

# 2023 Annual Action Plan



CHERRY HILL TOWNSHIP  
COMMUNITY DEVELOPMENT BLOCK GRANT  
JULY 1, 2023- JUNE 30, 2024 ANNUAL ACTION PLAN  
ADOPTED ON MAY 8, 2023



Cherry Hill Township  
Department of Community  
Development  
820 Mercer Street  
Cherry Hill, New Jersey 08002

# Executive Summary

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

### 1. Introduction

The 2023 Annual Action Plan for Cherry Hill Township was adopted on May 8, 2023 via Council Resolution 2023-5-12.

The Cherry Hill Township Community Development Block Grant (CDBG) Program strives to ensure decent affordable housing, suitable living environments, and the provision of services to the most vulnerable in our community.

Cherry Hill is considered by HUD as an Entitlement Community. Entitlement Communities are comprised of central cities of Metropolitan Statistical Areas (MSAs); metropolitan cities with populations of at least 50,000; and qualified urban counties with a population of 200,000 or more (excluding the populations of entitlement cities). As an Entitlement Community, Cherry Hill receives an annual allocation from HUD, based on a formula comprising of several measures of community need, including the extent of poverty, population, housing overcrowding, age of housing, and population growth lag in relationship to other metropolitan areas.

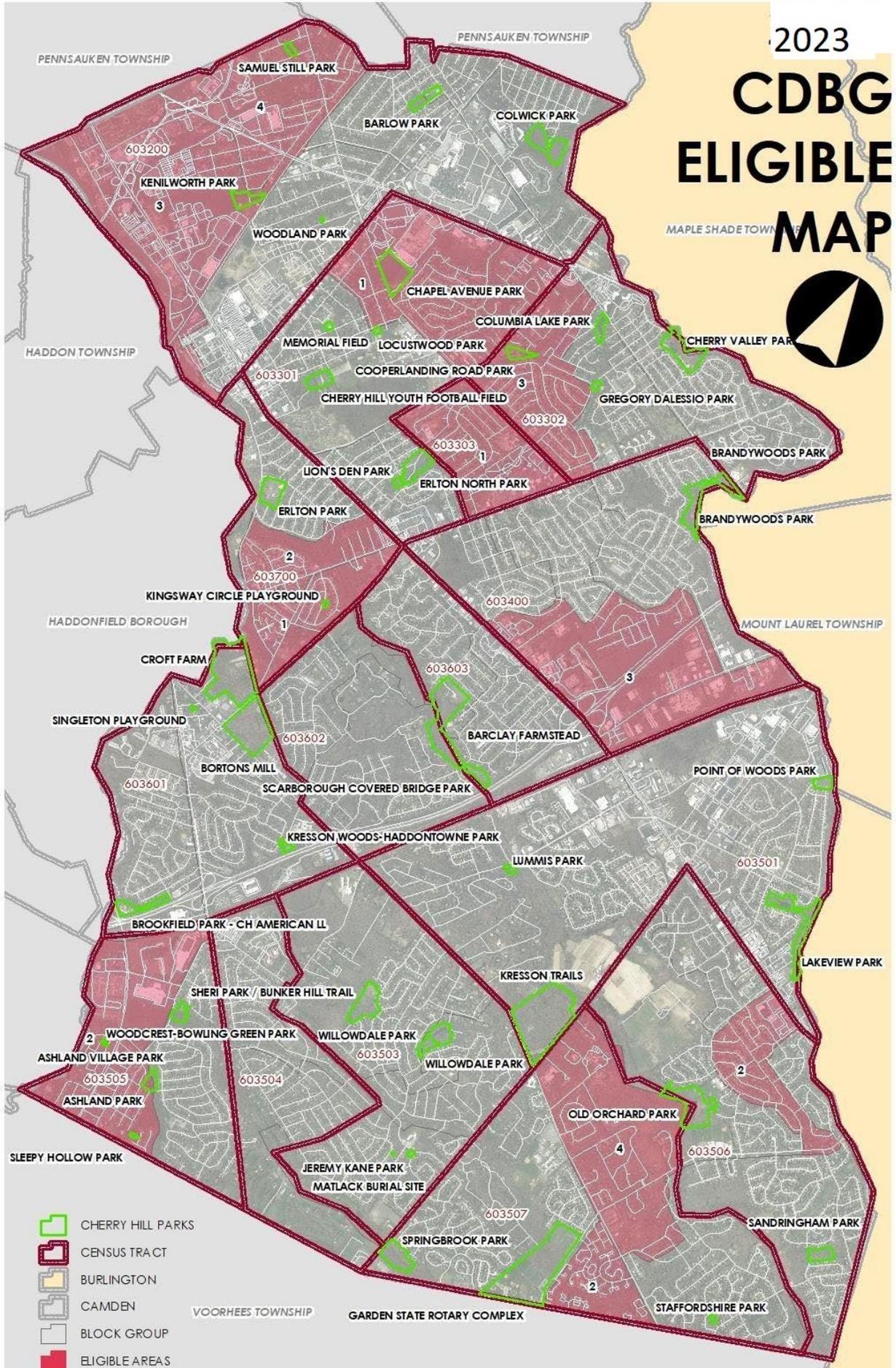
As a condition of receiving these funds, the Township is required to develop a 5-Year Consolidated Plan that articulates the community development goals on which it will focus these funds. The most recent Consolidated Plan covers the period from July 1, 2020 through June 30, 2024. The Consolidated Plan is carried out through Annual Action Plans, which provide a summary of the actions, activities, and resources that will be used each year to address the priority needs and specific goals identified by the Consolidated Plan. For this 2023 Annual Action Plan, July 1, 2023-June 30, 2024, the Township has been allocated \$411,888 from Community Development Block Grant (CDBG) funding.

In addition to CDBG funds, the Township is a participant in the Camden County HOME Investment Partnership Program (HOME). Cherry Hill Township, Gloucester City and Gloucester Township have entered into a consortium with Camden County to administer the HOME allocation. HOME funds are provided to private and non-profit developers through a competitive annual application. These funds are to be used to help meet goals and objectives established by both the County and Township 5-Year Consolidated Plan. The Plan goals and objectives were developed in consultation with citizens, nonprofit organizations, developers, businesses, funding partners, schools and other governmental agencies. The overarching purpose is to support the development of viable communities with decent housing, suitable living environments and economic opportunities for the County and Township low- and moderate-income households.

Additionally, the Township collects development fees that are deposited in an Affordable Housing Trust Fund that is used to create or maintain affordable housing for low- and moderate-income households and to develop and implement affordability assistance programs, in furtherance of the Township's Housing and Fair Share Plan.

2023

# CDBG ELIGIBLE MAP



- CHERRY HILL PARKS
- CENSUS TRACT
- BURLINGTON
- CAMDEN
- BLOCK GROUP
- ELIGIBLE AREAS

## Eligible Neighborhoods 2023

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

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

**Suitable Living Environment.** In 2023, the Township is prioritizing making suitable living environments more available, affordable, accessible, and sustainable for low- and moderate-income residents including, but not limited to:

- improving the safety and livability of neighborhoods;
- eliminating blighting influences and the deterioration of property and facilities;
- increasing access to quality public and private facilities and services;
- reducing isolation of income groups within areas through spatial de-concentration of housing opportunities for low- and moderate-income persons;
- ensuring the vitality and stability of existing low- and moderate-income neighborhoods; and
- revitalizing deteriorating neighborhoods.

The Township plans to accomplish these objectives in 2023 through supporting public facilities and infrastructure projects that could include: park improvements to benefit low-moderate areas of Cherry Hill, sidewalk and street reconstruction projects in eligible areas, removal of architectural barriers, as well as public facility improvements for eligible public service providers.

**Provide Services to Low-and Moderate-Income persons and families.** The 2023 Annual Action Plan activities will allocate funding to public and/or non-profit organizations that provide social and economic services to low- and moderate-income families in Cherry Hill Township, including an allocation of funding for one-on-one counseling for victims of domestic abuse and the Township senior bus service.

**Decent Housing.** The Township maintains its commitment to making decent housing more available, affordable, accessible, and sustainable for low- and moderate-income residents, including:

- increasing and maintaining the availability of quality, affordable, permanent, and fair housing to low- and moderate-income families, including minorities;
- providing affordable housing so that it is accessible and in proximity to job opportunities and employment centers;

- providing housing that conforms to the American Disabilities Act (ADA) that includes structural features and services to enable persons with special needs to live in dignity and independence; and
- increasing the supply of supportive housing.

2023 CDBG funding will support housing in the township through the Handy Helper program. This program is focused on maintaining the existing stock of affordable housing through small grants and assistance for seniors and disabled adults to maintain their homes. Additionally, the Township will be utilizing its Affordable Housing Trust Fund to create new affordable units, maintain its existing stock of affordable units, as well as develop new affordability assistance programs in accordance with its Housing Element and Fair Share Plan. The Township will also continue to partner with the Camden County Improvement Authority to administer the Home Improvement Program for low- and moderate-income homeowners. The Township also anticipates supporting and partnering with non-profit organizations, such as Habitat for Humanity, dedicated to improving housing conditions.

**Program Planning & Administration.** The Township remains committed to resourcing the Planning & Administration at a level that support the time and expertise needed for effective implementation of the CDBG Program using existing available funds.

### **3. Evaluation of past performance**

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

CDBG funds have been targeted primarily toward affordable housing, strengthening neighborhoods and increasing access to resources. Prior to COVID-19 and the various program delays and priority shifts that came along with it, the Township consistently met HUD timeliness and spent its allocated funds for most activities on a yearly basis. Due to the cessation of certain activities caused by COVID-19, the Township has had difficulty spending funds related to its Single-Family Rehabilitation program, however program implementation has been able to resume. The Single-Family Rehabilitation Program, now administered by the County, is still slow moving due to a lack of available contractors in the region. In the past, the Township focused its funds predominantly in the Housing Activities program that will allow us to purchase and rehab housing units for conversion to income qualified rental units or modest priced housing units for purchase. The purchase of units has also been challenging given the current housing market. The current market is very competitive. However, the Township has been able to work with ARHAT on successful acquisition and rehab projects.

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

Summary from citizen participation section of plan.

Cherry Hill Township posted its Public Notice in the regional/area newspaper on February 14, 2023, which was more than ten days prior to the public hearing held on February 28, 2023 to announce key public participation dates for the Township's Community Development Block Grant (CDBG) 2023 Annual Action Plan (AAP). It was also provided at the Cherry Hill library and on the Township website. Additional outreach was conducted to solicit participation from the Cherry Hill Food Pantry, ARHAT, Handy Helper, Side by Side Program, Parks and Recreation Department, Senior Bus, Public Works Department, and Finance Department. As an Entitlement Community under the CDBG program, the Township will receive a formula allocation from HUD for the 2023 Annual Action Plan (Program Year 2023) of approximately \$411,888. These funds may be used for eligible activities, as authorized by Title 1 of the Housing & Community Development Act (HCDA) of 1974, as amended.

