

# Executive Summary

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

### 1. Introduction

Middletown Township is an Entitlement Community which receives CDBG funds directly from the Federal Government. The Township's 2015-2019 Consolidated Plan and the One-Year Action Plan are designed as straightforward documents that focus on goals, objectives, and achievable results.

The cost of constructing and maintaining housing in Middletown has increased dramatically in recent years. Increased costs have a particularly acute impact on low-income households and on areas of low income concentrations. Of Middletown's total 23,739 households, 1,655 (7%) experienced some degree of housing cost-burden, and 2,474 (10%) households experienced severe housing cost burden.

This Consolidated Plan, when considered jointly with the Township's 2008 Housing Element of the Master Plan, addresses housing and overall community development needs for all Township residents, and particularly for low-income households.

### 2. Summary of the objectives and outcomes identified in the Plan

The Consolidated Plan process has determined that there remains a need for the following:

- To provide financial resources for housing rehabilitation to owner-occupied, income-eligible households.
- Non housing community development needs such as eligible improvements to neighborhood and public facilities in areas of low income concentration may be initiated, depending on funding availability and degree of need.

### 3. Evaluation of past performance

During the last consolidated planning period, between 2010 and 2014, Middletown Township received a total of \$1,436,616 in federal assistance to help achieve goals and objectives set forth in its Consolidated Plan and activities identified in the annual Action Plans. The principal goal of Middletown's 2010-2014 Consolidated Plan was to foster the maintenance and development of housing affordable to target income households, and activities included administration of the Township's Home Rehabilitation Program, and handicap accessible improvements to neighborhood and public facilities. Approximately 70 homes were rehabilitated. CDBG-R funds were expended to fund infrastructure and energy efficiency

improvements at the Tonya Keller Community Center for the replacement of the entire current electric heating system with a high efficiency, natural gas, hot water, heating system. CDBG funds were not expended for handicap accessibility at Ideal Beach due to Sandy damage of the dunes. CDBG funds were not expended for handicap accessibility at the East Keansburg Firehouse. After further review of the facility's intended use and users, the Program was not convinced that the firehouse met the criteria for satisfying an area benefit for low and moderate income households. Moreover, the use of the facility as a polling place has been discontinued, which limits the building's function as a community resource.

#### **4. Summary of citizen participation process and consultation process**

To maximize input in data collection and strategy selection, a series of meetings was conducted to solicit input from various stakeholders including the Township's Social Services Department, which will be referred to as the Welfare Department throughout the plan as it is the municipal welfare department for the New Jersey Department of Human Services, and Middletown Housing Authority. These meetings identified available resources, and assisted in the development of the Township's housing and community development priorities.

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

The 30 day public comment period began January 13, 2015 and ended February 11, 2015. A public hearing was held January 28, 2015. Notice was published at least 10 days prior to the public hearing in the Star Ledger, an official newspaper of the Township. One public comment was received. The public comment and Township response is attached.

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

All public comments were considered in the development of the Township's Consolidated Plan

#### **7. Summary**

This Consolidated Plan represents a good faith effort of Middletown Township to submit a complete document in accordance with the instructions prescribed by HUD. This Plan addresses past and emergent housing and community development issues.

The Monmouth County HOME Consortium and the Middletown Township Department of Planning and Community Development have been designated the lead agencies responsible for the preparation and submission of this Consolidated Plan. The Plan has been developed by following the guidelines and procedures prescribed by HUD.

The Consortium, consisting of Monmouth County, Middletown, Asbury Park and Long Branch, recognized that the development of a Consolidated Plan requires participation from many diverse groups. Therefore, to maximize input in data collection and strategy selection, a series of meetings was

conducted to solicit input from various stakeholders. These meetings identified available resources, and assisted in the development of the Township's housing and community development priorities.

The Consolidated Plan process has stimulated a meaningful dialogue about the Township's housing and community development issues. Since the Consolidated Plan is intended to be one of the Township's two major housing documents, the dialogue initiated by this process will not conclude with adoption of this report. Communication will continue with each agency and the Consolidated Plan will be an evolving process designed to grow and change with the Township's needs.

The Consolidated Plan may be amended as necessary to reflect changes or new information related to the needs of targeted groups and areas of Middletown.

## The Process

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

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

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>
CDBG Administrator	MIDDLETOWN TOWNSHIP	Planning and Community Development

**Table 1– Responsible Agencies**

### Narrative

#### Consolidated Plan Public Contact Information

Middletown Township

1 Kings Highway

Middletown, NJ 07748

Amy H. Sarrinikolaou, Assistant Director of Community Development

(732) 615-2000

## **PR-10 Consultation - 91.100, 91.200(b), 91.215(I)**

### **1. Introduction**

The development of the 2015-2019 Consolidated Plan was overseen by the Township's Department of Planning and Community Development in conjunction with the Monmouth County HOME Consortium. The Township's Community Development office is the primary public agency responsible for administering programs specified in the Plan.

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

Certain agencies and groups were invited by the Consortium to participate in the development of the Consolidated Plan. Feedback received from consultations with the Middletown Housing Authority, and the Township Welfare Department were particularly helpful in developing the Plan.

**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**

Through the HOME Consortium, the Township's homeless needs are addressed by Monmouth County Community Development and by the Township Department of Welfare.

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

Through the HOME Consortium, the Township's homeless needs are addressed by Monmouth County Community Development and by the Township Department of Welfare.

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

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

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

None

**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	Monmouth County	

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

**Describe cooperation and coordination with other public entities, including the State and any adjacent units of general local government, in the implementation of the Consolidated Plan (91.215(l))**

None

**Narrative**

**PR-15 Citizen 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**

In developing the Five Year Consolidated Plan, Middletown provides for and actively encourages citizens to access and review the amount of federal assistance the Township expects to receive (including grants funds and program income), as well as the range of activities that are to be undertaken, including the estimated amount that will benefit persons of low- and moderate-income.

The Department of Planning and Community Development conducted a public hearing regarding the 2015-2019 Consolidated Plan on January 28, 2015 to solicit citizen input and to respond to proposals and questions. The public hearing addressed the Township’s housing and community development needs, development of proposed activities, and review of program performance. Notice of the public hearing was published in the Star Ledger an official newspaper of the Township, two weeks before the hearing. Notice was also posted on the Township website. The 30-day public comment period began January 13, 2015 through February 11, 2015. The document was available for public inspection between 8:00 AM and 4:30 PM at the Planning and Community Development Office, 3 Penelope Lane, Middletown, NJ. A free copy of the plan was made available to citizens or groups that requested it. A disabled citizen can receive a copy by mail via request. All interested parties, groups and persons may submit written comments to the Community Development Office for the period of thirty days after the publication of the public notice. All such comments so received were considered. The Five Year Plan will then be revised, if appropriate, and adopted as operational policy concerning participation in the Consolidated Planning Process. Any substantial amendments made as a result of citizen comments will also be advertised by public notice in any of the official newspapers of Middletown Township.

After the Five Year Plan is adopted, any further amendments will also be advertised and available for public inspection as per the above policies and procedures for adoption of this original Plan.

The Citizen Participation Plan will be adopted following the required public comment period to be conducted in accordance with the procedures provided herein.

**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	Public Hearing	Non-targeted/broad community	1 resident attended the public hearing	No comments were received at the public hearing related to the consolidated plan	None	
2	Newspaper Ad	Non-targeted/broad community	2 residents requested a copy of the plan	1 written comment was received from a Middletown resident. The public comment is attached, and the Township's response is provided in the Grantees Unique Appendices	All comments were considered in the development of the Consolidated Plan	
3	Internet Outreach	Non-targeted/broad community	1 resident attended the public hearing, 2 residents requested a copy of the plan	No comments were received	None	

**Table 4– Citizen Participation Outreach**

# Needs Assessment

## NA-05 Overview

### Needs Assessment Overview

Both the Township's population and number of households remained steady from 2000 to 2011. The population increased 1% from 66,188 in 2000 to 66,600 residents in 2011; and number of households increased 2% from 23,236 in 2000 to 23,739 households in 2011.

In 2011, the Township recorded a median income is \$99,037, a 31% increase from 2000. HUD's Area Median Family Income (HAMFI) for FY2014 is \$86,100. Of the total 23,739 households in Middletown, the majority or 15,825 have an income greater than HAMFI. In fact, the majority of small and large family households; households that contain at least one elderly person (62+yrs); or one or more children 6yrs or younger are all living with an income greater than HAMFI.

There are 3,226 renter occupied households, and 20,513 owner occupied households. **Cost burden** is more significant housing problem for households in the township compared to housing problems related to overcrowding and substandard housing conditions. 26% of renter occupied households are paying 50% or more of their household income towards housing costs, and 21% of renter occupied households pay 30%-49% of their income in housing costs. Owner occupied households are slightly less, with 12% paying 50% or more of their income towards housing costs, and 8% paying 30%-49% of their income towards housing costs. Between less than 1% and 1% of renter and owner occupied households experience housing problems, related to overcrowding, and substandard housing conditions.

The majority are **elderly households** (renter and owner) are burdened with the cost of living, and spending greater than 30% and 50% of their income towards housing costs.

All income categories include one or more racial or ethnic group that has a disproportionately greater need and housing problems than the needs of that income category as a whole. All income categories, except households earning 80%-100% of the HAMFI include one or more racial or ethnic group that experiences a disproportionately greater need and **severe** housing problems compared to the income categories as a whole.

**Blacks/African Americans** with a median household income that is 0%-30% of Middletown's HAMFI or less than \$25,830 experience a disproportionately greater housing need and one or more housing problems compared to the 0%-30% of HAMFI income level as a whole.

**Hispanics** with a median household income that is 30%-50% of Middletown's HAMFI or less than \$43,050 experience a disproportionately greater housing need and one or more housing problems compared to the 30%-50% of HAMFI income level as a whole.

**Hispanics and Asians** with a median household income that is 50%-80% of Middletown's HAMFI or less than \$68,880 experience a disproportionately greater housing need and one or more housing problems compared to the 50%-80% of HAMFI income level as a whole.

**Hispanics** with a median household income that is 80%-100% of Middletown's HAMFI or less than \$86,100 experience a disproportionately greater housing need and one or more housing problems compared to the 80%-100% of HAMFI income level as a whole.

A disproportionate number of **Blacks/African Americans** experience a severe cost burden, spending more than 50% of their household income on housing costs.



## **NA-50 Non-Housing Community Development Needs - 91.415, 91.215 (f)**

### **Describe the jurisdiction's need for Public Facilities:**

None identified

### **How were these needs determined?**

None identified

### **Describe the jurisdiction's need for Public Improvements:**

Accessibility improvements at Ideal Beach will be considered a priority item in 2015 because Middletown anticipates additional resources from Monmouth County to support the project. CDBG funds will be used for ADA accessibility improvements at the Ideal Beach waterfront in North Middletown including an accessible boardwalk, depressed curbing, re-striping for accessibility in the existing parking lot, and ADA compliant drinking fountains and showers.

The Ideal Beach public neighborhood facility is located in North Middletown. North Middletown contains the highest concentration of low income households in Middletown Township. Renovating the Ideal Beach public facility will create year round ADA Compliant access to the beach and waterfront for the elderly and disabled where no such access exists currently.

CDBG funds may be used for ADA accessibility improvements at the Township of Middletown Sewerage Authority (TOMSA) administrative building during the Township's 5 year consolidated planning period. The TOMSA administrative building is a public building in need of assistance to complete handicap accessibility improvements to its facility. TOMSA operates and maintains a wastewater collection and treatment system for the Township. The TOMSA administrative building serves the public, and must be made more accessible to those with physical handicaps.

Additionally, Middletown may use the Section 108 Loan Guarantee Program to create a community and economic development project in the North Middletown neighborhood. The Section 108 Program offers entitlement communities access to funds up to five times its annual CDBG entitlement while retaining the use of its entitlement.

### **How were these needs determined?**

Outreach to North Middletown neighborhood as part of 2008-2010 Neighborhood Preservation Plan and ongoing communication with the Ideal Beach Community Association (IBCA). The IBCA was a by-product of the 2008-2010 NPP. The IBCA holds roundtable meetings on an annual basis with Township officials as

a way to maintain and improve communication with the Township. The Township's Sewer Authority reached out to the Planning and Community Development Department with a need to renovate their public facility for handicap accessibility.

**Describe the jurisdiction's need for Public Services:**

None identified

**How were these needs determined?**

None identified

**Based on the needs analysis above, describe the State's needs in Colonias**

# Housing Market Analysis

## MA-05 Overview

### Housing Market Analysis Overview:

With high housing costs in Middletown Township and throughout the region, affordable housing is essential for target low-income households. Accordingly, the Consolidated Plan addresses needed housing rehabilitation and production activities. The following discussion identifies housing characteristics, trends, and needs in Middletown Township. Additional information is available in the Township's Master Plan Housing Element.

Middletown Township contained 24,806 housing units according to the 2007-2011 US Census American Community Survey (ACS). This represents a slight decrease (244 units) from the 2008 US Census. The Township's housing stock is primarily single family detached structures. The majority of owner occupied units have 3 bedrooms or more, and most of the rental units primarily have one bedroom.

The median home value in Middletown Township was \$423,300; this figure is slightly higher than Monmouth County's median home value of \$413,500. Middletown's median home value more than doubled from \$204,300 in 2000. Middletown's median gross rent was \$1,011. Rentals are more affordable to households earning less than the HAMFI than to own a home in Middletown, with 74% of rentals affordable to residents earning less than the HAMFI compared to only 12% of residents earning less than the HAMFI can afford to own a home.

