



City of New Brunswick  
PY 2022  
CAPER

Draft

## **CR-05 - Goals and Outcomes**

### **Progress the jurisdiction has made in carrying out its strategic plan and its action plan. 91.520(a)**

This could be an overview that includes major initiatives and highlights that were proposed and executed throughout the program year.

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Each year, the City of New Brunswick completes its Consolidated Annual Performance and Evaluation Report (CAPER), summarizing its achievements and use of resources based on its one-year Action Plan for the past fiscal year. This CAPER summarizes how federal funds were invested between July 1, 2022 and June 30, 2023 (PY 2022) to meet the goals and objectives identified in the Five Year 2020-2021 City of New Brunswick Consolidated Plan.

The City receives funding from the Department of Housing and Urban Development (HUD) for use in the Community Development Block Grant (CDBG) and Home Investment Partnership (HOME) programs. These funds are used to benefit of low- and moderate-income residents of New Brunswick, as well as overall betterment of the community and its facilities.

Highlights include:

- Fair Housing Counseling for 239 persons/households.
- Code Enforcement performing 4,162 initial inspections of housing units.
- Neighborhood Security performing additional patrols and efforts.
- The purchase and installation of flashing crosswalks at 10 LMA intersections in the City.

### **Comparison of the proposed versus actual outcomes for each outcome measure submitted with the consolidated plan and explain, if applicable, why progress was not made toward meeting goals and objectives. 91.520(g)**

Categories, priority levels, funding sources and amounts, outcomes/objectives, goal outcome indicators, units of measure, targets, actual outcomes/outputs, and percentage completed for each of the grantee's program year goals.

Goal	Category	Source / Amount	Indicator	Unit of Measure	Expected – Strategic Plan	Actual – Strategic Plan	Percent Complete	Expected – Program Year	Actual – Program Year	Percent Complete
Affordable housing Development	Affordable Housing	HOME: \$	Rental units constructed	Household Housing Unit	30	0	0.00%	4	0	0.00%
Clean Parks	Non-Housing Community Development	CDBG: \$	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	40510	0	0.00%	40510	0	0.00%
Code Enforcement	Non-Housing Community Development	CDBG: \$	Housing Code Enforcement/Foreclosed Property Care	Household Housing Unit	12000	10424	86.87%	3000	5048	168.27%
Economic Development	Non-Housing Community Development	CDBG: \$	Facade treatment/business building rehabilitation	Business	0	0		0	0	
Economic Development	Non-Housing Community Development	CDBG: \$	Businesses assisted	Businesses Assisted	25	49	196.00%	5	31	620.00%
Fair Housing	Affordable Housing Non-Homeless Special Needs	CDBG: \$	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	0			300	200	66.67%
Fair Housing	Affordable Housing Non-Homeless Special Needs	CDBG: \$	Public service activities for Low/Moderate Income Housing Benefit	Households Assisted	2500	640	25.60%			

Neighborhood Safety	Non-Housing Community Development	CDBG: \$	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	0	0		40510	40510	100.00%
Neighborhood Safety	Non-Housing Community Development	CDBG: \$	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	40510	40510	100.00%			
Provide Infrastructure & Facility Improvements	Non-Housing Community Development	CDBG: \$	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	40510	40510	100.00%	40510	40510	100.00%
Rental Assitance	Affordable Housing Public Housing Homeless	CDBG: \$	Homelessness Prevention	Persons Assisted	50	0	0.00%			

**Table 1 - Accomplishments – Program Year & Strategic Plan to Date**

**Assess how the jurisdiction’s use of funds, particularly CDBG, addresses the priorities and specific objectives identified in the plan, giving special attention to the highest priority activities identified.**

**Affordable Housing Development**

The City has been working on multiple affordable housing projects. Many of which are at various stages of coping with impediments. Supply chain in some cases, historic preservation review in others. We hope that some 10-15 HOME units will be understand constrcution come Fall

2023.

