

To reallocate unused prior year funds to the Pier project to used toward the ADA compliant handicapped accessible kayak launch and complete the pedestrian walkway. These include:\$10,000 from 2018 cancelled public art project, \$7733.52 from 2016 Rehab project, and \$15360 from 2018 Sidewalks project.

## Executive Summary

### AP-05 Executive Summary - 24 CFR 91.200(c), 91.220(b)

#### 1. Introduction

The City of Dunkirk is designated as an entitlement community based on the amount of its population suffering with poverty. The CDBG entitlement program allocates annual grants to assist in the development of viable communities by providing decent housing, a suitable living environment, and to expand economic opportunities, principally for low and moderate income persons. To receive an annual allocation of federal funds from HUD, the City is required to create a three-year Consolidated Plan (strategic plan) with an annual Action Plan. Subsequently, the three-year Plan will be updated with the Annual Action Plan to describe how our community will achieve the goals in our Consolidated Plan.

The Consolidated Plan includes the amount of assistance the City expects to receive and the range of activities that may be undertaken including the estimated benefit to persons of low and moderate-income. The Annual Action Plan is required to include project or program information, such as location, cost, proposed outcome, and any additional descriptive information. Federal regulations require that funds be aimed where the greatest benefit may be attained for low and moderate income residents. To acquire ample public engagement in all aspects and phases of Plan development, the City of Dunkirk attempted to interact with various stakeholders in meetings, workshops, public hearings, and with written correspondence. We attended other public meetings to announce the meeting dates, published them in the newspaper, and enlisted other organizations to get involved by hosting meetings and acting as translators. Prior to the adoption of the Annual Action Plan, a 30 calendar-day public comment period was observed and an additional public meeting held.

#### 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.

Although the City has many needs, this plan identifies and prioritizes the following critical components to the City's development strategy:

Infrastructure Improvements - In order to maintain a safe, healthy, enjoyable environment, the City

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needs to improve and to modernize its infrastructure, including roadways, streetscapes, community facilities, and parks. Approximately 1000 low-moderate income residents will benefit from these activities.

Provide Safe, Affordable Housing - The City has some of the oldest housing stock in the nation and has identified the need to assist residents make their homes safe and habitable. This will be accomplished by providing emergency roof repair assistance, first time homebuyer downpayment and closing cost assistance, and housing rehab. Approximately 16 low-moderate income residents will benefit from these activities.

Improve Community Outreach - The City of Dunkirk has an extremely diverse population with close to 30% of our residents being hispanic many of whom either speak very little or no English. To help these

30% of our residents being hispanic many of whom either speak very little or no English. To help those residents become aware of services available and feel more a part of the community, the City is investing in a bi-lingual community center. In addition, the City is investing in a community food pantry to help alleviate hunger and food insecurities in our community.

Provide Education Programming for Students - This plan addresses the need for academic assistance for our youth by investing in after-school tutoring and mentoring programs for LMI youth ages 6 - 18. The goals here are to help students remain in school, provide positive role models for our youth, and expose them to new learning and career opportunities. Approximately 70 youth will benefit from these activities

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

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

The City of Dunkirk achieved the following accomplishments in 2018:

Career Explorers: The Boys & Girls Club of Northern Chautauqua County was awarded \$15,000.00 in 2018 to operate its Career Explorers Program. A total of low-income youth ages 10-18 participated in exploration and research of career areas of interest. Of those 135 youth, 54 were Hispanic, 33 were multi-racial, 8 were Black/African American, and 40 were white reflecting the diversity of our City. Together, the students have contributed 60 hours of community service and each of those students are participating in internship placement, college visits, or job readiness workshops.

Adams Center Rehab: Access to the Arts / Adams Center was awarded \$24,000 in 2018 and so far they have been able to make plumbing and electrical repairs, and have begun rehabbing the interior of the building to stop immediate deterioration. This project is ongoing.

Chautauqua Striders: This project was awarded \$15,000 in 2018 to provide academic assistance to low income youth in Dunkirk. So far they have provided homework help, STEAM programming, and hosted a Life Skills Seminar for 62 students.

CHRIC Roof Repair: This project assists LMI residents in Dunkirk make necessary repairs to the roofs of

their homes that they could not do on their own. It's an important project and CHRIC has an extensive waiting list for assistance. With their 2018 award, CHRIC is in the process of securing contractors to complete the work so this project is on target.