The majority of owner-occupied housing units contain no selected conditions (similar to housing problems defined in the Needs Assessment), compared to the township's rental units where it is split between containing one condition and no conditions. The majority of the housing stock, including owner- and renter-occupied units, was built between 1950 and 1979. With most of the housing units in the township built before 1980 there is a risk of lead based paint hazards in the units.

### Assisted Housing

The Middletown Township Housing Authority manages two subsidized housing developments (Tomaso Plaza and Daniel Towers) offering rental assistance to house 252 income eligible disabled or senior citizens. Rental assistance is also provided to low income families through the Federal Housing Choice Voucher Program. The Housing Authority excels in offering rental housing to very low to moderate income senior and disabled households. However, the number of assisted units available does not meet the Township's senior or disabled housing needs as is indicative of our lengthy waiting list. Additional funding would be required to meet the housing demands of the Townships aging population.

All owned property is in average condition, and many of the buildings systems and common areas need to be repaired, replaced or updated. Both buildings require capital improvements as well as cosmetic

updates to draw applicants into our properties and add to the comfort of the facility for our current tenants. Some of the needed capital improvements are:

Daniel Towers-Roof insulation, Replacement of baseboard heaters, Replacement of apartment thermostats, Bathroom and kitchen floor replacement, common hallway hand rail replacement, repair/replace irrigation system, windows.

Tomaso Plaza-HVAC system replacement, replacement of apartment electrical panels, roof rehab, common hallway carpet and hand rail replacement, elevator rehab, public restroom overhaul

The age of both buildings plays a large part in the capital improvements needed. Most systems have reached the end of their useful life and therefore replacement and upgrade becomes necessary. It would also behoove the authority to start the replacement of such systems as a cost effective measure with regards to energy efficiency. The Authority has contracted with an agency to conduct a Green Physical Needs Assessment that will be completed in the early weeks of February 2015. This assessment will help further identify an areas that require improvement.

### **Public Housing Strategy**

The Middletown Housing Authority is committed to serving the needs of the extremely low-income, low-income, moderate-income or permanently disabled residents with a preference for those who live in Middletown. This entails remaining focused and aware of public housing applicant or tenant concerns as well as promoting inclusiveness and participation amongst all residents.

The Middletown Housing Authority will continue to advertise availability of housing units in locally circulated papers. They will also continue to promote word of mouth recommendations from the current tenancy. It remains extremely important to maintain our curb appeal when marketing our available units. It is often the first impression that allows us the ability to lease up quickly and maintain 100% occupancy levels. Strategic use of rehabilitation resources and capital funds to satisfy this goal remains a vital part of this initiative. Additionally, the Authority will continue to involve residents and staff in the public housing management process and successful implementation of the program.

Middletown Housing Authority's greatest need is for additional modernization dollars. The plan for the jurisdiction uses all capital improvement funds to upgrade and modernize existing public housing stock. Middletown Housing Authority residents are actively involved in the public housing management process through their participation in resident advisory boards, resident meetings, resident-management meetings and individual one-on-one requests with Housing Authority staff.

The Middletown Housing Authority is a HUD related standard performing agency. The Authority has never been designated troubled. However, we strive to become a high performer. We believe we can

achieve this status by implementing some of the capital improvements that are necessary to upgrade and rehabilitate the Authority.

### **Homeless facilities and services**

The County HOME Consortium directly addresses homeless needs in cooperation with the Township's Department of Welfare. Based at 180 Main Street in Port Monmouth, Middletown's Department of Welfare provides social service (non-housing) programs to assist the homeless and prevent homelessness. The Welfare Department offers financial assistance through the General Assistance Program offered by the State of New Jersey. However, technical assistance is the Department's primary activity. Department Staff serves as the initial contact for assistance. Homeless individuals and families are counseled on services and programs available and referred to the appropriate County or local facility. In the unusual event that a household requires relocation due to unsafe living conditions, the Township's Welfare Director serves as the official relocation Officer to secure safer, more permanent housing. The Welfare Department also partners with local schools, the Mayor's office, and local non-profits such as Middletown Helps its Own to stock a food pantry.

### **Special Needs**

Middletown will advocate for facilities and services for persons with special needs. This priority will not be limited to Middletown. Middletown will advocate for persons with special needs throughout the State.

Persons with special needs include individuals who are not homeless but need supportive services. This category includes the following individuals: elderly, frail elderly, persons with disabilities, persons with mental illness and persons diagnosed with AIDS or are HIV positive.

Not everyone in this category needs supportive housing or services. The fortunate few can assimilate and are self supportive or are cared for by family members. However, the majority of this group is overlooked and desperately needs help.

The demand for assistance by the population with special needs far exceeds available resources. Inadequate funding, programs and personnel appear to be the major obstacles preventing New Jersey from reaching this need.

The primary activity to be pursued by Middletown during the next five years is to continue to advocate for facilities and services for persons with special needs. Special attention should be provided to the elderly and frail elderly since this population consists of 14% of the Township's low income households (data assembled from the housing needs assessment).

The Department of Community Development will continue to support rehabilitation activities which remove the physical barriers for persons with disabilities. The Township Housing Authority should also

continue to provide housing opportunities to persons with special needs. Finally, the Welfare Department should continue educating persons with special needs on the supplemental services and facilities provided by the Monmouth County Department of Human Services.

Middletown's five year accomplishment will be to successfully advocate for facilities and services for persons with special needs. In addition, the Township plans to maintain and if possible expand its current services available to persons with special needs provided by the Department of Community Development, Welfare Department and Township Housing Authority. This includes making new construction handicap accessible.

### **Non Homeless Special Needs: Elderly/Frail Analysis**

As the Township's elderly population grows, so do the housing needs of our oldest citizens. Despite their common classification as seniors, persons over 65 are not an identical group. Their living arrangements often reflect differences in gender, income, familial status and ethnicity. Many who were impoverished in their youth remain so in their older years. Married women tend to outlive their spouses and thus a rising percentage of women face living alone as they grow older. Others must cope with physical and mental disabilities. Especially among the "old" elderly (75+) the need for housing is inseparable from the need for assistance with the other necessities of life such as meal preparation, personal hygiene and medical care. Diversity among the elderly thus gives rise to a variety of housing needs.

Assuming an average household size of 1.4, elderly (65+) households comprise approximately 6,000 or 25 percent of the Township's 23,739 occupied households. Of these, it is estimated that slightly over 20 percent or 1,200 households have special needs. Of the 1,200 households with special needs, 300 may require a housing need, and as many as 600 may require some type of social support.

### **Persons with Disabilities**

Persons with disabilities could be defined as individuals with physical or mental impairments that restrict their daily activities and who need some kind of support services. The population includes those with serious physical or health impairments, the blind and deaf, the mentally retarded and the mentally ill.

Suitable housing for the disabled should include features that meet their special needs. These features may involve matters of design or location. Because the disabled often find it difficult to obtain well paying jobs, low-cost shelter is important.

The disabled have had a difficult time claiming their fair share of housing. One basic reason is that the cost of making homes accessible to them can be prohibitive. Other reasons include:

- A tendency by many low-income housing providers group the disabled together with the elderly, particularly the old elderly;
- Basic unfamiliarity among Federal, State, and Local housing officials with the special housing needs of the disabled, a reluctance on the part of landlords to rent to the disabled, and occasional neighborhood opposition when group living arrangements for the disabled are proposed.

Supportive housing is currently provided to special needs populations in 15 group homes throughout the Township. A four bedroom group home for disabled and visually impaired adults will be constructed on Unity Court in Middletown. This group home will be built and managed by Housing and United Services, Inc., a nonprofit entity, and provide housing for four special needs individuals.

### **Barriers to Affordable Housing**

The cost of affordable rental and owner-occupied housing in Middletown grows more prohibitive each year, and the affordability gap continues to broaden for those in need of decent, safe housing. Moreover, the cost of maintaining and rehabilitating existing housing stock has increased rapidly.

Middletown's strategy to address the negative effects of regulatory obstacles to providing affordable housing will occur on both the State and local levels. On the State level, the Township will continue to actively monitor pending legislation before the New Jersey State Assembly and Senate. New legislation designed to streamline approvals and eliminate duplication of jurisdiction will be supported if sound planning practices are promoted.

The Township is committed to identifying and seizing all practical opportunities for removing barriers to affordable housing at the local level. Local land use policies reflect this commitment, and are articulated in the Township's 2008 Housing Plan. Middletown's Zoning Ordinance includes numerous mechanisms that are geared towards making housing more affordable, and the Housing Plan recommends a range of additional methods.

1. Inclusionary Zoning – Created an inclusionary zoning environment that facilitated the approval of well over 200 non-age restricted affordable housing units, and 240 affordable senior housing units. Affordability is controlled for at least the first thirty (30) years of the unit's occupancy. Inclusionary zoning is in place that requires a minimum 20-25% affordable setaside at multiple sites distributed throughout the Township. Middletown's adopted 2008 Housing Element and Fair Share Plan provides additional detail.
1. Residential Over Commercial – Middletown's zoning ordinance has identified 9 sites that are suitable for new mixed-use buildings, i.e. residential over commercial. All residential units will be set aside for low and moderate income households. Encouraging residential living quarters

above commercial establishments provides low income rental opportunities in close proximity to entry level employment opportunities and public transportation infrastructure. The Township now provides grants averaging \$20,000.00 per unit for such projects.

2. Low Income Housing Tax Credits (LIHTC) – Middletown has supported the development of 180 age-restricted senior housing rental units in the Navesink section of the Township, 30 rentals at Chapel Hill, and 18 rentals at Harmony Glen. The developers of these units will utilize the federal LIHTC program to leverage resources.
3. Scattered Site Construction – The Township provides resources for the construction of two and three bedroom single-family homes on scattered sites. Homes are sold at affordable prices to income-eligible households, and are subject to affordability controls.
4. Accessory Apartments - Middletown has adopted zoning permitting affordable accessory apartments in all single-family residence zones. Occupancy is restricted to low or moderate income households for a period of 10 years. From 1994 through 2003, Middletown completed 10 accessory apartments. Since initiating a grant program in 2002, whereby a \$10,000 grant is given towards the construction of an accessory apartment, well over 10 accessory apartments were added to Middletown’s inventory.
5. **6.** Market to Affordable Program - Middletown will establish a “market to affordable” program where the Township will pay down the cost of market-rate units anywhere in the Township and offer them in sound condition, for sale or rent, at affordable prices to low- and moderate-income households.



## **MA-45 Non-Housing Community Development Assets - 91.410, 91.210(f)**

### **Introduction**

According to the 2007-2011 ACS data, there are 23,129 workers in Middletown Township with the lion's share working in the business sector of Education and Health Care Services. The Professional, Scientific, Management Services, and Finance, Insurance, and Real Estate sectors follow at a close second and third respectively. The number of workers in the Arts, Entertainment, Accommodations, and Wholesale Trade sectors has grown since 2000. In all categories of business sectors, except the Information sector, there are more workers than jobs available to those workers in the Township.

Of the Township's total population of 66,600 (2011 ACS), 34,346 or 51% are employed in the Civilian Labor Force. The unemployment rate is 7.19%, higher than the 2.5% unemployment rate in 2000. The unemployment rate for people aged between 25-65 years is 4.67%, and the rate is much higher at 17.71% for people aged between 16-24 years.

The largest occupation in the Township is the Management, Business and Financial occupation with 9,468 people employed. The Sales and Office occupation ranks the second largest with 5,295 people employed in that occupation.

The majority of the Middletown employed have a commute to work of 30 minutes or less.

The majority of the Township's employed population has attained a Bachelors degree or higher. The percentage of unemployed is greater for people who have attained less than high school education. The number of people with less than a high school education only account for 2.5% of the civilian labor force 16 years and over.

The 2006-2010 ACS data reveals that the majority of the population aged between 18 and 24 years attained at least some college, a bachelors degree for the population aged between 25-34, and 35-44, and then the overall educational attainment drops for the majority of the elderly generations to a high school level for people 45 years and older.

