

**FINAL**



**PROPOSED  
FIFTH PROGRAM YEAR  
ACTION PLAN  
FY 2019**

**Community Development Block Grant  
(Town of Tonawanda)**

**HOME Investment Partnership Grant  
(Amherst-Cheektowaga-Tonawanda Consortium)**

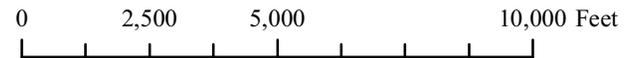
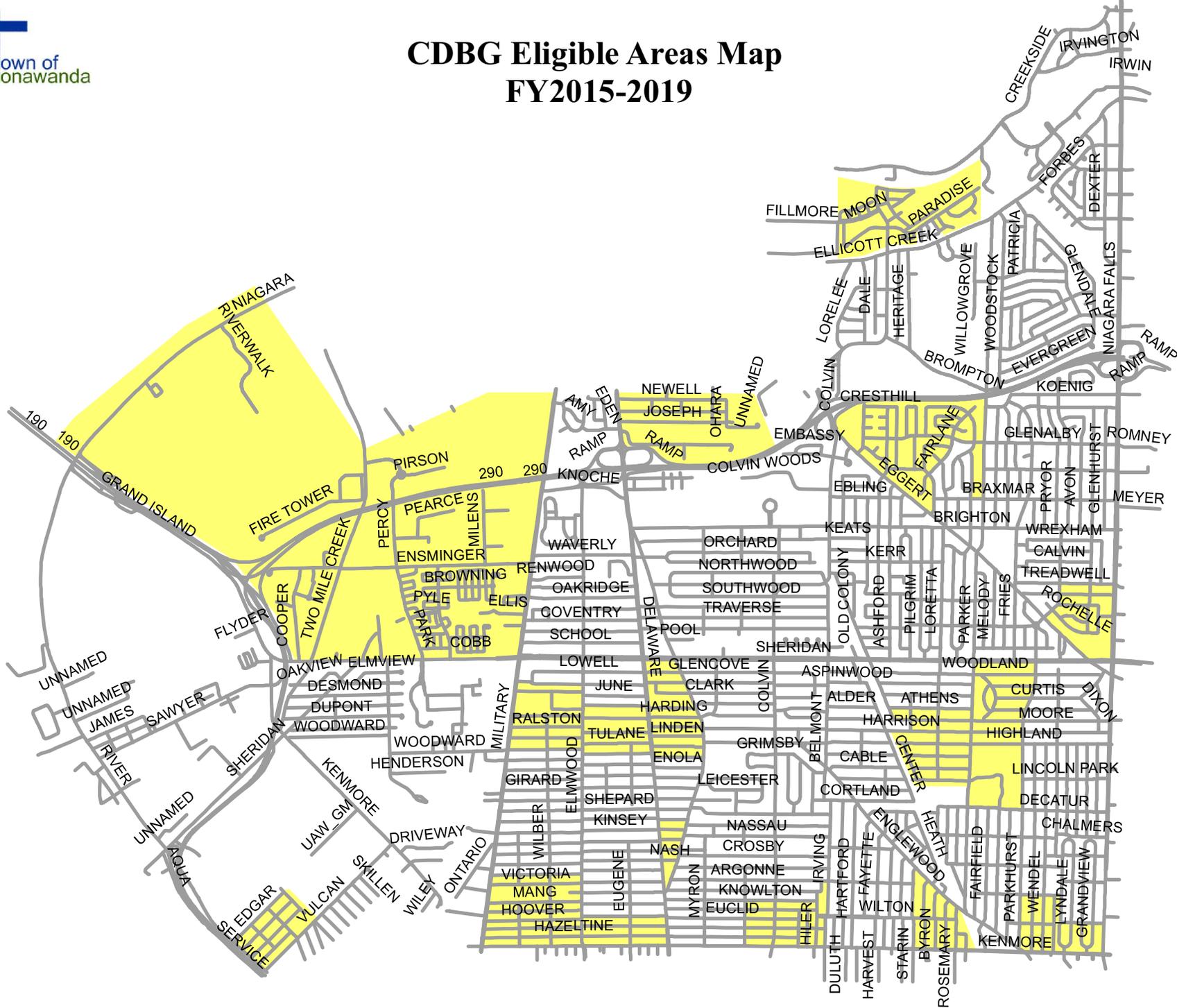
**Emergency Solutions Grant  
(Town of Tonawanda)**

**April 1, 2019 - March 31, 2020**





# CDBG Eligible Areas Map FY2015-2019



# Executive Summary

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

### 1. Introduction

During FY 2019, the Town of Tonawanda and Village of Kenmore, NY will receive \$1,651,069 in Community Development Block Grant (CDBG) Program funds. The Town also participates with a consortium of Towns (Amherst-Cheektowaga-Tonawanda) to qualify for the HOME Investment Partnership Act Grant Program funds. The Town is expecting to receive \$250,563 in HOME funds for FY 2019 through the Amherst-Cheektowaga-Tonawanda HOME Consortium. The Town and Village will also be using \$409,261 in program income received through the course of FY2018 toward additional home repair and economic development programs during FY2019. The Town is also anticipating receiving an additional \$400,000 in program income from the Residential Rehabilitation and Microenterprise Revolving Loan Fund Programs that will be used to finance additional loans or other eligible activities during FY2019.

The Town is also anticipating receiving any Emergency Solutions Grants (ESG) Program funding for homeless service agency programs in the amount of \$141,286. The Town had received ESG funding from 1987-1998, 2003-2012, 2015-2016, and in 2018.

### 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.

The Town will continue to focus a majority of its CDBG resources toward housing goals identified in the 5-year HUD Consolidated Plan and the local Town Comprehensive Plan. With over 33,000 housing units, over 80% of which were built prior to 1960, the home repair program is in high demand. The Town maintains a waiting list for the program. The Town intends to address 25 low-moderate income households during FY2019 with CDBG assistance and an additional 5 households using HOME funding.

The Town will also continue its Acquisition and Demolition Program in 2 low-moderate income neighborhoods that support locally identified goals in neighborhood revitalization plans. Over the last 25 years, the Town has demolished approximately 350 units of vacant, substandard housing and replaced those units with 107 new affordable single-family homes for first-time homebuyers. These programs are very popular in the impacted neighborhoods where progress is highly visible. During FY 2019, about 4 units of vacant, substandard housing will be identified for acquisition and/or demolition.

Several streets and sidewalks have been identified as deficient through the Town's Highway Department and CDBG funds will be used to replace sidewalks destroyed by tree growth or that are non-compliant with the Americans with Disabilities Act. Approximately .5 mile of deteriorated sidewalk will be replaced in low to moderate income neighborhoods.

The Town's Water and Sewer Maintenance Division will also be replacing a deteriorated cast iron main along Newell Avenue to improve water pressure and quality to the entire neighborhood. The CDBG funded project will include the replacement materials and pavement. Labor will be provided by Town employees.

The Town will also continue the Microenterprise Loan Fund to assist small business development within the Town. The program will offer low-interest loans with variable repayment terms. These loans can provide working capital for a variety of financial needs of the small business. The Town has established a goal of 2 businesses assisted throughout FY2019.

The Town will continue its public service programming during 2019. The Prime Time Program in the Sheridan Youth Center will continue to provide opportunities for personal youth development. The number of youth participating in the program has exceeded 450 throughout the year. Also, the Senior Van Transportation Program that expanded last year will continue into FY 2019 as senior citizen transportation demand has spiked over 30% from the previous year.

The Town will also re-configure portions of Parker Boulevard between Englewood Avenue and Sheridan Drive to allow more alternative transportation choices for the low-moderate income population in the Lincoln Park Neighborhood. Also, ADA compliant curb ramps will be installed around Lincoln Park to provide more handicapped accessibility.

Other programs that will continue during FY 2019 include the Code Enforcement Program, Weatherization Program, and the Housing Counseling Program. The Town will also contract with a fair housing advocacy organization to assist with meeting the Town's fair housing goals.

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

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

The Town of Tonawanda has focused a majority of its limited CDBG resources on housing mainly because of the great demand compared to other community development issues. There are no other government programs available for homeowners to repair their homes in such a comprehensive manner.

The Town has also re-started a Microenterprise Loan Program to assist small businesses create and retain jobs in the community. It is intended that this program be continually funded with CDBG as

interest rates rise and become more normalized after a decade at near zero percent. The program will offer a discount prime rate loan to eligible microenterprise business owners.

The Town has historically met all of its 5-Year Consolidated Plan goals that have been established through the various housing and community development programs that it offers. The challenge will be maintaining program performance in the face of staggering annual budget cuts including a 27% cut in CDBG and a 46% cut in HOME funding since 2010.