## **PUBLIC HEARINGS**

Cherry Hill Township conducted its first public hearing on the Township's Draft 2023 Annual Action Plan on February 28, 2023 at 3pm. The purpose of this hearing was to obtain comments on overall community need for the Annual Action Plan. In addition to Township Community Development staff and consultants, the hearing was also attended by the Cherry Hill Food Pantry Director, ARHAT's housing coordinator, Township Parks and Recreation Director, Handy Helper Coordinator, Side by Side Domestic Violence Program staff.

Cherry Hill Township held its second public hearing on the Township's Final 2023 Annual Plan on April 19, 2023 at 3pm. The purpose of this hearing was to obtain comments on overall community need for the Annual Action Plan. In addition to the Township Community Development staff and consultants, the hearing was also attended by Cherry Hill Food Pantry Director, ARHAT's housing coordinator, Township Parks and Recreation Director, Handy Helper Coordinator, Side by Side Domestic Violence Program staff.

Given the ongoing public health crisis and continued recommendations for social distancing, both hearings were held as hybrid in-person and virtual public hearings. The in-person location was at the Township Municipal Building and the virtual link was through the Zoom online meeting platform. Members of the public were given the opportunity to speak during this hearing to verbally submit their public comment. The log-in information for the Virtual Public Hearings was posted on the Township's website at the following address: <https://www.chnj.gov/152/Community-Development-Block-Grant-CDBG> All interested individuals and organizations were invited and encouraged to attend these public hearings in person or virtually.

## **PUBLIC REVIEW**

The 2023 Annual Action Plan was placed on public review on the Township's website from April 3, 2023 – May 2, 2023. All resident and interested parties were encouraged to submit questions and/or public comment. Township staff comments have been considered and incorporated. No questions or public comments were received.

## **CONSULTATION**

Township Community Development Staff have been in consistent communication with the staff of other Township Departments and with local agencies to understand the current needs in the Township, including the Finance Department, the Public Works Department, the Department of Parks and Recreation, Business Administrator, Handy Helper Coordinator, and ARHAT representative.

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

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

There are minutes of the meeting that was held on February 28, 2023. The Food Pantry Director advised of homeless housing needs and the Parks and Recreation Director asked about CDBG requirements for park improvements. The group discussed the complexity of homeless and low-income persons finding decent housing, even when they have funding vouchers because landlords will not accept them due to lack of credit or income. A second Public Hearing was held on April 19th to discuss and solicit comments on the draft Annual Plan. The Finance Director recommended a reduction in the planning and administration budget to be moved to public facilities budget. There are minutes of the meeting that was held on April 19, 2023. Staff comments were considered and incorporated into the plan. No public comments have been submitted.

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

No comments or views were not accepted.

### **7. Summary**

The Township made every effort to advertise and encourage public participation and received participation from various Township departments, as well as two non-profits. The Township did not receive additional comments from other members of the public on the draft plan.

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

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

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

Agency Role	Name	Department/Agency
Lead Agency	CHERRY HILL TOWNSHIP	
CDBG Administrator	CHERRY HILL TOWNSHIP	Department of Community Development

**Table 1 – Responsible Agencies**

**Narrative**

The Cherry Hill Township Department of Community Development serves as the administrative agency for the Cherry Hill Township CDBG programs. As the responsible entity, the Department of Community Development reviews the performance of sub-recipients and monitors the overall program delivery structure to ensure coordination and compliance.

As the entitlement grantee for the CDBG program, the Cherry Hill Township Department of Community Development is the lead agency for the development of the 5-Year Consolidated Plan, as well as the Annual Action Plans that outline the proposed activities and expenditures under the Plan. The Department oversees planning, community development, housing, lead paint abatement, and various programs for the Township.

The Department coordinates several public and private agencies that administer programs and activities under the plan, which include the following:

- Cherry Hill Township Department of Public Works & Engineering (Local Government)
- Cherry Hill Township Department of Parks and Recreation (Local Government)
- Cherry Hill Township Finance Department (Local Government)
- Cherry Hill Township Police Department (Local Government)

- Camden County Improvement Authority (CCIA) (County Government)
- Affordable Rental Housing at Tavistock (ARHAT) (Non-profit)

The following individuals are ultimately responsible for the implementation and oversight of the CDBG Program:

Mayor Susan Shin Angulo, Mayor's Office of Cherry Hill Township

Cosmas Diamantis, Esq., Department of Community Development, Cherry Hill Township

Mara Wuebker, PP/AICP, Department of Community Development, Cherry Hill Township

### **Consolidated Plan Public Contact Information**

For any information concerning the Cherry Hill Township CDBG program, contact Mara Wuebker, Deputy Director of Community Development, Cherry Hill Township, 820 Mercer Street, Cherry Hill, New Jersey 08002. Phone: (856) 488-7870 Email: [MWuebker@chnj.gov](mailto:MWuebker@chnj.gov).

## **AP-10 Consultation - 91.100, 91.200(b), 91.215(l)**

### **1. Introduction**

The Township has always encouraged on-going participation from residents, community service providers, and existing and potential community development partners. The participation process included public notices; a 30-day public comment period; public hearings; and consultation with non-profits, Township staff, elected officials, and housing providers. The Department sought discussions and exchange of information regarding: Lead-based paint hazards (State Department of Community Affairs); Homelessness (community- and faith-based service providers); Housing stock (private and non-profit developers). Specific outreach was made to Township departments and local agencies resulting in participation by the Cherry Hill Food Pantry, ARHAT, Domestic Violence Side by Side Program, Finance Director, Parks and Recreation Director, and Handy Helper.

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

Cherry Hill Township developed institutional structures to enhance coordination between public and private housing and social service agencies, and foster assisted housing improvements and resident initiatives. Each year, the Township utilizes a network of referrals, contacts and partnerships to implement the strategies outlined in the Consolidated Plan. As an example, relating to housing, the Township continues to build its relationship with local housing providers such as private developers, nonprofit developers. Specifically, the Department of Community Development participated in several meetings with Habitat for Humanity to discuss means of partnering together on some future housing projects. We also continue to build relationships with neighboring housing authorities, to ensure that limited housing resources are utilized in the most efficient and effective manner possible. Finally, the Township, in partnership with the County, will continue to work jointly to meet the housing needs of Cherry Hill Township's very low-income populations.

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

The Township coordinates with the Southern New Jersey Four County Continuum of Care, Camden County Homeless Network Planning Committee and Camden County HOME Consortium, who conducts ESG needs assessments and planning for the entire County.

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

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

The Township does not receive ESG funding, nor is subject to the reporting requirements outlined in 91.220(l)(1); 91.220(l)(3); or 91.220(l)(4). However, the Township continues to work with the Southern New Jersey Four County Continuum of Care, Camden County Homeless Network Planning Committee and Camden County HOME Consortium, who conducts ESG needs assessments and planning for the entire County.

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

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

1	<b>Agency/Group/Organization</b>	CHERRY HILL TOWNSHIP
	<b>Agency/Group/Organization Type</b>	Other government - Local
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Public Housing Needs Non-Homeless Special Needs Anti-poverty Strategy Lead-based Paint Strategy Public Facilities
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The Department of Community Development engaged those sub grantees who currently administer the Township's programming, including the Department of Public Works and the Department of Recreation, and the Police Department, and the Finance Department.
2	<b>Agency/Group/Organization</b>	ARHAT
	<b>Agency/Group/Organization Type</b>	Housing Services - Housing
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	ARHAT representatives participated in the public hearing and in ongoing communication with the Community Development Department.
3	<b>Agency/Group/Organization</b>	Cherry Hill Food Pantry
	<b>Agency/Group/Organization Type</b>	Services-homeless Food Pantry
	<b>What section of the Plan was addressed by Consultation?</b>	Homeless Needs - Chronically homeless Homeless Needs - Families with children Anti-poverty Strategy

<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Food Pantry representatives participated in the public hearings and in ongoing communication with the Community Development Department.
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**Identify any Agency Types not consulted and provide rationale for not consulting**

The Township is regularly in contact with all known agencies and organizations involved in activities that are relevant to CDBG activities and programs.

**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	Camden County	Both serve to provide Decent Housing, Suitable Living Environment and Economic Development
Camden County 2020-2024 Consolidated Plan	Camden County	Both serve to provide Decent Housing, Suitable Living Environment and Economic Development
Cherry Hill Township Master Plan	Cherry Hill Township	Both serve to provide Decent Housing, Suitable Living Environment and Economic Development

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

**Narrative**

The Township continues to partner with the Camden County Improvement Authority (CCIA) for the implementation of the Township’s Housing Improvement Program, which has proven to be a successful partnership. Additional coordination with the County will occur as the Township seeks HOME funds through the HOME Consortia.

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

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

The Cherry Hill Township Citizen Participation Plan establishes procedures for obtaining the views of citizens, public agencies and other interested parties regarding the use of CDBG funds. Of particular importance are the views of persons of low- and moderate-income, who are intended to be the principal beneficiaries of the CDBG program, and residents of areas where activities are expected to take place. The participation of all Township residents is encouraged, especially HUD's protected classes, which include minorities, senior citizens, non-English speaking persons, female-headed households and persons with disabilities.

Citizen input is essential in the following areas of the CDBG process:

- 1) Identification of housing and community development needs;
- 2) Development of the Consolidated Plan;
- 3) Development of the Annual Action Plan;
- 4) Development of the Citizen Participation Plan;
- 5) Substantial amendments to the Consolidated Plan or the Annual Action Plan; and
- 6) Annual performance report.

Given the ongoing public health crisis and recommendations for continued social distancing, hybrid in-person and virtual public hearings are being held via the Zoom online meeting platform and in-person at the Township. Members of the public were given opportunities to speak during the hearings to verbally submit their public comment. The log-in information for the Virtual Public Hearings were posted on the Township's website.

Township residents and organizations were invited and encouraged to attend these public hearings and submit comments at the virtual public hearings or by writing to the Cherry Hill Township Department of Community Development, 820 Mercer Street, Cherry Hill, NJ 08002, The deadline for written comments was May 2, 2023. No written comments were submitted.

Cherry Hill Township held its first virtual public hearing on the Township's Draft 2023 Annual Action Plan on February 28, 2023 at 3pm. The purpose of the first hearing was to obtain comments on overall community need for the Consolidated Plan. The hearing was advertised in the Camden Courier Post, the Township website, and at the library. The Cherry Hill Food Pantry Director, the Housing Coordinator for ARHAT, the Domestic Violence Side by Side Coordinator, and the Township Recreation Director participated in the meeting.