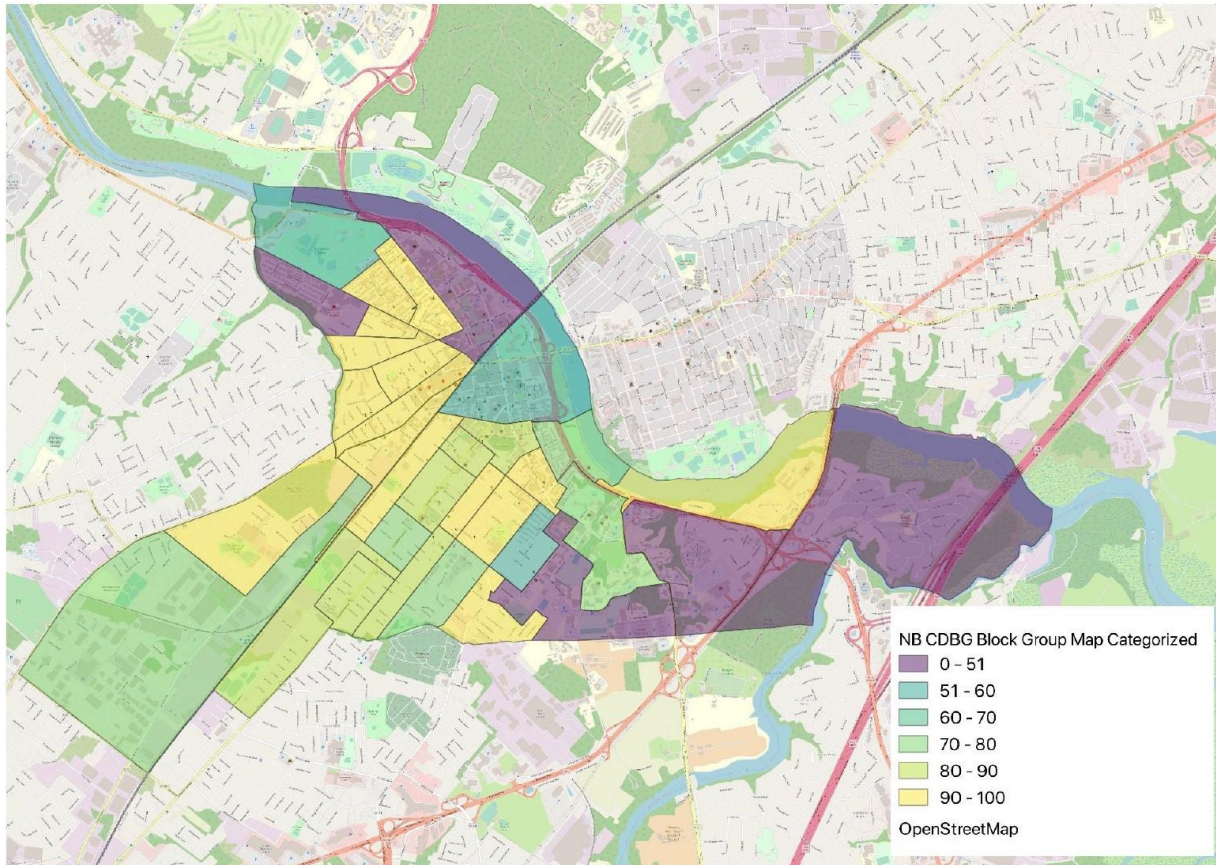
**Special Economic Development**

The City has addressed special economic development goal through a micro-enterprise financing and technical assistance program. The City utilizes CDBG funds and contracts with the non-profit UCEDC to provide financing and technical assistance.

**Improve Neighborhood Living Environment**

The City seeks to improve the quality of life for residents in LMI neighborhoods through the development and improvement of public facilities and services that make neighborhoods more livable and which help sustain the quality of neighborhoods by making them more stable and environmentally sustainable. The City utilizes CDBG funds to improve the quality of life by making neighborhoods safer through enhanced

policing and safer street design, ensuring housing is up to code standard and improving facilities such as parks and senior centers.



**CDBG LMA Map**

## CR-10 - Racial and Ethnic composition of families assisted

Describe the families assisted (including the racial and ethnic status of families assisted).

91.520(a)

	<b>CDBG</b>	<b>HOME</b>
White	132	0
Black or African American	61	0
Asian	7	0
American Indian or American Native	0	0
Native Hawaiian or Other Pacific Islander	0	0
<b>Total</b>	<b>200</b>	<b>0</b>
Hispanic	75	0
Not Hispanic	125	0

**Table 2 – Table of assistance to racial and ethnic populations by source of funds**

### Narrative

The Puerto Rican Action Board services assisted 200 persons/families with Fair Housing Counseling assistance.

## CR-15 - Resources and Investments 91.520(a)

### Identify the resources made available

Source of Funds	Source	Resources Made Available	Amount Expended During Program Year
CDBG	public - federal	1,318,424	
HOME	public - federal	1,082,567	

Table 3 - Resources Made Available

### Narrative

The above federal resources or funds were made available, by way of formula grant programs, for furthering the objectives of the Consolidated Plan during the period July 1, 2022- June 30, 2023.

Most CDBG programs were carried out on a low moderate income (LMI) area basis. Only the housing rehabilitation and relocation programs are administered on an address-by-address basis, as limited clientele benefit projects.

