Date</b>	3/31/2018
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	It is estimated that 180 families will benefit from the combined activities that are planned. 150 elderly will utilize the food pantry and approximately 30 families will benefit from day care activities.  At least 80% will be low and moderate income families.
	<b>Location Description</b>	The Day Care Program will operate from 100 David White Lane, Southampton.  The Senior Food Pantry will be located at 168 Hill Street, Southampton.
<b>Planned Activities</b>	Southampton Village sub-contracts with Southampton Day Care to provide salary support for the teaching staff. The day care center provides day care services to local families.  The Village will also provide funds toward the salary of their food pantry manager. The food pantry provides food to senior residents.	
19	<b>Project Name</b>	CDBG ADMINISTRATION - CONSORTIUM WIDE
	<b>Target Area</b>	SUFFOLK COUNTY-admin OVERALL CONSORTIUM GEOGRAPY

	<b>Goals Supported</b>	ADMINISTRATION & FAIR HOUSING
	<b>Needs Addressed</b>	AFFORDABLE HOUSING HOMELESSNESS & SPECIAL NEEDS NON-HOUSING COMMUNITY DEVELOPMENT
	<b>Funding</b>	CDBG: \$572,783 HOME: \$109,190 FAIR HOUSING: \$10,000
	<b>Description</b>	Activities necessary to administer CDBG grants. Administrative funding has been allocated to Brookhaven, Riverhead, Smithtown, Southampton Town, Patchogue and Suffolk County.
	<b>Target Date</b>	3/31/2018
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	The population of the consortium is 728,882 (CPD Maps). The County of Suffolk intends to target the extremely low, low and moderate segments which comprise 123,152 persons; almost 17%
	<b>Location Description</b>	Program administration activities take place on behalf of the entire consortium geography.
	<b>Planned Activities</b>	Administration and oversight of all consortium activities including HOME, ESG, CDBG - public services, public improvements and housing.
<b>20</b>	<b>Project Name</b>	FAIR HOUSING
	<b>Target Area</b>	OVERALL CONSORTIUM GEOGRAPY
	<b>Goals Supported</b>	ADMINISTRATION & FAIR HOUSING
	<b>Needs Addressed</b>	NON-HOUSING COMMUNITY DEVELOPMENT
	<b>Funding</b>	CDBG: \$10,000
	<b>Description</b>	Fair housing activities that focus on education, investigations and reporting.
	<b>Target Date</b>	3/31/2018

	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	
	<b>Location Description</b>	
	<b>Planned Activities</b>	Fair housing testing, reporting and consultation as needed.
<b>21</b>	<b>Project Name</b>	HESG HOMELESS HOUSING
	<b>Target Area</b>	OVERALL CONSORTIUM GEOGRAPY
	<b>Goals Supported</b>	HOMELESS HOUSING
	<b>Needs Addressed</b>	HOMELESSNESS & SPECIAL NEEDS
	<b>Funding</b>	ESG: \$262,969
	<b>Description</b>	Activities associated with ESG goals of homeless prevention, rapid rehousing, street outreach, shelter operations and administrative oversight.
	<b>Target Date</b>	3/31/2018
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Families experiencing homelessness and those at-risk of homelessness will benefit from the proposed activities. in 2015 the program assisted 1,180 individuals (adults and children) through services that included prevention, rapid rehousing and shelter operations. We anticipate serving the same amount of persons, or more, in the 2016 program year.
	<b>Location Description</b>	Program locations are scattered throughouth the Suffolk County geographical are. The domestic violence shelter locations are by necessity kept confidential.
	<b>Planned Activities</b>	HESG activities are allocated to homeless services. Activities will include homeless prevention and shelter operations. Prevention funds may be used to pay arrears for rent and utilities and may also be used to assist in payment of rent, security and other moving expenses to prevent a family from moving into emergency housing if they have located permanant housing. The Shelter Operations funding is to be expended for overhead in operating shelters on a day to day basis. The eligible expenses are rent, staffing, transportation, and utilities.