## Economic Development Market Analysis

### Business Activity

Business by Sector	Number of Workers	Number of Jobs	Share of Workers %	Share of Jobs %	Jobs less workers %
Agriculture, Mining, Oil & Gas Extraction	62	24	0	0	0
Arts, Entertainment, Accommodations	2,796	1,753	11	12	1
Construction	1,232	698	5	5	0
Education and Health Care Services	4,555	1,996	19	13	-6
Finance, Insurance, and Real Estate	3,087	1,243	13	8	-5
Information	1,089	1,398	4	9	5
Manufacturing	1,247	212	5	1	-4
Other Services	958	577	4	4	0
Professional, Scientific, Management Services	3,791	3,707	16	25	9
Public Administration	39	14	0	0	0
Retail Trade	3,175	2,401	13	16	3
Transportation and Warehousing	1,030	219	4	1	-3
Wholesale Trade	1,364	556	6	4	-2
Total	24,425	14,798	--	--	--

**Table 5 - Business Activity**

Data Source: 2006-2010 ACS (Workers), 2010 Longitudinal Employer-Household Dynamics (Jobs)

### Labor Force

Total Population in the Civilian Labor Force	34,346
Civilian Employed Population 16 years and over	31,876
Unemployment Rate	7.19
Unemployment Rate for Ages 16-24	17.71

Unemployment Rate for Ages 25-65	4.67
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**Table 6 - Labor Force**

Data Source: 2006-2010 ACS

Occupations by Sector	Number of People
Management, business and financial	9,468
Farming, fisheries and forestry occupations	1,169
Service	1,775
Sales and office	5,295
Construction, extraction, maintenance and repair	2,777
Production, transportation and material moving	1,543

**Table 7 – Occupations by Sector**

Data Source: 2006-2010 ACS

### Travel Time

Travel Time	Number	Percentage
< 30 Minutes	14,760	49%
30-59 Minutes	7,814	26%
60 or More Minutes	7,365	25%
<b>Total</b>	<b>29,939</b>	<b>100%</b>

**Table 8 - Travel Time**

Data Source: 2006-2010 ACS

**Education:**

Educational Attainment by Employment Status (Population 16 and Older)

Educational Attainment	In Labor Force		Not in Labor Force
	Civilian Employed	Unemployed	
Less than high school graduate	816	74	359
High school graduate (includes equivalency)	6,348	493	2,327
Some college or Associate's degree	7,578	664	2,180
Bachelor's degree or higher	12,418	439	2,050

**Table 9 - Educational Attainment by Employment Status**

Data Source: 2006-2010 ACS

Educational Attainment by Age

	Age				
	18-24 yrs	25-34 yrs	35-44 yrs	45-65 yrs	65+ yrs
Less than 9th grade	47	59	64	177	581
9th to 12th grade, no diploma	413	117	180	652	823
High school graduate, GED, or alternative	1,484	997	2,436	5,735	3,957
Some college, no degree	1,757	1,086	1,705	4,042	1,304
Associate's degree	305	599	1,160	1,843	522
Bachelor's degree	705	1,689	2,941	4,548	1,240
Graduate or professional degree	24	808	1,600	3,348	895

**Table 10 - Educational Attainment by Age**

Data Source: 2006-2010 ACS

Educational Attainment – Median Earnings in the Past 12 Months

Educational Attainment	Median Earnings in the Past 12 Months
Less than high school graduate	0

Educational Attainment	Median Earnings in the Past 12 Months
High school graduate (includes equivalency)	0
Some college or Associate's degree	0
Bachelor's degree	0
Graduate or professional degree	0

**Table 11 – Median Earnings in the Past 12 Months**

Data Source: 2006-2010 ACS

**Based on the Business Activity table above, what are the major employment sectors within your jurisdiction?**

The top 3 major employment sectors within Middletown Township are Education and Healthcare Services; Professional, Scientific, Management Services; and Finance, Insurance, and Real Estate.

**Describe the workforce and infrastructure needs of the business community:**

The Middletown Economic Development Committee is an advisory body and was created by the Township in 2013. The committee focuses on fostering new economic growth and the retention of existing businesses and industries. The committee’s goal is to facilitate the creation of a desirable business climate that promotes economic growth, job development and the expansion of the commercial tax base. The Middletown EDC holds public meetings frequently to get the public’s feedback on commercial trends, ways to spur economic development and ideas on how to attract and retain businesses that would fit well in Middletown.

**Describe any major changes that may have an economic impact, such as planned local or regional public or private sector investments or initiatives that have affected or may affect job and business growth opportunities during the planning period. Describe any needs for workforce development, business support or infrastructure these changes may create.**

By 2016, Memorial Sloan Kettering will open a new, state of the art, Monmouth County cancer center, totaling 285,000 square feet, in Middletown in the vacant Lucent Technologies office building. The building has been vacant since 2003. It will be an outpatient facility and create at least 160 new jobs, and relocate 100 existing jobs.

The Port of Belford has been the subject of many planning studies. In 2009, an Economic Feasibility Study and Conceptual Development Plan was prepared for the Port of Belford, and in 2012, the Belford Neighborhood Revitalization Plan was prepared by a graduate planning studio with intentions to refine, build upon, and put into action the 2009 Port of Belford Plan. During the studio, Hurricane Sandy struck and the studio's intentions drastically changed. The fishing industry at the port experienced over \$1 million in losses, including critical equipment such as freezers and ice machines. Six core plan objectives were created considering Sandy's impact:

1. Enhance critical infrastructure through dredging and bulkhead repairs
2. Preserve and strengthen the commercial fishing industry
3. Develop the local economy by creating a place more attractive to visitors and encouraging new businesses
4. Integrate the natural environment into the neighborhood as a tool for economic development, flood control, and wildlife preservation
5. Improve utilization of the ferry terminal parking lot
6. Stabilize and improve the neighborhood by assisting residents with disaster recovery and home improvement

Adjacent to the Belford Seaport includes the Monmouth County surface parking lot used for ferry commuters, and a cluster of properties on Main Street that were substantially damaged by Sandy. The township would like to build upon the previous planning initiatives for the area, and study the Belford Seaport as an area in need of redevelopment. The township would like to consider expanding the redevelopment area boundary to include adjacent properties to improve the economic, recreational, social, and environmental conditions in the area.

The North Middletown neighborhood contains an area of low- and moderate-income concentration, and CDBG funds has always been targeted to this neighborhood as part of the Township's Home Rehabilitation Program. Between 2008 and 2010, and as part of the state's Neighborhood Preservation Program, a Work Plan was developed for the North Middletown neighborhood that presented an overview of the North Middletown target neighborhood, identified goals and objectives for the neighborhood's needs, and included an Action Plan centered around the neighborhood's goals. Of the neighborhood needs identified, job training was identified as an additional improvement needed in North Middletown. In 2014, the Township identified an area within North Middletown's business district as an Area in Need of Redevelopment, and subsequently in 2015, the Township adopted a Redevelopment Plan. A job training center could be beneficial in the redeveloped business district to support and develop the skills of the local workforce.

According to the 2009-2013 ACS data, approximately three-quarters of the population in the North Middletown CDP are in the civilian, non-army workforce, with 8.8% unemployed, an increase of 4% since 2000. The majority of the employed, civilian workforce is private wage and salary workers, 17.5% are government workers, and 7.9% are self-employed. The majority of workers over 16 years of age drive alone to work. The top

two occupations were Management, Business, Science and Arts; and Sales and Office occupations. The top two industries that the North Middletown residents were employed in were Education services and health care; and Retail Trade.

**How do the skills and education of the current workforce correspond to employment opportunities in the jurisdiction?**

The skills and education of the Township's current workforce match well to the employment opportunities in Middletown. Additionally with the upcoming opening of the cancer center new opportunities will be made available for the Township's workers already in the Healthcare services sector.

**Describe any current workforce training initiatives, including those supported by Workforce Investment Boards, community colleges and other organizations. Describe how these efforts will support the jurisdiction's Consolidated Plan.**

None

**Does your jurisdiction participate in a Comprehensive Economic Development Strategy (CEDS)?**

**If so, what economic development initiatives are you undertaking that may be coordinated with the Consolidated Plan? If not, describe other local/regional plans or initiatives that impact economic growth.**

No at this time, although there are plans for participation in the future, spearheaded by the Township's Economic Development Committee.

**Discussion**

## **MA-50 Needs and Market Analysis Discussion**

**Are there areas where households with multiple housing problems are concentrated? (include a definition of "concentration")**

The North Middletown neighborhood contains an area of low- and moderate-income concentration as defined by CDBG regulations at **24 CFR 570.208(a)(1)(ii)**, which identifies the methodology to calculate a grantee's "exception" threshold. CDBG funds has always been targeted to this neighborhood as part of the Township's Home Rehabilitation Program.

**Are there any areas in the jurisdiction where racial or ethnic minorities or low-income families are concentrated? (include a definition of "concentration")**

No areas have been identified

**What are the characteristics of the market in these areas/neighborhoods?**

The North Middletown neighborhood is a small bungalow community adjacent to the Raritan Bay.

Historically developed as a summer resort along the Raritan Bay, the North Middletown neighborhood may be characterized as a small Village that is compact, primarily residential in character, with a grid street pattern, and small core of businesses. North Middletown contains the highest single-family development densities in the Township with lot sizes ranging from 2,500 to 5,000 on average.

**Are there any community assets in these areas/neighborhoods?**

Public amenities in the target neighborhood include a public beach, recreation center, park land, first aid squad, and firehouse. The neighborhood is entirely sewered.

**Are there other strategic opportunities in any of these areas?**

Middletown was awarded an Open Space grant from Monmouth County to further the ADA accessibility improvements planned at the Ideal Beach waterfront in North Middletown including an accessible boardwalk, depressed curbing, re-striping for accessibility in the existing parking lot, and ADA compliant drinking fountains and showers. Additionally, in 2014, the Township identified an area within North Middletown's business district as an Area in Need of Redevelopment, and it is expected that in 2015, the Township will adopt a Redevelopment Plan.

# Strategic Plan

## SP-05 Overview

### Strategic Plan Overview

Middletown's Consolidated Plan is consistent with the primary CDBG objective of developing viable communities by the provision of decent housing and a suitable living environment and expanding economic opportunities, principally for persons of low- and moderate- income. This will be achieved in the Township's CDBG program by ensuring that each funded activity meets one of three named national objectives:

- Benefiting Low- and Moderate-Income Persons;
- Preventing or Eliminating Slums or Blight; and
- Meeting Urgent Needs.

The core of Middletown's 2015-2019 Consolidated Plan is built upon the following set of overall guiding principles, which provided a framework for the development of the Consolidated Plan.

- Develop comprehensive strategies to support and assist those in need in the community.
- Involve the community and provide opportunities for citizen participation in the Consolidated Plan process and the preparation of the documents.
- Encourage collaboration with and between public, private, and non-profit agencies in order to ensure the efficient and effective provision of services.
- Leverage CDBG funds and local resources to maximize the effectiveness of programs and services.

The principal goal of Middletown's Consolidated Plan is to foster the maintenance and development of housing affordable to target income households. Additional goals include:

- To conserve and improve the condition of existing affordable housing stock
- To provide adequate sites for affordable housing
- To assist in the development and provision of housing for target income households and special needs groups
- To identify and, where appropriate, remove governmental constraints to the maintenance, improvement, and development of housing, including housing for all income levels and special needs groups

- To promote equal housing opportunities
- To preserve assisted housing developments for target income households
- To improve facilities and infrastructure in neighborhoods with concentrations of low- and moderate-income households.

## SP-10 Geographic Priorities - 91.415, 91.215(a)(1)

### Geographic Area

Table 12 - Geographic Priority Areas

<b>1</b>	<b>Area Name:</b>	North Middletown
	<b>Area Type:</b>	Local Target area
	<b>Other Target Area Description:</b>	
	<b>HUD Approval Date:</b>	
	<b>% of Low/ Mod:</b>	
	<b>Revital Type:</b>	Comprehensive
	<b>Other Revital Description:</b>	
	<b>Identify the neighborhood boundaries for this target area.</b>	The North Middletown target neighborhood is located in the northwestern corner of Middletown Township, north of State Highway 36, along the Raritan Bay. The neighborhood is bounded by Bayside Parkway to the north, Cedar Avenue to the south, William Avenue to the east, and Atlantic Avenue to the west.

<p><b>Include specific housing and commercial characteristics of this target area.</b></p>	<p>Historically developed as a summer resort along the Raritan Bay, the North Middletown neighborhood may be characterized as a small Village that is compact, primarily residential in character, with a grid street pattern, and small core of businesses. North Middletown contains the highest single-family development densities in the Township with lot sizes ranging from 2,500 to 5,000 on average. Public amenities in the target neighborhood include a public beach, recreation center, park land, first aid squad, and firehouse. The neighborhood is entirely sewerred.</p> <p>There is a substantive threat to the neighborhood’s naturally occurring affordable housing stock resulting from the “tear down” phenomenon. Much of the area’s housing stock is well over 60 years old and in need of rehabilitation to ensure continued sustainability. The fabric of the community is slowly being eroded since households are unable to afford to “age in place.” The declining vitality of the neighborhood’s commercial center has compromised resident’s access to goods and services, and has increased dependency on automobiles. Moreover, the area’s public facilities are aging, outmoded, and in need of resources to more closely match neighborhood needs.</p>
<p><b>How did your consultation and citizen participation process help you to identify this neighborhood as a target area?</b></p>	<p>Outreach to North Middletown neighborhood as part of 2008-2010 Neighborhood Preservation Plan and ongoing communication with the Ideal Beach Community Association (IBCA). The IBCA was a by-product of the 2008-2010 NPP. The IBCA holds roundtable meetings on an annual basis with Township officials as a way to maintain and improve communication with the Township.</p>
<p><b>Identify the needs in this target area.</b></p>	<p>The needs in this target area include housing rehabilitation, redevelopment of the commercial core, and ADA accessibility improvements to public facilities.</p>

<p><b>What are the opportunities for improvement in this target area?</b></p>	<p>The greatest asset of this neighborhood is the waterfront. Middletown was awarded an Open Space Grant from the County to improve the beach accessibility in North Middletown. ADA accessible over dune access is proposed, amenities such as benches and water fountains are proposed, lighting, sidewalks and parking lot and safety improvements. CDBG funds are planned to be used for part of the cost for the ADA accessibility improvements at the beach.</p> <p>Further, the commercial core in the neighborhood was recently designated as a redevelopment area, and it is expected in 2015 that a redevelopment plan for the business district will be adopted to spur redevelopment and investment in the area.</p>
<p><b>Are there barriers to improvement in this target area?</b></p>	<p>None identified.</p>

**General Allocation Priorities**

Describe the basis for allocating investments geographically within the state

CDBG resources are available to all low and moderate income residents of Middletown Township.