CDBG drawdowns in the 2022-2023 year were made for:

- Pedestrian Safety Improvement
- Fair Housing Counseling Program
- Fire Fighting Equipment
- Code Enforcement
- Neighborhood Security Program
- Business Assitance
- Planning and Administration

HOME drawdowns in the PY22 were made for:

- HOME Administration

### HOME Match

The City of New Brunswick has been granted a 100% Match Reduction, and therefore the City has no match obligation

### Identify the geographic distribution and location of investments

Target Area	Planned Percentage of Allocation	Actual Percentage of Allocation	Narrative Description

Table 4 – Identify the geographic distribution and location of investments



**Narrative**

See CDBG Map.

## Leveraging

Explain how federal funds leveraged additional resources (private, state and local funds), including a description of how matching requirements were satisfied, as well as how any publicly owned land or property located within the jurisdiction that were used to address the needs identified in the plan.

HOME and CDBG funds are used to leverage non-Federal public funds, in-kind contributions and private funds to increase the resources available to assist LMI households.

<b>Fiscal Year Summary – HOME Match</b>	
1. Excess match from prior Federal fiscal year	0
2. Match contributed during current Federal fiscal year	0
3. Total match available for current Federal fiscal year (Line 1 plus Line 2)	0
4. Match liability for current Federal fiscal year	0
5. Excess match carried over to next Federal fiscal year (Line 3 minus Line 4)	0

**Table 5 – Fiscal Year Summary - HOME Match Report**

Match Contribution for the Federal Fiscal Year								
Project No. or Other ID	Date of Contribution	Cash (non-Federal sources)	Foregone Taxes, Fees, Charges	Appraised Land/Real Property	Required Infrastructure	Site Preparation, Construction Materials, Donated labor	Bond Financing	Total Match

Table 6 – Match Contribution for the Federal Fiscal Year

**HOME MBE/WBE report**

Program Income – Enter the program amounts for the reporting period				
Balance on hand at begin-ning of reporting period \$	Amount received during reporting period \$	Total amount expended during reporting period \$	Amount expended for TBRA \$	Balance on hand at end of reporting period \$
0	0	0	0	0

Table 7 – Program Income

<b>Minority Business Enterprises and Women Business Enterprises – Indicate the number and dollar value of contracts for HOME projects completed during the reporting period</b>						
	Total	Minority Business Enterprises				White Non-Hispanic
		Alaskan Native or American Indian	Asian or Pacific Islander	Black Non-Hispanic	Hispanic	
<b>Contracts</b>						
Dollar Amount	0	0	0	0	0	0
Number	0	0	0	0	0	0
<b>Sub-Contracts</b>						
Number	0	0	0	0	0	0
Dollar Amount	0	0	0	0	0	0
	Total	Women Business Enterprises	Male			
<b>Contracts</b>						
Dollar Amount	0	0	0			
Number	0	0	0			
<b>Sub-Contracts</b>						
Number	0	0	0			
Dollar Amount	0	0	0			

**Table 8 - Minority Business and Women Business Enterprises**

<b>Minority Owners of Rental Property – Indicate the number of HOME assisted rental property owners and the total amount of HOME funds in these rental properties assisted</b>						
	Total	Minority Property Owners				White Non-Hispanic
		Alaskan Native or American Indian	Asian or Pacific Islander	Black Non-Hispanic	Hispanic	
Number	0	0	0	0	0	0
Dollar Amount	0	0	0	0	0	0

**Table 9 – Minority Owners of Rental Property**

<b>Relocation and Real Property Acquisition</b> – Indicate the number of persons displaced, the cost of relocation payments, the number of parcels acquired, and the cost of acquisition						
Parcels Acquired		0		0		
Businesses Displaced		0		0		
Nonprofit Organizations Displaced		0		0		
Households Temporarily Relocated, not Displaced		0		0		
Households Displaced	Total	Minority Property Enterprises				White Non-Hispanic
		Alaskan Native or American Indian	Asian or Pacific Islander	Black Non-Hispanic	Hispanic	
Number	0	0	0	0	0	0
Cost	0	0	0	0	0	0

**Table 10 – Relocation and Real Property Acquisition**

## CR-20 - Affordable Housing 91.520(b)

Evaluation of the jurisdiction's progress in providing affordable housing, including the number and types of families served, the number of extremely low-income, low-income, moderate-income, and middle-income persons served.