CHRIC Closing Cost Assistance Program: This project has just started as CHRIC is working through the application process and is identifying eligible participants. Last year 8 first time home buyers were assisted with this project.

CHRIC Owner Occupied Rehab Project: This project has purchased the home from the land bank and has started the extensive repairs. These include new roof, siding, interior demo, drywall, and electrical.

Sidewalk Repair: This project is ongoing as the City is in the process of identifying the sidewalks in the LMI block groups that require the most attention. Priority will be giving to areas in LMI block areas where children walk to school followed by high pedestrian LMI neighborhoods.

Hope Center: This project is a Bi-lingual Community Center and has just closed on the purchase of their building and are ready to begin renovations.

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

Summary from citizen participation section of plan.

May, 2020 amendment added in CDBG-CV allocation and provided a 5 day public comment period. Written comments were accepted by email or postal mail.

The City believes in continual communication with its local nonprofits, community leaders, and citizens. To guide this communication, the City of Dunkirk adopted a Citizen Participation Plan (CPP) which was

prepared in accordance with Section 104(a)(3) of the Housing and Community Development Act of 1974, as amended, and federal regulation 24 CFR 91.105. The CPP has been amended to make this process even more effective, and was formally adopted on April 7, 2015 after a 30-day public comment period.

The City held 2 public hearings during the drafting of the 2019 Annual Action Plan on May 21, 2019 and June 3, 2019. The comments from all 2 meetings can be found below. The City also held a technical assistance meeting for potential CDBG subrecipients on March 15. The City held Public Hearings on June 3, 2019 to review the Draft 2019 Annual Action Plan and a draft was posted on our website, in the planning office, the City Clerk's office, and at the Public Library on May 22, 2019 and a public notice published in the newspaper also on May 22, 2019. Written and verbal comments were accepted until July 2, 2019 at 5:00PM in City Hall by email, phone call, in writing, or in person.

## **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.

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We received 2 public comments. The first was from Chautauqua Striders clarifying the services provided under Projects. The 2nd was from Josiah Lamp of Chautauqua Opportunities in support of the CDBG program. Mr. Lamp also provided a copy of the the Fair Housing Study that his agency conducted in 2015.

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

All comments are accepted as we're always looking for feedback from non-profits, businesses, and residents. At this time the City has not received any comments or views that have been denied for any reason.

## **7. Summary**

The City of Dunkirk strives to recognize the issues currently facing residents of the City of Dunkirk, and address these issues to the best of its ability. Community Development Block Grant (CDBG) funds, in conjunction with other resources, give the City of Dunkirk the opportunity to improve the lives of people within Dunkirk. In 2019, we will look to undertake also a planning project as well as those involving infrastructure development, public facility improvements, public service, and redevelopment within the City, with the stated goal of creating a happier, healthier community and environment throughout the City.

Dunkirk will also be implementing heavily researched plans, including a Comprehensive Plan, residential conditions survey, and new Consolidated Plan to provide a clearer picture of its community as a whole. We have also received a tree inventory grant which will allow us to assess the condition of our trees and take a critical look at the City's environmental health. Citizen participation and community input has been, and will continue to be, essential for developing targeted strategies to shape the City's vision and to ensure that federal resources provide the maximum benefit to those citizens in need.

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

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

Describe the agency/entity responsible for preparing the Consolidated Plan and those responsible for administration of each grant

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

Agency Role	Name	Department/Agency
Lead Agency	Dunkirk	
CDBG Administrator	Dunkirk	Department of Planning & Development
HOPWA Administrator		
HOME Administrator		
HOPWA-C Administrator		

Table 1 – Responsible Agencies

**Narrative (optional)**

**Consolidated Plan Public Contact Information**

Rebecca Wurster, Director of Planning & Development: 366-9879 [rwurster@cityofdunkirk.com](mailto:rwurster@cityofdunkirk.com)

Jill Meaux, Community Development Planner & CDBG Program Administrator: 366-9878 [jmeaux@cityofdunkirk.com](mailto:jmeaux@cityofdunkirk.com)

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

### **1. Introduction**

The City of Dunkirk recognizes the importance of coordination and consultation with institutions within the community. As a result, in formulating this plan, the City of Dunkirk made all attempts to work with all organizations through public meetings and hearings, as well as working with organizations at their best convenience. The City also hosts a Business Roundtable in which City businesses and non- profits are invited to voice concerns and contribute ideas for the overall success of the City.