A review of 2009-2013 ACS data shows that at \$77,813, the median household income for Census Tract 8006.01 is below 80% of the Township’s median household income of \$102,088. This census tract comprises the North Middletown neighborhood and portions of the Port Monmouth neighborhood. The Township prioritizes the allocation of CDBG resources to this area of low income concentration.

Further analysis of 2010 Census data shows that median household income in 12 Census Block Groups is below 80% of the Township’s median household income of \$102,088. These Block Groups are distributed throughout the Township, but are mostly located in the Bayshore region (e.g. North Middletown, Port Monmouth, Leonardo) and at retirement communities in the River Plaza area (i.e. Shadow Lake Village area, Shady Oaks).

Efforts are geared towards allocating housing rehabilitation resources for owner-and renter-occupied households located in areas of low income concentration, though resources are also provided to income-eligible households throughout the Township.

Rehabilitation funds will be made available for emergency repairs, to correct building code violations and for barrier-free improvements. Resources will also be allocated towards eligible public facility, neighborhood facility, and infrastructure projects in areas of low income concentration.

## SP-25 Priority Needs - 91.415, 91.215(a)(2)

### Priority Needs

Table 13 – Priority Needs Summary

1	<b>Priority Need Name</b>	Provide housing rehabilitation grants
	<b>Priority Level</b>	High
	<b>Population</b>	Extremely Low Low Large Families Families with Children Elderly Elderly Frail Elderly Persons with Mental Disabilities Persons with Physical Disabilities Persons with Developmental Disabilities Persons with Alcohol or Other Addictions Persons with HIV/AIDS and their Families Victims of Domestic Violence
	<b>Geographic Areas Affected</b>	North Middletown
	<b>Associated Goals</b>	Housing Rehabilitation
	<b>Description</b>	Historically, Middletown has directed CDBG resources toward the rehabilitation of single-family dwellings owned and occupied by those that earn less than 80% of the Township’s median household income. Rehabilitation funds are made available for emergency repairs, to correct building code violations, for barrier-free improvements, and for repair and replacement of major home systems (heat, plumbing, roof, electric) to ensure a comfortable and safe living environment.
	<b>Basis for Relative Priority</b>	The degree of cost burden experienced by low-income households
2	<b>Priority Need Name</b>	Create suitable living environment
	<b>Priority Level</b>	High

	<b>Population</b>	Extremely Low Low Large Families Families with Children Elderly Elderly Frail Elderly Persons with Mental Disabilities Persons with Physical Disabilities Persons with Developmental Disabilities Persons with Alcohol or Other Addictions Persons with HIV/AIDS and their Families Victims of Domestic Violence
	<b>Geographic Areas Affected</b>	North Middletown
	<b>Associated Goals</b>	Improvements at Neighborhood Facility Improvements at Public Facility Administration
	<b>Description</b>	Create a suitable living environment for the Township's physically challenged population by improving accessibility. Projects planned for the Township's 5 year consolidated planning period include accessibility improvements at Ideal Beach in North Middletown, and the Township's sewer authority public facility.
	<b>Basis for Relative Priority</b>	Removing physical barriers for the physically challenged and elderly benefits a clientele presumed to be low and moderate income
<b>3</b>	<b>Priority Need Name</b>	Provide affordable housing
	<b>Priority Level</b>	High

	<b>Population</b>	Extremely Low Low Moderate Large Families Families with Children Elderly Public Housing Residents Elderly Frail Elderly Persons with Mental Disabilities Persons with Physical Disabilities Persons with Developmental Disabilities Persons with Alcohol or Other Addictions Persons with HIV/AIDS and their Families Victims of Domestic Violence
	<b>Geographic Areas Affected</b>	North Middletown
	<b>Associated Goals</b>	Affordable Housing
	<b>Description</b>	<p>The Township is committed to identifying and seizing all practical opportunities for removing barriers to affordable housing at the local level. Local land use policies reflect this commitment, and are articulated in the Township’s 2008 Housing Plan. Middletown’s Zoning Ordinance includes numerous mechanisms that are geared towards making housing more affordable, and the Housing Plan recommends a range of additional methods.</p> <p>Additionally The Middletown Housing Authority is committed to serving the needs of extremely low-income, low-income, and moderate-income families residing in Middletown. This entails addressing public housing revitalization and restoration needs, and solidifying the Authority’s management structure to foster inclusiveness and participation.</p>
	<b>Basis for Relative Priority</b>	With high housing costs in Middletown Township and throughout the region, affordable housing is essential for target low-income income households.
4	<b>Priority Need Name</b>	Assist the homeless and prevent homelessness
	<b>Priority Level</b>	High

<b>Population</b>	Extremely Low Low Moderate Middle Large Families Families with Children Elderly Public Housing Residents Rural Chronic Homelessness Individuals Families with Children Mentally Ill Chronic Substance Abuse veterans Persons with HIV/AIDS Victims of Domestic Violence Unaccompanied Youth Elderly Frail Elderly Persons with Mental Disabilities Persons with Physical Disabilities Persons with Developmental Disabilities Persons with Alcohol or Other Addictions Persons with HIV/AIDS and their Families Victims of Domestic Violence
<b>Geographic Areas Affected</b>	North Middletown
<b>Associated Goals</b>	Affordable Housing

<b>Description</b>	Middletown’s Department of Welfare provides social service (non-housing) programs to assist the homeless and prevent homelessness. The Welfare Department offers financial assistance through the General Assistance Program offered by the State of New Jersey. However, technical assistance is the Department's primary activity. Department Staff serves as the initial contact for assistance. Homeless individuals and families are counseled on services and programs available and referred to the appropriate County or local facility. In the unusual event that a household requires relocation due to unsafe living conditions, the Township’s Welfare Director serves as the official relocation Officer to secure safer, more permanent housing.
<b>Basis for Relative Priority</b>	

**Narrative (Optional)**

The basis for assigning the priority given to each category of priority housing needs is based upon the following:

- The degree of cost burden experienced by low-income owner-occupied and renter-occupied units;
- Housing market needs identified in the Housing Market Profile;
- Those activities needed to address identified housing community development needs;
- Consistency with the objectives and action steps identified in the Housing Element of the 2008 Master Plan;
- The ability to leverage resources from the private sector; and
- Anticipated CDBG funding availability and historic funding trends.

The priority ranking system for housing needs is as follows:

- **High Priority:** Activities assigned high priority are expected to be funded during the five-year period.
- **Medium Priority:** As funds are available, activities that are medium priority are expected to be funded.
- **Low Priority:** Activities assigned low priority are not expected to be funded during the five-year period.

As stated in the Needs Assessment, **Cost burden** is more significant housing problem for households in the Township compared to housing problems related to overcrowding and substandard housing conditions; and the majority are **elderly households** (renter and owner) are burdened with the cost of living, and spending greater than 30% and 50% of their income towards housing costs.

The need to provide affordable housing remains strong, particularly for elderly households.

The Housing Market Analysis realized that with high housing costs in Middletown Township and throughout the region, affordable housing is essential for target low-income households. Accordingly, there is a high need to provide housing rehabilitation grants and affordable housing.

The Middletown Housing Authority is committed to serving the needs of extremely low-income, low-income, and moderate-income families residing in Middletown. This entails addressing public housing revitalization and restoration needs, and solidifying the Authority's management structure to foster inclusiveness and participation.

The County HOME Consortium directly addresses homeless needs in cooperation with the Township's Department of Welfare.

The primary activity to be pursued by Middletown during the next five years is to continue to advocate for facilities and services for persons with special needs. Special attention should be provided to the elderly and frail elderly since this population consists of approximately 16% of the Township's low income households.

The Department of Community Development will continue to support rehabilitation activities which removes the physical barriers for persons with disabilities, and create a suitable living environment for the Township's physically challenged residents by improving accessibility, and the aesthetic quality through architectural design features and other treatments. The Township Housing Authority should also continue to provide housing opportunities to persons with special needs. Finally, the Welfare Department should continue educating persons with special needs on the supplemental services and facilities provided by the Monmouth County Department of Human Services.

**SP-35 Anticipated Resources - 91.420(b), 91.215(a)(4), 91.220(c)(1,2)**

**Introduction**

The FY 2015 Formula Grantee Allocation for Middletown’s CDBG program is \$241,438, with approximately \$20,000 in anticipated additional program income and \$50,000 in prior year resources. Of Middletown’s FY 2015 allocation of \$241,438, \$28,181 is reallocated funds subject to the litigation. These reallocated funds are currently unavailable for obligation by HUD pursuant to a court order. If the reallocated funds are unavailable when HUD is ready to issue Middletown's grant agreement for the Township's regular formula allocation of FY 2015 funds, the Home Rehabilitation Program activity will be decreased by the reallocated amount of \$28,181.

**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	241,438	20,000	50,000	311,438	1,045,752	CDBG funding and Program Income is expected to be used to administer the Township's Home Rehab Program, and public facility improvements. Program income is expected to be collected throughout the 5 year Consolidated Planning period at approximately \$20,000 per year. Program income includes fees for processing subordinations, interest, and repayments of 10 year Home Rehab liens.
Other	public - local	Housing	0	0	0	0	0	Program income is included in CDBG funding source.

**Table 14 - Anticipated Resources**

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

To supplement federal resources to address underserved housing needs, Middletown will continue to collect affordable housing linkage fees for all new residential development that does not include an affordable housing component. These fees will provide the Township with a consistent and revolving resource to fund construction of new affordable units. The Township will continue to support efforts of non-profit housing developers to construct new affordable rental units financed via low-income housing tax credits and HOME funding approval through Monmouth County.

Additionally, Middletown was awarded an Open Space grant from Monmouth County to further the ADA accessibility improvements planned at the Ideal Beach waterfront in North Middletown including an accessible boardwalk, depressed curbing, re-striping for accessibility in the existing parking lot, and ADA compliant drinking fountains and showers.

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

**Discussion**

## SP-40 Institutional Delivery Structure - 91.415, 91.215(k)

Explain the institutional structure through which the jurisdiction will carry out its consolidated plan including private industry, non-profit organizations, and public institutions.

Responsible Entity	Responsible Entity Type	Role	Geographic Area Served
MIDDLETOWN TOWNSHIP	Government	Economic Development Homelessness Non-homeless special needs Ownership Planning Public Housing Rental neighborhood improvements public facilities public services	Jurisdiction
	PHA	Public Housing	Region

Table 15 - Institutional Delivery Structure

### Assess of Strengths and Gaps in the Institutional Delivery System

1. Middletown Housing Authority - The Middletown Township Housing Authority manages two public housing developments (Tomaso Plaza and Daniel Towers). Together these two developments offer rental housing to 252 income eligible senior citizens. Rental assistance is also provided to low income families through the Federal Section 8 Rental Certificate Program. The Housing Authority excels in offering rental housing to very low to moderate income senior and disabled households. However, the number of assisted units available does not meet the Township's senior or disabled housing needs. Additional funding is required to meet the housing demands of the Township's aging population.

### Availability of services targeted to homeless persons and persons with HIV and mainstream services

Homelessness Prevention Services	Available in the Community	Targeted to Homeless	Targeted to People with HIV
<b>Homelessness Prevention Services</b>			
Counseling/Advocacy	X	X	X
Legal Assistance	X	X	X
Mortgage Assistance	X	X	X
Rental Assistance	X	X	X

Homelessness Prevention Services	Available in the Community	Targeted to Homeless	Targeted to People with HIV
<b>Homelessness Prevention Services</b>			
Utilities Assistance	X	X	X
<b>Street Outreach Services</b>			
Law Enforcement			
Mobile Clinics			
Other Street Outreach Services			
<b>Supportive Services</b>			
Alcohol & Drug Abuse	X	X	X
Child Care			
Education	X	X	X
Employment and Employment Training	X	X	X
Healthcare	X	X	X
HIV/AIDS	X	X	X
Life Skills	X	X	X
Mental Health Counseling	X	X	X
Transportation			
<b>Other</b>			

**Table 16 - Homeless Prevention Services Summary**

**Describe how the service delivery system including, but not limited to, the services listed above meet the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth)**

Through the HOME Consortium, the Township’s homeless needs are addressed by Monmouth County Community Development and by the Township Department of Welfare. Housing Opportunities for People with AIDS (HOPWA) resources are provided by Woodbridge Township to the metropolitan area.

**Describe the strengths and gaps of the service delivery system for special needs population and persons experiencing homelessness, including, but not limited to, the services listed above**

Through the HOME Consortium, the Township’s homeless needs are addressed by Monmouth County Community Development and by the Township Department of Welfare. Housing Opportunities for People with AIDS (HOPWA) resources are provided by Woodbridge Township to the metropolitan area.