	One-Year Goal	Actual
Number of Homeless households to be provided affordable housing units	5	0
Number of Non-Homeless households to be provided affordable housing units	500	0
Number of Special-Needs households to be provided affordable housing units	5	0
<b>Total</b>	<b>510</b>	<b>0</b>

Table 11 – Number of Households

	One-Year Goal	Actual
Number of households supported through Rental Assistance	0	0
Number of households supported through The Production of New Units	3	0
Number of households supported through Rehab of Existing Units	3	0
Number of households supported through Acquisition of Existing Units	0	0
<b>Total</b>	<b>6</b>	<b>0</b>

Table 12 – Number of Households Supported

**Discuss the difference between goals and outcomes and problems encountered in meeting these goals.**

We have 3-4 projects in the pipeline. In the prior CAPER we stated: "Two at the environmental review stage. Construction cost inflation threatens to render one of them financially impossible. The other has had several issues from the SHPO and is currently undertaking a Phase 1B Historical Assessment (test pits). Both were expected to have shovels in the ground Spring 2021, both now look like Spring 2022 at best."

PY22 Update: Same projects are in pipeline. One of the projects had to sell as the organization that began the process seeks to find a more compatible entity to complete the project. The other two are still feeling pain from inflation, but high interest rates on construction loans, coupled with banks requiring more cash on hand for construction loans has further delayed the projects. The projects are currently vying for additional grant funds outside of HOME to close the funding gap that was created due to the post-COVID aftermath. One realistically expects to begin construction in calendar year 2023 and the other either in late 2023 or earlier 2024 assuming the budget gaps can be bridged.

**Discuss how these outcomes will impact future annual action plans.**

I think our pipeline projects will ultimately get across the line, but this is going to become a long-term problem here and elsewhere if HOME funding doesn't meaningfully increase. The PY23 allocation was well funded, we hope to parlay that into stabilizing these projects if need be, and we further hope that that funding levels continue to increase in order meet the needs of affordable housing development.

The City will continue to budget HOME funds for rental housing and leverage other affordable housing funds.

**Include the number of extremely low-income, low-income, and moderate-income persons served by each activity where information on income by family size is required to determine the eligibility of the activity.**

<b>Number of Households Served</b>	<b>CDBG Actual</b>	<b>HOME Actual</b>
Extremely Low-income	0	0
Low-income	0	0
Moderate-income	0	0
<b>Total</b>	<b>0</b>	<b>0</b>

**Table 13 – Number of Households Served**

**Narrative Information**

Times are challenging for development of affordable housing. We hope that the issues that are befalling our projects are snapshot in time issues and not issues that will be pervasive for many years. It was fortunate that HOME was funded at a higher level in the most recent budget as increased costs per units may be a problem for the foreseeable future.

**CR-25 - Homeless and Other Special Needs 91.220(d, e); 91.320(d, e); 91.520(c)**

**Evaluate the jurisdiction's progress in meeting its specific objectives for reducing and ending homelessness through:**

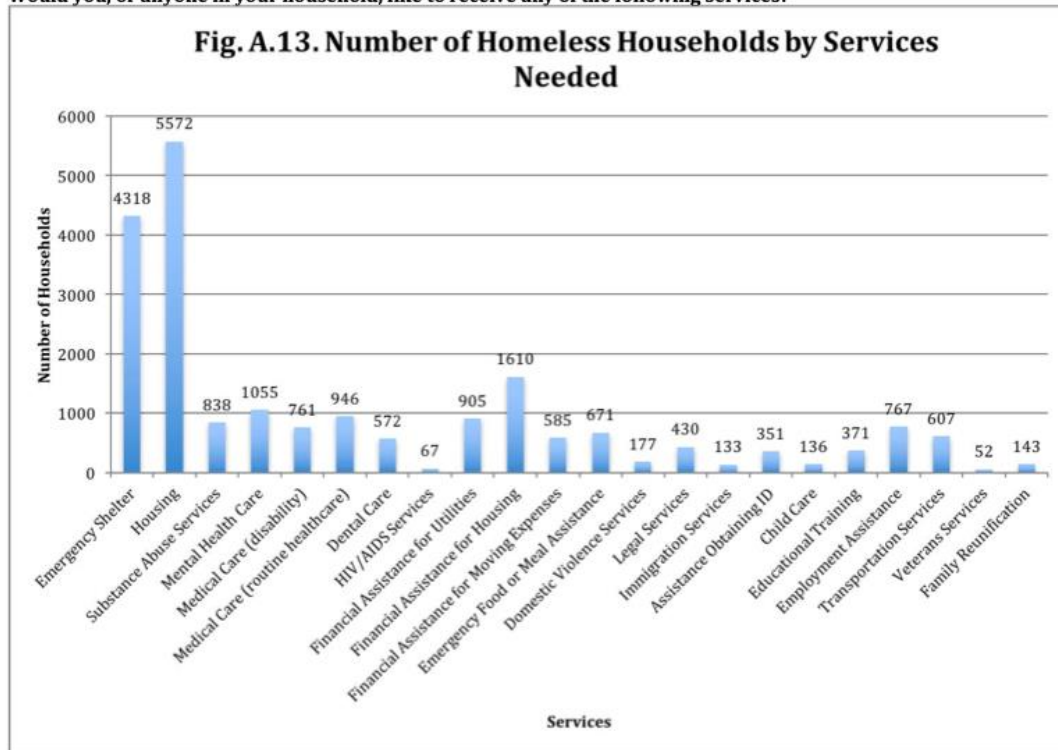
**Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs**