Dunkirk is required by the U.S. Department of Housing and Urban Development (HUD) to create its own Consolidated Plan and Annual Action Plan in order to be considered for entitlement grant funding. Last year the City of Dunkirk completed its 2018-2020 Consolidated Plan, which clarifies and defines the City's future objectives and illustrates how those objectives align with CDBG program objectives. This Annual Action Plan utilizes the priorities outlined in the Consolidated Plan and specifies the intended uses of CDBG funding for Dunkirk's second program year (2019) under the current plan.

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

The City of Dunkirk strives to provide fair and accurate copies of its plans at every stage of their development. As such, the City provided public notices about public hearings via local media sources including print, online, social media, community meetings, posters, and word of mouth sources. The City also worked with, and made all attempts to work with, housing providers such as Chautauqua Opportunities, Inc., the Dunkirk Housing Authority, as well as other agencies involved in healthcare and housing in some form. Notices of public meetings and copies of the City's 2019 CDBG Application were mailed to: Boys & Girls Club of Northern Chautauqua County, Dunkirk Housing Authority, Dunkirk-Fredonia Meals on Wheels, Chautauqua County Office for the Aging, Chautauqua County Department of Health & Human Services, Chautauqua County Department of Mental Hygiene, Chautauqua County Rural Ministry, Chautauqua Opportunities, Inc., Chautauqua Home Rehabilitation and Improvement Corp., Northern Chautauqua Community Foundation, Senior Center of Dunkirk, Southern Tier Environments for Living, the Resource Center, Chautauqua Striders, HOPE Center, Dunkirk Historical Society, Salvation Army, Access to the Arts, and Revitalize Dunkirk. Copies of the draft 2019 Annual Action Plan will be sent to these same agencies to garner their input and feedback. No one was intentionally left out and we encourage interactions, questions, and suggestions from all agencies.

The City of Dunkirk does not currently manage any public housing. Public housing within the City's jurisdiction is managed by the Dunkirk Housing Authority (DHA). The DHA currently maintains 243 housing units. City staff also maintains close relationships with local Community Housing Development Organizations (CHDO), including Chautauqua Opportunities, Inc. (COI).

### **Describe coordination with the Continuum of Care and efforts to address the needs of**

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### **homeless persons (particularly chronically homeless individuals and families, families with children, veterans, and unaccompanied youth) and persons at risk of homelessness.**

Homelessness and chronic homelessness are issues individuals face throughout the United States. Residents of Dunkirk are, unfortunately, no exception to this rule. While efforts are ongoing to improve data collection on the exact amount of homelessness and chronic homelessness exists within the City, a support network has been established for those experiencing homelessness, chronic homelessness, or

risk of becoming homeless. Chautauqua Opportunities, Inc. (COI) is the City's Continuum of Care provider. In October of 2014 the Chautauqua County Homeless Coalition signed and adopted a 10-year plan to end homelessness in Chautauqua County.

Chautauqua Lake Central School District, which is within the CoC geography, has a McKinney-Vento funding award from the NYS education Department to provide educational services to homeless children. The McKinney-Vento Liaisons in all of the county's 18 school districts have been contacted and asked to join the CoC or be provided with information about homeless services. Chautauqua County has a NY State licensed runaway and homeless youth shelter that is funded by the U.S. Department of Health and Human Services and operated by the CoC lead agency.

Providers regularly refer families to other providers when their family composition does not allow them to be accommodated in their facility. The CoC has also held a McKinney-Vento training in coordination with local school districts to improve coordination of services with school districts, and whenever possible, keep children in their school of origin.

If housing is not available for a specific family type, the local Department of Social Services will utilize a local hotel to keep the family together while other housing options are explored.

The Veteran's Administration's regional representative is a member of the CoC decision-making body.

The lead agency also coordinates with VASH as the Section 8 Housing Choice Voucher administrator for the county, and was recently awarded a Supportive Services for Veteran Families grant from the U.S. Department of Veteran Affairs to prevent homelessness among veteran families. The CoC participated in the Veteran's Administration needs assessment. All HUD-funded agencies in the CoC serve veterans as an integrated service.