**Provide a summary of the strategy for overcoming gaps in the institutional structure and service delivery system for carrying out a strategy to address priority needs**

No gaps identified

## SP-45 Goals - 91.415, 91.215(a)(4)

### Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Affordable Housing	2015	2019	Affordable Housing	North Middletown	Provide affordable housing Assist the homeless and prevent homelessness	CDBG: \$0 public-local: \$0	Rental units constructed: 36 Household Housing Unit  Homeowner Housing Added: 115 Household Housing Unit  Overnight/Emergency Shelter/Transitional Housing Beds added: 42 Beds
2	Housing Rehabilitation	2015	2019	Affordable Housing	North Middletown	Provide housing rehabilitation grants	CDBG: \$1,010,000	Homeowner Housing Rehabilitated: 50 Household Housing Unit
3	Improvements at Neighborhood Facility	2015	2019	Non-Housing Community Development	North Middletown	Create suitable living environment	CDBG: \$50,000	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 1426 Persons Assisted
4	Improvements at Public Facility	2015	2019	Non-Housing Community Development	North Middletown	Create suitable living environment	CDBG: \$40,000	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 6000 Persons Assisted

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
5	Administration	2015	2019	Administration	North Middletown	Create suitable living environment	CDBG: \$257,190	Other: 3 Other

Table 17 – Goals Summary

### Goal Descriptions

1	<b>Goal Name</b>	Affordable Housing
	<b>Goal Description</b>	<p>Middletown will endeavor to provide decent affordable housing by fostering the maintenance and development of housing affordable to target income households, i.e. North Middletown, as well as other areas of the Township. Priority housing objectives include the rehabilitation and preservation of the Township’s existing affordable housing stock, new construction or substantial rehabilitation of additional affordable housing by nonprofit developers, and to conserve and improve the condition of existing affordable housing stock.</p> <p>Tax incentive programs, e.g. Low Income Housing Tax Credits, help leverage private capital for affordable housing construction. Local housing policies implemented through Middletown’s Master Plan and Zoning Ordinance also help leverage private capital. These policies include inclusionary zoning, write-down/buy-down programs, accessory apartments. Private capital is also leveraged from the development community via required contributions to the Township’s Affordable Housing Trust Account. Construction of approximately 300-400 new rental and for-purchase housing units for low income households are targeted for the period 2010-2014 resulting from local housing policy.</p>

2	<b>Goal Name</b>	Housing Rehabilitation
	<b>Goal Description</b>	Federal resources provided through the CDBG program will provide the financial wherewithal to facilitate housing rehabilitation in the Township. Due to a significant decrease in federal funding, the scope of the Township's rehabilitation program will be limited to correcting code violations, major home systems in need of repair, and handicap accessibility improvements. Secondary repairs will not be considered. This reduction in funding is by no means a reflection of actual need of housing rehabilitation in the Township. Optimistically, the Township anticipates that up to 50 dwelling units will be rehabilitated during 2015-2019 resulting from the CDBG program. Grants of up to \$25,000 will be made available to eligible households. A 10-year lien will be placed on any rehabilitated property.
3	<b>Goal Name</b>	Improvements at Neighborhood Facility
	<b>Goal Description</b>	<p>Accessibility improvements at Ideal Beach will be considered a priority item in 2015 because Middletown anticipates additional resources from Monmouth County to support the project. CDBG funds will be used for ADA accessibility improvements at the Ideal Beach waterfront in North Middletown including an accessible boardwalk, depressed curbing, re-striping for accessibility in the existing parking lot, and ADA compliant drinking fountains and showers.</p> <p>The Ideal Beach public neighborhood facility is located in North Middletown. North Middletown contains the highest concentration of low income households in Middletown Township. Renovating the Ideal Beach public facility will create year round ADA Compliant access to the beach and waterfront for the elderly and disabled where no such access exists currently.</p>
4	<b>Goal Name</b>	Improvements at Public Facility
	<b>Goal Description</b>	
5	<b>Goal Name</b>	Administration
	<b>Goal Description</b>	Administration of the CDBG Program

**Estimate the number of extremely low-income, low-income, and moderate-income families to whom the jurisdiction will provide affordable housing as defined by HOME 91.315(b)(2)**

Middletown will endeavor to provide decent affordable housing by fostering the maintenance and development of housing affordable to target income households, i.e. North Middletown, as well as other areas of the Township. Priority housing objectives include the rehabilitation and

preservation of the Township's existing affordable housing stock, new construction or substantial rehabilitation of additional affordable housing by nonprofit developers, and to conserve and improve the condition of existing affordable housing stock.

Tax incentive programs, e.g. Low Income Housing Tax Credits, help leverage private capital for affordable housing construction. Local housing policies implemented through Middletown's Master Plan and Zoning Ordinance also help leverage private capital. These policies include inclusionary zoning, write-down/buy-down programs, accessory apartments. Private capital is also leveraged from the development community via required contributions to the Township's Affordable Housing Trust Account. Construction of approximately 300-400 new rental and for-purchase housing units for low income households are targeted for the period 2010-2014 resulting from local housing policy.



## **SP-65 Lead-based Paint Hazards - 91.415, 91.215(i)**

### **Actions to address LBP hazards and increase access to housing without LBP hazards**

The Community Development staff understands the importance of lead safety in homes and ensures that their grant recipients active in the Home Rehabilitation Program and general contractors are aware of lead safe practices.

During the application process, and prior to any rehabilitation work, the Department of Community Development staff educates grant recipients by informing them of the following: (1) whether the structure was built prior to 1978, (2) whether the structure may contain lead-based paint, (3) lead-based paint has certain hazards, (4) lead-based paint poisoning has symptoms and can be treated and (5) precautions to avoid lead poisoning.

### **How are the actions listed above integrated into housing policies and procedures?**

Additionally, under the EPA's Renovation, Repair, and Painting Rule, effective April 22, 2010, in order to continue to be in the Township's Housing Rehabilitation Program, contractors and their firms must be certified and use lead-safe work practices when lead is present.

## **SP-70 Anti-Poverty Strategy - 91.415, 91.215(j)**

### **Jurisdiction Goals, Programs and Policies for reducing the number of Poverty-Level Families**

Middletown Township has worked with Federal, State, County and nonprofit agencies to provide information on the barriers preventing households from overcoming poverty. Middletown's resources are devoted to the problems which plague households at or below the poverty line. Township programs are housing rehabilitation, as well as disabled persons, and homelessness assistance.

The Middletown Department of Community Development offers a highly successful rehabilitation program. This program is supported with Federal Funds supplied through the Community Development Block Grant Program.

The Middletown Housing Authority manages two public housing developments (Tomaso Plaza and Daniel Towers). Together these two developments offer rental assistance to 252 income eligible senior citizens. Rental assistance is also provided to low income families through the Federal Section 8 Rental Certificate Program.

The Middletown Township Welfare Department's primary responsibility is providing general assistance and shelter placement to homeless individuals. In addition, the Welfare Department counsels and assists eligible households on how to access Monmouth County Social Service Programs, and partners with the Township schools, Mayor's Office and local non-profits such as Middletown Helps its Own to stock a food pantry at their Croyden Hall offices.

Non-profit institutions responsible for the delivery of affordable housing consist of the Middletown Senior Citizen Corporation, the Lincroft Senior Corporation, and the Affordable Housing Alliance. The Middletown Senior Citizen Housing Corporation manages Bayshore Village which provides rental assistance to 96 households. After Superstorm Sandy made landfall on October 29, 2012, 40 age-restricted rental units were destroyed at Bayshore Village, leaving only 56 affordable rentals intact at this federally subsidized property. The Bayshore Village Senior Citizen Housing Corporation was recently approved by the Township Planning Board to rebuild and redesign the site out of the flood zone for 110 housing units in a 3-story building. All residential units will be rental units reserved for income qualified households and restricted for residents age 62 and older. There will be 96 one bedroom units and 14 two bedroom units.

The Lincroft Senior Citizen Corporation manages Luftman Towers and provides rental assistance to 189 income eligible seniors. The Affordable Housing Alliance manages 28 affordable rental units in the Beacon Place multifamily development in Belford, and is soon to construct 12 affordable units (rentals and for sale) at Highway 36 in Port Monmouth at the Wallace Tract.

On the Federal, State and County levels the Township is interested in developing and participating in programs which combine social and economic actions. New regulations should incorporate economic activities such as; education, job training or child care into existing housing programs.

**How are the Jurisdiction poverty reducing goals, programs, and policies coordinated with this affordable housing plan**

Overall, programs offered by Middletown effectively coordinate efforts to address housing issues and the conditions of poverty that surround low income households to the greatest possible extent. However, the need for assistance far exceeds the current level of resources. Therefore, the Township will continue to improve coordination between existing programs, but has also identified the need to create new programs which respond to the needs of those at greatest poverty risk.

## **SP-80 Monitoring - 91.230**

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

The Township of Middletown will develop a monitoring system to ensure that the activities carried out in furtherance of the Plan are done so in a timely manner in accordance with the federal monitoring requirements of 24 CFR 570.501(V) and 24 CFR 85.40 and all other applicable laws, regulations, policies, and sound management and accounting practices.

Middletown will track and report on its progress toward meeting its housing and community development goals. At present, the Township prepares an annual monitoring report for submission to the Council on Affordable Housing (COAH) referencing the number of housing units rehabilitated. To supplement this report, Department staff will prepare a Housing and Grant Programs Report on an annual basis summarizing progress on goals and priorities identified in the Consolidated Plan and Housing Element. The Housing and Grant Programs Report will include a status report of the CDBG, Program Income, Affordable Housing Trust Fund programs and projects. Pertinent information will be incorporated into the Consolidated Annual Performance and Evaluation Report (CAPER).

Once the Middletown's 2015 – 2019 Five-Year Consolidated Plan and Annual Action Plan are approved by HUD, the Township will work with HUD staff for further training on IDIS software for on-line monitoring of projects, performance measurement and drawing funds down from HUD.

Middletown will also ensure all activities of subrecipients are monitored sufficiently to assure that they are carrying out programs/projects consistent with the Plan and with national objectives.

## Expected Resources

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

#### Introduction

The FY 2015 Formula Grantee Allocation for Middletown’s CDBG program is \$241,438, with approximately \$20,000 in anticipated additional program income and \$50,000 in prior year resources. Of Middletown’s FY 2015 allocation of \$241,438, \$28,181 is reallocated funds subject to the litigation. These reallocated funds are currently unavailable for obligation by HUD pursuant to a court order. If the reallocated funds are unavailable when HUD is ready to issue Middletown's grant agreement for the Township's regular formula allocation of FY 2015 funds, the Home Rehabilitation Program activity will be decreased by the reallocated amount of \$28,181.

#### 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	241,438	20,000	50,000	311,438	1,045,752	CDBG funding and Program Income is expected to be used to administer the Township's Home Rehab Program, and public facility improvements. Program income is expected to be collected throughout the 5 year Consolidated Planning period at approximately \$20,000 per year. Program income includes fees for processing subordinations, interest, and repayments of 10 year Home Rehab liens.

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: \$		
Other	public - local	Housing	0	0	0	0	0	Program income is included in CDBG funding source.

Table 18 - 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**

To supplement federal resources to address underserved housing needs, Middletown will continue to collect affordable housing linkage fees for all new residential development that does not include an affordable housing component. These fees will provide the Township with a consistent and revolving resource to fund construction of new affordable units. The Township will continue to support efforts of non-profit housing developers to construct new affordable rental units financed via low-income housing tax credits and HOME funding approval through Monmouth County.

Additionally, Middletown was awarded an Open Space grant from Monmouth County to further the ADA accessibility improvements planned at the Ideal Beach waterfront in North Middletown including an accessible boardwalk, depressed curbing, re-striping for accessibility in the existing parking lot, and ADA compliant drinking fountains and showers.

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

**Discussion**

## 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 Rehabilitation	2015	2019	Affordable Housing	North Middletown	Provide housing rehabilitation grants	CDBG: \$201,438	Homeowner Housing Rehabilitated: 10 Household Housing Unit
2	Improvements at Neighborhood Facility	2015	2019	Non-Housing Community Development	North Middletown	Create suitable living environment	CDBG: \$50,000	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 1400 Persons Assisted
3	Administration	2015	2019	Administration	North Middletown	Provide housing rehabilitation grants Create suitable living environment	CDBG: \$40,000	Other: 3 Other

**Table 19 – Goals Summary**

#### Goal Descriptions

<b>1</b>	<b>Goal Name</b>	Housing Rehabilitation
	<b>Goal Description</b>	

<b>2</b>	<b>Goal Name</b>	Improvements at Neighborhood Facility
	<b>Goal Description</b>	
<b>3</b>	<b>Goal Name</b>	Administration
	<b>Goal Description</b>	

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

### Introduction

Middletown expects to be part of three (3) eligible activities in 2015.

The first project is the Middletown Township Department of Community Development's CDBG Rehabilitation Program. Middletown Township is an entitlement Community which receives CDBG funds directly from the Federal Government. The Middletown Township Department of Community Development FY2015 CDBG Formula Grantee Allocation is \$241,438. The Department of Community Development expects to devote \$201,438 of these funds to rehabilitation activities.

The funds will be available for emergency repairs, correct building code violations, lead base paint safe work practices, and barrier-free improvements at single-family dwellings and public facilities. The Department of Community Development plans on rehabilitating 10 households with this resource. The Township offers a grant amount of \$25,000. Program Administration costs will be approximately \$40,000.

The second project will be accessibility improvements at Ideal Beach in North Middletown in 2015. Middletown anticipates additional resources from Monmouth County to support the project. CDBG funds will be used for ADA accessibility improvements at the Ideal Beach waterfront in North Middletown including an accessible boardwalk, depressed curbing, re-striping for accessibility in the existing parking lot, and ADA compliant drinking fountains and showers. The Department of Community Development expects to devote \$50,000 of prior year CDBG funds to accessibility improvements at Ideal Beach.

