

RESOLUTION AUTHORIZING MINOR AMENDMENT OF THE
CDBG 2021-2023 ANNUAL ACTION PLANS

WHEREAS, the Township is an Entitlement community under the CDBG program and receives annual allocations of funding from HUD, which may be used for various eligible activities, as authorized by Title 1 of the Housing & Community Development Act (HCDA) of 1974, as amended; and

WHEREAS, the Township proposes minor amendments to its 2021 -2023 Annual Action Plans; and

WHEREAS, the Township has previously committed CDBG-CV funds to the Cherry Hill Food Pantry for site improvements, and one of the proposed amendments is to allocate additional CDBG funds for the project; and

WHEREAS, one of the proposed amendments is to allocate funding to Habitat for Humanity to provide needed interior rehabilitation improvements to a recently acquired property for affordable housing; and

WHEREAS, the Township has received \$59,125.00 in program income from deferred loan repayments and the Township desires to allocate these funds to assist in the aforementioned projects; and

WHEREAS, the Township desires to reallocate the balance of the local HIP Program funds, administered by the Camden County Home Improvement Authority, due to lack of activity to 2021 Public Facilities Projects line item for an ADA curb ramps project and to 2023 Public Facilities Projects line item for the Food Pantry site improvement project to satisfy HUD's requirements for timely expenditure of funds; and

WHEREAS, funds can be used for other eligible projects in those categories in the event those funds are no longer needed; and

WHEREAS, minor amendments to CDBG Action Plans must be approved by Township Council and submitted to the Department of Housing and Urban Development; and

NOW, THEREFORE, BE IT RESOLVED:

1. That Council has reviewed and approved the CDBG Minor Amendment to the 2021- 2023 Annual Action Plans (attached hereto as Exhibit "A"), which shall be submitted to HUD along with all required documentation; and that in accordance therewith,
2. \$ 43,633.65 in Program Income received in 2023 from deferred loan repayments shall be allocated to 2022 Affordable Housing Acquisition/Rehab Program Income (B-24-56-850-222-039), and
3. \$ 15,491.35 in Program Income received in 2023 from deferred loan repayments shall be allocated to 2023 Public Facilities Projects (a new PI account), and
4. \$85,453.19 allocated to the 2021 Housing Activities Single Family Rehab (B-24-56-850-221-039) shall be reprogrammed to 2021 Public Facilities (B-24-56-850-221-030) \$72,400.25 and to 2023 Public Facilities (B-24-56-850-223-030) \$13,052.94.

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

ADOPTED: DECEMBER 11, 2023



COUNCIL PRESIDENT

ATTEST:



PATTI CHACKER, RMC
MUNICIPAL CLERK

Township of Cherry Hill

Community Development Block Grant Program
Minor Amendment of 2021-2023 Annual Action Plans

I. Introduction

This document serves as the Minor Amendment to the 2021-2023 Township of Cherry Hill Annual Action Plans previously approved by the U.S. Department of Housing and Urban Development. The Township seeks to: (1) assign Program Income received to projects and (2) transfer funds between CDBG programs.

The Township has determined that this amendment is a Minor Amendment given the definition in the Citizen Participation Plan: “A minor amendment is a budget change less than or equal to 35 percent of the total CDBG budget PLUS the available Program Income, or a change in the location of activities already included in the consolidated or annual plan. Minor changes do not require a citizen participation process, i.e., public hearing or public comment.”

II. Assign Program Income Received to Projects

The Township received **\$59,125.00** in program income from Single Family Housing Improvement Program (HIP) Deferred Loan Repayments. Specifically, the Township received \$43,275.00 by CP-23-00638 on June 22, 2003, (receipted in IDIS as # 5405228) and received \$15,850.00 by CP-23-01245 on November 6, 2023 (receipted in IDIS as #5415270).

This minor amendment seeks to assign **\$43,633.65** of program income to “2022 Affordable Housing – Acquisition/Rehab Projects.” It is anticipated that these funds will assist Habitat for Humanity of Camden County to rehabilitate a recently acquired a housing unit for affordable housing.