<b>22</b>	<b>Project Name</b>	HOME PROGRAMS
	<b>Target Area</b>	OVERALL CONSORTIUM GEOGRAPY
	<b>Goals Supported</b>	HOUSING
	<b>Needs Addressed</b>	AFFORDABLE HOUSING
	<b>Funding</b>	HOME: \$818,928
	<b>Description</b>	Housing programs funded through HOME funds for new construction, Acquisition, Rehabilitation, and Down Payment assistance.
	<b>Target Date</b>	3/31/2023
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Depending upon the end use of the HOME funds eligible household income criteria span from 30% of area median income to 120%. It is estimated that the following activities will be undertaken: tenant based rental assistance - 40, rental units constructed - 10, rental units rehabilitated - 18, homeowner housing added - 9, homeowner housing rehabilitated - 8, and direct financial assistance to first time homebuyers - 28.
	<b>Location Description</b>	Activities will be undertaken throughout the Consortium geography.
	<b>Planned Activities</b>	HOME planned activities will include: new constuction, rental assistance, homebuyer down payment assistance, acquisition and rehab as well as Community Housing Development Organization (CHDO) support. The CHDO organizations, BHEP and North Fork Housing Alliance, are anticipated to complete approximately 18 rental unit rehabilitations combined.
<b>23</b>	<b>Project Name</b>	HOME CHDO
	<b>Target Area</b>	NORTH BELLPORT STRATEGY AREA SOUTHOLD
	<b>Goals Supported</b>	HOUSING
	<b>Needs Addressed</b>	AFFORDABLE HOUSING
	<b>Funding</b>	CDBG: \$176,714 HOME: \$163,785

	<b>Description</b>	HOME Community Housing Development Organization CHDO activities that include operations and assistance available through designated CHDO organizations to acquire, rehabilitate and provide affordable rental and homeownership opportunities. Within the Suffolk County Consortium the Bellport Hagerman East Patchogue Alliance (BHEP) and the North Fork Housing Alliance, recognized CHDO's receive funding through the HOME grant.
	<b>Target Date</b>	3/31/2018
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	CHDO activities are estimated to benefit 18 low income households through the rehabilitation of 18 units of rental housing.
	<b>Location Description</b>	The rehabilitation activities for 16 rental units will be completed by the North Fork Housing Alliance and are located in the Village of Greenport, which is part of Southold Town. It is anticipated that the Bellport Hagerman East Patchogue Alliance located in Bellport will rehabilitate 2 additional rental units utilizing HOME funding. These two organizations are the only ones within the Suffolk County Consortium.
	<b>Planned Activities</b>	Activities are discussed above.
<b>24</b>	<b>Project Name</b>	HOME-Administration
	<b>Target Area</b>	OVERALL CONSORTIUM GEOGRAPY
	<b>Goals Supported</b>	ADMINISTRATION & FAIR HOUSING
	<b>Needs Addressed</b>	NON-HOUSING COMMUNITY DEVELOPMENT
	<b>Funding</b>	\$ 117,810
	<b>Description</b>	Administrative costs for HOME program.
	<b>Target Date</b>	3/31/2018

<b>Estimate the number and type of families that will benefit from the proposed activities</b>	
<b>Location Description</b>	
<b>Planned Activities</b>	

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## 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 49.69% or greater. These neighborhoods meet the national objective of "area benefit" and as such housing, code enforcement, and public improvement projects are eligible activities for funding. The percentages listed below reflect the overall portion of the CDBG Consortium grant award that has been allocated to eligible area benefit activities in the listed areas. It is estimated that 34% of the 2016 CDBG award will be distributed to the target areas below.

### Geographic Distribution

Target Area	Percentage of Funds
NORTH BELLPORT	7
MASTIC BEACH	3
GORDON HEIGHTS	8
PATCHOGUE VILLAGE	3
SHIRLEY TARGET AREA	2
MASTIC	7
RIVERHEAD	3
RIVERSIDE/FLANDERS	1

Table 5 - 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 financial challenge. These municipalities have designated a portion of their overall CDBG allocation to address area needs. The approximate 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.