The City used the 2017 annual Point in Time (PIT) count to reach out to homeless persons and assess their individual needs in its 2020-21 Five Year Consolidated Plan. The services requested by homeless adults in the 2017 PIT were consistent across all cohorts: Housing, Financial Assistance for Housing and Utilities, Employment, and Routine Medical Care. Specifically the unsheltered homeless population requested the following services: (see attached image)

New Brunswick has, and will continue, to reach out to homeless persons, especially unsheltered persons, by continuing to provide supportive needs housing for the homeless. Additional services in the City include the men's shelter, transitional housing for women, soup kitchen and food parties. The City coordinates with the County, which is the continuum of care agency, through our Department of Human and Community Services to provide emergency shelter when temperatures drop below freezing (Code Blue) and during days of extreme heat (Code Red).



Would you, or anyone in your household, like to receive any of the following services?



NEW JERSEY'S 2017 POINT-IN-TIME COUNT | 33

**Point in Time Count 2017**

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

The County homeless hotline is charged with placement into appropriate shelters or transitional housing. Coming Home receives notice of all referrals and often assists and successfully advocates for homeless persons to be screened and accepted into local emergency shelters and transitional housing programs, as well as the County Board of Social Services for emergency assistance, when necessary.

Additionally the department of Human and Community Services receives supporting grant funding from Middlesex County to run a Code Blue program in the winter when under 32 degrees at night and a Code Red program (self funded, not with federal funds) in summer when over 90 degrees.

**Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: likely to become homeless after 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); and, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs**

- The City coordinates with Middlesex County Community Development, which is the Continuum of Care Agency for Middlesex County.
- 10 units of transitional housing for women on Roosevelt Ave (Naomi's Way) operated by catholic charities to transition women and families from shelters to permanent housing.
- Supportive needs housing projects including: Promise House (10 units); RCHP (2 units); Women Aware (3 units); Dina's Dwelling (10); Barabara Littman House (1 unit); and Zebra Way (11 units).
- Sanford Bates House serves as a halfway house for inmates making the transition from incarceration back into the community.

**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**

As the County seat and the municipality with the greatest number of homeless, New Brunswick and its private nonprofit service agencies are intricately involved in Coming Home's and the County CoC's efforts to break down silos, operate as a coordinated system and engage in many coordinated and collaborative efforts to have the entire System to End Homelessness operate efficiently and effectively. The agencies specifically have reached out and will continue to reach out to the health care institutions in town to develop a formalized discharge planning protocol for patients who may be homeless. Coming Home has developed a secondary "Housing is Healthcare Campaign," demonstrating the importance of housing as a social determinant of health and as a means to reduce health care costs. These efforts have resulted in more coordination with local hospitals and it is currently engaged in preliminary discussions with local medical groups to be part of an official Accountable Care Organization. Coming Home has also worked with Sanford Bates House in New Brunswick (transitional housing for parolees) to promote use of vouchers for housing assistance and to encourage and assist with discharge planning in conjunction with the CoC.

## **CR-30 - Public Housing 91.220(h); 91.320(j)**

### **Actions taken to address the needs of public housing**

The Housing Authority has established the following Goals and Objectives to accomplish its mission

- Produce more affordable housing.
- Continue Public/Private Partnerships.
- Undertake staffing needs study.
- Expand security at public housing sites.
- Modernize Robeson Village.

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

The Authority has also been involved with the administration and coordination of a number of community and resident services over the past several years. These include, but are not limited to, the following programs:

- Soft Cost Assistance Program: provides limited financial assistance to public housing residents for soft costs related to home purchases in the City of New Brunswick
- Case Management Program
- Family Self-Sufficiency Program
- Team Program: Referral program for tenants in regards to drug and alcohol rehabilitation programs
- Section 8 Homeownership Program
- Youth Jobs Program and development programs for carpentry training and computer/technology training

The Housing Authority continues to assist eligible families by providing decent, affordable housing as they move to achieve self-sufficiency. The Authority is committed to operate in an ethical, efficient and professional manner. The Authority continues to establish and maintain partner relationships with its clients and appropriate community agencies in order to accomplish this mission.