Additionally, this minor amendment seeks to assign **\$15,491.35** of program income to “2023 Public Facilities Projects.” It is anticipated that these funds will be used to fund needed improvements at the Cherry Hill Food Pantry.

However, the funds can be used for other eligible activities in those categories in the event those funds are no longer needed.

III. Transfer funds between CDBG Programs

There is currently **\$85,453.19** assigned to the “2021 Single Family Housing Improvement (HIP) Program,” which has been inactive for almost two years. The County has a similar home rehabilitation program that utilizes HOME funds, which is available to Cherry Hill property owners. Cherry Hill seeks to eliminate the duplication of similar programs. The transfer of funds to eligible activities will also enable the Township to meet its timeliness requirements.

Accordingly, this minor amendment seeks to transfer **\$72,400.25** to “2021 Public Facilities Projects.” It is anticipated that these funds will be used for ADA curb ramp improvements.

Additionally, this minor amendment seeks to transfer **\$13,052.94** to “2023 Public Facilities Projects.” It is anticipated that these funds will be used for Food Pantry site improvements. This will enable the funding of site improvements that cost more than originally budgeted.

However, the funds can be used for other eligible activities in those categories in the event those funds are no longer needed.

IV. Summary of Minor Amendment

This amendment: (1) commits Program Income received to “2022 Housing Activities – Acquisition/ Rehabilitation Projects” and to “2023 Public Facilities Projects” and (2) transfers funds from the “2021 Single Family Housing Improvement Program (HIP)” to the “2021 Public Facilities Projects” and “2023 Public Facilities Projects.” It is understood that the funds can be used for other eligible activities in those Project categories in the event the funds are no longer needed by the aforementioned organizations.

V. Stakeholder Consultation & Citizen Participation

The stakeholder and general public consultation and citizen participation process for this minor amendment will conform to the Township’s updated Citizen Participation Plan.

General questions regarding this Plan or proposed programming as well as requests for special assistance related to limited English proficiency or disabilities should be directed to Mara Wuebker, PP/AICP, Community Development Deputy Director at MWuebker@chnj.gov (856) 488-7870.

APPENDIX - Explanation

<u>Current Source:</u>	<u>Local Budget</u>	<u>Amount</u>	<u>ADA Ramp</u>	<u>Food Pantry</u>	<u>Habitat</u>	<u>Local Budget</u>	<u>IDIS</u>
COVID-19 Non-Profit Support	219-201	\$ 216,158.71		\$ 216,158.71		219-201	375 2019 Covid Non-Profit Support
COVID-19 Non-Profit Support Program Income	219-205	\$ 9,442.00		\$ 9,442.00		219-205	375 2019 Covid Non-Profit Support- PI
Program Income (to be appropriated)		\$ 59,125.00		\$ 15,491.35		TBD	375 2023 Public Facilities/Food Pantry- PI
Program Income (to be appropriated)					\$43,633.65	222-039	380 2022 Affordable Housing - Acq/Rehab- PI
Public Facilities 2023	223-030	\$ 270,105.00		\$ 270,105.00		223-030	375 2023 Public Facilities/Food Pantry
Housing Activities Single Family Rehab 2021	221-039	\$ 85,453.19	\$ 72,400.25			221-030	370 2021 Public Facilities/ADA ramps
Housing Activities Single Family Rehab 2021				13,052.94		223-030	375 2023 Public Facilities /Food Pantry
Public Facilities 2021	221-030	\$ 156,000.00	\$156,000.00			221-030	370 2021 Public Facilities/ADA ramps
Program Income Public Facilities 2021	221-032	\$ 100,699.75	\$100,699.75			221-032	370 2021 Public Facilities/ADA ramps
		\$ 896,983.65	\$329,100.00	\$ 524,250.00	\$43,633.65		
			329,100.00	524,250.00			
			\$ -	\$ -			

Nothing in this amendment is intended to require strict adherence of allocation of funds to specific IDIS activities, provided the spirit of this amendment is upheld.