

CR-05 - Goals and Outcomes

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

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

The Town of Cheektowaga receives Community Development Block Grant (CDBG) entitlement funds from the U.S. Department of Housing and Urban Development (HUD). Through participatory agreements with the Villages of Depew and Sloan, Cheektowaga also administers a portion of its CDBG funds for those Villages.

Additionally, the Town of Cheektowaga participates in a Consortium with the Towns of Amherst and Tonawanda in order to meet certain regulatory requirements to allow the three towns to receive HOME entitlement grant funds. The Amherst-Cheektowaga-Tonawanda Consortium (A-C-T Consortium) must prepare a joint five year Consolidated Plan. The A-C-T HOME Consortium's five year Consolidated Plan establishes priorities, suggests programs and identifies resources for implementing the 2015 Annual Plan, the first year of the 2015-2019 five year plan. The housing needs assessment and market analysis presented in the Consortium Profile invokes a number of overriding themes under which the addressing of critical housing needs in the Consortium communities can be grouped:

Priority #1:

Maintain and improve housing stock through rehabilitation, demolition and new construction for low-moderate income households.

- Rehabilitation of existing low-moderate income owner-occupied housing, including substantial rehabilitation;
- Rehabilitation of existing renter-occupied low income housing units;
- Weatherization Assistance Program to assist both low income homeowners and renters;
- Substantial Rehabilitation or Demolition of severely deteriorated housing occupied by low income homeowners and construct new housing;

Priority #2:

- Maintain the supply of decent and affordable existing and new rental housing and supportive elderly housing for low and very low income residents.
- Provide and increase affordable homeownership opportunities to low income households.

Priority #3:

- Provide for emergency shelter and service needs of the homeless.
- Address the housing and service needs of the at-risk population and others with special needs.
- Prevent or ameliorate neighborhood deterioration in areas where low income households and substandard conditions are concentrated.

- Provide historic preservation services that enhance the sense of place and quality of life in the community.

In its plan for the use of HUD grant funds over the 2015-2019 5-year plan, the Town of Cheektowaga focused its funding in addressing Priorities #1 and #2. Our Owner-Occupied Rehabilitation Loan Program, our Emergency Loan Program and others described in this report, are designed to meet those priority needs.

The overall goal of the community planning and development programs included in the Consolidated Plan is the development of a viable community by providing decent housing, including the retention of existing affordable housing stock, a suitable living environment, which includes safe, stable and livable neighborhoods, and expanding economic opportunities, including creating new job opportunities as well as retaining existing jobs, principally for low and moderate income persons. A primary goal of the HOME Consortium's five-year strategic plan is retaining the supply of affordable existing owner-occupied and rental housing. Housing rehabilitation has consistently been the Town's primary means of achieving these goals, utilizing both CDBG and HOME funds for housing rehabilitation. During the 2015 program year, rehabilitation of 56 owner-occupied and rental housing units were completed with CDBG and HOME funds.

The Town of Cheektowaga has demonstrated a strong commitment to preserving, improving and investing in the quality of its housing and its neighborhoods. Maintenance of existing housing units through code enforcement is a critical component of this effort. The Town has a code enforcement program that requires property owners to maintain their houses and comply with applicable housing standards and codes. Often times, home owners are referred to the Community Development Office for assistance through the Housing Rehabilitation Program. Maintenance of existing housing stock and neighborhood preservation are also addressed through police foot-patrols in targeted lower-income neighborhoods where police check vacant properties for vagrants and other problems and notify the Town's Housing Department if issues are found. The level of confidence residents have in their personal safety is an important element of the quality of life and social cohesion of a neighborhood. The first-time homebuyers program, funded with HOME program funds, provides low-moderate income families access to homeownership which contributes significantly to neighborhood stability.

The summer day camp project enables children from ages 4 through 12 to attend summer day-camp which provides organized, supervised daily activities during a six-week period during the summer. The program also eases the cost burden of day-care for some low-income families, enabling them to pursue employment and attempt to improve their economic status. A total of 40 low-income children were assisted in 2015.

The creation of new job opportunities and retention of existing jobs is accomplished through the Cheektowaga Economic Development Corporation (CEDC), which provides loans to businesses that are primarily involved in manufacturing and that are locating to or expanding in the Town of Cheektowaga. The Corporation's guidelines now expand the opportunity for assistance to additional types of business ventures, particularly those located in low-to-moderate income neighborhoods. Although no loans were closed during the 2015 program year, the Town's Office of Economic and Community Development and Town elected officials are working with the CEDC to develop a comprehensive approach to marketing with the purpose of generating future loans.

The combination of housing rehabilitation, code enforcement and first-time homebuyer assistance with services such as police neighborhood patrols work to strengthen the confidence residents have in the viability of their neighborhood and encourage homeowners to make additional investment in their properties. The cumulative investment made in Town neighborhoods over a period of years not only addresses the short-term housing needs of homeowners, but will also have a positive, long-term impact on the neighborhood stability.