The Ideal Beach public neighborhood facility is located in North Middletown. North Middletown contains the highest concentration of low income households in Middletown Township. Renovating the Ideal Beach public facility will create year round ADA Compliant access to the beach and waterfront for the elderly and disabled where no such access exists currently. The Department of Community Development expects to devote \$50,000 in CDBG funds.

The third project is considered Administration of the CDBG program. The Department of Community Development expects to devote \$40,000 to CDBG funds.

#	Project Name
1	Home Rehab
2	Admin
3	Improvement of Public Neighborhood Facilities

**Table 20 – Project Information**

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

CDBG funds are allocated on a township-wide basis for the Home Rehabilitation Program. CDBG funds are allocated for accessibility improvements at Ideal Beach because the improvements will serve a low and moderate income clientele in a low and moderate income neighborhood.

## AP-38 Project Summary

### Project Summary Information

1	<b>Project Name</b>	Home Rehab
	<b>Target Area</b>	North Middletown
	<b>Goals Supported</b>	Housing Rehabilitation
	<b>Needs Addressed</b>	Provide housing rehabilitation grants
	<b>Funding</b>	CDBG: \$221,438
	<b>Description</b>	Rehabilitation of single family dwellings to correct code violations, provide handicap accessibility improvements, and repair or replace major systems of the home including roof, heating, electrical to keep households safe, comfortable, and to maintain neighborhood quality and sustain naturally-occurring affordable housing stock.
	<b>Target Date</b>	
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	
	<b>Location Description</b>	
	<b>Planned Activities</b>	
2	<b>Project Name</b>	Admin
	<b>Target Area</b>	North Middletown
	<b>Goals Supported</b>	Administration
	<b>Needs Addressed</b>	Create suitable living environment

	<b>Funding</b>	CDBG: \$40,000
	<b>Description</b>	Administration of the CDBG program
	<b>Target Date</b>	
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	
	<b>Location Description</b>	
	<b>Planned Activities</b>	
<b>3</b>	<b>Project Name</b>	Improvement of Public Neighborhood Facilities
	<b>Target Area</b>	North Middletown
	<b>Goals Supported</b>	Improvements at Neighborhood Facility
	<b>Needs Addressed</b>	Create suitable living environment
	<b>Funding</b>	CDBG: \$50,000
	<b>Description</b>	Ideal Beach Accessibility Improvements
	<b>Target Date</b>	
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	
	<b>Location Description</b>	
	<b>Planned Activities</b>	

**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**

Housing rehabilitation is offered throughout the Township with the only restrictions having to do with income qualifications. The Ideal Beach project is a neighborhood facility located in a low-income neighborhood.

**Geographic Distribution**

<b>Target Area</b>	<b>Percentage of Funds</b>
North Middletown	25

**Table 21 - Geographic Distribution**

**Rationale for the priorities for allocating investments geographically**

Housing rehabilitation is offered throughout the Township with the only restrictions having to do with income qualifications. The Ideal Beach project is a neighborhood facility located in a low-income neighborhood.

**Discussion**

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

### **Introduction**

#### **Actions planned to address obstacles to meeting underserved needs**

The primary activities to support the Homeless and other special needs activities will be performed by the Middletown Township Welfare Department. The Welfare Department will continue its proactive role in homeless assistance and prevention. The first step in assisting homeless individuals is finding safe decent shelter. The Welfare Department places individuals at the County Shelters in emergency cases or provides temporary rent subsidies in various rooming houses. Funding for the homeless program is provided by the State of New Jersey. The State pays one hundred percent of the general assistance of the program, with clerical expenses paid for by the Township of Middletown.

#### **Actions planned to foster and maintain affordable housing**

The Township is committed to identifying and seizing all practical opportunities for removing barriers to affordable housing at the local level. Local land use policies reflect this commitment, and are articulated in the Township's 2008 Housing Plan. Middletown's Zoning Ordinance includes numerous mechanisms that are geared towards making housing more affordable, and the Housing Plan recommends a range of additional methods.

1. Inclusionary Zoning – Created an inclusionary zoning environment that facilitated the approval of well over 200 non-age restricted affordable housing units, and 240 affordable senior housing units. Affordability is controlled for at least the first thirty (30) years of the unit's occupancy. Inclusionary zoning is in place that requires a minimum 20-25% affordable setaside at multiple sites distributed throughout the Township. Middletown's adopted 2008 Housing Element and Fair Share Plan provides additional detail.
1. Residential Over Commercial – Middletown's zoning ordinance has identified 9 sites that are suitable for new mixed-use buildings, i.e. residential over commercial. All residential units will be set aside for low and moderate income households. Encouraging residential living quarters above commercial establishments provides low income rental opportunities in close proximity to entry level employment opportunities and public transportation infrastructure. The Township now provides grants averaging \$20,000.00 per unit for such projects.
2. Low Income Housing Tax Credits (LIHTC) – Middletown has supported the development of 180 age-restricted senior housing rental units in the Navesink section of the Township, 30 rentals at Chapel Hill, and 18 rentals at Harmony Glen. The developers of these units will be utilize the federal LIHTC program to leverage resources.

3. Scattered Site Construction – The Township provides resources for the construction of two and three bedroom single-family homes on scattered sites. Homes are sold at affordable prices to income-eligible households, and are subject to affordability controls.
4. Accessory Apartments - Middletown has adopted zoning permitting affordable accessory apartments in all single-family residence zones. Occupancy is restricted to low or moderate income households for a period of 10 years. From 1994 through 2003, Middletown completed 10 accessory apartments. Since initiating a grant program in 2002, whereby a \$10,000 grant is given towards the construction of an accessory apartment, well over 10 accessory apartments were added to Middletown’s inventory.
5. Market to Affordable Program - Middletown will establish a “market to affordable” program where the Township will pay down the cost of market-rate units anywhere in the Township and offer them in sound condition, for sale or rent, at affordable prices to low- and moderate-income households. The current real estate market provides the Township with a significant opportunity to create affordable units without adding to the Township’s housing stock.

### **Actions planned to reduce lead-based paint hazards**

The Community Development staff understands the importance of lead safety in homes and ensures that their grant recipients and contractors are aware of lead safe practices.

During the application process, and prior to any rehabilitation work, the Department of Community Development staff educates grant recipients by informing them of the following: (1) whether the structure was built prior to 1978, (2) whether the structure may contain lead-based paint, (3) lead-based paint has certain hazards, (4) lead-based paint poisoning has symptoms and can be treated and (5) precautions to avoid lead poisoning.

If the presence of lead-based paint has been confirmed for any rehabilitation project, the Township’s Housing Rehabilitation Program requires that the contractor use EPA’s lead safe work practices.

Additionally, under the EPA’s Renovation, Repair, and Painting Rule, effective April 22, 2010, in order to continue to be in the Township’s Housing Rehabilitation Program, contractors and their firms must be certified and use lead-safe work practices.

### **Actions planned to reduce the number of poverty-level families**

Middletown Township has worked with Federal, State, County and non-profit agencies to provide information on the barriers preventing households from overcoming poverty. Middletown’s resources are devoted to the problems which plague households at or below the poverty line. Township programs are housing rehabilitation, as well as helping disabled persons and providing homelessness assistance.

The Middletown Department of Community Development offers a highly successful rehabilitation program. This program is supported with Federal funds supplied through the Community Development

Block Grant Program.

The Middletown Township Housing Authority manages two (2) public housing developments (Tomaso Plaza and Daniel Towers). Together these two (2) developments offer rental assistance to 252 income-eligible senior citizens. Rental assistance is also provided to 245 low-income families through the Federal Section 8 Rental Certificate Program.

In 2015, the Middletown Township Housing Authority will continue to improve and upgrade their units through various federal grants. In addition, they will work with the residents to encourage their participation in operation and management.

The Middletown Township Welfare Department's primary responsibility is providing general assistance and shelter placement to homeless individuals. In addition, the Welfare Department counsels and assists eligible households on how to access Monmouth County Social Service Programs such as food stamps, medicaid and aid to dependent children.

Non-profit institutions responsible for the delivery of affordable housing consist of the Middletown Township Senior Citizen Corporation and the Lincroft Senior Citizen Corporation. The Middletown Township Senior Citizen Housing Corporation manages Bayshore Village which will provide rental assistance to 110 households. The Lincroft Senior Citizen Housing Corporation manages Luftman Towers and provides rental assistance to 189 income-eligible seniors.

On the Federal, State and County levels, the Township is interested in developing and participating in programs which combine social and economic actions. New regulations should be promoted which incorporate economic activities such as education, job training or child care into existing housing programs.

Overall, programs offered by Middletown Township effectively coordinate efforts to address housing issues and the conditions of poverty that surround low-income households to the greatest possible extent. However, the need for assistance far exceeds current funding levels. Therefore, the Township will continue to improve coordination between existing programs, but also identify the need to create new programs which respond to the needs of those at greatest poverty risk.

### **Actions planned to develop institutional structure**

The Department of Planning and Community Development administers the CDBG program. The Middletown Housing Authority manages 489 public housing units in the township. The Department of Welfare provides homelessness assistance.

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

The Middletown Department of Planning and the Department of Community Development is the lead agency for the Township. In developing this document, several meetings and telephone conferences were held with the Department of Community Development, Department of Welfare and the Middletown Township Housing Authority. These meetings enabled each agency to discuss housing issues on a Township basis and not just within each agency's border.

The completion of this document will not be the end of these discussions. Each agency will continue to communicate and refine the Township's housing policies.

## **Discussion**

# 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.	80.00%

## Discussion

## Attachments

## Citizen Participation Comments

### Consolidated Plan

Amy H. Sarrinikolaou, Assistant Director of Community Development  
Middletown Township  
1 Kings Highway  
Middletown, NJ 07748

February 9, 2015

Dear Ms. Sarrinikolaou,

After reading the Consolidated Plan, I request that the following comments be entered into the Final Plan presented to the Program Officials. This draft Plan does not state who determined or decided to move forward or who abandoned the designated projects and I feel that information should be included and how they made the decision/determination.

- The East Keansburg Firehouse is a public building and should be ADA compliant. The Plan states that this facility, even though it is a polling place, did not meet the criteria for satisfying an area benefit for low and moderate income households. The Plan states that the firehouse is located in the midst of low and moderate income households therefore it appears the Plan is contradicting itself. If the firehouse was ADA compliant it could resume as a polling place. There is no mention as to what was done with the funds that were allocated for this project.
- Also, there is no mention of the amount of funding that was set aside for the Ideal Beach project.

### Item 4

- Middletown Township does not have a Welfare Department or at least a department using the name "Welfare Department". There is a Social Services Department that has a Certified Welfare Director as head. Reference to a Welfare Department is made numerous times in this report and is confusing because no such department exists.
- The Plan states that a series of meetings were conducted to solicit input from "various stakeholders", but no more than two groups are listed. There is no mention of any faith-based organizations being brought into the process. Table 2 is not provided in the report, which would possibly identify other participants.

### NA-50 pg 12

- There should be mention of how much was set aside in previous years for the Ideal Beach Project. There should also be mention of how much of a contribution Monmouth County is making in this priority item for this year.
- CDBG funds should not be used for facilities controlled by TOMSA (Township of Middletown Sewerage Authority). This separate entity in the township runs independently of the township and has a multi-million capital budget of its' own. ADA compliance of these facilities should be

funded from the TOMSA capital budget. That would make more money available for private residents in need of help.

MA-05 pg14

- Rents and all subsidies should be referred to and noted for what they are used for.
- Middletown states that they advocate for facilities and services for people with special needs and disabilities but they do not seek all avenues of input. Recently they abolished the Middletown Human Rights Commission which was the oldest municipal human rights commission in NJ.

MA-45 pg 25

- As an advisory board, the Economic Development Committee conducts an annual meeting to present views they have formed over the year. The Consolidation Plan states that the EDC meets frequently, but the assertion that the public has input is not accurate. The public is not permitted to attend. To state that "meetings are held frequently to get the public's feedback on commercial trends, ways to spur economic development, and ideas on how to attract and retain businesses in Middletown" should prove to be impossible since the public is not included.

The Community Development Block Grant Program should be administered through the Planning Department. There should be no reason to hire someone to administer the Program. This will make an additional \$40k available to provide to more homes for rehabilitation.

Best regards,



Donald R. Watson  
1 Collinson Dr.  
New Monmouth, NJ 07748

AFFIDAVIT OF PUBLICATION

STATE OF NEW JERSEY
COUNTY OF MONMOUTH:

Melissa Hester of

The Township of Middletown, being duly sworn according to law, states on oath that the notice of which is true copy, was published in said

The Star Ledger

a public newspaper published in Middletown,

New Jersey in its issues of

January 13, 2015

making 1 insertions in all.