The CoC lead agency operates a NYS licensed Runaway and Homeless Youth Shelter that is funded with DHHS Basic Center funding, as well as a DHHS funded Street Outreach Program that makes contact with over 7,500 youth in the county annually, and a Transitional Living Program for youth ages 16-21 (DHHS funding). These programs frequently collaborate with other providers that serve the youth population such as Boys and Girls Clubs, YMCA's and YWCA's, church teen groups, municipal recreation programs, and other non-profit organizations. The lead organization and other youth serving providers will participate in strategic planning meetings to ensure that the needs of homeless youth are addressed in future plans.

**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 City of Dunkirk does not receive ESG funds

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

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

1	<b>Agency/Group/Organization</b>	CHAUTAUQUA OPPORTUNITIES INC.
	<b>Agency/Group/Organization Type</b>	Housing Services - Housing Services-Children Services-Persons with HIV/AIDS Services-homeless Services-Health Services-Education Service-Fair Housing Child Welfare Agency Regional organization
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy Non-Homeless Special Needs HOPWA Strategy Anti-poverty Strategy Lead-based Paint Strategy Child care needs
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The City mailed a notice of public hearing to Chautauqua Opportunities, Inc. (COI) along with a copy of the 2019 CDBG Application. We also met with Josiah Lamp on April 23rd and are in contact via phone and email on a regular basis. COI also leads the County in Fair Housing



	efforts, Continuum of Care, and hosts the Homeless Coalition meetings, in which the City of Dunkirk attends.	
2	<b>Agency/Group/Organization</b>	Dunkirk Housing Authority
	<b>Agency/Group/Organization Type</b>	Housing Services - Housing Services-Elderly Persons Services-Persons with Disabilities Service-Fair Housing
	<b>What section of the Plan was addressed by Consultation?</b>	Public Housing Needs
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The City mailed a notice of public hearing to the Dunkirk Housing Authority (DHA) along with a copy of the 2019 CDBG Application. The DHA is also involved in the Homeless Coalition meetings, hosted by COI, which also include the Chautauqua County Department of Social Services and the Chautauqua- Cattaraugus Library System.
3	<b>Agency/Group/Organization</b>	CHAUTAUQUA HOME REHABILITATION AND IMPROVEMENT CORPORATION
	<b>Agency/Group/Organization Type</b>	Housing Services - Housing Service-Fair Housing
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Anti-poverty Strategy Lead-based Paint 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>	The City mailed a notice of public hearing to Chautauqua Home Rehabilitation Corporation (CHRIC) along with a copy of the 2019 CDBG Application. We also met with their Director Josh Freifeld and Eileen Powers (Roof Repair Project Manager) at their office in Mayville on April 30th to discuss market and housing stock conditions. We are also in frequent contact via phone and email with this agency.	
4	<b>Agency/Group/Organization</b>	Boys and Girls Club of Northern Chautauqua County
	<b>Agency/Group/Organization Type</b>	Services-Children
	<b>What section of the Plan was addressed by Consultation?</b>	Homeless Needs - Families with children Non-Homeless Special Needs Market Analysis Anti-poverty Strategy Academic and positive role model needs for children
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The City mailed a notice of public hearing to the Boys and Girls Club of Northern Chautauqua along with a copy of the 2019 CDBG Application. CDBG Administrator also met with

	<b>coordination?</b>	their Executive Director on April 25th to discuss challenges they see particularly for our low income families and youth in the community.
5	<b>Agency/Group/Organization</b>	Chautauqua County Office for the Aging

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<b>Agency/Group/Organization Type</b>	Services-Elderly Persons Services-Persons with Disabilities Other government - County	
<b>What section of the Plan was addressed by Consultation?</b>	Non-Homeless Special Needs Senior Citizen Needs	
<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The City has been working closely with the Chautauqua County Office for the Aging on a major facility upgrade project for the Dunkirk Senior Center. In addition, members from the City's Planning and Development department met with them on April 30, 2019 to discuss the Senior Center's needs and vision for the residents they serve.	
6	<b>Agency/Group/Organization</b>	Revitalize Dunkirk
	<b>Agency/Group/Organization Type</b>	Civic Leaders Neighborhood Organization
	<b>What section of the Plan was addressed by Consultation?</b>	Community Pride
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The City is in frequent contact with Revitalize Dunkirk, a citizen public service organization that does various beautification projects throughout the city. They attend most public meetings and are helpful partners in identifying underserved areas and community needs. The City mailed a notice of public hearing to Revitalize Dunkirk along with a copy of the 2019 CDBG Application.