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

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

Goal	Category	Source / Amount	Indicator	Unit of Measure	Expected 2015–2019 Strategic Plan	Actual 2015–2019 Strategic Plan	Percent Complete	Expected 2015 Program Year	Actual 2015 Program Year	Percent Complete
Acquisition/Demolition /Disposition	Affordable Housing	CDBG: \$35,000	Buildings Demolished	Buildings	2	2	100.00%	0	2	100.00%
Code Enforcement	Affordable Housing	CDBG: \$5,000	Housing Code Enforcement/Foreclosed Property Care	Household Housing Unit	2900	0	0.00%	0	0	0.00%
Economic Development	Non-Housing Community Development	Revolving Loan Proceeds: \$1,014,264	Jobs created/retained	Jobs	25	0	0.00%	5	0	0.00%
Economic Development	Non-Housing Community Development	Revolving Loan Proceeds : \$253,566	Businesses assisted	Businesses Assisted	5	0	0.00%	1	0	0.00%

Goal	Category	Source / Amount	Indicator	Unit of Measure	Expected 2015–2019 Strategic Plan	Actual 2015–2019 Strategic Plan	Percent Complete	Expected 2015 Program Year	Actual 2015 Program Year	Percent Complete
Housing Counseling	Affordable Housing	CDBG: \$55,000	Public service activities for Low/Moderate Income Housing Benefit	Households Assisted	500	237	47.40%	110	237	237.00%
Provide Assistance to Homeless Population	Homeless	\$0	Homelessness Prevention	Persons Assisted	10	0	0.00%	0	0	0.00%
Provide Assistance to Secure Affordable Housing	Affordable Housing	CDBG: \$10,000	Direct Financial Assistance to Homebuyers	Households Assisted	1	2	200.00%	1	2	200.00%
Provide Assistance to the Disabled	Non-Homeless Special Needs	CDBG: \$30,000	Homeowner Housing Rehabilitated	Household Housing Unit	5	0	0.00%	1	0	0.00%
Provide Sump Pump Assistance	Affordable Housing	CDBG: \$80,000	Homeowner Housing Rehabilitated	Household Housing Unit	50	0	0.00%	10	0	0.00%
Provide Weatherization Assistance	Affordable Housing	CDBG: \$25,000	Homeowner Housing Rehabilitated	Household Housing Unit	125	16	12.80%	25	16	64.00%
Public Facilities - Infrastructure	Non-Housing Community Development	CDBG: \$22,700	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	2100	0	0.00%	0	0	0.00%

Goal	Category	Source / Amount	Indicator	Unit of Measure	Expected 2015–2019 Strategic Plan	Actual 2015–2019 Strategic Plan	Percent Complete	Expected 2015 Program Year	Actual 2015 Program Year	Percent Complete
Public Infrastructure	Non-Housing Community Development	CDBG: \$219,600	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	2700	640	23.70%	2150	640	29.77%
Public Services-Domestic Violence	Public Services	CDBG: \$45,000	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	3000	0	0.00%	600	0	0.00%
Public Services-Senior Services & Transportation	Public Services	CDBG: \$274,200	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	29500	9660	13.12%	3000	9660	644.00%
Public Services-Summer Day Camp & Employment Services	Non-Housing Community Development	CDBG: \$110,000	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	225	40	17.78%	45	40	88.89%
Public Services-Youth Services, Food Pantry, Jobs, Crime	Public Services	CDBG: \$155,000	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	20045	6643	33.22%	2515	6643	166.08%

Goal	Category	Source / Amount	Indicator	Unit of Measure	Expected 2015–2019 Strategic Plan	Actual 2015–2019 Strategic Plan	Percent Complete	Expected 2015 Program Year	Actual 2015 Program Year	Percent Complete
Residential Rehab-Emergency Program	Affordable Housing	CDBG: \$330,000	Homeowner Housing Rehabilitated	Household Housing Unit	55	0	0.00%	11	0	0.00%
Residential Rehab-Owner-Occupied	Affordable Housing	RLF: \$1,612,380 CDBG: \$8,620	Homeowner Housing Rehabilitated	Household Housing Unit	165	54	32.73%	41	54	163.64%
Residential Rehab-Rental	Affordable Housing	CDBG: \$501,500	Rental units rehabilitated	Household Housing Unit	16	3	18.75%	4	3	75.00%

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

During the 2015 program year we made substantial progress in reaching some of our planned activity goals, primarily in the housing rehabilitation programs. The exception to this progress was seen in (1) the Emergency Loan Program where units are in progress but not yet completed; (2) the Sump Pump Assistance Program which lagged in connection with the Town’s own efforts to provide community education on a NYS Department of Environmental Conservation consent order to prevent inflow and infiltration from reaching our aging sewer systems, and (3) the Disabled Assistance Program which offers a program for ramps but had no takers – we hope in the coming year to better advertise this program. We lost our contractor for Domestic Violence counseling which affected our ability to offer those services and we continue to pursue other contractors. Our Economic Development goals were not met but we have been working with our subrecipient, the Cheektowaga Economic Development Corporation (CEDC), to enhance marketing efforts and the CEDC reports it is close to signing a loan within the next month.