### **Discussion**

All projects and activities are designed to meet the national objective of meeting the needs of low and moderate income households, individuals and areas. When census data reveals a concentration of poverty in a particular area consortium municipalities generally focus attention on activities to improve those neighborhoods. These are identified as public improvements, typically to parks and recreational facilities. When a public service is offered such as family counseling, youth activities, booster programs and support services they cannot be offered to the exclusion of those who may not meet the definition of low/moderate income; which is over 80% of area median income. It must be assumed that the majority of persons availing themselves of "services" not captured above will meet the income criteria. The service providers are tasked with documenting the income of all who utilize the service programs. It is assumed, however, that all participants within the specified *geography* (low/mod census tract) will meet the low/mod criteria because it is not possible to document income for those using parks and recreation.

## Affordable Housing

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

#### Introduction

Suffolk County is utilizing private funding as well as County and public funding to increase its supply of affordable housing. We have several projects in the pipeline, some of which have come online during the 2015 program year and will continue to lease up in 2016. The WinCoram rental project, developed in partnership with Community Development Corporation of Long Island and private developer Conifer Realty, will provide 98 rental units. We expect full lease up during the 2016 program year. We also have an additional 375 units for which we have received funding commitments and expect to proceed with construction and lease up in the next two years. Numbers reported below reflect households to be supported with ESG, CDBG and HOME funds

<b>One Year Goals for the Number of Households to be Supported</b>	
Homeless	0
Non-Homeless	585
Special-Needs	25
<b>Total</b>	<b>610</b>

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

<b>One Year Goals for the Number of Households Supported Through</b>	
Rental Assistance	40
The Production of New Units	19
Rehab of Existing Units	551
Acquisition of Existing Units	0
<b>Total</b>	<b>610</b>

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

### Discussion

The County has initiated a Tenant Based Rental Assistance Program which we anticipate will serve 40 households that will enter the rental market. We have allocated \$248,000 of 2016 funding to this program and anticipate utilizing our previous funding to continue this program. With the addition of WinCoram new production rental units, the County is meeting its overall goal of increasing the supply of affordable rentals. Our CDBG Consortium Home Improvement Programs furthers the goal of preserving affordable housing stock with the anticipated rehabilitation of 75 existing units, with an additional 25 units repaired for seniors. Home services allow our special needs seniors to age in place and preserve much needed affordable housing.

The Suffolk County Down Payment Assistance Program is anticipated to assist 28 new first time homeowners in 2016

The County utilizes both ESG and Social Services for the provision of housing and services to the homeless. These goals are reported elsewhere in the Plan. And while the County makes all housing available to each of the specified populations above, without the benefit of a tracking system it is not possible for the Community Development Office to know with any precision, the number of homeless and special needs households that will obtain affordable housing other than our Senior Housing Programs. The County Department of Social services provides needed emergency housing and other assistance for low income persons and is not reported here.

## **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**

To our knowledge, there are currently no troubled Housing Authorities within Suffolk County's Consortium.

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

### **Introduction**

The Program Year 2016 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 of Care
- Homeless prevention program
- Long Island Homeless Housing Continuum

In addition, it is anticipated that our Governor, Andrew Cuomo, will be phasing in an increase in the minimum wage to \$15. This may serve to reduce the number of homeless in NY overall and may impact the numbers in Suffolk County.

### **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 informs the program delivery approach for ESG sub-recipients; in that they can provide street outreach more effectively and better understand their clientele. 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. Suffolk County reiterates HUD's "housing first" model that is currently preferred. All available housing is utilized prior to implementation of a full case management plan.

**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**

In Program Year 2016, twenty percent of the ESG award has been earmarked for two agencies that will be providing prevention and rapid rehousing services. The Economic Opportunity Council and Family Service League will be assisting those at imminent risk of homelessness with rent, security, arrears and advocacy. The competitive process for 2016 resulted in a greater number of applicants in requesting funds for operating expenses. The Homeless Prevention and Rapid Rehousing regulations continue to be challenging for some organizations. With the high cost of living on Long Island comes the need for incomes that typically exceed the 30% AMI threshold stipulated in the regulations. Often the homeless shelter providers are finding it more cost effective to provide ongoing after care services to clients that have moved on to permanent housing. By providing financial counseling, essential support services and other referrals they are finding that a concerted effort to reduce recidivism is most effective in helping the chronically homeless.