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

Summary from citizen participation section of plan.

The Town's citizen participation process for the CD program is an ongoing, continuous year-long process. We are constantly receiving feedback from program clients, contractors, and interested citizens throughout the course of the year. The formal citizen participation process began with the publication of a public notice in the Ken-Ton Bee on September 27, 2018 seeking citizen input on community development and housing needs. The public display advertisement was posted on the Town's website and the Sheridan-Parkside Village Message Board requesting that, over a 30-day period (ending November 16th, 2018), the public submit their comments on the community and housing needs of the Town including the Village of Kenmore and to comment on the Town's past year CDBG, ESG, and HOME performance measures.

A public hearing notice was published in the above mentioned newspaper and was held at the Parkside Village Community Building in Sheridan Parkside on October 18, 2018 to answer citizen questions and receive ideas on the community's needs from town residents. The 5-year Consolidated Plan and the Annual Performance Report (CAPER) were explained at the public hearing and made available for review.

Interested citizens and the Town of Tonawanda Department Heads were requested to submit their comments on the town's community development and housing needs. Six (6) agencies responded with requests for CDBG funding.

Draft copies of this fiscal year 2019 Annual Action Plan were distributed to the libraries in the Town of Tonawanda and Village of Kenmore, the Town's Planning and Development Office, the Village Clerk's Office, and the Town Clerk's Office, on December 14, 2018. The FY2019 Annual Action Plan is also available through the Town's web site: [www.tonawanda.ny.us](http://www.tonawanda.ny.us).

The public comment period for the draft plan ran from December 14th-January 14th. A second public hearing was held on January 17, 2019 to receive any comments or suggested changes to the FY 2019 Action Plan. Notice of locations and accessibility of the DRAFT 2019 Annual Action Plan were published in the Ken-Ton Bee and through the Town's official website.

As an office policy, all members of the community are encouraged to comment on the housing and community development needs in their neighborhoods at any time throughout the year by stopping in our office located in the Sheridan-Parkside Community Center or via email. The Town also held several community meetings during 2017 to discuss the Town's economic development plan and alternative transportation initiatives. The Town's Facebook page also provides another avenue for those citizens to leave comments on Town policies if they are unable to attend a public meeting.

**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.

No public comments were received on the annual action plan during the public hearing held in the Sheridan-Parkside Community Center on October 18, 2018.

A summary of public comments received during 2017 on the town's economic development plan may be found at: [www.tonawandatomorrow.org](http://www.tonawandatomorrow.org)

A summary of public input sessions during 2017 on the Town's Brownfield Opportunity Areas plan can be found at [www.tonawandaopportunity.com](http://www.tonawandaopportunity.com)

A summary of the town's public survey on transportation alternatives planning can be found at [www.tonawanda.ny.us/departments/planning-development/plans/complete-streets](http://www.tonawanda.ny.us/departments/planning-development/plans/complete-streets)

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

N/A – The Town accepts all public comments.

**7. Summary**

**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
CDBG Administrator	TONAWANDA	Town of Tonawanda	Dept of Planning and Development
HOME Administrator	TONAWANDA	Town of Amherst	Planning Department
ESG Administrator		Town of Tonawanda	Dept of Planning and Development

**Table 1 – Responsible Agencies**

**Narrative**

The Town of Tonawanda Office of Planning and Development administers both the CDBG and ESG programs.

The Town of Amherst Planning Department administers the HOME program as Lead Agency for the Amherst-Cheektowaga-Tonawanda HOME Consortium.

**Consolidated Plan Public Contact Information**

James D. Hartz, AICP

Office of Planning and Development

169 Sheridan-Parkside Drive

Tonawanda, NY 14150

Phone: (716) 871-8847 ext. 1

Email: [jhartz@tonawanda.ny.us](mailto:jhartz@tonawanda.ny.us)

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

### **1. Introduction**

**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)).**

The Town consulted with the following agencies during the Consolidated Plan process:

Erie County Department of Mental Health; Erie County Department of Senior Services; Erie County Office of the Disabled; Erie County Department of Health; Erie County Department of Social Services; Erie County Department of Environment and Planning; NYS Division of Housing and Community Renewal; City of Buffalo; Towns of Amherst, Cheektowaga, Tonawanda; Community Foundation of Greater Buffalo; Homeless Alliance of Western New York; Belmont Shelter Corporation; Matt Urban Center; People, Inc.; Renter Assistance Corporation; Amherst Senior Center; Cheektowaga Senior Center; Tonawanda Senior Center (Town); Community Action Organization; Benedict House; Housing Options Made Easy; Buffalo City Mission; Catholic Charities; Evangelistic E's Pantry; Family Promise of WNY; Franciscan Center; Salvation Army; American Red Cross; Center for Employment Opportunities; Cleveland Hill; Meals on Wheels; Mobile Safety Net Team; Journey's End Refugee Services, Inc., Housing Opportunities Made Equal; Neighborhood Legal Services; WNY Law Center; Buffalo Erie Niagara Land Improvement Corporation; Rural Transit Services; Greater Buffalo Niagara Regional Transportation Council; Niagara Frontier Transportation Authority; NYS Dept. of Transportation; One Region Forward; Buffalo Niagara Assoc. of Realtors; Buffalo Niagara Partnership; Kenmore Housing Authority

The needs of the homeless and special needs populations were viewed on a metropolitan scale, since the agencies that advocate for and provide service delivery to these groups do not operate within the confines of any single municipality. Each of the towns also solicited input from community associations representing eligible block groups, and from the management of low-income housing projects within their jurisdictions.

Throughout the entire planning process the Town maintains open lines of communication via free community newspaper advertisements, established daily office hours, and also offers a web portal for email solicitation.

**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 Town of Tonawanda Office of Planning and Development collaborates with the Homeless Alliance of Western New York throughout the federal grant program process. The Town understands the importance of coordinating the area's limited resources to address the problem of homelessness. We discuss how best to meet the ESG regulatory framework and address the needs of the homeless population especially those that need rapid re-housing assistance.

During the development of the Town's 5-Year Consolidated Plan, HAWNY was a significant data source for defining the homelessness issues in WNY and sharing their views on how the ESG program funding fits into the equation for providing solutions to this ongoing issue.

The Town coordinates its "Request for Proposal" process for homeless service agency funding with HAWNY and will establish a separate contract with HAWNY to provide HMIS licensing and training to all of the ESG subrecipient organizations to ensure data quality measures are achieved.

**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 Town's Office of Planning and Development collaborates with HAWNY during the Request for Proposals process to allocate the ESG funds efficiently and effectively. HAWNY maintains the area's HMIS system and has established performance standards for homeless service agency programs. The Town plans to use a portion of any ESG allocation to assist HAWNY and participating homeless service agencies with HMIS training and evaluation.

**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>	HOMELESS ALLIANCE OF WESTERN NEW YORK
	<b>Agency/Group/Organization Type</b>	Housing Services - Housing Services-homeless Regional organization Planning organization
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Public Housing Needs Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy HOPWA Strategy Market Analysis 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>	

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

All social service agencies in Erie County were consulted during the 5-Year Consolidated Plan development.

**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	Homeless Alliance of WNY	The Town supports the regional plan to end homelessness.

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

**Narrative**

**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 Town of Tonawanda Office of Planning and Development accepts citizen input throughout the entire year as programs are implemented and we receive feedback on our performance from those impacted from the work. The formal process to develop the annual plan begins with a public meeting to solicit citizen comments on the use of federal funding. The first meeting was held at the Sheridan Parkside Community Center on October 18, 2018. Town has also recently updated its comprehensive plan and there have been targeted focus group meetings with various agencies and a separate public meeting held throughout the process. The Town had also partnered with the University at Buffalo’s Regional Institute on an economic planning effort called Tonawanda Tomorrow ([www.tonawandatomorrow.org](http://www.tonawandatomorrow.org)). At this project’s website, there is a public survey that allows any person visiting the site to register their thoughts or ideas about the future development of the Town. A final public meeting on the final FY 2019 Annual Action Plan was held on January 17, 2019 at 7:00 p.m. in the Sheridan-Parkside Community Center.

**Citizen Participation Outreach**

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
1	Public Meeting	Non-targeted/broad community	There was one attendee at the public hearing held October 18, 2018.	None.	N/A	<a href="http://www.tonawanda.ny.us">www.tonawanda.ny.us</a>
2	Newspaper Ad	Non-targeted/broad community	No non-staff were present at the hearing.	No comments were received.	All comments are accepted into the record.	