Cherry Hill Township held its second hybrid public hearing, via Zoom and in-person, on the Township's Final 2023 Annual Action Plan on April 19, 2023 at 3pm. The hearing was advertised in the Camden Courier Post, on the Township website, and at the library. The Cherry Hill Food Pantry Director, the Housing Coordinator for ARHAT, the Domestic Violence Side by Side Coordinator, and the Township Recreation Director participated in the meeting.

**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)
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1	Public Hearing	Non-targeted/broad community	<p>Announcements of the two public hearings to solicit comments were advertised in the Township paper of record- the Camden Courier Post- and posted on the municipal website site, as well as the library. No general members of the public attended the meeting, however the Cherry Hill Food Pantry Director, ARHAT Coordinator and Township Recreation Director, Handy Helper coordinator, and the Side by Side program coordinator did attend.</p>	<p>As for community needs discussed at the first hearing, there was a discussion about the need for family housing for low-income residents. Even when residents have a housing voucher, they do not have the credit rating or income to be able to be accepted for housing. There was discussion about doing public improvements (sidewalks and park improvements) in area benefit neighborhoods. There was a discussion of whether could do emergency assistance payments to hotels</p>	N/A	
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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)
				<p>for short-term stays as support for domestic violence side by side program. No comments on the proposed plan were received at the second hearing. However, the Finance Director recommended that 'Planning and Administration' funds in the proposed budget be reallocated to the Handy Helper Program, which was accepted.</p>		

2	Email Solicitation of Participation	Township-wide	Public notice announcements of the two public hearings were advertised in the Township paper of record- the Camden Courier Post- and posted on the municipal website site, and the library. Also, email announcements soliciting input were sent to non-profits and Township departments. No general members of the public attended the meeting, however the Cherry Hill Food Pantry Director, ARHAT Coordinator and Township Recreation Director, Handy Helper coordinator, and the Side-by-Side	No public comments on the draft AAP were submitted to the Township Community Development Office, however Township staff from other departments provided input, as noted above.	N/A	
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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)
			program coordinator did attend.			
3	Public Review	Non-targeted/broad community	The Township noticed and posted the draft Annual Plan for public review for no less than 30 days.	No comments were received.	No comments were received.	
4	Public Meeting	Non-targeted/broad community	The proposed 2023 Action Plan was reviewed and approved at a Township Council meeting.	No comments were received.	No comments were not accepted.	

**Table 4 – Citizen Participation Outreach**

## Expected Resources

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

#### Introduction

The Township is receiving \$411,888 for its third year of the 2020-2024 Consolidated Plan.

#### Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	411,888	0	0	411,888	411,888	Amount expected is based on estimate of 1 time current allocation.

**Table 5 - Expected Resources – Priority Table**

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

For program year 2023, the Township is receiving one (1) entitlement grant from HUD in the amount of \$411,888. Additionally, the Township

will be leveraging approximately \$200,000 in County HOME funds through the Home Improvement Program this program year.

Additionally, the Cherry Hill Affordable Housing Trust Fund currently has approximately \$3,750,000 to create and maintain affordable housing in the Township, as well as implement affordability assistance programs. Affordable housing trust funds may consist of mandatory residential and non-residential development fees, payments in lieu of constructing affordable units on sites zoned for affordable housing, recapture funds, proceeds from the sale of affordable units, rental income, repayments from affordable housing program loans, and any other funds collected by the municipality in connection with its affordable housing programs. The Township received a Judgement of Repose of its Housing Element & Fair Share Plan (HEFSP) in order to expend these funds. Trust Fund dollars allow the Township to concentrate its CDBG funding on infrastructure, public facilities and public services; and support a comprehensive approach to community development and revitalization. Any required matching requirements for housing activities, such as through the HOME program, will be satisfied with Affordable Housing Trust Funds.

The Township continues to receive and apply for Federal, State, and County funds to leverage projects that benefit HUD's three (3) national objectives. Several other funding streams, such as State and County HOME funds, Low-Income Housing Tax Credits, Green Acres, and other funds will be examined to increase the leverage of the Township's federal and local funds.

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

Most of the Township's publicly owned park and recreation land is deed restricted through the New Jersey Green Acres Program. The Township participates in the planning incentive program under the New Jersey Green Acres Program, which requires acquisition and planning for open space and recreation so are generally not available to meet affordable housing needs. Although this publicly owned land would not be available for CDBG-related housing activities, it is possible that park facilities that may be located on this land will be renovated utilizing CDBG dollars.

Additionally, this plan intends to improve low- and moderate-income neighborhood conditions by making improvements in the Township right of way, as well as improvements to existing parks and playgrounds, etc. The Township is also exploring the potential for improvements to school park facilities that serve the required threshold of low- and moderate-income students.

**Discussion**

The Township will invest these resources in projects that can maximize impact in the community by leveraging other funding resources, such as the Affordable Housing Trust Fund. The Township prefers to provide gap financing to projects, and find additional resources and partnerships to implement the program.

## 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	Public Facilities	2020	2024	Non-Housing Community Development	Township-wide	Public Facilities	CDBG: \$350,105	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 1120 Persons Assisted
2	Support public services	2020	2024	Non-Housing Community Development	Township-wide	Senior Bus Side By Side Domestic Violence Response Team Support public services	CDBG: \$61,783	Public service activities other than Low/Moderate Income Housing Benefit: 250 Persons Assisted
3	Housing Activities	2020	2024	Affordable Housing	Township-wide	Handy Helper Housing Activities Modest Priced Housing Single-Family Rehabilitation	CDBG: \$0	Homeowner Housing Rehabilitated: 35 Household Housing Unit
4	Administration	2020	2024	Administration	Township-wide	Administration	CDBG: \$0	Other: 1 Other

Table 6 – Goals Summary

#### Goal Descriptions

1	<b>Goal Name</b>	Public Facilities
	<b>Goal Description</b>	The provision of public facilities and Infrastructure to benefit low to moderate persons and/or areas through eligible activities. This could include (but is not limited to) improvements to streets, sidewalks, utilities, public right of ways, landscaping, park and playground improvements, and other neighborhood improvements. It could also include prevention/elimination of blight through acquisition, demolition, rehabilitation, façade improvements, etc.
2	<b>Goal Name</b>	Support public services
	<b>Goal Description</b>	The provision of support services directly to qualifying populations and to subrecipients serving qualifying populations through eligible activities. This could include (but is not limited to) the Township’s senior bus program, Side-by-Side domestic violence response program, and non-profits efforts to provide critical services to area low-moderate income residents or limited clientele, such as a Food Pantry.
3	<b>Goal Name</b>	Housing Activities
	<b>Goal Description</b>	Maintaining and increasing the affordability in the Township. Activities to include acquisition, rehabilitation and/or minor repairs through Handy Helper Program.
4	<b>Goal Name</b>	Administration
	<b>Goal Description</b>	The Township remains committed to the compliant administration of the CDBG program. Although this remains a goal, the Township is utilizing existing CDBG funds in 2023 and not directly funding administrative costs through the 2023 annual budget.



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

### Introduction

A listing of the 2023 projects is provided in Table 3 and with additional descriptions in the Project Summary Chart below.

#	Project Name
1	Public Facilities - 2023
2	Senior Bus & Services - 2023
3	Side-By-Side Domestic Violence Response Team - 2023
4	Handy Helper - 2023

**Table 7 – Project Information**

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

The Township Master Plan focuses on revitalizing existing neighborhoods and communities, and enhancing the infrastructure necessary to support existing residents. It has been proven that people in crisis need a safe and secure environment to become stable, self-sufficient and ultimately thrive. In turn, thriving people have the ability to support the built environment and proactively participate in community enrichment.

Activities have been selected for inclusion in this Plan based on 2020-2024 Consolidated Plan priorities and public input. In program year 2023, the Township will engage in community development activities through increasing the availability and quality of affordable housing (outside of CDBG), the delivery of public services, investment in neighborhood facilities, and delivery of social services. In addition, the Township balances the growing need for services with HUD regulations and budget constraints. Therefore, as the Township has Affordable Housing Trust fund available for housing activities, the Township is attempting to use the limited federal dollars available in the most efficient manner, by using CDBG funds for other eligible activities.

**AP-38 Project Summary**  
**Project Summary Information**

<b>1</b>	<b>Project Name</b>	Public Facilities - 2023
	<b>Target Area</b>	Township-wide
	<b>Goals Supported</b>	Public Facilities
	<b>Needs Addressed</b>	Public Facilities Area Benefit Eligible Public Facilities
	<b>Funding</b>	CDBG: \$270,105
	<b>Description</b>	The provision of public facilities and Infrastructure to benefit low to moderate persons and/or areas through eligible activities. This could include (but is not limited to) improvements to streets, sidewalks, utilities, public right of ways, landscaping, park and playground improvements, and other neighborhood improvements. It could also include prevention/elimination of blight through acquisition, demolition, rehabilitation, building exterior improvements, etc.
	<b>Target Date</b>	6/30/2024
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Approximately 1120 households will benefit from the public facilities improvements.
	<b>Location Description</b>	Township-wide, primarily focused on low- and moderate-income neighborhoods
	<b>Planned Activities</b>	The provision of public facilities and Infrastructure to benefit low to moderate persons and/or areas through eligible activities. This could include (but is not limited to) improvements to streets, sidewalks, utilities, public right of ways, landscaping, park and playground improvements, and other neighborhood improvements. It could also include prevention/elimination of blight through acquisition, demolition, rehabilitation, façade improvements, etc.
<b>2</b>	<b>Project Name</b>	Senior Bus & Services - 2023
	<b>Target Area</b>	Township-wide
	<b>Goals Supported</b>	Support public services
	<b>Needs Addressed</b>	Senior Bus Support public services
	<b>Funding</b>	CDBG: \$59,283

	<b>Description</b>	Support for Township Senior Services, including but not limited to Senior Bus.
	<b>Target Date</b>	6/30/2024
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	50 seniors will benefit
	<b>Location Description</b>	Township-wide
	<b>Planned Activities</b>	Support for senior bus service and other senior services.
<b>3</b>	<b>Project Name</b>	Side-By-Side Domestic Violence Response Team - 2023
	<b>Target Area</b>	Township-wide
	<b>Goals Supported</b>	Support public services
	<b>Needs Addressed</b>	Side By Side Domestic Violence Response Team Support public services
	<b>Funding</b>	CDBG: \$2,500
	<b>Description</b>	Support network for victims of domestic abuse. Victims matched with a counselor who guides them through the process from one point of the initial incident through any legal process. This activity is administered by the Cherry Hill Township Police Department.
	<b>Target Date</b>	6/30/2024
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Approximately 28 individuals will benefit from the side-by-side counseling provided by the service providers through the Cherry Hill Township Police Department
	<b>Location Description</b>	Township-wide
<b>Planned Activities</b>	Support network for victims of domestic abuse. Victims matched with a counselor who guides them through the process from one point of the initial incident through any legal process. This activity is administered by the Cherry Hill Township Police Department.	
<b>4</b>	<b>Project Name</b>	Handy Helper - 2023
	<b>Target Area</b>	Township-wide
	<b>Goals Supported</b>	Housing Activities

<b>Needs Addressed</b>	Handy Helper Housing Activities
<b>Funding</b>	CDBG: \$80,000
<b>Description</b>	The Township's Handy Helper Program provides assistance to income-qualified senior citizens (62 years and older) and disabled individuals that need repairs related to minor home repairs, accessibility, and energy efficiency.
<b>Target Date</b>	6/30/2024
<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Approximately 30 seniors and persons with disabilities will be assisted.
<b>Location Description</b>	Township-wide
<b>Planned Activities</b>	The Township's Handy Helper Program provides assistance to income-qualified senior citizens (62 years and older) and disabled individuals that need repairs related to accessibility, energy efficiency, and other minor home repairs.