**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.

## Discussion

All ESG funded agencies participate in the Continuum of Care group. They meet regularly on a monthly basis to discuss policy, procedures, HUD funding and program accomplishments. In addition, the CoC spearhead the annual Point in Time Count of homeless, both sheltered and unsheltered. The County acknowledges the expertise of these organizations and has had a long standing relationship with them. They provide the vast majority of homeless services, housing, mental health and addiction referrals. Their overall goals are to reduce shelter stays, increase permanent housing opportunities, and reduce recidivism rates and chronic homelessness while providing more affordable and supportive housing opportunities. 2016 ESG funding of \$265,000 represents a small portion of the overall HUD funds that these agencies receive. This year, Suffolk County intends to fund eight (8) non-profit organizations with our allocation. This represents an average of \$30,000 after administrative expenses.

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

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## **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 waste treatment facilities 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. Preservation of land may sometimes be at odds with development agendas, but generally, the residents of Suffolk County recognize the need for open space preservation as well as proper development.

**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 560 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 2016, the Consortium plans to continue and expand this system. Suffolk County will continue to work with its municipal and development partners to foster the development of affordable housing and address the issues 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.

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## **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:

The HOME funded activities include:

- 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
- 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 program year 2016, 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.

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## Program Specific Requirements

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

#### Introduction

#### Community Development Block Grant Program (CDBG)

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

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

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

#### Other CDBG Requirements

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

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

- 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. A 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

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)**

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

**The following is excerpted from The Suffolk County ESG guidelines and application manual.**

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)	<p>An individual or family:</p> <p>(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;</p> <p>(B) has no other residence; and</p> <p>(C) Lacks the resources or support networks, e.g., family, friends, faith-based or other social networks, to obtain permanent housing.</p>

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)	<p><b>Meets one of the following conditions:</b></p> <p>Has moved because of economic reasons two or more times during the 60 days immediately preceding the application for homelessness prevention assistance;</p> <p>Is living in the home of another because of economic hardship;</p> <p>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;</p> <p>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;</p> <p>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;</p> <p>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</p> <p><del>Otherwise lives in housing that has characteristics associated with instability and an increased risk of</del></p>
(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.

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 <b>ineligible</b> 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	<p>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:</p> <ol style="list-style-type: none"> <li>1) Annual income of the family is below 30% of median family income.</li> <li>2) 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.</li> </ol>	<p>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.</p>
Rapid Re-Housing	<p>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.</p>	<p>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.</p>

**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](http://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.

A compliance monitoring may review the following:

- 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/](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>.

### **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
4. 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](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
2. **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 Homeless Management Information System (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. Domestic violence shelter providers are not required to participate in HMIS
3. **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.

- 4. 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.

- 5. 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***

DRAFT

## NEWSDAY AFFIDAVIT OF PUBLICATION

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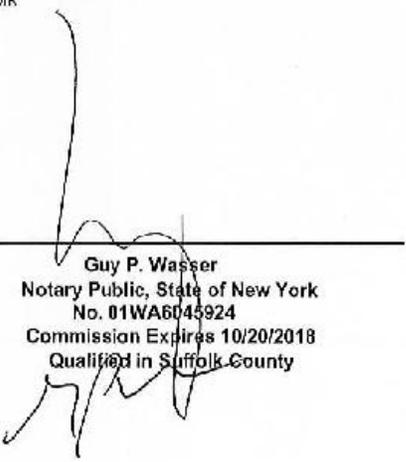
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COUNTY OF SUFFOLK)

R. Lopes of Newsday Media Group., Suffolk County, N.Y., being duly sworn, says that such person is, and at the time of publication of the annexed Notice was a duly authorized custodian of records of Newsday Media Group, the publisher of NEWSDAY, a newspaper published in the County of Suffolk, County of Nassau, County of Queens, and elsewhere in the State of New York and other places, and that the Notice of which the annexed is a true copy, was published in the following editions/counties of said newspaper on the following dates:

Monday      October 05, 2015      Suffolk

**SWORN** to before me this  
5 Day of October, 2015.

  
\_\_\_\_\_  
Guy P. Wasser  
Notary Public, State of New York  
No. 01WA6045924  
Commission Expires 10/20/2018  
Qualified in Suffolk County

**Notice of Public Hearing**  
**Suffolk County Community Development Consortium**  
**2016 Annual Action Plan**  
**Dated: October 5, 2015**

Title I of the National Affordable Housing Act, Title I of the Housing and Community Development Act and Title VI of the Homeless Assistance Act, establish the requirement that states and local governments that apply for direct assistance under certain HUD programs, prepare an Annual Action Plan.