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)
3	Internet Outreach	Non-targeted/broad community	No electronic communications were received through the website portal.	N/A	N/A	<a href="http://www.tonawanda.ny.us">www.tonawanda.ny.us</a>

**Table 4 – Citizen Participation Outreach**

## Expected Resources

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

#### Introduction

The Town of Tonawanda is expecting to receive approximately \$1,665,083 in CDBG funds from the U.S. Department of Housing and Urban Development and \$292,186 in HOME funding through the Amherst-Cheektowaga-Tonawanda HOME Consortium. Existing home sales have remained steady over the last year, and the Town is anticipating approximately \$350,000 of program income from the Residential Rehabilitation Program revolving loan fund. The Village of Kenmore is expected to receive approximately \$50,000 of program income from their loan portfolio. The Microenterprise Revolving Loan Fund is expected to generate \$5,000 in program income. Other grant sources are constantly being sought to supplement the federal HUD programs. It is difficult to anticipate any other resources for FY 2019. The Town has submitted several different grant applications to assist with a variety of public infrastructure and facility projects including the Parker Blvd. Complete Streets Pilot Project.

#### 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	1,651,069	463,285	1,067,163	3,181,517	0	Prior year resources are available as of 4/25/19.

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: \$		
ESG	public - federal	Conversion and rehab for transitional housing Financial Assistance Overnight shelter Rapid re-housing (rental assistance) Rental Assistance Services Transitional housing	141,286	0	89,574	230,860	0	Prior year resources are available as of 4/25/19.

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**

A majority of the federal CDBG resources will be used in the Town's Residential Rehabilitation Program to address the severe demand for home repairs to maintain sustainable neighborhoods. These resources are provided via a 0% interest, deferred payment loan that is paid back when the property transfers in the future through a sale, the death of the homeowner, or the property fails to remain the principal residence of the original homeowner. This revolving loan fund provides approximately \$400,000 annually in revenue to make additional loans to low-moderate income homeowners in need of repair assistance.

A portion of the HOME funding is used to assist homeowners purchase their first home. These closing cost assistance funds make it possible for private banks to lend first mortgages to these first-time homebuyers to purchase their first home.

The ESG funding must be match \$1 for \$1 by the holes service agencies subrecipients.

Lately, it seems that most publicly funded projects contain a mixture of several sources of funding that are needed to make a project successful. For instance, a recent cleanup effort at a River Road facility contained funding from the State of New York Department of Environmental Conservation, the Erie County Department of Environment & Planning, as well as the Town's CDBG funding that was used for site clearance. If any one of those pieces of funding were not present, the project would never have been completed. It is becoming very important to pool any available resources to make a successful project.

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

The Town of Tonawanda has several parcels of land temporarily banked for use in the Town's First-Time Homebuyer Program in accordance with local neighborhood plans for Old Town, Sheridan-Parkside, and in Kenilworth. The land is acquired when the Town uses CDBG funds to demolish a substandard, vacant structure. The property is then temporarily stored until a new, high-quality affordable housing unit may be built on the property. The Town may also place modular housing on the sites in the future to meet the demand for more quality affordable housing. Some of the property may be used for other neighborhood improvements such as road connections, or recreational areas depending on its geographic location in the neighborhood plan.

**Discussion**

## Annual Goals and Objectives

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

#### Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Neighborhood Revitalization	2015	2019	Affordable Housing Non-Housing Community Development	Sheridan-Parkside Old Town	Neighborhood Revitalization	CDBG: \$85,000 ESG: \$0	Buildings Demolished: 2 Buildings
2	Residential Rehabilitation - Owner Occupied	2015	2019	Affordable Housing	Sheridan-Parkside Old Town Lincoln Park Village of Kenmore	Residential Rehabilitation - Owner Occupied	CDBG: \$650,000 ESG: \$0	Homeowner Housing Rehabilitated: 20 Household Housing Unit
3	Residential Rehabilitation - Rental	2015	2019	Affordable Housing	Sheridan-Parkside Old Town Lincoln Park Village of Kenmore	Residential Rehabilitation - Rental	CDBG: \$100,000 ESG: \$0	Rental units rehabilitated: 4 Household Housing Unit

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
4	Code Enforcement	2015	2019	Non-Housing Community Development	Sheridan-Parkside Old Town Lincoln Park Village of Kenmore	Code Enforcement	CDBG: \$30,000 ESG: \$0	Housing Code Enforcement/Foreclosed Property Care: 60 Household Housing Unit
5	Public Infrastructure	2015	2019	Non-Housing Community Development		Public Infrastructure	CDBG: \$480,000 ESG: \$0	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 5000 Persons Assisted
6	Economic Development	2015	2019	Non-Housing Community Development		Economic Development	CDBG: \$25,000 ESG: \$0	Businesses assisted: 1 Businesses Assisted
7	Public Services	2015	2019	Non-Housing Community Development	Sheridan-Parkside Lincoln Park Village of Kenmore	Public Services	CDBG: \$72,000 ESG: \$0	Public service activities other than Low/Moderate Income Housing Benefit: 2500 Persons Assisted
8	Public Facilities	2015	2019	Non-Housing Community Development	Sheridan-Parkside Village of Kenmore	Public Facilities	CDBG: \$100,000 ESG: \$0	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 2500 Persons Assisted
9	Housing Counseling	2015	2019	Affordable Housing		Housing Counseling	CDBG: \$8,000 ESG: \$0	Public service activities for Low/Moderate Income Housing Benefit: 80 Households Assisted

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
10	Weatherization Assistance	2015	2019	Affordable Housing		Provide Weatherization Assistance	CDBG: \$8,100 ESG: \$0	Public service activities for Low/Moderate Income Housing Benefit: 20 Households Assisted
11	Disabled Persons Assistance	2015	2019	Affordable Housing Non-Homeless Special Needs		Provide Assistance to Disabled Persons	CDBG: \$10,000 ESG: \$0	Homeowner Housing Rehabilitated: 2 Household Housing Unit
12	Homeless Assistance	2015	2019	Homeless		Provide Assistance to the Homeless	CDBG: \$0 ESG: \$136,000	Tenant-based rental assistance / Rapid Rehousing: 7 Households Assisted Homelessness Prevention: 15 Persons Assisted

Table 6 – Goals Summary

### Goal Descriptions

1	Goal Name	Neighborhood Revitalization
	Goal Description	
2	Goal Name	Residential Rehabilitation - Owner Occupied
	Goal Description	
3	Goal Name	Residential Rehabilitation - Rental
	Goal Description	

4	<b>Goal Name</b>	Code Enforcement
	<b>Goal Description</b>	
5	<b>Goal Name</b>	Public Infrastructure
	<b>Goal Description</b>	
6	<b>Goal Name</b>	Economic Development
	<b>Goal Description</b>	
7	<b>Goal Name</b>	Public Services
	<b>Goal Description</b>	
8	<b>Goal Name</b>	Public Facilities
	<b>Goal Description</b>	
9	<b>Goal Name</b>	Housing Counseling
	<b>Goal Description</b>	
10	<b>Goal Name</b>	Weatherization Assistance
	<b>Goal Description</b>	
11	<b>Goal Name</b>	Disabled Persons Assistance
	<b>Goal Description</b>	
12	<b>Goal Name</b>	Homeless Assistance
	<b>Goal Description</b>	



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

### Introduction

The Town has been addressing its community development objectives by operating several programs on a year to year basis. The Town's Home Repair Program that began in 1978 is still addressing low to moderate income homeowner's repair needs today. Other projects such as neighborhood revitalization plans require longer periods of time to address the goals and objectives that have been formulated in the adopted neighborhood plans.

The Town's Acquisition & Demolition Program addresses vacant substandard structures and is a critical element to some neighborhood revitalization plans. Most of these revitalization efforts were started in the mid 1990's and coincide with the Town's First-Time Homebuyer - New Construction Program. Other CDBG funding is reserved for public facility and infrastructure projects that have been programmed in the Town's Capital Improvement Program.

The Town's Crime Awareness Program remains in high demand by local residents living in low to moderate income neighborhoods and within the Village of Kenmore. Also, a neighborhood youth services program operated in the Sheridan-Parkside Community Center is witnessing an all-time high in attendance and provides structured recreational activities for children ages 8-18. Both programs have been identified in local revitalization plans as high priorities.