## **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**

Low- and moderate-income residents are generally located in two general areas of the Township: 1) the western side of the Township where a majority of the older housing stock is located, and 2) a pocket of institutional senior housing located at two main campuses of the Jewish Community Center, Saltzman House, and St. Mary's convalescent home.

### **Geographic Distribution**

<b>Target Area</b>	<b>Percentage of Funds</b>
EXCEPTION AREA/UPPER QUARTILE	20

**Table 8 - Geographic Distribution**

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

HUD permits an exception to the LMI area benefit requirement that an area contain 51 percent LMI residents. This exception applies to entitlement communities that have few, if any, areas within their jurisdiction that have 51 percent or more LMI residents. These communities are allowed to use a percentage less than 51 percent to qualify activities under the LMI Benefit category. This exception is referred to as the "exception criteria" or the "upper quartile," which applies to Cherry Hill Township. Cherry Hill's exception rate is currently 27.38%. In such communities like Cherry Hill Township, activities must serve an area which contains a percentage of LMI residents that is within the upper quartile of all Census block groups within its jurisdiction in terms of the degree of concentration of LMI residents.

Most of the Township's planned improvements to community facilities, parks, and infrastructure improvement projects are located in these block groups. Particular public facility and infrastructure projects may be targeted to specific locations which are deemed by Township staff or from public input to be most in need of revitalization or public investment.

### **Discussion**

HUD permits an exception to the LMI area benefit requirement that an area contain 51 percent LMI residents. This exception applies to entitlement communities that have few, if any, areas within their jurisdiction that have 51 percent or more LMI residents. These communities are allowed to use a percentage less than 51 percent to qualify activities under the LMI Benefit category. This exception is referred to as the "exception criteria" or the "upper quartile," where Cherry Hill Township applies. Cherry Hill's exception rate is currently 27.38%. In such communities like Cherry Hill Township, activities must serve an area which contains a percentage of LMI residents that is within the upper quartile of all Census block groups within its jurisdiction in terms of the degree of concentration of LMI

residents.

Most of the Township's planned improvements to community facilities, parks, and infrastructure improvement projects are located in these block groups. Particular public facility and infrastructure projects may be targeted to specific locations which are deemed by Township staff or from public input to be most in need of revitalization or public investment.

### **Discussion**

Housing assistance programs, which benefit individual households are generally not targeted to specific areas but instead are provided on the basis of household need. Because low-income, elderly, disabled, and special needs residents are located throughout the Township, the Owner-Occupied Housing Rehabilitation Program and the Handy Helper Program are generally available Township-wide to eligible households with incomes under 80% of the area median income. In addition, financial assistance for Side-by-Side Domestic Violence Response Team (DVRT) and the Senior Bus is available Township-wide through CDBG funding.

Public facilities and infrastructure improvement, such as Public Facilities and Planning are not limited geographically within the Township. Homelessness and potential homelessness are community issues, and therefore services provided for these are located throughout the Township to provide maximum accessibility. In addition, assistance for special needs populations, including elderly persons, disabled persons, persons with drug/alcohol additions, persons with HIV/AIDS, and victims of domestic violence is provided Township-wide.

The racial and ethnic composure of the Township has diversified in recent years and this is expected to continue. A striking trend is the diversity of the Golden Triangle Census Designed Place (CDP) where areas of minority growth are expanding. This follows a national trend of immigrant population growth in inner-ring suburbs.

**Allocation of Priorities.** The Township has made estimated allocations for PY2023 based upon 1) the priorities of the 2020-2024 Consolidated Plan; 2) citizen and community input; 3) an analysis of prior budget and expenditures, and 5) Township Council suggestions.

Additional factors that contributed to targeting funds to specific areas of the Township or activities are:

- The stated needs, analysis, and objectives in the 2020-2024 Consolidated Plan;
- Priorities stated in each respective program's solicitation and award guidelines; and
- Compliance with HUD entitlement rules and regulations.



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

### **Introduction**

Cherry Hill is committed to removing or reducing barriers to affordable housing whenever possible. A variety of actions are contained in the Housing Element to address these issues.

Such actions include:

- Incentives for affordable development
- Establishment of a Housing Trust Fund (which has been completed)
- Rezoning of sites for multi-family development (which has been completed)
- Maintaining existing affordable housing

Additionally, the Township continues to assess and address the outcomes and recommendations of the Township's 2020 Analysis of Impediments for Furthering Fair Housing. These actions include:

- Encourage redevelopment of existing structures and sites to provide affordable housing and employment in appropriate places.
- Seek additional funding whenever possible for disabled and senior subsidized apartments to expand the availability of affordable housing.
- Seek to stabilize neighborhoods by aggressive code enforcement activities.
- Encourage rehabilitation of the existing housing stock with state tax incentives and credit as provided by the Council on Affordable Housing and the New Jersey Housing and Mortgage Finance Agency.
- Promote state funding for home ownership and rental subsidies to provide additional affordable housing.
- Promote public transportation.

**Actions it planned to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment**

The State of New Jersey has a constitutional obligation to provide affordable housing, as does each municipality. Cherry Hill Township, which

received a Third Round Judgment of Repose from the Superior Court of NJ - Camden County in 2016, is currently implementing its Housing Element of its Master Plan to provide maintain, build and rehabilitate 2,829 affordable housing units prior to 2025.

There are initiatives to create 500+ NEW affordable housing unit opportunities between 2015 and 2025. Affordable housing opportunities are also captured through the collection of Housing Impact Fees and Non-Residential Development fees, for funding mechanisms (such as subsidies for market-to-affordable and 100% inclusionary developments). In conjunction with new construction, the Township has a widely successful intermediate (Handy Helper) and extensive (Housing Improvement Program), whose purpose is to rehabilitate homes owned by low- and moderate-income populations. In addition to the reduced tax assessment given to deed-restricted units (State statute), the Township also uses an abatement program for all homeowners who have homes 20 years or older. This abatement encourages homeowners to invest in their homes, without being unduly taxed (for five years) for the improvements made to their property. Building code compliance and property maintenance provisions have been strengthened through local legislation, which requires all vacant and abandoned properties to register with the Township. All of these initiatives, in tandem, work to encourage residential investment and its ultimate return. The State of New Jersey has also implemented lead-safe rental requirements for municipalities.

## **Discussion**

As noted in the 2020 Analysis of Impediments, Cherry Hill Township continues to take the following actions to address traditional and emerging barriers to affordable housing.

**Affordability:** Affordable older housing stock in the Cherry Hill Township is shrinking as housing market prices have risen in recent years. Property taxes, high maintenance costs of older housing structures, and lack of good credit will prevent many low-income families from becoming homeowners, and continual rent increases and a shortage of affordable rental units in the Township contribute as well. The affordability of both owner occupied and rental housing remain the highest priority housing needs. The Township will seek additional funding to increase subsidized disabled and senior, and family apartments.

**Homeownership:** The Township has taken a strong, aggressive role to promote homeownership throughout the Cherry Hill Township by the New Jersey Housing and Mortgage Finance Agency Live Where You Work Program (LWYW) and the Camden County's Down Payment Assistance program. The Township recently hired an affordable housing consultant to help develop and implement programs to preserve and expand its

inventory of affordable owner-occupied units, and to develop and implement new affordability assistance programs.

**Rental Units:** The Township seeks to educate tenants and landlords to address issues that may arise in the community by conducting inspections of units prior to occupancy and maintaining regular contact with both landlord and tenant groups. The Township's CDBG program has financed the acquisition and rehabilitation of ARHAT rental units over the years and will continue to do so through its Affordable Housing Trust Fund. Also, as noted above, the Township recently hired an affordable housing consultant to help develop and implement programs to preserve and expand the Township's inventory of affordable renter-occupied units, and to develop and implement new affordability assistance programs.

**Accessibility:** The Township's Ombudsman for Disabled Citizens addresses issues regarding housing as well as many other barriers for the disabled. The Handy Helper program helps make senior housing more accessible so residents can age in place.

**Homelessness:** Through the Township's participation in the HOME Consortium, they are connected to the County efforts to address homelessness. The County participates in the Homeless Network Planning Committee and the Southern New Jersey Four County Continuum of Care. The services and resources available through these groups are available to Cherry Hill residents. Township and County staff are in communication to continue to improve on service connection for individuals and families that are both homeless and at-risk of homelessness.

**General Fair Housing Issues:** There is currently a steady growth of homeownership opportunities all over the Cherry Hill area. We have many ethnically diverse families move in to the Cherry Hill Township within the last several years, which brought many new homeowners, who rehabbed many older houses and improved neighborhoods. As the community grows and changes, various protected groups are moving to our Township and all over the region. Cherry Hill was recognized as having a diverse immigrant population and was part of a Data Series and Presentation on Immigrant populations through the Delaware Valley Regional Planning Commission (DVRPC).

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

### **Introduction**

The following narratives provide an overview for those other actions noted in 91.420 and 91.220(k).

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

The primary obstacle to meeting underserved needs is the limited number of resources available that can be used for particular needs. There are increasing demands for emergency services by families whose income no longer provides for basic life necessities, which the Township has limited resources to respond to the needs of very low- and low-income, families in the Township.

Obstacles to addressing the growing need of underserved low- and moderate-income residents include:

- Prospective homebuyers lack substantial funds or access to credit to initiate homeownership (down payment/closing costs);
- The demand far surpasses the funding available for the various services required to adequately serve the needs of the region's low- and moderate-income individuals and neighborhoods;
- Households having difficulty meeting underwriting requirements (credit worthiness, bank accounts);
- The ability for prospective households to sustain necessary income for homeownership and current market rents;
- Fixed incomes (Social Security, Disability);
- Due to language barriers or low educational attainment, some residents are unaware of the services available to them; and
- Working families also encounter the unique challenge of often "making too much money" to qualify for various public services.