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

The Town of Cheektowaga’s Annual Plan emphasized housing, public facilities and public services to assist low-moderate income

individuals and families. Over half of the \$1.3 million dollars of CDBG funds spent during this fiscal year was for residential rehab, energy improvements and acquisition/disposition costs for sites which create affordable housing, meeting our main goal of the preservation and improvement of our housing stock. Almost \$350,000 was spent on infrastructure while plans were made to continue infrastructure efforts in Depew and Sloan – all to assist with improving our aging utility delivery systems. Finally, approximately \$200,000 was spent on public services, almost half of which was for senior citizens, who were identified as a high need population in our town. But we also assisted low-mod income youth with our summer day camp program and low-income neighborhood residents with the annual police crime awareness programs.

CR-10 - Racial and Ethnic composition of families assisted

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

91.520(a)

	CDBG
White	9,862
Black or African American	92
Asian	2
American Indian or American Native	3
Native Hawaiian or Other Pacific Islander	1
Other multi-racial	9
Total	9,969
Hispanic	6
Not Hispanic	9,963

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

Narrative

Families are served through Town of Cheektowaga programs on a first-come, first-served basis.

All communities are primarily white but one census tract, 102.2, is shown statistically to have areas with a high concentration of racial or ethnic minorities. Census Tract 102, Block Groups 1 and 2, in the north-west part of the town, are also defined as low-mod income areas. To increase our efforts towards racial and ethnic families, we concentrated public infrastructure spending in this area, providing new sidewalks on Cedar Road, Tudor Road and Campbell Road. We also conducted outreach activities with the town Housing Inspectors in the north-west parts of Cheektowaga, noting housing code violations and providing information on our Owner-Occupied Rehab Loan Program. We also participated in outreach with the Town Park Community Association, printing their meeting notices with our program descriptions on the back, as well as attending monthly meetings of this organization.

CR-15 - Resources and Investments 91.520(a)

Identify the resources made available

Source of Funds	Source	Resources Made Available	Amount Expended During Program Year
CDBG	U.S. Dept. of HUD	5,865,304	1,338,302
HOME	U.S. Dept. of HUD	965,150	72,222
NYS Affordable Housing	State of New York	375,766	97,757
CDBG Revolving Loan Funds	Repayment of previously issued rehabilitation program loans	849,281	343,021

Table 3 – Resources Made Available

Narrative

When designing its programs for HUD CDBG and HOME grant funds, the Town of Cheektowaga designed its programs to include a loan component which requires pay back of housing rehabilitation funds expended on a residence. In addition to its HUD grant funds, the Town pursued and won a contract for \$450,000 from the State of New York for additional funds to be used in our housing rehabilitation efforts. These funds supplement our efforts and are used as a match for the HOME grant program.

Due to the recovery in the real estate market, there was an increase in housing sales and a substantial increase in the revolving loan funds collected upon sale. A portion of these funds have been used in this program year, with the balance being spent on future projects.

Identify the geographic distribution and location of investments

Target Area	Planned Percentage of Allocation	Actual Percentage of Allocation	Narrative Description
Cedargrove Heights	2.91	0.55	Originally military housing from 1940's including 4-family barracks housing and 1-2 family dwellings bounded by the Kensington Expressway (Route 33) to the north; I-90 NYS Thruway to the east; Harlem Road to the west and Genesee Street to the south
Depew	4.88	11.51	Through a Cooperation Agreement with the Village of Depew - limited to the section west of Transit Road, and further defined by Meadowlawn Road and Rehm Road to the north; Dick Road to the west; Rowley Road and Zurbick Road to the south
Pine Hill/Genesee St.	3.59	29.68	The area which includes Census Tract 102 and is bounded by the Buffalo-Amherst border to the north; Harlem Road to the east; Eggert Rd/Buffalo border to the west; Genesee Street to the south
Sloan	1.55	0.00	The Village of Sloan which is bounded by Broadway to the north, Harlem Road to the east, Wagner Avenue to the west and William Street to the south
Walden Avenue	3.29	8.75	An area of older homes adjacent to the City of Buffalo; bounded by Genesee Street to the north; Harlem Road to the east; City of Buffalo to the west and Walden Avenue to the south

Table 4 – Identify the geographic distribution and location of investments

Narrative

Budgeted funds to replace hazardous sidewalks in the Village of Depew and improve sewer infrastructure in Depew and Sloan were not used this year but will be combined with funds from other years and completed within the next reporting period. Employees from the Town have already met with representatives from engineering firms hired by the villages to complete these activities.

Leveraging

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

The Town of Cheektowaga has utilized grant funds from the New York State Affordable Housing Corporation for housing rehabilitation. These funds have also served as a source of the required 25% local Match for HOME funds for the Amherst-Cheektowaga-Tonawanda Consortium. Additionally, funds obtained in previous program years were also utilized during this fiscal year.