The following projects have been identified as having pre-award costs: Newell Avenue Waterline Replacement (\$280,000); and the Sidewalk Replacement Project (\$60,000);

#	Project Name
0	CODE ENFORCEMENT - TOWN
1	ACQUISITION - SHERIDAN-PARKSIDE
2	DEMOLITION - TOWN-WIDE (SPOT BASIS)
3	DISPOSITION SHERIDAN-PARKSIDE
4	DISPOSITION - CONTRACTUAL SERVICES
5	RESIDENTIAL REHABILITATION - TOWN (Single-Unit)
6	RESIDENTIAL REHABILITATION - TOWN (Multi-Unit)
7	LEAD BASED PAINT IMPLEMENTATION
8	RESIDENTIAL REHABILITATION ADMINISTRATION
9	HOME PROGRAM DELIVERY
10	SIDEWALK RECONSTRUCTION - TOWN HIGHWAY
11	STREET RESURFACING - TOWN HIGHWAY
12	PARKER BOULEVARD IMPROVEMENTS

#	Project Name
13	NEWELL AVENUE WATERLINE REPLACEMENT
14	MICROENTERPRISE LOAN PROGRAM
15	CRIME RESISTANCE PROGRAM
16	SENIOR TRANSPORTATION SERVICE
17	YOUTH SERVICES - PRIME TIME PROGRAM
18	GENERAL ADMINISTRATION
19	HOUSING COUNSELING
20	VILLAGE - RESIDENTIAL REHABILITATION (SINGLE-UNIT)
21	VILLAGE - RESIDENTIAL REHABILITATION (MULTI-UNIT)
22	VILLAGE - RESIDENTIAL REHAB ADMINISTRATION
23	VILLAGE - CODE ENFORCEMENT
24	VILLAGE - STREET RECONSTRUCTION
25	VILLAGE - SIDEWALK RECONSTRUCTION
26	VILLAGE - COMMUNITY POLICING
27	VILLAGE - SANITARY SEWER REPLACEMENT
28	WEATHERIZATION PROGRAM
29	VILLAGE - LBP IMPLEMENTATION

**Table 7 – Project Information**

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

The Town has had to focus its limited federal resources on housing and neighborhood revitalization programs due to an 80% reduction in CDBG funding since 1978. The public has identified keeping private residences maintained properly in neighborhoods as a high priority through the comprehensive planning process. There also are no other programs at the state or federal levels that address comprehensive home repair.

The Town will also be continuing to fund its neighborhood revitalization program consisting of acquisition and demolition funding to address any vacant, substandard structures that become eyesores that may affect neighborhood values.

Infrastructure spending is needed to maintain the expected level of service in transportation and other utility service. The Town’s unmet need for infrastructure funding is over \$300M to address all of the issues related to water and sewer alone.

The Town will also continue to use its Emergency Solutions Grant to coordinate with area social service agencies to provide community supports for the Town’s most needy homeless population. The Town’s

CDBG allocation will continue to fund a housing counseling program and a weatherization program to help those homeowners who are struggling financially.

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

1	<b>Project Name</b>	CODE ENFORCEMENT - TOWN
	<b>Target Area</b>	Sheridan-Parkside Old Town Lincoln Park
	<b>Goals Supported</b>	Code Enforcement
	<b>Needs Addressed</b>	Code Enforcement
	<b>Funding</b>	CDBG: \$30,000
	<b>Description</b>	The Town of Tonawanda Office of Planning and Development employs 2 full-time NYS certified code enforcement officers to conduct code inspections of residential properties within the low-moderate income census tract block groups of the Town. Property owners who have outstanding code violations will be issued a citation and corrective action will be ensured through the appropriate judicial process.
	<b>Target Date</b>	
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	
	<b>Location Description</b>	All low-moderate income eligible C.T. B.G.s in Town.
	<b>Planned Activities</b>	
2	<b>Project Name</b>	ACQUISITION - SHERIDAN-PARKSIDE
	<b>Target Area</b>	Sheridan-Parkside
	<b>Goals Supported</b>	Neighborhood Revitalization
	<b>Needs Addressed</b>	Neighborhood Revitalization
	<b>Funding</b>	CDBG: \$20,000
	<b>Description</b>	The Town will acquire substandard vacant properties in the Sheridan-Parkside Neighborhood. The properties will then be surveyed for asbestos containing materials and demolished by a local contractor. The land will be remediated and landbanked for use in accordance with the neighborhood plan. Most of the property will be used in the Town's First-Time Homebuyer Program, but other property may be used to enhance the neighborhood street connections or recreational opportunities.
	<b>Target Date</b>	3/31/2021

	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	2,885 persons. Approximately 80% of which are low-moderate income. About 34% live below the federal poverty line. There are 364 single-parent households in the Sheridan-Parkside Neighborhood.
	<b>Location Description</b>	C.T. 83 - B.G. 1,2,3 Sheridan-Parkside Neighborhood
	<b>Planned Activities</b>	
<b>3</b>	<b>Project Name</b>	DEMOLITION - TOWN-WIDE (SPOT BASIS)
	<b>Target Area</b>	
	<b>Goals Supported</b>	Neighborhood Revitalization Economic Development
	<b>Needs Addressed</b>	Neighborhood Revitalization Economic Development
	<b>Funding</b>	CDBG: \$50,000
	<b>Description</b>	The Town intends to demolish severely dilapidated, vacant properties.
	<b>Target Date</b>	3/31/2021
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	2,500 persons
	<b>Location Description</b>	Low-moderate income neighborhoods
	<b>Planned Activities</b>	
<b>4</b>	<b>Project Name</b>	DISPOSITION SHERIDAN-PARKSIDE
	<b>Target Area</b>	Sheridan-Parkside
	<b>Goals Supported</b>	Neighborhood Revitalization
	<b>Needs Addressed</b>	Neighborhood Revitalization
	<b>Funding</b>	CDBG: \$5,000
	<b>Description</b>	The Town is anticipating temporary carrying costs of property acquired and demolished for the First-Time Homebuyer Program and the Sheridan-Parkside Redevelopment Plan. Some of these costs will include taxes and maintenance costs. The town currently is holding approximately 75 parcels for future use in accordance with the neighborhood plan.
	<b>Target Date</b>	

	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	2,500 persons
	<b>Location Description</b>	
	<b>Planned Activities</b>	
<b>5</b>	<b>Project Name</b>	DISPOSITION - CONTRACTUAL SERVICES
	<b>Target Area</b>	Sheridan-Parkside Old Town Lincoln Park
	<b>Goals Supported</b>	Neighborhood Revitalization
	<b>Needs Addressed</b>	Neighborhood Revitalization
	<b>Funding</b>	CDBG: \$10,000
	<b>Description</b>	The town will enter into agreements with private contractors to pay for temporary holding costs associated with approximately 80 parcels being held for neighborhood redevelopment. Three separate contracts are anticipated that will cover snow removal services, lawn maintenance and building enclosure services.
	<b>Target Date</b>	3/31/2021
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	2,500
	<b>Location Description</b>	
	<b>Planned Activities</b>	The Town intends to contract for snow plowing, lawn maintenance, and building enclosures for properties being temporarily held for future development.
<b>6</b>	<b>Project Name</b>	RESIDENTIAL REHABILITATION - TOWN (Single-Unit)
	<b>Target Area</b>	
	<b>Goals Supported</b>	Residential Rehabilitation - Owner Occupied
	<b>Needs Addressed</b>	Residential Rehabilitation - Owner Occupied
	<b>Funding</b>	CDBG: \$30,932

	<b>Description</b>	The Town of Tonawanda will assist owner-occupied, low-moderate income homeowners, with 0% interest, deferred payment home repair loans secured with a mortgage. Repair work may include replacing leaking roofs, foundation walls, heating, plumbing, electrical, windows, doors, insulation, and lead-based paint remediation. Loans are paid back when the property title transfers or the home ceases to be the primary residence of the beneficiary.
	<b>Target Date</b>	3/31/2021
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	20 L/M households
	<b>Location Description</b>	Town-wide
	<b>Planned Activities</b>	The Town intends to assist at least 20 low-moderate income households.
<b>7</b>	<b>Project Name</b>	RESIDENTIAL REHABILITATION - TOWN (Multi-Unit)
	<b>Target Area</b>	
	<b>Goals Supported</b>	Residential Rehabilitation - Rental
	<b>Needs Addressed</b>	Residential Rehabilitation - Rental
	<b>Funding</b>	:
	<b>Description</b>	The Town of Tonawanda will assist owner-occupied multi-family structures with rehabilitation assistance using 0% interest, deferred payment loans secured with a mortgage. Repairs may include fixing leaking roofs, foundation walls, heating, plumbing, electrical, windows, doors, insulation, and lead-based paint remediation. Loans are paid back when the property title transfers or the home ceases to be the primary residence of the beneficiary.
	<b>Target Date</b>	3/31/2021
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	The town intends to assist 4 households with rental rehabilitation needs.
	<b>Location Description</b>	Town-wide
	<b>Planned Activities</b>	
	<b>Project Name</b>	LEAD BASED PAINT IMPLEMENTATION