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

Cherry Hill Township's approach to fostering and maintaining affordable housing is to rehabilitate the existing aging housing stock in order to create more quality affordable housing. This is done by:

- Leveraging HOME, CDBG, and Affordable Housing Trust funds to purchase and rehabilitate

deteriorated properties;

Using an array of other Federal, State, local and private dollars to:

- Improve aging multi-family rental complexes and single-family homes;
- Acquiring and demolishing properties when rehabilitation is not feasible or desirable; and
- Replacing housing for more viable options through redevelopment and master planning.
- Supporting maintenance of existing affordable housing through the Township programs.

Fostering and maintaining affordable housing is a regional issue. Housing costs continue to increase throughout the Philadelphia Metropolitan Statistical Area. The severe shortage of affordable housing in jurisdictions impacts the schools and services in Cherry Hill Township.

The Township uses two main strategies for eliminating barriers to affordable housing and concentrations of poverty. The first strategy involves the preservation of sound housing stock and simultaneous acquisition and demolition of distressed properties, and the use of inclusionary zoning techniques for new development. The second strategy is the encouragement of de-concentration of low-income households through the issuance of housing vouchers issued through Camden County.

In addition, the Township supports the ongoing maintenance of affordable housing and resident housing stability through their Handy Helper and Single Family Rehabilitation programs. The Township's Handy Helper Program provides financial assistance to income-qualified senior citizens (62 years and older) and disabled individuals that need minor home repairs, accessibility improvements, and energy efficiency improvements to the home. In order to be classified as income eligible to participate in the program, the household MUST meet the annually published U.S. Department of Housing and Urban Development's income limits based on household size. A household cannot exceed 80% of Area Median Income.

The Housing Rehabilitation Program has been designed to achieve to alleviate housing code violations for families of low- and moderate- income households; to provide financial assistance to families for housing repairs in the most cost-efficient manner; to prevent the decline of property values in neighborhoods throughout the Township; and to provide the means for income eligible households to make their home handicapped accessible if there is a need. Eligibility for assistance under this program MUST be met by two (2) criteria involving 1) the total gross income of the household; and 2) the nature of the repairs. The household MUST meet the annually published U.S. Department of Housing and Urban Development's income limits based on household size. A household's income cannot exceed 80% of Area Median Income. A property is classified as eligible to receive Housing Rehabilitation funds if at least one (1) major system of the property has failed or is in imminent danger of failure. The Township partners with the Camden County Improvement Authority (CCIA), who will utilize Township CDBG funds

and the County's HOME funding to support the program.

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

Cherry Hill requires the use of lead-safe practices and other actions aimed at preventing lead poisoning. Contractors performing renovation, repair and painting projects that disturb lead-based paint in homes, child care facilities, and schools built before 1978 must be certified and must follow specific work practices to prevent lead contamination. Under the CDBG Handy Helper and rehabilitation programs, lead-safe practices have been underway.

Cherry Hill provides the "Protect Your Family from Lead in Your Home" lead-based paint pamphlet. This pamphlet is provided to the applicant at the time he/she receives an application.

Also, Cherry Hill uses lead-hazard safety activities depending on the level of Federal assistance, in accordance with 24 CFR Part 35.

**1) Up to and including \$5,000 per unit:** (1) Conduct paint testing or presume the presence of lead-based paint. If paint testing indicates that the painted surfaces are not coated with lead-based paint, safe work practices and clearance are not required. (2) Implement safe work practices during rehabilitation work in accordance with § 35.1350 and repair any paint that is disturbed. (3) After completion of any rehabilitation disturbing painted surfaces, perform a clearance examination of the worksite(s) in accordance with § 35.1340. Clearance is not required if rehabilitation did not disturb painted surfaces of a total area more than that set forth in § 35.1350(d).

**2) Greater than \$5,000 and up to \$25,000 per unit:** Identify all lead hazards at the affected units and common areas servicing those units and exterior painted surfaces by performing a lead-based paint risk assessment. Perform interim controls in accordance with 35.1330(c)(1) & (2). In addition to training that meets the EPA's RRP Rule requirements, HUD-approved interim control training is required for contractors and workers.

**3) Greater than \$25,000 per unit:** Identify all lead hazards at the property by performing a risk assessment and then abate all the hazards, except that interim controls are acceptable on exterior surfaces that are not disturbed and those that are de minimis limits of 35.1350(d). This approach requires certified abatement contractors perform the abatement part of the job.

When lead-based paint hazard reduction work is being performed on properties, it may be necessary to relocate rehabilitation participants, especially those households with children ages 6 and under. Relocation, while costly, is a necessary step to protect the health of the occupants and comply with HUD regulations. The temporary location must be decent, safe, sanitary and free of any lead-based paint hazards. Should it become necessary to relocate any Single-Family Rehabilitation Loan Program

participants in the future.

Also, under NJ law, homeowners must provide disclosure of known lead-based paint hazards to any potential buyer and all pre-1978 rental dwelling units must be inspected for lead-based paint hazards (unless otherwise exempt under the law). In Cherry Hill, rental dwelling units falling under the scope of the statute shall be subject to a visual inspection of all interior spaces within dwellings, including common areas, such as hallways and basements. Non-exempt units shall be inspected for lead-based paint hazards every 3 years, or upon tenant turnover, whichever is earlier. However, an inspection upon tenant turnover is not required if the owner has a valid lead-safe certificate.

Cherry Hill is implementing HUD's lead-based paint regulation for all CDBG-funded rehabilitation projects during 2023 Program Year and will continue to do so throughout all Program Years.

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

Cherry Hill will continue to provide CDBG funds to a variety of anti-poverty public service programs that will assist low- and moderate-income residents. It is anticipated that the following programs will continue per the 2023 Annual Action Plan:

- Transportation for senior and disabled residents;
- Advocacy for victims of domestic violence;

There are other year program funds being used for single family rehabilitation program, and funding of the Cherry Hill Food Pantry.

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

The Township of Cherry Hill will continue to utilize both CDBG and other municipal resources to support the provision of housing and services to low- and moderate-income households. In addition, Cherry Hill will seek to utilize not-for-profit agencies where appropriate to advance the Consolidated Plan Goals. As part of capacity-building, the Township recently hired an affordable housing consultant to help develop and implement programs to preserve and expand the Township's inventory of affordable units, and to develop and implement new affordability assistance programs.

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

The Township of Cherry Hill will continue to utilize both CDBG and other municipal resources to support

the provision of housing and services to low- and moderate-income households.

## **Discussion**

The Township will explore strategies and actions during PY2023 to address identified obstacles to meeting underserved needs. The Township will work with the recently hired affordable housing consultant to help develop and implement programs to preserve and expand the Township's inventory of affordable units, and to develop and implement new affordability assistance programs, such as homebuyer assistance programs, security deposit assistance programs.

Explore available funding opportunities from federal, state, and private resources to address:

- needs of the underserved;
- Leverage resources across Township Departments to better match resources to needs;
- Work with the Department Public Works and Engineering to develop criteria when assessing CIP projects to better serve low- and moderate-income communities;
- Prioritize services to the elderly and special needs populations through the Handy Helper and Single-Family Owner-Occupied Housing Rehabilitation Program;
- Improve direct Township outreach to those households in need through development of new partnerships with the Mayor's Citizens Advisory Committee, the Office of the Disabled Ombudsman, local Neighborhood Associations and organizations serving minority populations; and
- Include bilingual staff and develop translated materials in as many interactions with low- and moderate-income individuals as possible.

## Program Specific Requirements

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

#### Introduction

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

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.

The Township's CDBG entitlement allocation for PY2023 is \$411,888.

The Township also does not have any updated reports on proceeds from Section 108 loan guarantees, as there are none; surplus funds from urban renewal settlement projects, as there are none; grant funds returned to a line of credit, as there are none; income from "float-funded" activities, as there are none; and urgent need activities, as there are none.

It is anticipated that 80% of CDBG funds will be utilized for activities that benefit persons of low- and moderate-income.

#### 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

The Township has historically utilized a three (3) year period to determine the minimum overall benefit of 70% of CDBG funds for low- and moderate-income households. For the third Program Year, the Township will utilize years 2022, 2023 and 2024.

## Attachments

## Citizen Participation Comments

Final Publication Date	2/14/2023	State	NJ
Ad Number	GCI1018619	ZIP Code	08034-0358
Publication	Cherry Hill Courier Post	Your Name	Alex Helmbrecht
Market	Cherry Hill	Email Address	ahelmbrech@gannett.com
Delivery Method	Both		
Number of Affidavits Needed	1		
Customer Email	MWuebker@chnj.gov		
Customer Name	Cherry Hill Twp Comm Develop		
Customer Address	MWuebker@chnj.gov		
Account Number (If Known)	078934		
Name	Cherry Hill Twp Comm Develop		
Street	Po Box 9002		
City	Cherry Hill		

# COURIER-POST

PO Box 677304  
Dallas, TX 75267-7304

**Agency:**  
Cherry Hill Twp Comm Dev  
PO Box 5002  
Cherry Hill, NJ 08034

**Client:**  
Cherry Hill Twp Comm Dev  
PO Box 5002  
Cherry Hill, NJ 08034

Acct: 076534

**THIS IS NOT AN INVOICE**

Order #	Advertisement/Description	# Col x # Lines	Rate Per Line	Cost
GCI1018618	PUBLIC NOTICE	DISPLAY		\$184.80
		Adjustment/Publishing Charge		
		Tear sheet Charge		
		Net Total Due		\$184.80

Run Dates: 2/14/2023

Check # \_\_\_\_\_  
Date: \_\_\_\_\_

**CERTIFICATION BY RECEIVING AGENCY**  
I, HAVING KNOWLEDGE OF THE FACTS, CERTIFY AND DECLARE THAT THE GOODS HAVE BEEN RECEIVED OR THE SERVICES RENDERED AND ARE IN COMPLIANCE WITH THE SPECIFICATIONS OR OTHER REQUIREMENTS AND SAID CERTIFICATION IS BASED ON SIGNED DELIVERY SLIPS OR OTHER REASONABLE PROCEDURES OR VERIFIABLE INFORMATION.