### **Actions taken to provide assistance to troubled PHAs**

No actions taken to provide assistance to troubled PHA's as the New Brunswick Housing Authority is not considered troubled.

## **CR-35 - Other Actions 91.220(j)-(k); 91.320(i)-(j)**

**Actions taken 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. 91.220 (j); 91.320 (i)**

- Zoning ordinances provides for high density zoning in most residential areas and in mixed use areas.
- New Master Plan recommends for density increases in many zones.
- New Downtown Redevelopment Plan offers relief from codes or density and height bonuses for affordable housing components.
- The City provides tax abatements to affordable housing projects.
- The City provides local funds (RCA) to rehabilitate existing houses to address substandard conditions.

### **Actions taken to address obstacles to meeting underserved needs. 91.220(k); 91.320(j)**

The City continues to improve the condition of rental properties. Approximately 80% of the City is renter-occupied are subjected to 3-year inspections and reinspections by code enforcement. The City will continue its CDBG code enforcement program in order to alleviate overcrowding, cost burden, and ensure rentals are up to code.

During PY22, the City of New Brunswick has conducted XXXX periodic housing inspections.

### **Actions taken to reduce lead-based paint hazards. 91.220(k); 91.320(j)**

Lead-based paint inspections are conducted by the County's Health Department, which performs a visual inspection and conducts an XRF test on the unit. The property owner is notified of the violations, which must then be abated by a professional contractor approved by the State of New Jersey. The owner can be taken to court if the unit is not properly abated.

New Jersey has also adopted a new lead paint dust-wipe sampling inspection requirement. The City has contracted with two firms to provide these services for the properties in New Brunswick that are not exempted from the law.

### **Actions taken to reduce the number of poverty-level families. 91.220(k); 91.320(j)**

The City of New Brunswick has taken the following steps to attempt to reduce the number of households with incomes below the poverty line:

- The PHA has been awarded funds for public housing resident job training and empowerment

programs. The Authority has also worked with several local unions in order to receive job training for residents and has a Section 3 program to connect public housing and other LMI residents with local job opportunities.

- The City has an Urban Enterprise Zone (UEZ) which provides incentives to expand employment for New Brunswick residents. Incentives are provided for both creating new jobs and for hiring persons who live the UEZ area.
- Projects funded with local funds include a shuttle bus connecting the LMI 2nd Ward neighborhood to the downtown employment base and to other shuttles serving the Jersey Avenue industrial area (currently on pause due to COVID, subject to further study).
- The City coordinates with local non-profit organizations such as Elijah's Promise and The Intersect Fund to provide business training programs which target LMI individuals.
- The City provides technical assistance and consultation to the local small business and entrepreneurial community.
- Coordination efforts continue on the part of the City, the Department of Planning, Community and Economic Development and local agencies such as New Brunswick Tomorrow and City Market. This provides for close coordination between the social service activities, planning, housing development and rehabilitation programs being administered by these agencies. Also, in conjunction with these activities, the DPCED has established a network of economic development technical assistance providers to be utilized as needed.

### **Actions taken to develop institutional structure. 91.220(k); 91.320(j)**

The City of New Brunswick works with the County of Middlesex, State of New Jersey, and the New Brunswick Housing Authority to form an affordable housing strategy. Other agencies, such as non-profit and for profit housing developers, also play an important role in service provisions. These include the Puerto Rican Action Board- Housing Coalition Unit and other local housing developers.

These government agencies and housing developers are supported by outside funding sources, such as NJDCA (public agency), NJHMFA (public agency lender) and local banks (financing). The City will be the primary coordinator for non-federal funds and federal funds, such as CDBG and HOME for the development and rehabilitation of affordable housing.

This function will continue to be augmented by other providers, particularly non-profits such as the Housing Coalition of Central Jersey, Catholic Charities and housing developers. The Department will communicate with these and other providers to improve coordination of services and to pool resources. The Department will act as the conduit for local funds such as Regional Contribution Agreements (RCA's) and CDBG/HOME funding requests, as well as State funds. It will also work with private developers to assist them in obtaining financing and approvals for affordable housing development. The New Brunswick Housing Authority will coordinate all projects associated with the City's public housing units and housing vouchers. The Authority is responsible for reporting directly with HUD regarding public housing and housing vouchers. Other housing voucher rental assistance programs run by the County and the State also assist tenants in New Brunswick. Coordination between the three providers of rental

assistance should be strengthened to ensure the efficient use of funds and to reduce duplication. Assistance programs for the homeless population will be coordinated by the County of Middlesex, which will work with the City, Housing Authority and non-profit providers. Communications between the City, County and non-profits will continue to be enhanced in order to deal more effectively with this program.