Melissa Hester

Sworn and subscribed before me this

13th day of January

2015

Heidi R. Brunt

Notary Public of New Jersey

HEIDI R. BRUNT
NOTARY PUBLIC OF NEW JERSEY
My Commission Expires 5/23/2017

TOWNSHIP OF MIDDLETOWN
SUMMARY OF THE 2015-2019
CONSOLIDATED PLAN
The draft consolidated plan has been prepared in accordance with the National Affordable Housing Act of 1990...
The TOWNSHIP OF MIDDLETOWN 2015-2019 FIVE-YEAR CONSOLIDATED PLAN SUBMISSION AND ONE-YEAR ACTION PLAN addresses housing and overall community development needs...
The Township of Middletown will hold public hearings on the draft consolidated plan submission on Wednesday, January 25, 2015, from 8:00 A.M. to 11:00 A.M. at the Middletown Township Court Room, 1 Kings Highway Middletown, NJ 07748 and for a second one on Tuesday, February 17, 2015, at 8:00 P.M. in the Middletown Township Court Room, 1 Kings Highway Middletown, NJ 07748. All citizens are invited to attend any or all of these hearings and hearings. The purpose of the hearings is to obtain views of citizens, staff, agencies and other interested parties on the housing and community development needs of the municipality proposed in the draft CONSOLIDATED PLAN SUBMISSION AND ACTION PLAN. All meetings rooms are accessible to the physically challenged persons to whom sign language interpreters are asked to contact the community development program staff through the New Jersey Relay Service at 1-800-955-5176. The thirty-day public comment period will start on Tuesday, January 13, 2015, and continue through and include Wednesday, February 11, 2015. All public notices on the consolidated plan submission and one-year action plan should be sent to the Department of Planning and Community Development, 3 Partridge Lane, Middletown, New Jersey, 07729. All interested parties should be notified by telephone with accepted copies of the 2015-2019 FIVE-YEAR CONSOLIDATED PLAN SUBMISSION AND ACTION PLAN will be available at the Township of Middletown, Department of Planning and Community Development, 3 Partridge Lane, Middletown, New Jersey, 07748, between the hours of 8:31 A.M. and 4:30 P.M. 1/13/15 517670

Response to public comment received from Donald Watson, Middletown resident.

- The 2010-2014 Consolidated Plan and 2010 Action Plan allocated \$17,500 of CDBG funds for handicap accessible improvements to the exterior of the East Keansburg Firehouse. Improvements included a switchback ramp with railing and landing, sidewalk along Day Avenue, new door and overhang. In 2010-2011, the project remained in the design phase. By 2012, due to a substantial decrease in federal CDBG funding, only non-housing, community development needs that could be completed in partnership with other funds from different agencies would be considered priority items in 2012. In 2013 and 2014, CDBG funding continued to decrease, and accessibility improvements at the East Keansburg Firehouse were delayed to at least the 2015-2019 Consolidated Plan period. In 2013, the Township was required by Monmouth County to stop using the firehouse as a polling facility due to lack of ADA compliance of the exterior and interior of the building. As the firehouse is no longer used as a polling facility, it is no longer eligible for CDBG funds as a public facility, and therefore not included as an activity in the Township's 2015-2019 Consolidated Plan and 2015 Action Plan.

The funds originally allocated for the East Keansburg Firehouse were reallocated to the Township's Home Rehabilitation Program.

- The 2015 Annual Action Plan indicates the amount of CDBG funding allocated for Ideal Beach accessibility improvements.
- The Middletown Township Social Services Department may be referred to the Welfare Department as it is the Welfare Department for the New Jersey Department of Human Services. Clarification is provided in the plan document.
- The development of the 2015-2019 Consolidated Plan was overseen by the Township's Department of Planning and Community Development in conjunction with the Monmouth County HOME Consortium. In addition to the outreach conducted by Middletown Township to the Township Housing Authority and Township Welfare Department, Monmouth County's outreach to non-profit organizations with faith based options for the development of the County's Consolidated Plan will supplement the Township's outreach.
- The 2012 Action Plan allocated \$50,000 for Ideal Beach accessibility improvements. Due to Superstorm Sandy, CDBG funds were not expended for accessibility improvements at Ideal Beach in 2012. The 2013 Action Plan again allocated \$50,000 for accessibility improvements at Ideal Beach but CDBG funds again were not expended based on post-Sandy conditions. CDBG funds were not allocated for accessibility improvements at Ideal Beach in the 2014 Action Plan because the U.S. Army Corps of Engineers beach replenishment and dune reconstruction project was still in progress through the Summer 2014. Middletown Township received \$200,000 from the Monmouth County Open Space grant program to complete Phase 1 of the Ideal Beach Park project.

- The 2015 Action Plan does not allocate funds for accessibility improvements at the Township's Sewerage Authority.
- The Middletown Township Housing Authority manages two subsidized housing developments (Tomaso Plaza and Daniel Towers) offering rental assistance to house 252 income eligible disabled or senior citizens. Rental assistance is also provided to low income families through the Federal Housing Choice Voucher Program. The Housing Authority excels in offering rental housing to very low to moderate income senior and disabled households. However, the number of assisted units available does not meet the Township's senior or disabled housing needs as is indicative of the waiting list. Additional funding would be required to meet the housing demands of the Townships aging population.
- Statement.
- The Middletown EDC Town Hall meetings are open to the public.
- Statement.

3)  
2:25  
PM

RESOLUTION NO. 15-113  
A RESOLUTION APPROVING THE MIDDLETOWN TOWNSHIP  
2015-2019 FIVE YEAR CONSOLIDATED PLAN FOR HOUSING AND  
COMMUNITY DEVELOPMENT FOR SUBMISSION TO THE  
FEDERAL DEPARTMENT OF HOUSING AND URBAN  
DEVELOPMENT (HUD)

WHEREAS, Middletown Township is an Entitlement Community receiving Community Development Block Grant (CDBG) funds directly from the Federal Government; and

WHEREAS, preparation of a Consolidated Plan every five years is a federal requirement in order for entitlement communities to receive housing and community development block grant funding; and

WHEREAS, Middletown Township's prior Consolidated Plan addressed the period 2010 through 2014; and

WHEREAS, the Township of Middletown, Monmouth County, the City of Asbury Park and the City of Long Branch have formed a Consortium in order to be eligible as an entitlement community to receive HOME Investment Partnership funds; and

WHEREAS, the Consortium and the Township Department of Planning and Community Development acted as lead agencies in developing the Township's 2015-2019 Consolidated Plan, a copy of which is attached hereto and incorporated herein by reference; and

WHEREAS, a public hearing was held to receive public comment on the draft Consolidated Plan on January 28, 2015; and

WHEREAS, the 30-day public comment period started on January 13, 2015 and continued through and included February 11, 2015; and

WHEREAS, the Township Committee has reviewed and considered the Consolidated Plan attached as Exhibit A hereto, on February 3, 2015.

NOW, THEREFORE, BE IT RESOLVED by the Middletown Township Committee that the 2015-2019 Consolidated Plan attached hereto is hereby approved.

BE IT FURTHER RESOLVED by the Middletown Township Committee that the Mayor, her assigns, Township Administrator and Community Development Director are hereby authorized to execute all forms, certifications and documents to ensure the timely and accurate submission of the approved 2015-2019 Consolidated Plan to the US Department of Housing and Urban Development.

Committee Member	Approved	Opposed	Abstain	Absent
Mayor Murray	X			
A. Fiore	X			
S. Massell	X			
K. Settembrino	X			
G. Scharfenberger	X			

**CERTIFICATION**

I, Heidi R. Brunt, Township Clerk of the Township of Middletown, hereby certify the foregoing to be a true copy of a resolution adopted by the Middletown Township Committee at their meeting held March 2, 2015.

WITNESS, my hand and the seal of the Township of Middletown, this 2<sup>nd</sup> day of March 2015.

  
 HEIDI R. BRUNT  
 TOWNSHIP CLERK, CMC, RMC, CMR

Grantee SF-424's and Certification(s)



# SF 424

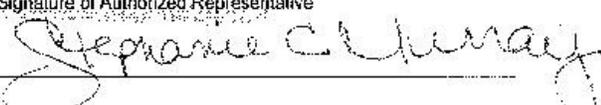
The SF 424 is part of the CPMP Annual Action Plan. SF 424 form fields are included in this document. Grantee information is linked from the ICPMP.xls document of the CPMP tool.



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	Applicant Identifier B-15-MC-34-0110	Type of Submission	
Date Received by state	State Identifier 34	<input type="checkbox"/> Application	<input type="checkbox"/> Pre-application
Date Received by HUD	Federal Identifier	<input type="checkbox"/> Construction	<input type="checkbox"/> Construction
		<input checked="" type="checkbox"/> Non Construction	<input type="checkbox"/> Non Construction
<b>Applicant Information</b>			
Jurisdiction Township of Middletown		HUD Code NJ341974	
Street Address Line 1 1 Kings Highway		Organizational DUNS 04-909-4121	
Street Address Line 2		Organizational Unit	
City Middletown	New Jersey	Planning and Community Development	
ZIP 07748	Country U.S.A.	Division	
Employer Identification Number (EIN):		Monmouth County	
21-6000871		Program Year Start Date (1/1)	
<b>Applicant Type:</b>		<b>Specify Other Type if necessary:</b>	
Local Government: Township		Specify Other Type	
		U.S. Department of Housing and Urban Development	
<b>Program Funding</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		Description of Areas Affected by CDBG Project(s)	
\$CDBG Grant Amount 247,438	\$Additional HUD Grant(s) Leveraged Describe		
\$Additional Federal Funds Leveraged	\$Additional State Funds Leveraged		
\$Locally Leveraged Funds	\$Grantee Funds Leveraged		
\$Anticipated Program Income 20,000	Other (Describe)		
Total Funds Leveraged for CDBG-based Project(s) 261,438			
<b>Home Investment Partnerships Program</b>			
HOME Project Titles		14.239 HOME	
HOME Grant Amount		Description of Areas Affected by HOME Project(s)	
\$HOME 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 HOME-based Project(s)			
Housing Opportunities for People with AIDS		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)			
Emergency Shelter Grants Program		14,231 ESG	
ESG Project Titles		Description of Areas Affected by ESG Project(s)	
\$ESG 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 ESG-based Project(s)			
Congressional Districts of: Applicant Districts		Project Districts	Is application subject to review by state Executive Order 12372 Process?
is the applicant delinquent on any federal debt? If "Yes" please include an additional document explaining the situation.		<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A This application was made available to the state EO 12372 process for review on DATE Program is not covered by EO 12372 Program has not been selected by the state for review

Person to be contacted regarding this application		
First Name Amy	Middle Initial H	Last Name Sarriniklaou
Title Assistant Dir Comm Dev	Phone 732 615 2289	Fax 732 615 2103
eMail <a href="mailto:asarrink@middletownnj.org">asarrink@middletownnj.org</a>	Grantee Website <a href="http://www.middletownnj.org">www.middletownnj.org</a>	Other Contact
Signature of Authorized Representative 		Date Signed 5-13-15



# CPMP Non-State Grantee Certifications

Many elements of this document may be completed electronically, however a signature must be manually applied and the document must be submitted in paper form to the Field Office.

<input type="checkbox"/> This certification does not apply.
<input checked="" type="checkbox"/> This certification is applicable.

## NON-STATE GOVERNMENT CERTIFICATIONS

In accordance with the applicable statutes and the regulations governing the consolidated plan regulations, the jurisdiction certifies that:

**Affirmatively Further Fair Housing** -- The jurisdiction will affirmatively further fair housing, which means it will conduct an analysis of impediments to fair housing choice within the jurisdiction, take appropriate actions to overcome the effects of any impediments identified through that analysis, and maintain records reflecting that analysis and actions in this regard.

**Anti-displacement and Relocation Plan** -- It will comply with the acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, and implementing regulations at 49 CFR 24; and it has in effect and is following a residential antidisplacement and relocation assistance plan required under section 104(d) of the Housing and Community Development Act of 1974, as amended, in connection with any activity assisted with funding under the CDBG or HOME programs.

**Drug Free Workplace** -- It will or will continue to provide a drug-free workplace by:

1. Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition;
2. Establishing an ongoing drug-free awareness program to inform employees about --
  - a. The dangers of drug abuse in the workplace;
  - b. The grantee's policy of maintaining a drug-free workplace;
  - c. Any available drug counseling, rehabilitation, and employee assistance programs; and
  - d. The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;
3. Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph 1;
4. Notifying the employee in the statement required by paragraph 1 that, as a condition of employment under the grant, the employee will --
  - a. Abide by the terms of the statement; and
  - b. Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;
5. Notifying the agency in writing, within ten calendar days after receiving notice under subparagraph 4(b) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to every grant officer or other designee on whose grant activity the convicted employee was working, unless the Federal agency has designated a central point for the receipt of such notices. Notice shall include the identification number(s) of each affected grant;
6. Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph 4(b), with respect to any employee who is so convicted --
  - a. Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or
  - b. Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;
7. Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs 1, 2, 3, 4, 5 and 6.

Jurisdiction

**Anti-Lobbying** -- To the best of the jurisdiction's knowledge and belief:

8. No Federal appropriated funds have been paid or will be paid, by or on behalf of it, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement;
9. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, it will complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions; and
10. It will require that the language of paragraph 1 and 2 of this anti-lobbying certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

**Authority of Jurisdiction** -- The consolidated plan is authorized under State and local law (as applicable) and the jurisdiction possesses the legal authority to carry out the programs for which it is seeking funding, in accordance with applicable HUD regulations.

**Consistency with plan** -- The housing activities to be undertaken with CDBG, HOME, ESG, and HOPWA funds are consistent with the strategic plan.

**Section 3** -- It will comply with section 3 of the Housing and Urban Development Act of 1968, and implementing regulations at 24 CFR Part 135.