SIGNATURE: \_\_\_\_\_  
TITLE: \_\_\_\_\_ DATE: \_\_\_\_\_

**CERTIFICATION BY APPROVAL OFFICIAL**  
I CERTIFY AND DECLARE THAT THIS BILL OR INVOICE IS CORRECT AND THAT SUFFICIENT FUNDS ARE AVAILABLE TO SATISFY THIS CLAIM. THE PAYMENT SHALL BE CHARGEABLE TO:

APPROPRIATION ACCOUNT(S) AND AMOUNTS CHARGED: P.O. # \_\_\_\_\_

SIGNATURE: \_\_\_\_\_  
TITLE: \_\_\_\_\_ DATE: \_\_\_\_\_

**CLAIMANT'S CERTIFICATION AND DECLARATION**  
I DO SOLEMNLY DECLARE AND CERTIFY UNDER THE PENALTIES OF THE LAW THAT THIS BILL OR INVOICE IS CORRECT IN ALL PARTICULARS, THAT THE GOODS HAVE BEEN RECEIVED OR SERVICES RENDERED AS STATED HEREIN THAT NO BOND HAS BEEN GIVEN OR RECEIVED BY ANY PERSON OR PERSONS WITH MY KNOWLEDGE OR IN CONNECTION WITH THE ABOVE CLAIM, THAT THE AMOUNT SUBMITTED IS JUSTLY DUE AND OWING AND THAT THE AMOUNT CHARGED IS A REASONABLE ONE.

Date: 2/14/2023  
Federal ID #: 081052073

Signature: \_\_\_\_\_  
Official Position: Clerk

AFFIDAVIT OF PUBLICATION

STATE OF WISCONSIN

Brown County

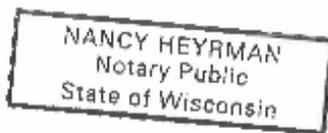
Personally appeared Nancy Heyrman

Of the **Courier Post**, a newspaper printed in Cherry Hill, New Jersey and published in Cherry Hill, in said County and State, and of general circulation in said county, who being duly sworn, depose and saith that the advertisement of which the annexed is a true copy, has been published in the said newspaper 1 times, once in each issue as follows:

2/14/2023 A.D. 2023

Nancy Heyrman  
Notary Public State of Wisconsin County of Brown  
5.15.23  
My commission expires

Ad Number: GCI1018618



**PUBLIC NOTICE**  
**TOWNSHIP OF CHERRY HILL COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)**  
**2023 ANNUAL ACTION PLAN**  
**SUBSTANTIAL AMENDMENT TO THE 2019-2022 ANNUAL ACTION PLANS**  
**AMENDMENTS TO THE CITIZEN PARTICIPATION PLAN**

The Township of Cherry Hill is seeking public comment on the Township's Community Development Block Grant (CDBG) 2023 Annual Action Plan (AAP), Substantial Amendment to the 2019-2022 Annual Action Plans and Amendments to the Citizen Participation Plan. As an entitlement community under the CDBG program, the Township expects to receive a formula allocation from HUD for the 2023 AAP (Program Year 2023-2024) of approximately \$423,294.00. These funds may be used for eligible activities, as authorized by Title I of the Housing & Community Development Act (HCDA) of 1974, as amended.

The Township is presenting a Substantial Amendment to the 2019-2022 Annual Action Plans, that include the following:

1. \$60,556 in Program Income allocated to fund Activity #370 (Public Facilities 2021).
2. \$3,442 in Program Income allocated to fund Activity #375 (COVID-19 Non-Profit Assistance).
3. Canceling Activity #373 (Single Family Home Improvement Program) and reallocating funds to Activity #370 (Public Facilities 2021). This cancellation is due to the program being funded and managed by the County moving forward.
4. Home Improvement Policy Manual Changes, as detailed in the Substantial Amendment document.
5. Reallocating funding and canceling Activity #359 (2020 Public Facilities), #360 (2020 Public Facilities Area-Benefit), #368 (2021 Public Facilities Area-Benefit) and #369 (2022 Public Facilities Area Sidewalks and Curbs). Funding will be reallocated to Activity #370 (Public Facilities 2021) in order to combine small amounts of public facility funding to support larger public facility projects.
6. Reallocating CDBG-CV funding from the Activity #365 (COVID-19 Rental/Mortgage Assistance Program) to Activity #375 (COVID-19 Non-Profit Support) and Activity #382 (CARES Act Planning/Administration Costs).

Lastly, the Township is presenting amendments to the Citizen Participation Plan and seeking public comment on these amendments. The amendments proposed are intended to correct outdated information, clarify the citizen participation process, adjust the public notice period and minor amendment requirements. The amendments proposed are in compliance with citizen participation requirements at 24 CFR § 1.103.

**PUBLIC HEARINGS**

Cherry Hill Township will hold a hybrid in-person and virtual public hearing on the townships Draft 2023 Annual Action Plan, 2019-2022 Substantial Amendment and Amendments to the Citizen Participation Plan on **February 28, 2023 at 3pm**. The purpose of this hearing is to obtain comments on overall community need for the Annual Action Plan and changes proposed via the 2019-2022 Substantial Amendment and Amendment to the Citizen Participation Plan.

The Township will hold a second hybrid in-person and virtual public hearing on The Township's Draft 2023 Annual Action Plan on **April 19, 2023 at 3pm**. The purpose of this hearing is to review and offer comments on the overall plan, including the annual budget.

Given the on-going public health crisis, hybrid public hearings are being held in person at the Cherry Hill Township Department of Community Development, Conference Room 206 and simultaneously via the Zoom online meeting platform. Members of the public will be given the opportunity to speak during the hearing to verbally submit their public comment. The log-in information for the hybrid Public Hearings will be posted on the township's website at the following address:

<http://www.cherryhill-nj.com/152/Community-Development-Block-Grant-CDBG>

All interested individuals and organizations are invited and encouraged to attend these public hearings. Persons in need of attending the hearings who require interpretive assistance (i.e. hearing impaired or non-English speaking), or other accommodation, shall notify the Cherry Hill Township Department of Community Development at least five (5) working days prior to the meeting in order to make the appropriate arrangements.

**PUBLIC REVIEW & CITIZEN COMMENTS**

The Amendments to the Citizen Participation Plan will be available for 30-day public review and comment on the Township website February 15, 2023 – March 16, 2023. Comments must be received by March 16, 2023.

The 2019-2022 Substantial Amendment will be available for 30-day public review and comment on the Township website March 1, 2023 – March 31, 2023. Comments must be received by March 31, 2023.

The Township's Draft 2023 Annual Action Plan will be available for 30-day public review and comment on the Township website April 3, 2023 – May 2, 2023. Comments must be received by May 2, 2023.

All citizens are encouraged to offer comments at the virtual public hearings or by writing to the Cherry Hill Township Department of Community Development, 820 Mercer Street, Cherry Hill, NJ 08002, ATTN: Mara Wuszkis, Deputy Director of Community Development. Comments may be provided via email at [mwuszkis@choj.gov](mailto:mwuszkis@choj.gov).

Given the current public health crisis, all of these plans will be available for public review online on the following website: <http://www.cherryhill-nj.com/152/Community-Development-Block-Grant-CDBG>

RESOLUTION 2023-5-12

**RESOLUTION AUTHORIZING ADOPTION OF THE COMMUNITY  
DEVELOPMENT BLOCK GRANT (CDBG) 2023 ANNUAL ACTION PLAN INDICATING PROGRAM  
GOALS, OBJECTIVES, AND PROJECTED USE OF FUNDS FOR THE 2023-2024 PROGRAM YEAR**

**WHEREAS**, the Township is an Entitlement community under the Community Development Block Grant (CDBG) program and receives annual allocations of funding from the U.S. Department of Housing and Urban Development (HUD), which may be used for various eligible activities, as authorized by Title I of the Housing & Community Development Act (HCDA) of 1974, as amended; and

**WHEREAS**, the U. S. Department of Housing and Urban Development has made available certain funds known as Community Development Block Grant for Program Year 2023-2024 (July 1, 2023 – June 30, 2024) in the amount of \$411,888; and

**WHEREAS**, the Department of Community Development conducted public hearings on February 28, 2023 and April 19, 2023 to obtain comments on the Action Plan, and interested parties participated in the hearings, and no other public comments were received on the proposed plan; and

**WHEREAS**, the total budget for the 2023 Action Plan is \$411,888 with the following allocations, as described in more detail in the Plan:

Public Facilities 2023	\$270,105.00
Senior Bus and Services 2023	\$ 59,283.00
Side by Side Domestic Violence Response Team 2023	\$ 2,500.00
Handy Helper 2023	\$ 80,000.00
TOTAL	\$411,888.00

**WHEREAS**, an Annual Action Plan and its objectives, goals, and projected use of funds must be approved by Township Council and submitted to HUD after considering all public comments received; and

**NOW, THEREFORE, BE IT RESOLVED** that the 2023 Annual Action Plan and its objectives, goals, and use of funds (attached hereto as Exhibit "A") has been reviewed by Council and is hereby approved by Council and that it shall be submitted to HUD along with all required documentation; and

**BE IT FURTHER RESOLVED** that the Mayor or designee is hereby authorized to take any all steps necessary to effectuate the purpose of this Resolution.

**ADOPTED: MAY 8, 2023**

  
\_\_\_\_\_  
TRAVIS FOWLER  
COUNCIL PRESIDENT

ATTEST:

  
\_\_\_\_\_  
PATTI CHACKER, RMC  
TOWNSHIP CLERK

# Cherry Hill Township

## Community Development Block Grant

### Virtual Public Hearing

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**2023 ANNUAL ACTION PLAN**  
**SUBSTANTIAL AMENDMENT TO 2019-2022 ANNUAL ACTION PLANS**  
**FEBRUARY 28, 2023**

## WELCOME

### ➤ Purpose

- Gather input on community needs
- Review process for 2023 Annual Action Plan
- Review proposed changes in Substantial Amendment and accept public comment
- Answer questions about CDBG funding

### ➤ Format

- Hybrid Public Hearing
- Short Presentation then Comments/Discussion

### ➤ Getting Started

- If in-person, please sign in if you haven't already done so.
- If online, please type your name and affiliation. If you're with an agency, please include your name and the agency's name.

## CDBG OVERVIEW

- Established 1974
- Annual grants on a formula basis to states, cities, and counties to develop viable urban communities by providing decent housing and a suitable living environment, and by expanding economic opportunities, principally for low- and moderate-income persons.
- Five-Year Consolidated Plan, Annual Action Plans, CAPER are required
- Federal budget recently passed, maintained CDBG funding
- **Cherry Hill 2023 Allocation = \$411,888**

## CDBG NATIONAL OBJECTIVES

Each activity must meet one of the  
Three National Objectives



**Benefit Low &  
Moderate  
Income Persons**



**Prevent or Eliminate  
Slum/Blight**



**Meet Urgent  
Need**

## ELIGIBLE ACTIVITIES

### ➤ Is it an INELIGIBLE ACTIVITY?

- *NO* Political activities
- *NO* Construction of housing units by a unit of local government
- *NO* Operation and maintenance of public facilities/improvements
- *NO* General government expenses including construction or repairs of general government buildings like City Hall, public works garages and police stations
- *NO* Purchase of equipment (except fire equipment)
- *NO* Direct income payments

### ➤ Does it meet a National Objective?

# BUT

A minimum of 70% of funds  
must go to benefit low-mod  
income residents

2022 Income Limits for Cherry Hill

Family size	1	2	3	4	5	6	7	8
LOW INCOME	36,900	42,200	47,450	<b>52,700</b>	56,950	61,150	65,350	69,600
MOD INCOME	59,050	67,450	75,900	<b>84,300</b>	91,050	97,800	104,550	111,300

## LOW & MODERATE INCOME BENEFIT

### LIMITED CLIENTELE:

Income – Income limits established by HUD based on Area Median Family Income (AMFI)

- Low-moderate income household is 80% or less of AMFI
- Requires income documentation ---- UNLESS...