**Actions taken to enhance coordination between public and private housing and social service agencies. 91.220(k); 91.320(j)**

The City of New Brunswick regularly coordinates with public and private housing and social services agencies such as the New Brunswick Housing Authority, Coming Home, and Catholic Charities.

**Identify actions taken to overcome the effects of any impediments identified in the jurisdictions analysis of impediments to fair housing choice. 91.520(a)**

The City of New Brunswick identified 3 impediments to fair housing in its 2019-2023 AI:

1. Lack of affordable housing
2. Immigrant populations whose language and cultural barriers combine with a lack of affordable housing to create unique fair housing impediments
3. Lack of Property Owner Education about Fair Housing Laws

Actions taken to overcome the effects include:

- Use of rent control measures to limit rent increases above the consumer price index increases
- Maintain existing and seek out new public/private partnerships for the development of affordable housing
- Expansion of existing rental assistance programs
- Maintain zoning policies and housing development at moderate and high densities to reduce per unit costs and encourage the construction of affordable housing
- Expansion of homeownership assistance programs, i.e., “Live where you work”
- Provision of informational materials on fair housing to rental property owners through mailings and electronic sources
- Work with local agencies to provide fair housing seminars and outreach programs to the owners of rental properties
- Development of a central person/place for property owners to contact with questions regarding fair housing

## **CR-40 - Monitoring 91.220 and 91.230**

**Describe the standards and procedures used to monitor activities carried out in furtherance of the plan and used to ensure long-term compliance with requirements of the programs involved, including minority business outreach and the comprehensive planning requirements**

The Department of Planning, Community and Economic Development regularly monitors subrecipients, contractors, and developers to assess progress, effectiveness, and regulatory compliance. Monitoring consists of a combination of periodic reports, file monitoring and site visits, as appropriate for the scope and type of each project or activity.

In PY22 we brought on Triad Associates as a consultant to assist with CDBG & HOME matters and they are getting up to speed and will be monitoring our CDBG subgrantees this calendar year, but it did not occur during PY22. HOME units were all monitored in PY21 and none were subject to annual inspections per the monitoring table.

<b>HOME Units</b>	<b>Frequency</b>
1-4	Every 3 Years
5-25	Every 2 Years
26+	Annually

**Table 14 - HOME Monitoring Table**

## **Citizen Participation Plan 91.105(d); 91.115(d)**

**Describe the efforts to provide citizens with reasonable notice and an opportunity to comment on performance reports.**

DPCED annually holds a public meeting to update the public on the progress and status of the City's CDBG and HOME programs.

The hearing is held after work hours to accommodate the working public who wish to attend. The hearing is advertised to the public through a newspaper, social media and the City's website.

This year's hearing was held in person on Thursday, March 9, 2023.

Additionally, the CAPER is advertised to the public in both English and Spanish in a circulating newspaper notice and the City's website with a 15 day comment period. This CAPER was noticed on the August XX, 2023 Home News Tribune. The CAPER became available on August XX, 2023. The CAPER was submitted after the comment period ended on August XX, 2023 at 4:30 p.m.



**CR-45 - CDBG 91.520(c)**

**Specify the nature of, and reasons for, any changes in the jurisdiction’s program objectives and indications of how the jurisdiction would change its programs as a result of its experiences.**

The City of New Brunswick had no changes in program objectives this year.

The use of CDBG funds for PY22 were in direct accordance with the stated objectives in the City of New Brunswick’s Five Year Consolidated Plan, as well as the Statement of Specific Objectives section of the One Year Action Plan, which was submitted to HUD in July, 2022. The City utilized 100% of its CDBG funds for activities that benefited low/moderate income persons.

The grantee made every effort to carry out the planned actions described in its action plan as part of the grantee’s certifications that it is following a current HUD approved C-Plan. The City pursued all resources that it indicated that it would pursue; it provided requested certifications of consistency with HUD programs in a fair and impartial manner, for which it indicated it would support applications by other entities, and, it did not hinder C-Plan implementation by action or willful inaction.

All of the funds expended addressed the national objectives and met the overall benefit certification.

**Does this Jurisdiction have any open Brownfields Economic Development Initiative (BEDI) grants?**

No

**[BEDI grantees] Describe accomplishments and program outcomes during the last year.**

## **CR-50 - HOME 24 CFR 91.520(d)**

### **Include the results of on-site inspections of affordable rental housing assisted under the program to determine compliance with housing codes and other applicable regulations**

Please list those projects that should have been inspected on-site this program year based upon the schedule in 24 CFR §92.504(d). Indicate which of these were inspected and a summary of issues that were detected during the inspection. For those that were not inspected, please indicate the reason and how you will remedy the situation.