The Town of Cheektowaga, in a cooperative effort with the City of Buffalo, submitted an application to the New York State Housing Finance Agency for Neighborhood Stabilization Program funding in 2009 to acquire foreclosed properties in the Walden Avenue neighborhood bordering the City of Buffalo for demolition and rehabilitation / resale to low-to-moderate income homebuyers. Cheektowaga received \$600,319 in NSP1 funds and \$165,000 in matching NYS Affordable Housing Corporation funds for the acquisition-rehabilitation of foreclosed properties and \$60,504 in NSP1 funds for demolition of dilapidated foreclosed houses in the Walden Avenue target area. Under this program, four dilapidated, vacant structures were demolished. Two additional homes were acquired, rehabbed and sold during the program year. Two remaining homes have been completed and await sale to income-qualified buyers. Program income from the sale of homes under this grant is expected to fund two more homes.

The Town of Cheektowaga also provides space, utilities, auto maintenance and fuel, accounting services, and other services at no cost to the Office of Economic and Community Development which manages the HUD programs for the Town.

CR-20 - Affordable Housing 91.520(b)

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

	One-Year Goal	Actual
Number of homeless households to be provided affordable housing units	0	0
Number of non-homeless households to be provided affordable housing units	81	110
Number of special-needs households to be provided affordable housing units	6	0
Total	87	110

Table 5- Number of Households

	One-Year Goal	Actual
Number of households supported through rental assistance	0	0
Number of households supported through the production of new units	3	0
Number of households supported through the rehab of existing units	84	110
Number of households supported through the acquisition of existing units	0	0
Total	87	110

Table 6 - Number of Households Supported

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

The number of units accomplished each year are dependent on factors such as number of applicants, availability of contractors and the ability of contractors to get the work done, all of which are out of the control of the town. These simply result in timing differences. However, the town does conduct outreach to obtain applicants and we continue to try alternative methods to get the word out about our programs. This report highlights our need, however, to do a better job of advertising our program for special needs households.

Discuss how these outcomes will impact future annual action plans.

In reviewing the statistics for this past year, we noted no one utilized our handicapped accessibility ramp program. We will emphasize this program in our future advertising or we will consider reducing it in future plans.

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

Number of Persons Served	CDBG Actual	HOME Actual
Extremely Low-income	21	3
Low-income	37	2
Moderate-income	10	0
Total	68	5

Table 7 – Number of Persons Served

Narrative Information

Families are served through Town of Cheektowaga programs on a first-come, first-served basis and the range of income types varies from year to year. As noted above, the Town has concentrated efforts in Census Tract 102, Block Groups 1 and 2, in the north-west part of the town, which are defined as low-mod income areas. We also implemented a mobile home program as part of our Owner-Occupied Rehab Program to reach the poorer residents of our mobile home parks. We have and will again participate in the Senior Star mailing with the Town Assessor’s office to reach our seniors, many of whom are low-income. During the year we met with residents at the Town Park Community Association, DUCCA and William Street Taxpayers Association, as well as the Villages of Depew and Sloan. We will continue to work with neighborhood groups and continue our outreach activities to reach all levels of the low-moderate income residents of the Town.

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

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

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

Addressing the emergency shelter and transitional housing needs of homeless persons

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

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 of Cheektowaga has no known homeless persons or families residing within its borders. In discussions with our Police Department, we learned that the Department records encounters with individuals it describes as having "No Permanent Place of Residence." In the summer, the Police describe "hobos" who ride the trains and stop briefly at the town's railyards. Otherwise, Police report encounters with individuals who wants a ride to the City of Buffalo's City Mission (which houses homeless persons overnight and provides access to care). The Police Department also works with the local Crisis Services agency to assist those with emergency needs, both physical and mental.

Reducing housing costs can make housing more affordable and thereby prevent homelessness. Community Development Block Grant and HOME Investment Partnership funds have been used to provide low income homeowners with a 0% or low interest, deferred payment loan to correct minor and major deficiencies and / or code violations on their homes. Using Community Development Block Grant funds, the Town, in cooperation with Supportive Services Corporation, also provides a weatherization program to low income homeowner's for a variety of energy saving improvements.

Through the Department of Housing and Urban Development's Section 8 Existing and project-based Programs, vouchers are provided to low income renters, thereby reducing their housing costs. This program is administered throughout the County of Erie by Belmont Housing of WNY.

Finally, the Town offers consulting services through Belmont, Consumer Credit Counseling and the Western New York Law Center to address housing needs and make changes to financial conditions to prevent foreclosure and homelessness.

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

Actions taken to address the needs of public housing

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

Actions taken to provide assistance to troubled PHAs

Not applicable. The Town of Cheektowaga has no PHAs.

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

Actions taken to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment. 91.220 (j); 91.320 (i)

With respect to policies and zoning, the Town of Cheektowaga has limited available land at this time. Both major undeveloped land masses – Transit Road and Walden Commerce Park – are not expected to be used for residential purposes as they are on prime commercial strips. Where needed, the Zoning Board of Appeals will modify zoning ordinances to meet documented needs for change. For example, the Town and its CHDO recently applied for, and received, a zoning variance to allow building a new home on frontage less than specified in the Zoning Law.