### Presumed Benefit Groups:

Seniors	Homeless persons	Abused children
Battered spouses	Illiterate adults	Severely disabled <b>ADULTS</b>
Persons living with AIDS		Migrant farmworkers

### AREA BENEFIT:

Must serve a **primarily residential** geographic area which is at least 51% low/moderate income persons per Census Bureau or a door-to-door survey.

EXAMPLES: Parks, fire stations, streets, possibly public services

## LOW & MODERATE INCOME BENEFIT

### HOUSING:

- Housing Rehab Program
- Homebuyer Assistance
- Tenant-Based Rental Assistance



### JOB CREATION/RETENTION:

- The activity must involve creation or retention of jobs, a majority of which are filled by or **made available to** low and moderate income people.

## ELIMINATION OF SLUM & BLIGHT

**Area Basis** - Only for an area designated as blighted per state or local law. Designation can't be more than 10 years old.

**Spot Basis** – Not in a blighted area but is detrimental to public health and safety (per local health/code official). Can only be used to address the imminent hazard.

Can be demo  
OR  
rehab



## PUBLIC FACILITIES & INFRASTRUCTURE

- Facilities can be owned by government or non-profit & **open to public**
- Infrastructure – roads, water, sewers, etc.
- **MUST BENEFIT AN ELIGIBLE POPULATION** - either by area or limited clientele
- NOT CITY HALL – except for ADA improvements
- NOT FOR MAINTENANCE/REPAIR – no potholes, no grass mowing, no snow removal
- Examples of **possibly** eligible facilities/infrastructure
  - Park Improvements
  - Fire Station
  - Boys & Girls club – soup kitchen – homeless shelter
  - Street Reconstruction (not just resurfacing or overlays)

## PUBLIC SERVICES

### CAPPED AT 15% OF TOTAL CDBG GRANT

Can be provided by government or non-profit. MUST BENEFIT AN ELIGIBLE POPULATION - either by area or limited clientele

Examples of **possibly** eligible services:

- Credit Counseling
- Employment services (job training)
- Health services
- Education programs
- Child care
- Recreational services
- Senior services



## PUBLIC INPUT: COMMUNITY NEED

What are the Township's greatest housing needs?

In your opinion, what are the major supportive service needs across the Township?

What are the major public facilities and infrastructure needs in the Township?

How has community need changed in the last year?

What are some ideas you may have for CDBG funds?

## SUBSTANTIAL AMENDMENT

### ➤ Commit Program Income to Projects:

- Commit \$60,556 of PI to 2021 Public Facilities, known in IDIS as Activity #370
- Commit \$9,442 in Program Income from refunds to the Rental and Mortgage Assistance Program. Those funds are being committed to the 2020 COVID-19 Non-Profit Support Project, known in IDIS as Activity #375

ASSIGNMENT OF PROGRAM INCOME							
RECEIPT		LOCAL	IDIS		COMMIT TO:		
DATE	DESCRIPTION	REFERENCE	RECEIPT #	AMOUNT	ACCOUNT #	IDIS #	PROJECT
7.26.22	HIP Repayment	CP-22-00848	5385042	\$ 27,605.00	221-030	370	2021 Public Facilities
7.26.22	HIP Repayment	CP-22-00847	5385040	\$ 13,666.00	221-030	370	2021 Public Facilities
9.8.22	HIP Repayment	CP-22-00958	5384976	\$ 19,285.00	221-030	370	2021 Public Facilities
				<b>\$ 60,556.00</b>			
2.28.22	CARES Act Refund	CR 13739	5393488	\$ 6,280.00	219-201	375	Covid-19 2020 Non-Profit Assistance
3.31.22	CARES Act Refund	CR 13807	5393488	\$ 3,162.00	219-201	375	Covid-19 2020 Non-Profit Assistance
			<b>TOTAL</b>	<b>\$ 9,442.00</b>			

## SUBSTANTIAL AMENDMENT

### ➤ Cancellation of Projects/Transfer Funds

- Cancellation of Single Family Housing Improvement Program

PROJECT CANCELLATION AND TRANSFER OF FUNDS						
TRANSFERRED FROM				AMOUNT	TRANSFERRED TO	
PROJECT	BUDGET ACCOUNT	IDIS ACTIVITY	PROJECT		BUDGET ACCOUNT	IDIS ACTIVITY
021 Single Family Rehab (HIP)	221-039	373	\$185,607.19	2021 Public Facilities	221-030	370

- Change in Home Improvement Program Policy Manual
- Transfer of Smaller Public Facility Projects into Larger Public Facility Project

PROJECTS CANCELLATION AND TRANSFER OF FUNDS						
TRANSFERRED FROM				AMOUNT	TRANSFERRED TO	
PROJECT	BUDGET ACCOUNT	IDIS ACTIVITY	PROJECT		BUDGET ACCOUNT	IDIS ACTIVITY
2020 Public Facilities	220-030	359	\$ 1,500.00	2021 Public Facilities	221-030	370
2020 Public Facilities Area Benefit	220-031	360	\$ 1,500.00	2021 Public Facilities	221-030	370
2021 Public Facilities	221-031	368	\$ 1,500.00	2021 Public Facilities	221-030	370
2022 Public Facilities - ADA Sidewalks/Curbs	222-030	382	\$ 50,000.00	2021 Public Facilities	221-030	370

## SUBSTANTIAL AMENDMENT

### ➤ Cancellation of CV Projects/Transfer CV Funds

- Transfer of CDBG-CV funds from CV Rental/Mortgage Assistance To CV Non-Profit Support

TRANSFER OF FUNDS BETWEEN EXISTING PROGRAMS						
TRANSFERRED FROM			AMOUNT	TRANSFERRED TO		
PROJECT	BUDGET ACCOUNT	IDIS ACTIVITY		PROJECT	BUDGET ACCOUNT	IDIS ACTIVITY
Rental & Mortgage Assistance Program	219-202	363	\$157,483.38	Covid 19 Non-Profit Support	219-201	375
Rental & Mortgage Assistance Program Admin.	219-203	363	\$18,900.00	CARES Act Administration Costs	219-204	362

### ➤ Public Review March 1<sup>st</sup> – March 31<sup>st</sup>

- Public comment can be submitted to Mara Wuebker, PP/AICP, Community Development Deputy Director at [MWuebker@chnj.gov](mailto:MWuebker@chnj.gov)

**COMMENTS?  
QUESTIONS?**





Comments may be provided to Mara Wuebker via email at [mwuebker@chtownship.com](mailto:mwuebker@chtownship.com)

# Cherry Hill Township

## Community Development Block Grant Public Hearing #2

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**2023 ANNUAL ACTION PLAN**

**APRIL 19, 2023**

## WELCOME

- **Purpose**
  - Gather input on 2023 Annual Action Plan and budget
  - Answer questions about CDBG funding
  
- **Format**
  - Short Presentation
  - Comments/Discussion
  
- **Getting Started**
  - Please sign in

## CDBG OVERVIEW

- Established 1974
  
- One of the longest-running programs of the U.S. Department of Housing and Urban Development, funds local community development activities with the stated goal of providing affordable housing, anti-poverty programs, and infrastructure development
  
- Annual grants on a formula basis to states, cities, and counties to develop viable urban communities by providing decent housing and a suitable living environment, and by expanding economic opportunities, principally for low- and moderate-income persons.
  
- **Cherry Hill 2023 Allocation:**
  - CDBG Allocation = \$411,888

## **CDBG PLANNING & REPORTING**

- Planning
  - Every 5 years = Consolidated Plan (next due in 2025)
  - Every year = Annual Action Plan due to HUD May 15<sup>th</sup>
    - Elements of Plan Process Include:
      - Public Hearings
      - Public Review
      - Approval by Township Council
      - Submission to HUD via IDIS Reporting Data System
- Reporting
  - Consolidated Annual Performance Evaluation Report (CAPER)
  - Requires public display period
  - Due to HUD by September 30<sup>th</sup>

## **CDBG NATIONAL OBJECTIVES**

Each activity must meet one of the  
Three National Objectives



**Benefit Low &  
Moderate Income  
Persons**



**Prevent or Eliminate  
Slum/Blight**



**Meet Urgent  
Need**

## **ELIGIBLE ACTIVITIES**

- **Housing**
- **Slum/Blight**
- **Economic Development (Job Creation/Retention)**
- **Public Facilities & Infrastructure**
- **Public Services**

## **ELIGIBLE ACTIVITIES**

### ➤ **Is it an INELIGIBLE ACTIVITY?**

- *NO* Political activities
- *NO* Construction of housing units by a unit of local government
- *NO* Operation and maintenance of public facilities/improvements
- *NO* General government expenses including construction or repairs of general government buildings like City Hall, public works garages and police stations
- *NO* Purchase of equipment (except fire equipment)
- *NO* Direct income payments

### ➤ **Does it meet a National Objective?**

# BUT

A minimum of 70% of funds must go to benefit low-mod income residents

## 2022 Income Limits for Cherry Hill

Family size	1	2	3	4	5	6	7	8
LOW INCOME	36,900	42,200	47,450	<b>52,700</b>	56,950	61,150	65,350	69,600
MOD INCOME	59,050	67,450	75,900	<b>84,300</b>	91,050	97,800	104,550	111,300

## 2023 ANNUAL BUDGET

2023 Allocation = \$411,888

2023 Proposed Budget	
Project	Funding
Planning & Administration	\$80,000
Public Facilities	\$270,105
Public Services – Senior Bus	\$59,283
Public Services – Side By Side	\$2,500
<b>TOTAL</b>	<b>\$411,888</b>

# COMMENTS? QUESTIONS?

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Comments may be provided to Mara Wuebker via email at [mwuebker@chnj.gov](mailto:mwuebker@chnj.gov)

Written comments on the 2022 Annual Action Plan must be received by May 2, 2023

Grantee SF-424's and Certification(s)