<b>8</b>	<b>Target Area</b>	
	<b>Goals Supported</b>	Residential Rehabilitation - Owner Occupied Residential Rehabilitation - Rental
	<b>Needs Addressed</b>	Residential Rehabilitation - Owner Occupied Residential Rehabilitation - Rental
	<b>Funding</b>	CDBG: \$10,000
	<b>Description</b>	The Town will contract with an environmental testing consultant who can perform lead based paint risk assessments and clearance reports for the clients of the Residential Rehabilitation Program. It is anticipated that 80% of the residences that participate in the Town's Residential Rehabilitation Program will have LBP issues identified and corrected.
	<b>Target Date</b>	3/31/2021
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	20 L/M households will receive LBP testing, risk assessment, and remediation.
	<b>Location Description</b>	Town-wide
	<b>Planned Activities</b>	
<b>9</b>	<b>Project Name</b>	RESIDENTIAL REHABILITATION ADMINISTRATION
	<b>Target Area</b>	
	<b>Goals Supported</b>	Residential Rehabilitation - Owner Occupied Residential Rehabilitation - Rental Neighborhood Revitalization Disabled Persons Assistance Code Enforcement
	<b>Needs Addressed</b>	Residential Rehabilitation - Owner Occupied Neighborhood Revitalization Residential Rehabilitation - Rental Provide Assistance to Disabled Persons Provide Assistance to Secure Affordable Housing Code Enforcement
	<b>Funding</b>	CDBG: \$283,775

	<b>Description</b>	The Town employs 3 full-time NYS certified Code Enforcement Officers and 1 full-time office clerk typist in the Planning and Development Office. This project covers the costs of salary, fringe benefits and training. The staff work full-time on the Residential Rehabilitation Program, Code Enforcement Program and the Freedom Program for Accessibility Modifications. They also perform structural assessments and provide oversight for the Acquisition and Demolition Program.
	<b>Target Date</b>	3/31/2021
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	
	<b>Location Description</b>	
	<b>Planned Activities</b>	
<b>10</b>	<b>Project Name</b>	HOME PROGRAM DELIVERY
	<b>Target Area</b>	
	<b>Goals Supported</b>	Residential Rehabilitation - Owner Occupied Neighborhood Revitalization Code Enforcement
	<b>Needs Addressed</b>	Residential Rehabilitation - Owner Occupied Neighborhood Revitalization Provide Assistance to Secure Affordable Housing Code Enforcement
	<b>Funding</b>	CDBG: \$80,665
	<b>Description</b>	The town will assign code enforcement officers to oversee neighborhood revitalization plans including structural inspections for acquisitions, demolition oversight, and project oversight for the First-time Homebuyer Program. Also, office staff will be involved with income qualification of applicants in the Town's First-Time Homebuyer Program. Funds under this project cover staff salaries and fringe benefits associated with their time spent on HOME related activities.
	<b>Target Date</b>	3/31/2021
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	

	<b>Location Description</b>	
	<b>Planned Activities</b>	
<b>11</b>	<b>Project Name</b>	SIDEWALK RECONSTRUCTION - TOWN HIGHWAY
	<b>Target Area</b>	
	<b>Goals Supported</b>	Public Infrastructure
	<b>Needs Addressed</b>	Public Infrastructure
	<b>Funding</b>	CDBG: \$60,000
	<b>Description</b>	The Town will reconstruct substandard sidewalk sections within low moderate income neighborhoods to create more suitable living environments for the local residents.
	<b>Target Date</b>	3/31/2021
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	2,500 persons
	<b>Location Description</b>	Low and moderate income eligible neighborhoods. C.T. 81.01, B.G. 5
	<b>Planned Activities</b>	
<b>12</b>	<b>Project Name</b>	STREET RESURFACING - TOWN HIGHWAY
	<b>Target Area</b>	Lincoln Park
	<b>Goals Supported</b>	Public Infrastructure
	<b>Needs Addressed</b>	Public Infrastructure
	<b>Funding</b>	CDBG: \$50,000
	<b>Description</b>	The Town's Highway Department laborers will be roadmilling existing street surfaces to reestablish curbing and reconstruct a 4" topcoat that will last at least another decade. All planned street resurfacing projects are located in low-moderate income neighborhoods and CDBG funding will be used for materials only.
	<b>Target Date</b>	3/31/2021
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	2,500 persons

	<b>Location Description</b>	Two sections from the following priority needs list will be addressed at the discretion of the Highway Superintendent - Briarhurst Drive, Byron Avenue, Cornwall Avenue, Crestmount Avenue, East Park Drive, Carpenter Avenue, Fairlane Court, Grandview Avenue, Hawthorne Avenue, Kenview Avenue, Joseph Drive, O'Hara Road, Curtiss Parkway, Fancher Avenue, Highland Avenue, University Avenue, Wilton Parkway, Woodward Avenue.
	<b>Planned Activities</b>	
<b>13</b>	<b>Project Name</b>	PARKER BOULEVARD IMPROVEMENTS
	<b>Target Area</b>	Lincoln Park
	<b>Goals Supported</b>	Public Infrastructure
	<b>Needs Addressed</b>	Public Infrastructure
	<b>Funding</b>	CDBG: \$56,523
	<b>Description</b>	Parker Boulevard in the Lincoln Park Neighborhood is being resurfaced and reprogrammed for improved bicycling and pedestrian infrastructure. Also, ADA compliant curb ramps will be installed along all intersections within the project boundaries. The project will also utilize \$940,000 in state CMAQ funds to replace a 1.3 mile stretch of roadway from Sheridan Drive south to Englewood Avenue and employ three mini-roundabouts in place of stop signs or traffic lights as cost effective intersection controls and increasing public safety functioning.
	<b>Target Date</b>	11/1/2022
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	5,000 persons in the Lincoln Park Neighborhood
	<b>Location Description</b>	Lincoln Park - C.T. 80.01, B.G. 3,5
	<b>Planned Activities</b>	ADA compliant curb ramps and sidewalks, bicyclist and pedestrian accommodations, narrowed vehicle lanes, and new intersection controls.
<b>14</b>	<b>Project Name</b>	NEWELL AVENUE WATERLINE REPLACEMENT
	<b>Target Area</b>	
	<b>Goals Supported</b>	Public Infrastructure
	<b>Needs Addressed</b>	Public Infrastructure
	<b>Funding</b>	CDBG: \$280,000

	<b>Description</b>	This project will replace existing 4" and 6" waterlines on Newell Avenue with a new 8" PVC waterline and services. The project will improve both quality and quantity (pressure) of the water supply.
	<b>Target Date</b>	3/31/2021
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Approximately 70 households will receive a direct benefit from the waterline project. Approximately 1190 persons in the neighborhood, 530 that are considered low-moderate income (46%).
	<b>Location Description</b>	C.T. 81.01, B.G. 5, Waterline distance is approximately 4,100 linear feet between address numbers 19 - 304.
	<b>Planned Activities</b>	
15	<b>Project Name</b>	MICROENTERPRISE LOAN PROGRAM
	<b>Target Area</b>	
	<b>Goals Supported</b>	Economic Development
	<b>Needs Addressed</b>	Economic Development
	<b>Funding</b>	CDBG: \$25,000
	<b>Description</b>	
	<b>Target Date</b>	3/31/2021
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	1 l/m income business owner
	<b>Location Description</b>	Program is offered town-wide in eligible business areas.
	<b>Planned Activities</b>	
16	<b>Project Name</b>	CRIME RESISTANCE PROGRAM
	<b>Target Area</b>	Sheridan-Parkside Old Town Lincoln Park
	<b>Goals Supported</b>	Public Services
	<b>Needs Addressed</b>	Public Services
	<b>Funding</b>	CDBG: \$3,000

	<b>Description</b>	This project funds the Crime Resistance Executive Board's informational campaign in low-moderate income neighborhoods town-wide. The program pays for informational packets, mailings and material for the National Night Out special events. A satellite police station in Lincoln Park is used to counsel troubled teens and their families.
	<b>Target Date</b>	3/31/2021
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	2,500 Persons
	<b>Location Description</b>	Lincoln Park - C.T. 80.01, B.G. 1, 5
	<b>Planned Activities</b>	This project funds the Crime Resistance Executive Board's Informational Campaign in low-moderate income neighborhoods town-wide. The program pays for informational packets, mailings and material for the National Night Out special events. A satellite police station in Lincoln Park is used to counsel troubled teens and their families.
17	<b>Project Name</b>	SENIOR TRANSPORTATION SERVICE
	<b>Target Area</b>	
	<b>Goals Supported</b>	Public Services
	<b>Needs Addressed</b>	Public Services
	<b>Funding</b>	CDBG: \$45,000
	<b>Description</b>	The Town's Senior Citizen Center operates a van transportation program for low-moderate income seniors to access their daily needs. The CDBG funding helps with the cost of staff drivers, fuel, maintenance and repairs to assist with providing this service.
	<b>Target Date</b>	3/31/2021
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	
	<b>Location Description</b>	Town-wide service area
	<b>Planned Activities</b>	
	<b>Project Name</b>	YOUTH SERVICES - PRIME TIME PROGRAM