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7	<b>Agency/Group/Organization</b>	Mayor's Business Roundtable
	<b>Agency/Group/Organization Type</b>	Other government - Local Planning organization Business and Civic Leaders Community Development Financial Institution Major Employer Private Sector Banking / Financing
	<b>What section of the Plan was addressed by Consultation?</b>	Economic Development

	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Mayor Rosas hosts a monthly Business Roundtable event so the City can solicit feedback from the business community on the economic development needs of the City. Feedback from these events was considered in creating this plan.
8	<b>Agency/Group/Organization</b>	SOUTHERN TIER ENVIRONMENTAL LIVING, INC.
	<b>Agency/Group/Organization Type</b>	Housing Services - Housing Service-Fair Housing
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the</b>	The City mailed a notice of public hearing to Southern Tier Environments for Living (STEL) along with a copy of the 2019 CDBG

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<b>consultation or areas for improved coordination?</b>	Application. Members from STEL are in constant communication with our office as they were awarded a \$17million grant to demolish and rebuild several dilapidated homes in the City of Dunkirk.
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**Identify any Agency Types not consulted and provide rationale for not consulting**

The City of Dunkirk contacted agencies and organizations associated with housing rehabilitation, economic development, community development, infrastructure development, or skills development. All applicable agencies were consulted and no person or group was intentionally omitted. Any and all agencies involving the needs of the people of the City of Dunkirk are always welcome to discuss the plan with City Department of Planning and Economic Development staff and were given advance notice regarding the public hearings, release of draft plan, and public comment period.

**Other local/regional/state/federal planning efforts considered when preparing the Plan**

<b>Name of Plan</b>	<b>Lead Organization</b>	<b>How do the goals of your Strategic Plan overlap with the goals of each plan?</b>
Continuum of Care	Chautauqua Opportunities Inc.	In consultation with the Chautauqua County Continuum of Care provider (COI), the City has designed its consolidated plan to reflect the needs and concerns laid out in the CoC. We are working with them to find other solutions to the homeless problem including finding shelters for heating and cooling centers in incimate weather.
	Annual Action Plan	This plan is of design guidelines that will allow growth to continue in Chautauqua County

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Visualizing our Options: Creating a Better Future	Chautauqua County Department of Planning & Economic Development	communities while maintaining and protecting rural community character and working landscapes. The City of Dunkirk abides by the design guidelines dictated in this plan, and has used it to help spur our goal of economic development.
Brownfield Opportunity Area (BOA)	TVGA Consultants	This plan is used by the City of Dunkirk to identify and remediate brownfields throughout the City of Dunkirk. We have held numerous public meetings to discuss parcels with which to concentrate development and the consultants and City officials have been regularly meeting with stakeholders and property owners to discuss next steps in redeveloping brown field sites.
Waterfront Enhancement Planning	Woolpert	This is a historical plan for the waterfront of the City of Dunkirk which shows the sheer potential economic development within the City of Dunkirk utilizing Lake Erie as its primary resource

Table 3 - Other local / regional / federal planning efforts

**Narrative (optional)**

The City continually consults with Chautauqua Opportunities, Inc., Dunkirk Housing Authority, and Chautauqua Home Rehabilitation & Improvement Corporation (CHRIC) executives to better understand their needs. Through continued partnership with these organizations, the City anticipates improved quality and quantity of services and affordable housing for the homeless and low/moderate-income persons.

We have also undertaken new initiatives to further economic development as well as housing conditions within the City. We were awarded a LISC Zombie Property grant which we used for a survey of housing conditions in the City as well as taking a look at utility bills, sidewalk conditions, foreclosure information, and build dates for the homes. We're using this information in conjunction with the Chautauqua County Landbank and Chautauqua Opportunities in order to direct homeowners on the verge of foreclosure to programs that can keep them in their homes, thereby preventing increased vacancy. This will also allow us to identify where the greatest needs are and to better allocate CDBG funding in the future.