OMB Number: 4940-0049  
Expiration Date: 09/30/2028

Application for Federal Assistance SF-424		
* 1. Type of Submission: <input type="checkbox"/> Reapplication <input checked="" type="checkbox"/> Application <input type="checkbox"/> Changed/Corrected Application	* 2. Type of Application: <input type="checkbox"/> New <input checked="" type="checkbox"/> Continuation <input type="checkbox"/> Revision	* If Revision, select appropriate letter(s): <input type="text"/> * Other (Specify): <input type="text"/>
* 3. Date Received: 06/15/2020	4. Applicant Identifier: <input type="text"/>	
5a. Federal Entity Identifier: <input type="text"/>	5b. Federal Award Identifier: B-27-BC-10-0000	
State Use Only:		
6. Date Received by State: <input type="text"/>	7. State Application Identifier: <input type="text"/>	
8. APPLICANT INFORMATION:		
* a. Legal Name: Cherry Hill Township		
* b. Employer/Taxpayer Identification Number (EIN/TIN): 01-600523	* c. UEI: BACB14J3ANR6	
d. Address:		
* Street1:	820 Mercer Street	
* Street2:	<input type="text"/>	
* City:	Cherry Hill	
* County/Parish:	<input type="text"/>	
* State:	NJ: New Jersey	
* Province:	<input type="text"/>	
* Country:	USA: UNITED STATES	
* Zip/Postal Code:	08002-2608	
e. Organizational Unit:		
Department Name: Community Development	Division Name: <input type="text"/>	
f. Name and contact information of person to be contacted on matters involving this application:		
* Prefix:	* First Name:	Osborne
* Middle Name:	<input type="text"/>	
* Last Name:	DiMartino	
* Suffix:	<input type="text"/>	
Title: Director of Community Development		
Organizational Affiliation: Cherry Hill Township		
* Telephone Number:	856 681 4737	Fax Number: <input type="text"/>
* Email: osborned@cherryhillnj.gov		

Application for Federal Assistance SF-424	
<p><b>* 9. Type of Applicant 1: Select Applicant Type:</b></p> <input type="text" value="C: City or Township Government"/> <p>Type of Applicant 2: Select Applicant Type:</p> <input type="text"/> <p>Type of Applicant 3: Select Applicant Type:</p> <input type="text"/> <p>* Other (specify):</p> <input type="text"/>	
<p><b>* 10. Name of Federal Agency:</b></p> <input type="text" value="U.S. Department of Housing and Urban Development"/>	
<p><b>11. Catalog of Federal Domestic Assistance Number:</b></p> <input type="text" value="14.218"/> <p>CFDA Title:</p> <input type="text" value="Community Development Block Grant"/>	
<p><b>* 12. Funding Opportunity Number:</b></p> <input type="text" value="14.218"/> <p>* Title:</p> <input type="text" value="Community Development Block Grant"/>	
<p><b>13. Competition Identification Number:</b></p> <input type="text"/> <p>Title:</p> <input type="text"/>	
<p><b>14. Areas Affected by Project (Cities, Counties, States, etc.):</b></p> <input type="text"/> <div style="display: flex; justify-content: space-around;"> <input type="button" value="Add Attachment"/> <input type="button" value="Delete Attachment"/> <input type="button" value="View Attachment"/> </div>	
<p><b>* 15. Descriptive Title of Applicant's Project:</b></p> <input type="text" value="CDBG Program - Activities to improve housing and neighborhoods, and foster economic development for opportunities for low/moderate income persons. Specific activities listed in FY2023 Action Plan."/>	
<p>Attach supporting documents as specified in agency instructions.</p> <div style="display: flex; justify-content: space-around;"> <input type="button" value="Add Attachments"/> <input type="button" value="Delete Attachments"/> <input type="button" value="View Attachments"/> </div>	

Application for Federal Assistance SF-424	
16. Congressional Districts Of:	
* a. Applicant: <input type="text" value="1"/>	* b. Program/Project: <input type="text" value="1"/>
Attach an additional list of Program/Project Congressional Districts if needed.	
<input type="text"/> <input type="button" value="Add Attachment"/> <input type="button" value="Delete Attachment"/> <input type="button" value="View Attachment"/>	
17. Proposed Project:	
* a. Start Date: <input type="text" value="07/01/2023"/>	* b. End Date: <input type="text" value="06/30/2024"/>
18. Estimated Funding (\$):	
* a. Federal	<input type="text" value="911,888.00"/>
* b. Applicant	<input type="text"/>
* c. State	<input type="text"/>
* d. Local	<input type="text"/>
* e. Other	<input type="text"/>
* f. Program Income	<input type="text"/>
* g. TOTAL	<input type="text" value="911,888.00"/>
* 19. Is Application Subject to Review By State Under Executive Order 12372 Process?	
<input type="checkbox"/> a. This application was made available to the State under the Executive Order 12372 Process for review on <input type="text"/>	
<input type="checkbox"/> b. Program is subject to E.O. 12372 but has not been selected by the State for review.	
<input checked="" type="checkbox"/> c. Program is not covered by E.O. 12372.	
* 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)	
<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
If "Yes", provide explanation and attach	
<input type="text"/> <input type="button" value="Add Attachment"/> <input type="button" value="Delete Attachment"/> <input type="button" value="View Attachment"/>	
21. *By signing this application, I certify (1) to the statements contained in the list of certifications** and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances** and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 18, Section 1001)	
<input checked="" type="checkbox"/> ** I AGREE	
** The list of certifications and assurances, or an Internet site where you may obtain the list is contained in the announcement or agency specific instructions.	
Authorized Representative:	
Prefix: <input type="text" value="Ms."/>	* First Name: <input type="text" value="Susan"/>
Middle Name: <input type="text"/>	
* Last Name: <input type="text" value="Sullivan"/>	
Suffix: <input type="text"/>	
* Title: <input type="text" value="Mayor"/>	
* Telephone Number: <input type="text" value="856-488-7878"/>	Fax Number: <input type="text"/>
* Email: <input type="text" value="SSullivan@ohio.gov"/>	
* Signature of Authorized Representative: 	* Date Signed: <input type="text" value="5/15/23"/>

ASSURANCES - CONSTRUCTION PROGRAMS

OMB Number: 4040-0009  
Expiration Date: 02/28/2025

Public reporting burden for this collection of information is estimated to average 15 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0042), Washington, DC 20503.

**PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET. SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.**

**NOTE:** Certain of these assurances may not be applicable to your project or program. If you have questions, please contact the Awarding Agency. Further, certain Federal assistance awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

As the duly authorized representative of the applicant, I certify that the applicant:

1. Has the legal authority to apply for Federal assistance, and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project costs) to ensure proper planning, management and completion of project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, the right to examine all records, books, papers, or documents related to the assistance; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
3. Will not dispose of, modify the use of, or change the terms of the real property title or other interest in the site and facilities without permission and instructions from the awarding agency. Will record the Federal awarding agency directives and will induce a covenant in the title of real property acquired in whole or in part with Federal assistance funds to assure non-discrimination during the useful life of the project.
4. Will comply with the requirements of the assistance awarding agency with regard to the drafting, review and approval of construction plans and specifications.
5. Will provide and maintain competent and adequate engineering supervision at the construction site to ensure that the complete work conforms with the approved plans and specifications and will furnish progressive reports and such other information as may be required by the assistance awarding agency or State.
6. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
7. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
8. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards of merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900 Subpart F).
9. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.
10. Will comply with all Federal statutes relating to non-discrimination. These include but are not limited to: (s) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681-1683, and 1685-1686) which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107) which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-516), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 ds-3 and 290 ee 3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.

Previous Edition Usable

Authorized for Local Reproduction

Standard Form 424D (Rev. 7-87)  
Prescribed by OMB Circular A-102

11. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-846) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal and federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.
12. Will comply with the provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.
13. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327-333) regarding labor standards for federally-assisted construction subagreements.
14. Will comply with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
15. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).
16. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
17. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. §470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§469a-1 et seq.).
18. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."
19. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.
20. Will comply with the requirements of Section 106(g) of the Trafficking Victims Protection Act (TVPA) of 2000, as amended (22 U.S.C. 7104) which prohibits grant award recipients or a sub-recipient from (1) Engaging in severe forms of trafficking in persons during the period of time that the award is in effect (2) Procuring a commercial sex act during the period of time that the award is in effect or (3) Using forced labor in the performance of the award or subawards under the award.

SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL	TITLE
	SUSAN SHIN ANGULO MAYOR
APPLICANT ORGANIZATION	DATE SUBMITTED
Cherry Hill Township	1/15/2023

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**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.

**Uniform Relocation Act and 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, (42 U.S.C. 4601-4655) and implementing regulations at 49 CFR Part 24. It has in effect and is following a residential anti-displacement and relocation assistance plan required under 24 CFR Part 42 in connection with any activity assisted with funding under the Community Development Block Grant or HOME programs.

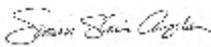
**Anti-Lobbying** --To the best of the jurisdiction's knowledge and belief:

1. 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;
2. 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
3. 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 Community Development Block Grant, HOME, Emergency Solutions Grant, and Housing Opportunities for Persons With AIDS funds are consistent with the strategic plan in the jurisdiction's consolidated plan.

**Section 3** -- It will comply with section 3 of the Housing and Urban Development Act of 1968 (12 U.S.C. 1701u) and implementing regulations at 24 CFR Part 75.

	5/11/23
_____ Signature of Authorized Official	_____ Date

\_\_\_\_\_  
Mayor  
Title

## Specific Community Development Block Grant 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 plan identifies community development and housing needs and specifies both short-term and long-term community development objectives that have been developed in accordance with the primary objective of the CDBG program (i.e., the development of viable urban communities, by providing decent housing and expanding economic opportunities, primarily for persons of low and moderate income) and requirements of 24 CFR Parts 91 and 570.

**Following a Plan** -- It is following a current consolidated plan that has been approved by HUD.

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

1. Maximum Feasible Priority. With respect to activities expected to be assisted with CDBG funds, 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 CDBG-assisted activities which the grantee certifies are designed to meet other community development needs having 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 (see Optional CDBG Certification).

2. Overall Benefit. The aggregate use of CDBG funds, including Section 108 guaranteed loans, during program year(s) 2023 [a period specified by the grantee 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.

3. 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.

In addition, 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.

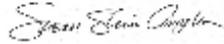
**Excessive Force** -- It has adopted and is enforcing:

1. 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
2. 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.

**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 U.S.C. 2000d) and the Fair Housing Act (42 U.S.C. 3601-3619) and implementing regulations.

**Lead-Based Paint** -- Its activities concerning lead-based paint will comply with the requirements of 24 CFR Part 35, Subparts A, B, J, K and R.

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



\_\_\_\_\_  
Signature of Authorized Official

5/11/23

\_\_\_\_\_  
Date

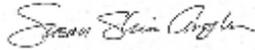
\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Title

**OPTIONAL Community Development Block Grant Certification**

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 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 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 of Authorized Official

5/11/23

\_\_\_\_\_  
Date

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Title

**APPENDIX TO CERTIFICATIONS**

**INSTRUCTIONS CONCERNING LOBBYING CERTIFICATION:**

**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.