<b>18</b>	<b>Target Area</b>	Sheridan-Parkside
	<b>Goals Supported</b>	Public Services
	<b>Needs Addressed</b>	Public Services
	<b>Funding</b>	CDBG: \$28,000
	<b>Description</b>	The Town will fund an after-school and summer time youth services program in the Sheridan-Parkside Community Center. This program provides structured recreational and educational programming to neighborhood youth during off school time. The program is staffed by personnel from the Town's Youth, Parks, and Recreation Department.
	<b>Target Date</b>	3/31/2021
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	2,500 persons
	<b>Location Description</b>	C.T. 83, B.G. 1,2,3
	<b>Planned Activities</b>	
<b>19</b>	<b>Project Name</b>	GENERAL ADMINISTRATION
	<b>Target Area</b>	
	<b>Goals Supported</b>	Residential Rehabilitation - Owner Occupied Residential Rehabilitation - Rental Public Infrastructure Public Facilities Neighborhood Revitalization Public Services Housing Counseling Disabled Persons Assistance Weatherization Assistance Code Enforcement Homeless Assistance Economic Development

	<b>Needs Addressed</b>	Residential Rehabilitation - Owner Occupied Public Infrastructure Neighborhood Revitalization Economic Development Housing Counseling Residential Rehabilitation - Rental Provide Assistance to Disabled Persons Provide Assistance to Secure Affordable Housing Public Facilities Provide Weatherization Assistance Code Enforcement Provide Assistance to the Homeless Public Services
	<b>Funding</b>	CDBG: \$300,000
	<b>Description</b>	General management, oversight and coordination of the Community Development Block Grant Program. Administrative expenses include salaries for staff that oversee the efficient use of federal funds in accordance with HUD regulations. Administration covers salaries, fringe benefits, mileage, rent, postage, printing brochures, public notices, printing newsletters, fair housing activities, drug-free workplace, seminars, office supplies, equipment, planning amendments, environmental reviews, etc.
	<b>Target Date</b>	3/31/2021
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	
	<b>Location Description</b>	
	<b>Planned Activities</b>	
<b>20</b>	<b>Project Name</b>	HOUSING COUNSELING
	<b>Target Area</b>	
	<b>Goals Supported</b>	Housing Counseling
	<b>Needs Addressed</b>	Housing Counseling
	<b>Funding</b>	CDBG: \$8,000

	<b>Description</b>	The Town will contract with a HUD-certified housing counseling agency to assist low-moderate income persons who are experiencing housing issues. A counselor will be present in the Sheridan-Parkside Community Center to counsel those individuals seeking help. Also, they will be conducting homeownership classes to prospective homebuyers looking to qualify for government assistance to purchase their first home.
	<b>Target Date</b>	3/31/2021
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	
	<b>Location Description</b>	
	<b>Planned Activities</b>	
21	<b>Project Name</b>	VILLAGE - RESIDENTIAL REHABILITATION (SINGLE-UNIT)
	<b>Target Area</b>	Village of Kenmore
	<b>Goals Supported</b>	Residential Rehabilitation - Owner Occupied
	<b>Needs Addressed</b>	Residential Rehabilitation - Owner Occupied
	<b>Funding</b>	:
	<b>Description</b>	The Village of Kenmore will provide 0% interest deferred payment loans to low-moderate income homeowners to repair their home. Eligible work items include roof replacement, foundation wall work, windows, doors, electrical, plumbing, heating, and lead-based paint remediation.
	<b>Target Date</b>	3/31/2021
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	3 L/M income households
	<b>Location Description</b>	
	<b>Planned Activities</b>	
22	<b>Project Name</b>	VILLAGE - RESIDENTIAL REHABILITATION (MULTI-UNIT)
	<b>Target Area</b>	Village of Kenmore
	<b>Goals Supported</b>	Residential Rehabilitation - Rental

	<b>Needs Addressed</b>	Residential Rehabilitation - Rental
	<b>Funding</b>	CDBG: \$20,000
	<b>Description</b>	The Village of Kenmore intends to assist 1 low-moderate income multi-family rental units with household repair items using a 0% interest, deferred payment loan. Eligible work items include roof replacement, foundation wall repair, windows, doors, electrical, plumbing, heating, and lead-based paint remediation.
	<b>Target Date</b>	3/31/2021
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	1 L/M income household
	<b>Location Description</b>	
	<b>Planned Activities</b>	
<b>23</b>	<b>Project Name</b>	VILLAGE - RESIDENTIAL REHAB ADMINISTRATION
	<b>Target Area</b>	Village of Kenmore
	<b>Goals Supported</b>	Residential Rehabilitation - Owner Occupied Residential Rehabilitation - Rental Code Enforcement
	<b>Needs Addressed</b>	Residential Rehabilitation - Owner Occupied Residential Rehabilitation - Rental Code Enforcement
	<b>Funding</b>	CDBG: \$10,000
	<b>Description</b>	The Village of Kenmore will employ a part-time NYS certified Code Enforcement Officer to work on the Residential Rehabilitation Program including conducting initial inspections, write-up work specifications, interim inspection reports, and process final inspections and request for payments to contractors performing work under the program. One part-time office staff will assist with client income verification and eligibility processing, loan processing, and ensuring compliance with federal regulations regarding the use of CDBG funds in a rehabilitation case.
	<b>Target Date</b>	3/31/2021

	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	
	<b>Location Description</b>	
	<b>Planned Activities</b>	
<b>24</b>	<b>Project Name</b>	VILLAGE - CODE ENFORCEMENT
	<b>Target Area</b>	Village of Kenmore
	<b>Goals Supported</b>	Code Enforcement
	<b>Needs Addressed</b>	Code Enforcement
	<b>Funding</b>	CDBG: \$10,000
	<b>Description</b>	The Village of Kenmore will employ 1 part-time NYS certified code enforcement officer to conduct code inspections of residential properties within the low-moderate income census tract block groups of the Village of Kenmore. Property owners who have outstanding code violations will be issued a citation and corrective action will be ensured through the appropriate judicial process.
	<b>Target Date</b>	3/31/2021
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	
	<b>Location Description</b>	
	<b>Planned Activities</b>	
<b>25</b>	<b>Project Name</b>	VILLAGE - STREET RECONSTRUCTION
	<b>Target Area</b>	Village of Kenmore
	<b>Goals Supported</b>	Public Infrastructure
	<b>Needs Addressed</b>	Public Infrastructure
	<b>Funding</b>	CDBG: \$114,974
	<b>Description</b>	The Village of Kenmore Department of Public Works employees will replace deteriorated road surfaces in LMI neighborhoods and provide a new 4" asphalt top coat creating new curb reveal. CDBG funding will be used to purchase the materials.
	<b>Target Date</b>	3/31/2021

	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	2,500 Persons
	<b>Location Description</b>	
	<b>Planned Activities</b>	
26	<b>Project Name</b>	VILLAGE - SIDEWALK RECONSTRUCTION
	<b>Target Area</b>	Village of Kenmore
	<b>Goals Supported</b>	Public Infrastructure
	<b>Needs Addressed</b>	Public Infrastructure
	<b>Funding</b>	CDBG: \$10,000
	<b>Description</b>	The Village Department of Public Works will replace deteriorated sidewalks in low-moderate income neighborhoods throughout the Village. Replacement sidewalks and ramps will be constructed to meet new ADA compatibility requirements.
	<b>Target Date</b>	3/31/2021
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	2,430 LMI persons, 4,325 persons total - 56% LMI
	<b>Location Description</b>	Village of Kenmore - CT 85, BG 1; CT 86, BG 5; CT 87, BG 2; CT 88, BG 3
	<b>Planned Activities</b>	
27	<b>Project Name</b>	VILLAGE - COMMUNITY POLICING
	<b>Target Area</b>	Village of Kenmore
	<b>Goals Supported</b>	Public Services
	<b>Needs Addressed</b>	Public Services
	<b>Funding</b>	CDBG: \$20,000
	<b>Description</b>	The Village of Kenmore will operate a citizen's police academy and use extra patrols in the low-mod income block groups between Military Rd. and Elmwood Ave. They also have an active neighborhood watch program that meets regularly to share information on criminal activity.
	<b>Target Date</b>	3/31/2021