The City is also exploring Certified Local Government (CLG) status. This will allow the city and its residents to control the future of its historical building stock, protect what's important, and guide future development and reuse proposals, including infill in historic neighborhoods. It is the goal of some neighborhood groups to use this tool to establish historic districts which would afford property owners historic tax credits for rehabilitation of their homes.

This year was the third year that the City hosted a Small Business Saturday event. We had over 30 local businesses offer a special that day and were able to activate vacant storefronts by hosting eight pop-up vendors. We paired this with a parade celebrating the Dunkirk High School football team and the City's annual holiday tree lighting. By hosting this event, we brought hundreds of people downtown on a rainy, cold November Saturday and show cased the importance of shopping at our locally owned businesses and restaurants.

**AP-12 Participation – 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 May, 2020 amendment adds in CDBG-CV funds and related projects and was put out for a 5-day public comment period in accordance with COVID-19 CARES act regulations. Comments were accepted via email and postal mail.

The City believes in continual communication with its local nonprofits, community leaders, and citizens. To guide this communication, the City of Dunkirk adopted a Citizen Participation Plan (CPP) which was prepared in accordance with Section 104(a)(3) of the Housing and Community Development Act of 1974, as amended, and federal regulation 24 CFR 91.105. A DRAFT Amended Citizen Participation Plan was put out for a 30-day public comment period and was formally adopted on April 7, 2015.

The City held 2 Public Hearings/ Meetings during the drafting of its 2019 Annual Action Plan on May 21, 2019 and June 3, 2019. The City also held one Technical Assistance meeting for potential CDBG subrecipients on April 3, 2019. Legal Notices were published in the Observer on May 22, 2019 to announce the June 3 public hearing and comment period. A draft Annual Action Plan was posted on the City of Dunkirk's website on May 22, 2019 and was also available in the Planning office, City Clerk's office and the public library.

Notices of public meetings and copies of the City's 2019 CDBG Application were mailed to: Boys & Girls Club of Northern Chautauqua County, Dunkirk Housing Authority, Dunkirk-Fredonia Meals on Wheels, Chautauqua County Office for the Aging, Chautauqua County Department of Health & Human Services, Chautauqua County Department of Mental Hygiene, Chautauqua County Rural Ministry, Chautauqua Opportunities, Chautauqua Home Rehabilitation and Improvement Corp., Northern Chautauqua Community Foundation, Salvation Army, Senior Center of Dunkirk, Southern Tier Environment for Living, Revitalize Dunkirk, and Chautauqua Striders.

**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	May 21, 2019: The CDBG process and AAP was presented at the May monthly Economic Development meeting. Attendees included 3 council members, citizens with Revitalize Dunkirk, City of Dunkirk	No one had any comments or questions	n/a	

			staff, and a reporter from the Observer newspaper.			
2	Legal Notice in Dunkirk Observer	Non-targeted/broad community	We had no response to the Legal Notice			
				The Director from Chautauqua Striders was the first person that called and wanted the City to clarify services provided by their agency. The second comment came on July 1. Josiah Lamp emailed in the following comment	n/a	

3				re: Fair Housing: "While our community has made many strides since the Fair Housing Act was passed in 1968, housing discrimination still exists and we should continue to review our programs and services to make sure that we continue to advance the objectives of fair housing. The Federal Fair Housing Act protects people from discrimination based on sex, disability, familial status, race, color, religion, or national origin. New York State's human rights law also includes sexual orientation, marital status, veteran status,		
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				and source of income. The latter was recently passed into law through the Lawful Source of Income Non-discrimination Act of 2019. As a provider of housing services, COI has met with tenants who experience housing discrimination. We provide education on tenant rights and how to handle a discrimination complaint. If the City receives information on a fair housing compliant, please feel free to refer tenants to us to advise them of their options. The City of Dunkirk, like many communities, has neighborhoods with different income levels. As revealed by the study that COI		
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	Internet Outreach	Non-targeted/broad community	2 people contacted the office in response to the AAP Draft that was posted on the City website.	commissioned in 2015 on Housing Discrimination in Chautauqua County, this also leads to housing segregation by race and ethnicity. Minority households in the City of Dunkirk are less likely to be living in neighborhoods the same quality of housing, educational options, and living wage jobs as non-minority households. The CDBG program can be a resource to lower income neighborhoods to improve their housing and eligible services that enhance their quality of life. We appreciate the City of		
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				Dunkirk CDBG program	
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				role in continuing to advance Fair Housing".Regards, Josiah LampHousing and Community Development DirectorChautauqua Opportunities, Inc.	
4	Public Meeting	Non-targeted/broad community	June 3, 2019: No one attended this meeting	No comments to report	n/a
5	Dunkirk Clerk's Office eblast email list	Non-targeted/broad community	Meeting was listed on public calendar that the Clerk's office emails to news outlets (WDOE, Observer Newspaper), all city employees, and council members	No comments to report	n/a