No properties were due for HOME monitoring in PY22.

CDBG and HOME Rehabilitation: It should be noted that none of the rehab work performed under these two programs result in the displacement of the families in residence. The City does, however, budget relocation funds each year to be used if needed for displacement resulting from any CDBG funded activities. No CDBG-funded demolition took place during the PY22 program year.

### **Provide an assessment of the jurisdiction's affirmative marketing actions for HOME units. 24 CFR 91.520(e) and 24 CFR 92.351(a)**

For any HOME funded project containing 5 or more HOME assisted units, the City has followed the procedure contained in its Affirmative Marketing Policy and Procedures Policy.

1. Each HOME funded project is advertised in local newspapers, including newspapers targeted to Spanish speaking populations.
2. Developers are advised to contact local community groups, including groups representing populations least likely to apply for the housing, such as non-English speaking populations.
3. The list of records which kept by the City of New Brunswick include:Project developer's Affirmative Marketing Plan.Copies of ads placed, or list of when/where ads were placed. A list of community groups contacted.
4. The list of records to be kept by the developer will include:A list of renters/owners with income qualifications, race and ethnicity.A record of ads placed marketing the project.A record of contacts with local community groups.
5. The City of New Brunswick will determine whether marketing efforts have been made as required, and whether the marketing has reached the targeted populations. If targeted populations are not receiving the marketing, the City of New Brunswick will investigate alternative methods for reaching these populations.

### **Refer to IDIS reports to describe the amount and use of program income for projects, including the number of projects and owner and tenant characteristics**

No HOME program income.

**Describe other actions taken to foster and maintain affordable housing. 24 CFR 91.220(k)  
(STATES ONLY: Including the coordination of LIHTC with the development of affordable  
housing). 24 CFR 91.320(j)**

## CR-58 – Section 3

Identify the number of individuals assisted and the types of assistance provided

<b>Total Labor Hours</b>	<b>CDBG</b>	<b>HOME</b>	<b>ESG</b>	<b>HOPWA</b>	<b>HTF</b>
Total Number of Activities	7	1	0	0	0
Total Labor Hours	0	0			
Total Section 3 Worker Hours	0	0			
Total Targeted Section 3 Worker Hours	0	0			

**Table 15 – Total Labor Hours**

<b>Qualitative Efforts - Number of Activities by Program</b>	<b>CDBG</b>	<b>HOME</b>	<b>ESG</b>	<b>HOPWA</b>	<b>HTF</b>
Outreach efforts to generate job applicants who are Public Housing Targeted Workers	0	0			
Outreach efforts to generate job applicants who are Other Funding Targeted Workers.	0	0			
Direct, on-the job training (including apprenticeships).	0	0			
Indirect training such as arranging for, contracting for, or paying tuition for, off-site training.	0	0			
Technical assistance to help Section 3 workers compete for jobs (e.g., resume assistance, coaching).	0	0			
Outreach efforts to identify and secure bids from Section 3 business concerns.	0	0			
Technical assistance to help Section 3 business concerns understand and bid on contracts.	0	0			
Division of contracts into smaller jobs to facilitate participation by Section 3 business concerns.	0	0			
Provided or connected residents with assistance in seeking employment including: drafting resumes, preparing for interviews, finding job opportunities, connecting residents to job placement services.	0	0			
Held one or more job fairs.	0	0			
Provided or connected residents with supportive services that can provide direct services or referrals.	0	0			
Provided or connected residents with supportive services that provide one or more of the following: work readiness health screenings, interview clothing, uniforms, test fees, transportation.	0	0			
Assisted residents with finding child care.	0	0			
Assisted residents to apply for, or attend community college or a four year educational institution.	0	0			
Assisted residents to apply for, or attend vocational/technical training.	0	0			
Assisted residents to obtain financial literacy training and/or coaching.	0	0			
Bonding assistance, guaranties, or other efforts to support viable bids from Section 3 business concerns.	0	0			
Provided or connected residents with training on computer use or online technologies.	0	0			
Promoting the use of a business registry designed to create opportunities for disadvantaged and small businesses.	0	0			
Outreach, engagement, or referrals with the state one-stop system, as designed in Section 121(e)(2) of the Workforce Innovation and Opportunity Act.	0	0			

Other.	0	0			
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**Table 16 – Qualitative Efforts - Number of Activities by Program**

**Narrative**

The City undertook zero activities that required Section 3 compliances during PY22.

The Senior Center Activity and Stirilingside both of which were PY21 activities will require Section 3 compliance but the labor components of these projects has just begun. They should be reported in the next CAPER.