5-13-15

Signature/Authorized Official

Date

Stephanie C. Murray

Name

Mayor, Township of Middletown

Title

1 Kings Highway

Address

Middletown/New Jersey/07748

City/State/Zip

732-615-2000

Telephone Number

Jurisdiction

This certification does not apply.

This certification is applicable.

**Specific CDBG Certifications**

The Entitlement Community certifies that:

**Citizen Participation** -- It is in full compliance and following a detailed citizen participation plan that satisfies the requirements of 24 CFR 91.105.

**Community Development Plan** -- Its consolidated housing and community development plan identifies community development and housing needs and specifies both short-term and long-term community development objectives that provide decent housing, expand economic opportunities primarily for persons of low and moderate income. (See CFR 24 570.2 and CFR 24 part 570)

**Following a Plan** -- It is following a current consolidated plan (or Comprehensive Housing Affordability Strategy) that has been approved by HUD.

**Use of Funds** -- It has complied with the following criteria:

11. **Maximum Feasible Priority** - With respect to activities expected to be assisted with CDBG funds, it certifies that it has developed its Action Plan so as to give maximum feasible priority to activities which benefit low and moderate income families or aid in the prevention or elimination of slums or blight. The Action Plan may also include activities which the grantee certifies are designed to meet other community development needs having a particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community, and other financial resources are not available;
12. **Overall Benefit** - The aggregate use of CDBG funds including section 108 guaranteed loans during program year(s) 200, 200, 200, (a period specified by the grantee consisting of one, two, or three specific consecutive program years), shall principally benefit persons of low and moderate income in a manner that ensures that at least 70 percent of the amount is expended for activities that benefit such persons during the designated period;
13. **Special Assessments** - It will not attempt to recover any capital costs of public improvements assisted with CDBG funds including Section 108 loan guaranteed funds by assessing any amount against properties owned and occupied by persons of low and moderate income, including any fee charged or assessment made as a condition of obtaining access to such public improvements.

However, if CDBG funds are used to pay the proportion of a fee or assessment that relates to the capital costs of public improvements (assisted in part with CDBG funds) financed from other revenue sources, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than CDBG funds.

The jurisdiction will not attempt to recover any capital costs of public improvements assisted with CDBG funds, including Section 108, unless CDBG funds are used to pay the proportion of fee or assessment attributable to the capital costs of public improvements financed from other revenue sources. In this case, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than CDBG funds. Also, in the case of properties owned and occupied by moderate-income (not low-income) families, an assessment or charge may be made against the property for public improvements financed by a source other than CDBG funds if the jurisdiction certifies that it lacks CDBG funds to cover the assessment.

**Excessive Force** -- It has adopted and is enforcing:

14. A policy prohibiting the use of excessive force by law enforcement agencies within its jurisdiction against any individuals engaged in non-violent civil rights demonstrations; and
15. A policy of enforcing applicable State and local laws against physically barring entrance to or exit from a facility or location which is the subject of such non-violent civil rights demonstrations within its jurisdiction;

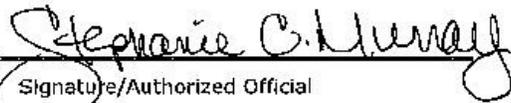
**Jurisdiction**

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**Compliance With Anti-discrimination laws** -- The grant will be conducted and administered in conformity with title VI of the Civil Rights Act of 1964 (42 USC 2000d), the Fair Housing Act (42 USC 3601-3619), and implementing regulations.

**Lead-Based Paint** -- Its activities concerning lead-based paint will comply with the requirements of part 35, subparts A, B, J, K and R, of title 24;

**Compliance with Laws** -- It will comply with applicable laws.

 5.18.15  
Signature/Authorized Official      Date

Stephanie C. Murray

Name

Mayor, Township of Middletown

Title

1 Kings Highway

Address

Middletown/New Jersey/07748

City/State/Zip

732-615-2000

Telephone Number

**Jurisdiction**

- This certification does not apply.  
 This certification is applicable.

**APPENDIX TO CERTIFICATIONS**

**Instructions Concerning Lobbying and Drug-Free Workplace Requirements**

**Lobbying Certification**

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

**Drug-Free Workplace Certification**

1. By signing and/or submitting this application or grant agreement, the grantee is providing the certification.
2. The certification is a material representation of fact upon which reliance is placed when the agency awards the grant. If it is later determined that the grantee knowingly rendered a false certification, or otherwise violates the requirements of the Drug-Free Workplace Act, HUD, in addition to any other remedies available to the Federal Government, may take action authorized under the Drug-Free Workplace Act.
3. Workplaces under grants, for grantees other than individuals, need not be identified on the certification. If known, they may be identified in the grant application. If the grantee does not identify the workplaces at the time of application, or upon award, if there is no application, the grantee must keep the identity of the workplace(s) on file in its office and make the information available for Federal inspection. Failure to identify all known workplaces constitutes a violation of the grantee's drug-free workplace requirements.
4. Workplace identifications must include the actual address of buildings (or parts of buildings) or other sites where work under the grant takes place. Categorical descriptions may be used (e.g., all vehicles of a mass transit authority or State highway department while in operation, State employees in each local unemployment office, performers in concert halls or radio stations).
5. If the workplace identified to the agency changes during the performance of the grant, the grantee shall inform the agency of the change(s), if it previously identified the workplaces in question (see paragraph three).
6. The grantee may insert in the space provided below the site(s) for the performance of work done in connection with the specific grant: Place of Performance (Street address, city, county, state, zip code). Check if there are workplaces on file that are not identified here. The certification with regard to the drug-free workplace is required by 24 CFR part 21.

Place Name	Street	City	County	State	Zip

7. Definitions of terms in the Nonprocurement Suspension and Debarment common rule and Drug-Free Workplace common rule apply to this certification. Grantees' attention is called, in particular, to the following definitions from these rules: "Controlled substance" means a controlled substance in Schedules I through V of the Controlled Substances Act (21 U.S.C. 812) and as further defined by regulation (21 CFR 1308.11 through 1308.15); "Conviction" means a finding of guilt (including a plea of *nolo contendere*) or imposition of sentence, or both, by any judicial body charged with the responsibility to determine violations of the Federal or State criminal drug statutes; "Criminal drug statute" means a Federal or non-Federal criminal statute involving the manufacture, distribution, dispensing, use, or possession of any

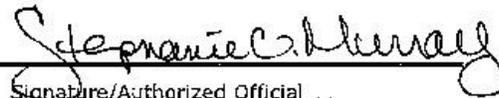
Jurisdiction

controlled substance; "Employee" means the employee of a grantee directly engaged in the performance of work under a grant, including:

- a. All "direct charge" employees;
- b. all "indirect charge" employees unless their impact or involvement is insignificant to the performance of the grant; and
- c. temporary personnel and consultants who are directly engaged in the performance of work under the grant and who are on the grantee's payroll. This definition does not include workers not on the payroll of the grantee (e.g., volunteers, even if used to meet a matching requirement; consultants or independent contractors not on the grantee's payroll; or employees of subrecipients or subcontractors in covered workplaces).

Note that by signing these certifications, certain documents must be completed, in use, and on file for verification. These documents include:

- 1. Analysis of Impediments to Fair Housing
- 2. Citizen Participation Plan
- 3. Anti-displacement and Relocation Plan

  
Signature/Authorized Official

5.13.15

Date

Stephanie C. Murray

Name

Mayor, Township of Middletown

Title

1 Kings Highway

Address

Middletown/New Jersey/07748

City/State/Zip

732-615-2000

Telephone Number

Jurisdiction \_\_\_\_\_

- This certification does not apply.  
 This certification is applicable.

**OPTIONAL CERTIFICATION  
CDBG**

Submit the following certification only when one or more of the activities in the action plan are designed to meet other community development needs having a particular urgency as specified in 24 CFR 570.208(c):

The grantee hereby certifies that the Annual Plan includes one or more specifically identified CDBG-assisted activities, which are designed to meet other community development needs having a particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community and other financial resources are not available to meet such needs.

\_\_\_\_\_  
Signature/Authorized Official

\_\_\_\_\_  
Date

\_\_\_\_\_  
Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Address

\_\_\_\_\_  
City/State/Zip

\_\_\_\_\_  
Telephone Number

Jurisdiction

- This certification does not apply.  
 This certification is applicable.

### Specific HOME Certifications

The HOME participating jurisdiction certifies that:

**Tenant Based Rental Assistance** -- If the participating jurisdiction intends to provide tenant-based rental assistance:

The use of HOME funds for tenant-based rental assistance is an essential element of the participating jurisdiction's consolidated plan for expanding the supply, affordability, and availability of decent, safe, sanitary, and affordable housing.

**Eligible Activities and Costs** -- It is using and will use HOME funds for eligible activities and costs, as described in 24 CFR § 92.205 through 92.209 and that it is not using and will not use HOME funds for prohibited activities, as described in § 92.214.

**Appropriate Financial Assistance** -- Before committing any funds to a project, it will evaluate the project in accordance with the guidelines that it adopts for this purpose and will not invest any more HOME funds in combination with other Federal assistance than is necessary to provide affordable housing;

Signature/Authorized Official	Date
Name	
Title	
Address	
City/State/Zip	
Telephone Number	

Jurisdiction

This certification does not apply.

This certification is applicable.

### HOPWA Certifications

The HOPWA grantee certifies that:

**Activities** -- Activities funded under the program will meet urgent needs that are not being met by available public and private sources.

**Building** -- Any building or structure assisted under that program shall be operated for the purpose specified in the plan:

1. For at least 10 years in the case of assistance involving new construction, substantial rehabilitation, or acquisition of a facility.
2. For at least 3 years in the case of assistance involving non-substantial rehabilitation or repair of a building or structure.

\_\_\_\_\_  
Signature/Authorized Official

\_\_\_\_\_  
Date

\_\_\_\_\_  
Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Address

\_\_\_\_\_  
City/State/Zip

\_\_\_\_\_  
Telephone Number

Jurisdiction

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**This certification does not apply.**

**This certification is applicable.**

#### ESG Certifications

I, \_\_\_\_\_, Chief Executive Officer of Jurisdiction, certify that the local government will ensure the provision of the matching supplemental funds required by the regulation at 24 *CFR* 576.51. I have attached to this certification a description of the sources and amounts of such supplemental funds.

I further certify that the local government will comply with:

1. The requirements of 24 *CFR* 576.53 concerning the continued use of buildings for which Emergency Shelter Grants are used for rehabilitation or conversion of buildings for use as emergency shelters for the homeless; or when funds are used solely for operating costs or essential services.
2. The building standards requirement of 24 *CFR* 576.55.
3. The requirements of 24 *CFR* 576.56, concerning assurances on services and other assistance to the homeless.
4. The requirements of 24 *CFR* 576.57, other appropriate provisions of 24 *CFR* Part 576, and other applicable federal laws concerning nondiscrimination and equal opportunity.
5. The requirements of 24 *CFR* 576.59(b) concerning the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970.
6. The requirement of 24 *CFR* 576.59 concerning minimizing the displacement of persons as a result of a project assisted with these funds.
7. The requirements of 24 *CFR* Part 24 concerning the Drug Free Workplace Act of 1988.
8. The requirements of 24 *CFR* 576.56(a) and 576.65(b) that grantees develop and implement procedures to ensure the confidentiality of records pertaining to any individual provided family violence prevention or treatment services under any project assisted with ESG funds and that the address or location of any family violence shelter project will not be made public, except with written authorization of the person or persons responsible for the operation of such shelter.
9. The requirement that recipients involve themselves, to the maximum extent practicable and where appropriate, homeless individuals and families in policymaking, renovating, maintaining, and operating facilities assisted under the ESG program, and in providing services for occupants of these facilities as provided by 24 *CFR* 76.56.
10. The requirements of 24 *CFR* 576.57(e) dealing with the provisions of, and regulations and procedures applicable with respect to the environmental review responsibilities under the National Environmental Policy Act of 1969 and related

Jurisdiction

authorities as specified in 24 CFR Part 58.

11. The requirements of 24 CFR 576.21(a)(4) providing that the funding of homeless prevention activities for families that have received eviction notices or notices of termination of utility services will meet the requirements that: (A) the inability of the family to make the required payments must be the result of a sudden reduction in income; (B) the assistance must be necessary to avoid eviction of the family or termination of the services to the family; (C) there must be a reasonable prospect that the family will be able to resume payments within a reasonable period of time; and (D) the assistance must not supplant funding for preexisting homeless prevention activities from any other source.
12. The new requirement of the McKinney-Vento Act (42 USC 11362) to develop and implement, to the maximum extent practicable and where appropriate, policies and protocols for the discharge of persons from publicly funded institutions or systems of care (such as health care facilities, foster care or other youth facilities, or correction programs and institutions) in order to prevent such discharge from immediately resulting in homelessness for such persons. I further understand that state and local governments are primarily responsible for the care of these individuals, and that ESG funds are not to be used to assist such persons in place of state and local resources.
13. HUD's standards for participation in a local Homeless Management Information System (HMIS) and the collection and reporting of client-level information.

I further certify that the submission of a completed and approved Consolidated Plan with its certifications, which act as the application for an Emergency Shelter Grant, is authorized under state and/or local law, and that the local government possesses legal authority to carry out grant activities in accordance with the applicable laws and regulations of the U. S. Department of Housing and Urban Development.

Signature/Authorized Official	Date
Name	
Title	
Address	
City/State/Zip	
Telephone Number	

## Appendix - Alternate/Local Data Sources