Table 4 - Citizen Participation Outreach

## Expected Resources

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

#### Introduction

In April, 2020, as a part of the CARES Act in response to COVID-19, the City of Dunkirk was awarded an additional \$273,622 of CDBG-CV funds. These funds will be used for emergency meal delivery services, rental assistance, and small business reopening assistance. These activities include money reallocated from a cancelled 2019 project (Chautauqua Striders) and left over funds from the dog park land acquisition projects. In total the funds (including the reallocated funds) will be allocated as: \$234,541 to Small Business Reopening grants, \$35,000 to Rental Assistance, and \$10,400 to Meals on Wheels.



and \$10,400 to Meals on Wheels.

Allocation announcements from HUD were made in early April of 2019. The City of Dunkirk was awarded \$474,831 for the 2019 program year, a \$6033 decrease over funding for the 2018 program year.

**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						Annual Allocation Total includes 2019 allocation of \$474831 + CDBG-CV

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OMB Control No: 2506-0117 (exp. 06/30/2018)

		Development Housing Public Improvements Public Services	748,452	0	34,000	782,452	486,987	allocation of \$273,622.
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Table 1 - 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**

The City's Planning and Development Department is constantly looking for grant opportunities to improve our community. Where appropriate, we will make every effort to utilize CDBG funding to leverage additional funding for projects. For instance, in 2019 we are looking to apply for additional housing rehabilitation funding through New York State's Affordable Housing Corporation, and will attempt to leverage the CDBG funding we are intending to allocate for this activity. This could be an additional source of housing funding for future program years

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**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 desire for additional recreation opportunities has been identified as a need in our community and the City is utilizing some City-owned land to address this need. For instance, we are currently undergoing a major improvement project to the City-owned Pier to increase waterfront access, create a more pedestrian friendly space, and to increase recreational opportunities on this formerly blighted parking lot. In addition, the City plans to acquire the land adjacent to the Animal Shelter to create the new Dunkirk Dog Park

**Discussion**

Our community is one with high levels of need relative to available resources. We are keenly aware of this fact. Keeping this fact in mind, we will strive to spend available CDBG funds effectively and when possible will leverage additional funds with our CDBG award.

## Annual Goals and Objectives

### AP-20 Annual Goals and Objectives

#### Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Provide Safe, Affordable Housing	2018	2020	Affordable Housing Homeless	DUNKIRK	Quality, Affordable Housing	CDBG: \$139,000	Rental units rehabilitated: 1 Household Housing Unit Homeowner Housing Added: 1 Household Housing Unit Homeowner Housing Rehabilitated: 6 Household Housing Unit Direct Financial Assistance to Homebuyers: 8 Households Assisted
2	Improve Infrastructure/Pedestrian Infrastructure	2018	2020	Non-Housing Community Development	DUNKIRK	Infrastructure/Pedestrian Infrastructure	CDBG: \$268,830	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 1000 Persons Assisted
3	Improve Community Outreach	2018	2020	Affordable Housing Public Housing	DUNKIRK	Expanded Community Outreach	CDBG: \$37,000	Public service activities other than Low/Moderate Income Housing Benefit: 100 Persons Assisted

				Homeless Non-Homeless Special Needs Non-Housing Community Development				
4	Provide Education Programming for Students	2018	2020	Public Services for Youth	DUNKIRK	Children's Education/After School Programs	CDBG: \$30,000	Public service activities other than Low/Moderate Income Housing Benefit: 70 Persons Assisted