	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	2,430 LMI persons, 4,325 persons total - 56% LMI
	<b>Location Description</b>	Village of Kenmore CT 85-88
	<b>Planned Activities</b>	Citizen's police academy, neighborhood watch group meetings, farmer's market presence.
28	<b>Project Name</b>	VILLAGE - SANITARY SEWER REPLACEMENT
	<b>Target Area</b>	Village of Kenmore
	<b>Goals Supported</b>	Public Infrastructure
	<b>Needs Addressed</b>	Public Infrastructure
	<b>Funding</b>	CDBG: \$80,000
	<b>Description</b>	The Village of Kenmore will hire a contractor to replace substandard, disintegrated sanitary sewer lines in low-moderate neighborhoods. The
	<b>Target Date</b>	3/31/2021
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	2,500 l/m persons
	<b>Location Description</b>	Village of Kenmore
	<b>Planned Activities</b>	
29	<b>Project Name</b>	WEATHERIZATION PROGRAM
	<b>Target Area</b>	
	<b>Goals Supported</b>	Weatherization Assistance
	<b>Needs Addressed</b>	Provide Weatherization Assistance
	<b>Funding</b>	CDBG: \$8,200
	<b>Description</b>	
	<b>Target Date</b>	3/31/2021
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	40 l/m households

	<b>Location Description</b>	Town-wide
	<b>Planned Activities</b>	The Town will contract with Supportive Services to perform energy efficiency audits.
<b>30</b>	<b>Project Name</b>	VILLAGE - LBP IMPLEMENTATION
	<b>Target Area</b>	Village of Kenmore
	<b>Goals Supported</b>	Residential Rehabilitation - Owner Occupied Residential Rehabilitation - Rental
	<b>Needs Addressed</b>	Residential Rehabilitation - Owner Occupied Residential Rehabilitation - Rental
	<b>Funding</b>	CDBG: \$2,000
	<b>Description</b>	The Village will contract with an environmental services company for lead-based paint testing services. The company will perform risk assessments and clearance reports in accordance with Part 35 implementation requirements for all households in the Residential Rehabilitation Program.
	<b>Target Date</b>	3/31/2021
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	
	<b>Location Description</b>	
	<b>Planned Activities</b>	

## AP-50 Geographic Distribution - 91.420, 91.220(f)

### Description of the geographic areas of the entitlement (including areas of low-income and minority concentration) where assistance will be directed

The Town of Tonawanda has historically concentrated its CDBG & HOME funding into three Town neighborhood preservation districts and the Village of Kenmore. The neighborhoods of Sheridan-Parkside, Old Town, Lincoln Park, and the Village of Kenmore all have higher concentrations of low-moderate income households and higher concentrations of minorities.

Sheridan-Parkside is a 160-acre WWII-era 1,200-unit development just West of Military Road and Sheridan Drive. The vacancy rate in this neighborhood trends higher than the Town overall (~7%). The ACS data shows a low-mod percentage of approximately 77%. Since the early 1990's, the Town has demolished approximately 250 vacant substandard housing units and built 37 new affordable single-family homes in Sheridan-Parkside.

The Old Town Neighborhood contains 9 street blocks, has about 65 acres, and 400 living units, of which about 15% are not suitable for rehabilitation and can be considered uninhabitable. There are approximately 170 rental units and 180 owner-occupied units. The ACS data shows a low-mod rate of approximately 88%. The Town will continue to address any structures that become neglected through deferred maintenance.

Lincoln Park Neighborhood is the largest and most populous of the low-moderate income neighborhoods in Tonawanda. It is located about .25 mile north of the Main Street Campus of the University at Buffalo. Some of the main streets in the neighborhood are Parker Boulevard, Highland Avenue, Decatur Avenue, and Kenilworth Avenue. The ACS data shows a low/mod income rate of approximately 47%.

The Village of Kenmore is the 1.5 square mile incorporated limits immediately North of the City of Buffalo following Delaware Avenue, Elmwood Avenue, and Military Road. Low-mod rates vary in the eligible block groups from 47% to 80%.

### Geographic Distribution

Target Area	Percentage of Funds
Sheridan-Parkside	11
Old Town	1
Lincoln Park	5
Village of Kenmore	20

Table 8 - Geographic Distribution

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

The Town has recognized the needs of the people in these neighborhoods because the 2010-2014 ACS data shows that in Sheridan-Parkside 80.5% of its residents have a low to moderate-income. There are 409 minorities, the highest concentration in any town neighborhood outside of the Village of Kenmore. Also, there are 634 female head of households, which also represents the highest concentration in the town. Out of the 950 housing units remaining, approximately 250 units are substandard, not suitable for rehabilitation and cannot be occupied. Of the remaining units, if maintenance continues to be neglected, a substantial number of those units will also become substandard, not suitable for rehabilitation and uninhabitable. According to the September 2015 quarterly data from the USPS and HUD, the vacancy rate was approximately 7%. The vacancy rate has decreased about 5% since September 2010 but is still too high to be considered a stable neighborhood.

In Old Town, the 2010-2014 ACS data shows that this Neighborhood Revitalization District has 88% of its families at the low to moderate-income level. There are also 51 minorities, a high concentration when compared to other town neighborhoods. There are also 150 female head of households, which is an elevated rate for the Town. According to the September 2015 Quarterly Vacancy Data provided by the USPS, the vacancy rate has been steady over the last several years at approximately 8%.

In Lincoln Park, the ACS data shows that the population's low-moderate income rate is approximately 50%. The biggest issues in the neighborhood involve deferred maintenance of a large proportion of rental housing structures than the Town overall. Code enforcement, crime prevention, and neighborhood revitalization including demolition of substandard vacant structures are high priority needs.

Within the Village of Kenmore, the 2006-2010 ACS data shows that the HUD eligible block groups have between 47% - 80% of its families at the low to moderate-income level. Also, the population data shows a composition of 129 minorities and 700 female head of households in the eligible low-moderate income block groups.

## **Discussion**

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

### **Introduction**

The Town of Tonawanda received an ESG allocation from 1987-1998, from 2003-2012, and from 2015 - 2016. The Town did not receive any ESG funding for FY 2017, but resumed the program funding in FY 2018. The Town has been following its revised ESG policies and procedures for its coordinated planning process with the Homeless Alliance of WNY.

### **Describe the jurisdictions one-year goals and actions for reducing and ending homelessness including**

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

The Town of Tonawanda reaches homeless persons through Police Department interaction, through the personnel at Kenmore Mercy Hospital, and through the Ken-Ton School District. Information is provided to those agencies that provide contact information for homeless services agencies in WNY including the Town's ESG subrecipient agencies.

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

The Town coordinates ESG program funding every year through a Request for Proposals (RFP) process with area homeless service providers who request ESG funding for a variety of needs. The Town also involves the Homeless Alliance of WNY on the distribution of the ESG awards to make sure that the funds are being used to further the goals of the Region's Plan to End Homelessness.

**Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were**

## **recently homeless from becoming homeless again**

The Town has placed an emphasis on awarding funds to rapid re-housing programs and homelessness prevention programs that focus on keeping homeless persons out of shelters for extended periods of time. It's important to safely house the homeless quickly and be able to follow up with needed stabilization and support services.

**Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: being discharged from publicly funded institutions and systems of care (such as health care facilities, mental health facilities, foster care and other youth facilities, and corrections programs and institutions) or, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs.**

The Town has placed an emphasis on awarding funds to rapid re-housing programs and homelessness prevention programs that focus on keeping homeless persons out of shelters for extended periods of time. The Town provides contact information of area homeless services agencies to public and private systems of care agencies that may be discharging low-income individuals and families.

## **Discussion**



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

### **Introduction**

The Town of Tonawanda maintains some of the most affordable housing in the region. The median sales price for a single-family home is \$140,000. Tonawanda's young adult population (25-34 yr. of age) has surged over the last 15 years by 24%. Although this affordability has been great for attracting first-time homebuyers, the value of single-family housing has increased by \$40,000 over the last 5 years, and is putting some pressure on younger buyers. The Town is taking affirmative steps to make sure we have decent affordable housing for all of our residents.

### **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 Town has initiated a zoning code revision to include several aspects of affordable and sustainable housing. The Town has launched its Freedom - Accessibility Modification Program that provides loans to disabled homeowners to make accessibility modifications to items such as the bathroom, kitchen, and doorways. The Town is also contracting with H.O.M.E. to explore options for inclusive zoning language in our multi-family and mixed use districts that will encourage developers to include new affordable units in their projects. The Town continues to fund several home rehabilitation projects every year that keeps low-moderate income residents living in a decent, affordable home.

### **Discussion**

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

### **Introduction**

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

The Tonawanda Senior Center has been in operation for approximately 50 years. For the past quarter century, the main center, open five days a week, has been housed in a former school building on Ensminger Road; in addition, there are two branches. The Kenmore-Mang branch is open on Mondays and Thursdays and the Ellwood branch is open one day per week on Tuesdays.