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

The lack of rehabilitation assistance for homeowners residing in mobile homes has represented an underserved need in the Town. In response, the Town has established a housing rehabilitation program that specifically targets residents of mobile homes.

Accessibility issues for the frail elderly or for persons with physical disabilities represents another underserved need. In an effort to address this need, the Town makes housing rehabilitation funds available for accessibility modifications by providing for the addition of wheelchair ramps including modifications to doorways to accommodate the ramps.

We continue to work with the Mobile Safety Net Program of the John R. Oishei Foundation to identify unmet needs and identify solutions for our residents.

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

All applicants for housing rehabilitation loans receive a copy of "The Lead-safe Certified Guide to Renovate Right", a publication from the EPA, which provides information on the dangers of lead paint hazards and ways to minimize risk associated with them. All residential properties receiving rehabilitation assistance through the CDBG or HOME programs are screened by inspectors as to age of the structure, amount of peeling paint on the property, emergency work status and whether or not a painted surface will be affected by the proposed rehabilitation work. After screening a determination is made as to whether the subject property is required to be inspected for lead paint hazards. In most cases, a Risk Assessment is performed.

The hazards identified by the Risk Assessment are incorporated into the project work write-up and are addressed by a certified contractor through either interim controls or abatement, depending on size of the job. Community Development Housing Inspectors have been properly

trained in identifying and dealing with lead paint hazards. One of the Town's housing inspectors has received the EPA Risk Assessor Certification. In the past, the Town has sponsored a training workshop for contractors to become certified "renovation and remodeling" contractors for work costing less than \$25,000. Contractors participating in the Town's rehabilitation loan program are required to become certified in order to assure the availability of qualified, trained and competitive rehabilitation contractors. Houses selected for purchase through the Town's first-time homebuyer program are also inspected for lead hazards. If a suspected hazard is identified, the Town requires appropriate testing pursuant to federal regulations and, if the results of such testing indicate a lead hazard, correction of the problem is required. The Town will not allow HOME first time homebuyer funds to be utilized for a house with known lead paint hazards.

During the past fiscal year, the Town of Cheektowaga evaluated, and where necessary, remediated lead contamination in 53 residential structures rehabilitated with CDBG, HOME and New York State Affordable Housing Corporation funds.

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

The Erie County PHA Consortium, through its management agent, Belmont Shelter Corp., operates a Family Self Sufficiency program, which offers rent certificates/vouchers to applicants who agree to take advantage of the myriad services that are available to become job-ready and become employed within five years of beginning the program. The rent subsidies are offered in concert with other social services and programs on terms that encourage personal responsibility leading to financial independence. Belmont also manages the Section 8 vouchers allocated to the County of Erie outside the City of Buffalo.

The Cheektowaga Economic Development Corporation provides financial assistance to small/medium-size businesses that are relocating to or are expanding present operations within the Town and will create new employment opportunities for low-to-moderate income individuals. During the 2014 program year prior year loan recipients successfully reported the addition of 3 full-time jobs, 0 part-time and 0 seasonal full-time jobs as a result of the assistance received through the CDBG program.

The Town offers a 0% deferred payment loan program to low and moderate income persons to make house repairs. The loan in most cases is not payable until the house is sold and reduces the cost of home maintenance so that limited funds may be used for other needs.

The Office of Economic and Community Development has also participated in the Oishei Foundation Mobile Safety Net Program and has connected with the local BOCES and Catholic Charities workforce training and development programs. We are offering all avenues to these organizations to provide information to our low-moderate income program participants to

learn about job training and other services they provide.

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

The staff of the Community Development Office has attended a number of training and informational workshops and conferences sponsored by HUD or HUD consultants dealing with compliance, reporting and regulatory issues. On an ongoing basis, Cheektowaga Community Development staff have participated in the local HUD office's monthly training and monthly "Rehab Rap" sessions. Staff members have also attended on-site courses on HOME and CHDO regulations as well as other areas of concern to the management of our programs. Such training opportunities have reinforced the Town's capacity to ensure compliance with program and comprehensive planning requirements. Staff members have also attended sessions to identify other funds which may be available to supplement HUD funds.

Frequent contact and interaction with local HUD staff and community development professionals from other communities has also served to strengthen the Town's compliance capabilities. The three Directors from the Amherst-Cheektowaga-Tonawanda HOME Consortium meet quarterly to review project status and discuss compliance issues, problems and innovative programs.

For both CDBG and HOME projects and activities, the staff have developed and use set-up checklists to document eligibility requirements for program projects, ensuring each project and activity is carefully reviewed and that eligibility and national objective criteria are met. HUD staff representatives are consulted when a question arises with respect to an issue of eligibility or compliance. During the past year the Town has also revised some of its program documentation to better document compliance with the regulations. Each year we continue to review policies and procedures to determine if we need to modify our regulatory and programmatic requirements.

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

New York State and Erie County are fortunate to have an excellent network of service agencies that are able to provide an 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 discovered by Community Development staff was that there are no apparent gaps and that existing agencies are well equipped to deal with the client base either through in-house resources or through referrals and networking with other social service agencies. Housing assistance through the Section 8 Voucher program continues to be one of the most common needs. The greatest obstacle to fulfilling housing need is the limited number of Section 8 vouchers available to

residents who need lower rents.