The Annual Plan describes the Consortium's housing and community development needs and market conditions, sets out a 1 year strategy that establishes priorities for meeting those needs, identifies resources anticipated to be available for the provision of community development activities, affordable and supportive housing, and establishes a one year Action Plan that outlines the intended use of resources.

Suffolk County prepared and HUD approved the 2015-2019 Consortium's five year Consolidated Plan on June 12, 2015.

Suffolk County is now preparing to apply for fiscal year 2016 Community Development Block Grant funds, HOME Investment Partnership funds and Emergency Solutions Grant funds as part of the Consortium's 2016 Annual Action Plan. Prior to preparing the Action Plan the County will be conducting a public hearing to obtain the views of citizens on housing and community development needs including priority non-housing community development needs. In addition, Consortium municipalities will also conduct local public hearings on housing and community development needs.

The County-wide public hearing to obtain the views of citizens, public agencies and other interested parties on the housing and community development needs of the Suffolk County Consortium will be held on October 26, 2015 at 2:00 P.M., in the 2<sup>nd</sup> floor Real Estate Conference Room of the H. Lee Dennison Building, 100 Veterans Memorial Highway, Hauppauge, N.Y. 11788.

Comments may be presented orally at the hearing or in writing and received by October 30, 2015. Mail to: the Suffolk County Community Development Office, 2<sup>nd</sup> Floor, H. Lee Dennison Building, P.O. Box 6100, Hauppauge, N.Y. 11788 or email to: [LizabethPlouff@SuffolkCountyNY.gov](mailto:LizabethPlouff@SuffolkCountyNY.gov)

**Ad Content**

Legal Notice # 21123210  
 Notice of Public Hearing  
 Suffolk County Community  
 Development Corporation  
 2016 Annual Action Plan  
 Date: October 5, 2015

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The County-wide public hear-  
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 Suffolk County Consortium  
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 2015 at 2:00 P.M. in the 2nd  
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 Room of the H. Lee Donahoe  
 Building, 100 Veterans Me-  
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Comments may be presented  
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 Hauppauge, N.Y. 11788 or  
 email to: [lizabethp@ Suffolkcounty.org](mailto:lizabethp@ Suffolkcounty.org)

**NEWSDAY PROOF**

Advertiser: SUFFOLK CO COMM DEV  
 Agency: SUFFOLK CO COMM DEV  
 Ad Number: 0021123210  
 Start Date: 10/05/2016  
 End Date: 10/05/2015  
 Price: \$364.00  
 Ordered By: [Legaladv@newsday.com](mailto:Legaladv@newsday.com)

Phone: 6318535939  
 Contact: LIZABETH  
 Section: Legals  
 Class: 11100  
 Size: 1 x 91 Times: 1  
 Date: 10/2/2015  
 Zone(s): C-Suffolk

Signature of Approval:

Date:

10/2/15

## ***Grantee Unique Appendices***

DRAFT

Grantee SF-424's and Certification(s)



# SF 424

The SF 424 is part of the CPMP Annual Action Plan. SF 424 form fields are included in this document. Grantee information is linked from the ICPMP.xls document of the CPMP tool.

## SF 424

Complete the fillable fields (blue cells) in the table below. The other items are pre-filled with values from the Grantee Information Worksheet.