Approximately 2,000 senior citizens age 60 or over pay the nominal charge for annual membership. Daily use of the main center averages between 100 to 150 persons per day. The Center offers some 75 recreation programs. Some activities are free and structured classes such as ceramics, paintings, dance lessons, and wood shop charge a fee. Seniors may also sign up for trips that may be both day trips as well as extended trips for one night or more.

Through the County nutrition program and local kitchen staffing, the Ensminger Road site offer daily lunches for a modest fee. Average participation is 50-60 persons per day. In addition, the County in cooperation with the Village of Kenmore offers a daily lunch program at the Kenmore-Mang branch. Lunch participation at this location averages about 50 persons per day.

Seniors can also take advantage of the Town's van service which is operated by the Town's Recreation Department with some subsidies by the County. Three vans with a capacity of 8 persons in each van operate five days per week. Van services are provided at a fee with the majority of persons using the van service for medical appointments. The vans usually operate at or near capacity each day. One does not have to be a registered member of the Senior Center to utilize the van service.

The Senior Center does not provide an outreach service to seniors. Most seniors in the Town are aware of the scope of services offered by the Senior Center and if they have need for services beyond those offered by the Senior Center, they normally call the County Senior Services Department to meet those needs. In addition, the Senior Center may receive several calls per month from seniors with various service needs. These are usually referred to County Senior Services.

In conjunction with the County, Meals on Wheels in the Town of Tonawanda are provided through the Sheridan-Parkside Community Center. An average of 200 to 250 hot meals and 150 cold meals per day are provided through the program.

The Town also operates a Freedom Program that provides loans to income eligible residents to modify their homes for creating more accessible living arrangements. Those with a physical handicap or have family members who are physically disabled can provide bathroom modifications, or entryway

modifications to ease daily living issues.

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

The Town of Tonawanda, NY has an affordable housing stock when compared both nationally and regionally. The median sale price for a single-family residence is around \$140,000. The monthly rent for a 1 or 2-bedroom apartment is in the range of \$700-\$900. The Town uses its Residential Rehabilitation Program to keep low-moderate income families in their existing homes. The Town is also in the process of updating its zoning code to remove barriers for more accessible housing units. Several multi-family housing projects that target the senior citizen population are currently being planned and will most likely qualify for the LIHTC program.

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

All prospective homeowners applying for rehabilitation funding are advised in an application cover letter of the new LBP regulations and the possibility of being relocated (as well as tenants if it is a multi-unit) during the removal of any lead hazard found during the process. A "Lead Poisoning And Your Children" pamphlet is included with all residential rehabilitation application forms. During initial inspection of a property, a Code Enforcement Officer will explain how the LBP regulations apply to the Town of Tonawanda Residential Rehabilitation Program.

When determined necessary, the occupants may be temporarily relocated. For example, if it would take more than one day to rehabilitate the bathroom, then the family may rent a hotel room at the Town's expense.

The Town retains the services of a LBP testing contractor annually at a cost not to exceed \$35,000 to perform testing services for the residential rehabilitation program. If the rehab client's home was built before 1978, then the Code Enforcement Officer will require that a Risk Assessment be performed by the LBP Testing Contractor. The firm will provide the necessary lead hazard testing for the Town of Tonawanda. All costs associated with the LBP risk assessment will be paid by the Town of Tonawanda. Risk assessment test results are evaluated by the CD Code Enforcement Officer. If he concurs with the report, Work Write-Ups/Specifications are prepared by the Officer for items identified in the Risk assessment as being in need of hazard control. A copy of the Lead Risk Assessment is provided to the homeowner (and to the tenant if it is a multi-unit) when the specifications are delivered to the homeowner.

After the completion of the lead based paint work items by the building trades contractor, the LBP contractor performs a clearance test, the cost of which is paid by the Town. If the work items pass the clearance test, a voucher for payment for those work items is prepared. If the work items do not pass the clearance test, the building trades contractor is notified by the Building Inspector. The contractor, in turn, re-cleans the work items and notifies the Building Inspector that he is ready for a second clearance test to be ordered. The building trades contractor is responsible for payment of further clearance tests

required for the work items to pass.

Once the work items pass the clearance test and the building contractor submits payment for the additional clearance test(s) to the LBP contractor, the Town prepares a voucher for payment of the work item.

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

The Town of Tonawanda recognizes that housing programs by themselves will not eliminate or reduce poverty. Subsidized programs such as those targeted in the Consolidated Plan can free up cash resources for living necessities, but these programs alone cannot raise a household above the poverty level. Where appropriate and feasible, the town will coordinate their housing programs with services designed to assist low income households to break the cycle of poverty.

The Erie County Public Housing Authority has established an Action Plan for the Family Self-Sufficiency Program. This program provides rent subsidies to eligible households in concert with other social services and programs on terms that encourage personal responsibility leading to financial independence.

Fundamentally, a sound and growing economy is one of the most critical factors in helping to reduce poverty. The town has engaged in various initiatives and programs to promote business, jobs, and training. The Town of Tonawanda Business Incentive Fund Loan Program offers loans to companies which will create jobs, a majority of which will be offered to low-moderate income persons.

The Town of Tonawanda Empire Zone made the creation of jobs more attractive; no property tax, payroll tax, or sales tax on the purchase of equipment is required to be paid. The Empire Zone rules require that residents of Sheridan Parkside Village Courts receive special consideration when a company in the Empire Zone is hiring. The companies that have located in the zone will continue to receive benefits for 1-10 years depending on their initial start date in the zone.

The Town is also proactively planning and investing in infrastructure in two new business parks at the North Youngman Commerce Center and the Riverview Commerce Park that contain a total of 150 acres of “shovel-ready” land for redevelopment. Both projects benefited from the Empire Zone designation and will hopefully remain part of any successor program that New York State develops. Training and employment opportunities that are available to low and moderate-income persons through the NYS Labor Department and the local Workforce Development Board:

- economically disadvantaged adults who need training and job skills to secure employment;
- dislocated workers who are also economically disadvantaged and have been laid off and are waiting to be recalled to the same or similar occupation (e.g., a steel worker); and
- summer jobs for youth who are from low- and moderate-income families along with on-the-job

education classes for the duration of their job.

Employment opportunities may be available for Community Development projects under the Section 3 requirement. Section 3 provides for preference to be given to a contractor who meets requirements for Section 3 certification by agreeing to hire low-income town residents for that project.

The Town will continue to advise residents of employment opportunities and economic development in the Town of Tonawanda through the official newspaper, the Ken-Ton Bee, and through their official website at <http://www.tonawanda.ny.us>.

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

New York State and Erie County have an excellent network of service agencies that are able to provide an impressive array of much needed supportive services for housing. In its communications with service agencies regarding the existence of gaps in the institutional structure for providing supportive services for housing, the general consensus by the Community Development staff was that there are no apparent gaps and that the existing matrix of agencies is well equipped to deal with the client base either through in-house resources or through referrals and networking with other existing social service agencies. The only potential gap is one of financial resources. The most common need expressed was for direct housing assistance through Section 8 Vouchers and Certificates. Also, the new Emergency Solutions Grant regulations are providing a forum for collaboration efforts on homeless issues in Western New York.

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

The Town of Tonawanda has partnered with the Mobile Safety Net Team and area social service agencies to open a “Community Hub” in the Kenmore Public Library. The Hub brings service providers to those persons needing assistance for a variety of items including accessing health care, affordable housing, free legal assistance, public assistance, and counseling services. The Hub is open to all every third Thursday of the month.

### **Discussion**

## Program Specific Requirements

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

#### Introduction

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

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

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

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

#### Other CDBG Requirements

1. The amount of urgent need activities	0
2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan.	85.00%

**Emergency Solutions Grant (ESG)  
Reference 91.220(l)(4)**

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

See attached document prepared by the Homeless Alliance of WNY.

2. If the Continuum of Care has established centralized or coordinated assessment system that meets HUD requirements, describe that centralized or coordinated assessment system.

See the attached description of the coordinated assessment system.

3. Identify the process for making sub-awards and describe how the ESG allocation available to private nonprofit organizations (including community and faith-based organizations).

The Town conducts a Request for Proposal process for soliciting interest in the use of ESG funding. Proposals are graded by staff in the Planning and Development Department and discussed with the staff at the Homeless Alliance of WNY. A recommendation is put forth in the Annual Action Plan and a final decision on selected agencies is made by the Town Board.

4. If the jurisdiction is unable to meet the homeless participation requirement in 24 CFR 576.405(a), the jurisdiction must specify its plan for reaching out to and consulting with homeless or formerly homeless individuals in considering policies and funding decisions regarding facilities and services funded under ESG.

The Town requires each contracted homeless service agency to involve homeless participants as required in 24 CFR 576.405(a).

5. Describe performance standards for evaluating ESG.

The performance standards are identified in the HAWNY written standards documentation (attached).

## **Discussion**