To improve coordination, the Town's offices of Community Development, Senior Services and Youth Services are participating in a "Mobile Safety Net" Project being sponsored by the Oishei Foundation of Buffalo. This group meets monthly with local non-profit agencies, representatives from the local educational community, including school districts and Villa Maria College, to detect potential gaps in services and structures, and to identify potential resources and opportunities to collaborate. Recently, the group was successful in opening the new Cheektowaga Hub at a local church whose food pantry is one of the busiest in Western New York. This effort brings together the local service providers, including the Town's Community Development Office, to those in need. One of the greatest achievements was when we met with the new head of the County's Office of Social Services who agreed to bring Social Services staff to the new Hub.

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

Impediments to fair housing choice are any actions, omissions or decisions that restrict, or have the effect of restricting, the availability of housing choices based on race, color, religion, sex, disability of family origin. New York State law further extends the classes to age, marital status, sexual orientation, military and marital status.

The 2015 Analysis of Impediments to Fair Housing was created jointly through the efforts of the County of Erie, the Amherst-Cheektowaga-Tonawanda HOME Consortium and the Town of Hamburg. In the report, the consultants identified a number of impediments, some of which are detailed below; the Town's effort to address those issues are also discussed.

1. A shift in demographics is increasing the concentration of minorities in Amherst, Cheektowaga, Tonawanda and Hamburg.

All communities in the Town of Cheektowaga are primarily white but one census tract, 102.2, is shown statistically to have areas with a high concentration of racial or ethnic minorities. Census Tract 102, Block Groups 1 and 2, in the north-west part of the town, are also defined as low-mod income areas. To increase our efforts towards racial and ethnic families, we concentrated public infrastructure spending in this area, providing new sidewalks on Cedar, Tudor and Campbell Streets. We also conducted outreach activities with the town Housing Inspectors in the north-west parts of Cheektowaga, noting housing code violations and providing information on our Owner-Occupied Rehab Loan Program. We also participated in outreach with the Town Park Community Association, printing their meeting notices with our program descriptions on the back, as well as attending monthly meetings of this organization.

2. There is a limited amount of housing stock that is affordable to lower-income households. This limits the array of neighborhoods from which they can choose to live.

The Town of Cheektowaga has long been a community of single family residences which limits the number of rental units available. Rental units are generally concentrated in older two-family houses near the City of Buffalo or larger multi-family apartment complexes which are scattered throughout the town. Accordingly, the Town has limited its efforts in this area to expanding its Acquisition/Rehabilitation/Resale Program in areas east of the traditional poorer neighborhoods, thus giving choice to low-income buyers.

3. The decrease in affordable housing inventory is further exacerbating the mismatch between the physical housing needs and available inventory for lower income households, including persons with disabilities.

The Town opened a Handicapped Accessibility Program to assist homeowners with ramps for access. This past year we had no one take advantage of this program. We will enhance our marketing efforts and re-evaluate the program next year.

4. The growing Hispanic population, along with refugee and immigrant groups, may face language barriers in becoming aware of, accessing and participating in local housing programs and services.

To date the Town's implementing department has received no inquiries which would indicate this is a major problem in the town. The Town annually identifies a translator service for use in the courts and would be used if such a problem were to arise. Additionally, if needed, the Town would contact the International Institute, a local non-profit organization which provides translators and services to non-English speaking individuals.

5. Land use regulations in Cheektowaga, specifically the Town Zoning Ordinance, provides no accommodation policy for persons with disabilities. In addition, the definition of "group home" is ambiguous as to the types of disabilities that would be permitted. To be consistent with the federal Fair Housing Act, persons with any of the disabilities defined in the law must be accommodated.

The Town has not yet modified its Zoning Ordinance but will pursue this action in the following year.

6. There is a need to expand housing choice for members of the protected classes.

The Town's Office of Community Development has worked with its CHDO partner to identify housing outside of areas with high levels of racially or ethnically concentrated poverty, thus increasing housing choice.

The Town continues housing rehabilitation housing opportunities within areas of racially or ethnically concentrated poverty, thus improving the quality of life for people who live there.

The Town continues to participate in inter-municipal and regional groups to improve access to housing choice on a regional level.

7. There is a need to expand education initiatives.

The Town of Cheektowaga is a regular participating member of the Erie County Fair Housing Partnership, a fair housing education, outreach and advocacy organization consisting of twenty-eight localities, banks and non-profit organizations.

8. Fair housing enforcement activities should be strengthened.

The consultant recommended that the Town, the ACT Consortium and the County of Erie partner to conduct testing for disability, race/color of skin, and national origin in the rental market and that any resultant discrimination cases be publicized to act as a deterrent. The Town and other parties have not yet met to derive such a plan.