Date Submitted:	11-6000464	<b>Type of Submission</b>	
Date Received by state	State Identifier	<b>Application</b>	<b>Pre-application</b>
Date Received by HUD	B15-UC-360102	<input type="checkbox"/> Construction	<input type="checkbox"/> Construction
		<input checked="" type="checkbox"/> Non Construction	<input type="checkbox"/> Non Construction
<b>Applicant Information</b>			
Suffolk County		NY369103 SUFFOLK COUNTY	
H. Lee Dennison Building		Organizational DUNS 142753479	
100 Veterans Memorial Hwy., PO Box 6100		Organizational Unit	
Hauppauge	New York	Department: Economic Development	
11788	Country U.S.A.	Division: Community Development	
<b>Employer Identification Number (EIN):</b>		Suffolk County	
11-6000464		Program Year Start Date (04/01)	
<b>Applicant Type:</b>		<b>Specify Other Type if necessary:</b>	
Local Government: County		Specify Other Type	
<b>Program Funding</b>		<b>U.S. Department of Housing and Urban Development</b>	
Catalogue of Federal Domestic Assistance Numbers; Descriptive Title of Applicant Project(s); Areas Affected by Project(s) (cities, Counties, localities etc.); Estimated Funding			
Community Development Block Grant		14.218 Entitlement Grant	
CDBG Project Titles: Suffolk County 2016 Consortium		Description of Areas Affected by CDBG Project(s): 7 Towns and 10 Villages	
\$CDBG Grant Amount:	\$Additional HUD Grant(s) Leveraged	Describe	
\$2,917,444			
\$Additional Federal Funds Leveraged		\$Additional State Funds Leveraged	
\$Locally Leveraged Funds		\$Grantee Funds Leveraged	
\$Anticipated Program Income		Other (Describe)	
Total Funds Leveraged for CDBG-based Project(s)			
<b>Home Investment Partnerships Program</b>		<b>14.239 HOME</b>	
HOME Project Titles: Suffolk County HOME Consortia Affordable Housing Activities		Description of Areas Affected by HOME Project(s): 8 Towns and 10 Villages	
\$HOME Grant Amount:	\$Additional HUD Grant(s) Leveraged	Describe	
\$1,178,091			
\$Additional Federal Funds Leveraged		\$Additional State Funds Leveraged	
\$Locally Leveraged Funds		\$Grantee Funds Leveraged	

\$Anticipated Program Income		Other (Describe)	
Total Funds Leveraged for HOME-based Project(s)			
<b>Housing Opportunities for People with AIDS</b>		14.241 HOPWA	
HOPWA Project Titles		Description of Areas Affected by HOPWA Project(s)	
\$HOPWA Grant Amount	\$Additional HUD Grant(s) Leveraged	Describe	
\$Additional Federal Funds Leveraged		\$Additional State Funds Leveraged	
\$Locally Leveraged Funds		\$Grantee Funds Leveraged	
\$Anticipated Program Income		Other (Describe)	
Total Funds Leveraged for HOPWA-based Project(s)			
<b>Emergency Solutions Grants Program</b>		14.231 ESG	
ESG Project Titles: Suffolk County Homeless Housing Assistance and Prevention Activities		Description of Areas Affected by ESG Project(s): Suffolk County	
\$ESG Grant Amount: \$265,013	\$Additional HUD Grant(s) Leveraged	Describe	
\$Additional Federal Funds Leveraged		\$Additional State Funds Leveraged	
\$Locally Leveraged Funds		\$Grantee Funds Leveraged	
\$Anticipated Program Income		Other (Describe)	
Total Funds Leveraged for ESG-based Project(s)			
Congressional Districts of:		Is application subject to review by state Executive Order 12372 Process?	
Applicant Districts	Project Districts	<input type="checkbox"/> Yes	This application was made available to the state EO 12372 process for review on DATE
Is the applicant delinquent on any federal debt? If "Yes" please include an additional document explaining the situation.		<input checked="" type="checkbox"/> No	Program is not covered by EO 12372
<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	<input type="checkbox"/> N/A	Program has not been selected by the state for review

Person to be contacted regarding this application		
First Name: Amy	Middle Initial:	Last Name: Keyes
Title: Government Liaison Officer	Phone: 631-853-4624	Fax: 631-853-5688
eMail: AmyKeyes@suffolkcountyny.gov	Grantee Website: suffolkcountyny.gov	Other Contact
Signature of Authorized Representative: Jon Schneider Deputy County Executive		Date Signed 6-16-16