CR-40 - Monitoring 91.220 and 91.230

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

The Town monitors its activities on an on-going basis, utilizing a project/activity checklist and a project control form to ensure compliance with program regulations, the Consolidated and Annual Plans. This methodology serves as an on-going monitoring process for program activities. To better ensure consistency and compliance, we have undertaken a complete review and re-write of our program Policies and Procedures Manual. A substantial amount of staff hours at all levels is being devoted to this effort.

The Community Development Office also provides close oversight of the Town's subrecipients - the Villages of Depew and Sloan, and the Cheektowaga Economic Development Corporation - by virtue of its "day-to-day" involvement with these entities. Such close oversight provides the opportunity to prevent compliance problems before they occur. On site meetings are also held with subrecipients during the course of the year to review and assess the progress of program activities.

The Town continually considers ways to improve its programs and develop new strategies to achieve its primary goals. Positive input and suggestions from residents, businesses, non-profit organizations and other entities are welcome as a means of improving the Town's programs. Interaction with the Villages of Depew and Sloan and neighborhood organizations, particularly in the Town's targeted neighborhoods - Walden Avenue, Pine Hill/Genesee Street and Cedargrove Heights - occurs through participation in neighborhood and other meetings throughout the year and will continue as an avenue to meaningful citizen participation in the community development planning process. The Town's Office of Economic and Community Development has begun working with the Town Park Community Association to conduct outreach in its neighborhoods and enhance citizen participation. In addition, during foot and bike patrols, the police hand out comment cards to residents inviting comments and concerns in their neighborhood; in 2015, 120 comments, per police report, were received and published.

The Town of Cheektowaga Office of Economic and Community Development has a Minority- and Women-Owned Business Utilization Policy to encourage the use of such qualified contactors. At least annually the Housing Inspectors conduct MWBE contractor outreach procedures to identify qualified contractors to add to our lists. Review of the contractor lists also allows the our office to insure contractor reputability, that the contractor maintains proper

certifications, has current required Insurances, and has the proper discipline license, if licensing is required. A 10% variance above the lowest bid is granted for MWBE firms.

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

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

The Town notifies citizens of the availability of the draft CAPER report through notices published in the Town's official newspaper, the Cheektowaga Bee. The Cheektowaga Bee is available free to the public in libraries, public buildings, commercial establishments, and at various street corner boxes.

The notices in the Cheektowaga Bee advise the public of the availability of the CAPER for review in both local libraries, the Town Clerk's Office, and the Community Development Office. Public access to the CAPER is enhanced by posting this document on the Town's website for easy access at www.tocny.org under the Community Development Department page.

In accordance with our Citizen Participation Plan and the regulations, the documents filed identify the Federal funds available and spent, both grant and program income, and other required information. The CAPER narrative identifies costs by low-income area.

CR-45 - CDBG 91.520(c)

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

The Town's programs and activities are essentially on schedule. No serious barriers have been encountered which would threaten the achievement of its goals. However, we have completed contacting our Rehab Waiting List and are now having difficulties finding eligible participants for our program. We will strengthen our marketing efforts and community outreach through activities noted in this section.

One program that has been curtailed is our First-Time Homebuyers Program. This Program is funded with HOME grant funds. HUD changed the rules for this program, requiring additional underwriting and further assurances as to sustainability of the homes purchased. We have found that prior First-Time Homebuyers purchased "fixer-uppers" that might not meet sustainability standards and we hesitate to disappoint buyers by having to deny funding of such homes. We have limited First-Time Homebuyer assistance to our Acquisition/Rehab/Resale Program where we have worked on the homes and seen the work completed, thus can better assure sustainability. For other citizens not participating in this program, we have identified banks and non-profit agencies with First-Time Homebuyer Programs and send those who inquire about such funds directly to the banks. We did allocate a small amount of CDBG funding to use as a trial First-Time Homebuyer Program but have not yet implemented the program.

Indicators of the success of the Town's programs and strategies will be evident over a period of time and can be measured by the stability and increase in the percentage of owner-occupancy, the length of residency and the improvements in housing values. Although the Town is experiencing an upswing in housing values, we cannot say we have accomplished what we set out to do and we continue to strive against poverty, poor housing and discrimination through our program efforts.

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

The Town of Cheektowaga does not have any open BEDI grants.

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

Not Applicable - The Town of Cheektowaga does not have any open BEDI grants.

CR-60 - ESG 91.520(g) (ESG Recipients only)

ESG Supplement to the CAPER in *e-snaps*

For Paperwork Reduction Act

1. Recipient Information—All Recipients Complete

Not Applicable - The Town of Cheektowaga does not receive ESG grant funds.

Basic Grant Information

Recipient Name	CHEEKTOWAGA TOWNSHIP
Organizational DUNS Number	080334121
EIN/TIN Number	166002209
Identify the Field Office	BUFFALO
Identify CoC(s) in which the recipient or subrecipient(s) will provide ESG assistance	

ESG Contact Name

Prefix

First Name

Middle Name

Last Name

Suffix

Title

ESG Contact Address

Street Address 1

Street Address 2

City

State

ZIP Code

Phone Number

Extension

Fax Number

Email Address

ESG Secondary Contact

Prefix

First Name

Last Name

Suffix

Title

Phone Number

Extension

Email Address

2. Reporting Period—All Recipients Complete

Program Year Start Date	04/01/2015
Program Year End Date	03/31/2016

3a. Subrecipient Form – Complete one form for each subrecipient

Subrecipient or Contractor Name
City
State
Zip Code
DUNS Number
Is subrecipient a victim services provider
Subrecipient Organization Type
ESG Subgrant or Contract Award Amount

CR-65 - Persons Assisted

4. Persons Served

Not Applicable - The Town of Cheektowaga does not receive ESG grant funds.

4a. Complete for Homelessness Prevention Activities

Number of Persons in Households	Total
Adults	
Children	
Don't Know/Refused/Other	
Missing Information	
Total	

Table 8 – Household Information for Homeless Prevention Activities

4b. Complete for Rapid Re-Housing Activities

Number of Persons in Households	Total
Adults	
Children	
Don't Know/Refused/Other	
Missing Information	
Total	

Table 9 – Household Information for Rapid Re-Housing Activities

4c. Complete for Shelter

Number of Persons in Households	Total
Adults	
Children	
Don't Know/Refused/Other	
Missing Information	
Total	

Table 10 – Shelter Information

4d. Street Outreach

Number of Persons in Households	Total
Adults	
Children	
Don't Know/Refused/Other	
Missing Information	
Total	

Table 11 – Household Information for Street Outreach

4e. Totals for all Persons Served with ESG

Number of Persons in Households	Total
Adults	
Children	
Don't Know/Refused/Other	
Missing Information	
Total	

Table 12 – Household Information for Persons Served with ESG

5. Gender—Complete for All Activities

	Total
Male	
Female	
Transgender	
Don't Know/Refused/Other	
Missing Information	
Total	

Table 13 – Gender Information

6. Age—Complete for All Activities

	Total
Under 18	
18-24	
25 and over	
Don't Know/Refused/Other	
Missing Information	
Total	

Table 14 – Age Information

7. Special Populations Served—Complete for All Activities

Number of Persons in Households

Subpopulation	Total	Total Persons Served – Prevention	Total Persons Served – RRH	Total Persons Served in Emergency Shelters
Veterans				
Victims of Domestic Violence				
Elderly				
HIV/AIDS				
Chronically Homeless				
Persons with Disabilities:				
Severely Mentally Ill				
Chronic Substance Abuse				
Other Disability				
Total (unduplicated if possible)				

Table 15 – Special Population Served

CR-70 – ESG 91.520(g) - Assistance Provided and Outcomes

10. Shelter Utilization

Number of New Units – Rehabbed	
Number of New Units – Conversion	
Total Number of bed - nights available	
Total Number of bed - nights provided	
Capacity Utilization	

Table 16 – Shelter Capacity

11. Project Outcomes Data measured under the performance standards developed in consultation with the CoC(s)

CR-75 – Expenditures

11. Expenditures

Not Applicable - The Town of Cheektowaga does not receive ESG grant funds.

11a. ESG Expenditures for Homelessness Prevention

	Dollar Amount of Expenditures in Program Year		
	2013	2014	2015
Expenditures for Rental Assistance			
Expenditures for Housing Relocation and Stabilization Services - Financial Assistance			
Expenditures for Housing Relocation & Stabilization Services - Services			
Expenditures for Homeless Prevention under Emergency Shelter Grants Program			
Subtotal Homelessness Prevention			

Table 17 – ESG Expenditures for Homelessness Prevention

11b. ESG Expenditures for Rapid Re-Housing

	Dollar Amount of Expenditures in Program Year		
	2013	2014	2015
Expenditures for Rental Assistance			
Expenditures for Housing Relocation and Stabilization Services - Financial Assistance			
Expenditures for Housing Relocation & Stabilization Services - Services			
Expenditures for Homeless Assistance under Emergency Shelter Grants Program			
Subtotal Rapid Re-Housing			

Table 18 – ESG Expenditures for Rapid Re-Housing

11c. ESG Expenditures for Emergency Shelter

	Dollar Amount of Expenditures in Program Year		
	2013	2014	2015
Essential Services			
Operations			
Renovation			
Major Rehab			
Conversion			
Subtotal			

Table 19 – ESG Expenditures for Emergency Shelter

11d. Other Grant Expenditures

	Dollar Amount of Expenditures in Program Year		
	2013	2014	2015
Street Outreach			
HMIS			
Administration			

Table 20 - Other Grant Expenditures

11e. Total ESG Grant Funds

Total ESG Funds Expended	2013	2014	2015

Table 21 - Total ESG Funds Expended

11f. Match Source

	2013	2014	2015
Other Non-ESG HUD Funds			
Other Federal Funds			
State Government			
Local Government			
Private Funds			
Other			
Fees			
Program Income			
Total Match Amount			

Table 22 - Other Funds Expended on Eligible ESG Activities

11g. Total

Total Amount of Funds Expended on ESG Activities	2013	2014	2015

Table 23 - Total Amount of Funds Expended on ESG Activities