Table 2 - Goals Summary

**Goal Descriptions**

1	<b>Goal Name</b>	Provide Safe, Affordable Housing
	<b>Goal Description</b>	
2	<b>Goal Name</b>	Improve Infrastructure/Pedestrian Infrastructure
	<b>Goal Description</b>	
3	<b>Goal Name</b>	Improve Community Outreach
	<b>Goal Description</b>	

4	<b>Goal Name</b>	Provide Education Programming for Students
	<b>Goal Description</b>	

## Projects

### AP-35 Projects – 91.220(d)

#### Introduction

September, 2020 Amendment reallocates \$33,093.52 from cancelled and/or under budget projects. This reallocation includes:

\$10,000 from 2018 cancelled public art activity

\$15,360 from 2018 Sidewalks activity

\$7733.52 from 2016 Rehab activity

\*\*\*\*\*

May, 2020 Amendment adds Meals on Wheels, Rental Assistance, and Small Business Assistance projects in response to COVID-19 utilizing CDBG-CV allocated funds. These projects meet the National Objective of Low/Mod benefit and are budgeted as:

Meals on Wheels: \$10,400 (L/M limited clientele - elderly and disabled)

Rental Assistance: \$35,000 (LMI households as defined by HUD area median income for Chautauqua County)

Small Business Reopening Assistance: \$234,541 (small grants available to small businesses effected by COVID-19 to assist with retaining LMI jobs. This activity is comprised of \$6319 of reallocated 2019 funds and \$228,222 of CDBG-CV funds)

The City did not elect to allocate any additional Admin from the CDBG-CV funds.

CDBG-CV allocation = \$273,622

Reallocated 2019 CDBG regular funds = \$6319

\*\*\*\*\*

Our selection of projects for the 2019 CDBG program year reflects our best attempt to address the needs determined to be the highest priority in our community. The total amount of funding requested from CDBG applicants far outweighed our anticipated funding. Our application pool was strong, and included submittals from organizations that the City regularly partners with as well as organizations making their first submittals.

Applications were made available beginning on March 18, 2019. Notices of the application's availability were published in the local newspaper and on the City's website. Additionally, emails were sent out to organizations who have applied in the past or to those who requested to be notified when applications were available. The application window closed on May 3, 2019. The City received 17 applications totaling over \$1,190,000.

Applications were reviewed at the staff level for program eligibility and then, following the procedure described in our Citizen Participation Plan, evaluated by a team consisting of the CDBG Administrator, the Director of Development, and the Mayor.

### Projects

#	Project Name
1	Owner-Occupied Roof Repair
2	Down Payment and Closing Cost Assistance
3	Acquisition/Rehab/Resale Program
4	Pier Improvements
5	Dunkirk Historical Museum Renovations
6	Adams Center for Collaborative Design
7	Program Administration and Planning
8	HOPE Center for Community Services
10	Boys and Girls Club Bridging the Gap
11	Salvation Army Food Pantry
12	Dog Park Acquisition
13	Meals on Wheels: CDBG-CV Project
14	Rental Assistance: CDBG-CV Project
15	Small Business Reopening Assistance: CDBG-CV Project

Table 3 - Project Information

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

Our allocation priorities were decided based on a number of factors, including:

- Level of need for proposed activity
- Expected timeliness in spending
- Past history with subrecipients

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- Measurability of outcomes
- Number of people served

We acknowledge that there is an imperfect match between our selected projects for 2019 and the needs/goals identified in the Comprehensive Plan. That being said, we have done our best to balance the factors listed above in selecting projects.

Obstacles to addressing underserved needs include:

Obstacles to addressing underserved needs include:

- Availability of funding
- The limited number of potential subrecipients in the Dunkirk area to assist with projects/programs
- Insufficient data on some populations, including homeless
- Lacking public participation in the planning process

Where possible, we will continue working to improve these underserved needs.

1	<b>Project Name</b>	Owner-Occupied Roof Repair
	<b>Target Area</b>	DUNKIRK
	<b>Goals Supported</b>	Provide Safe, Affordable Housing
	<b>Needs Addressed</b>	Quality, Affordable Housing
	<b>Funding</b>	CDBG: \$64,000
	<b>Description</b>	Chautauqua Home Rehabilitation and Improvement Corp. (CHRIC)



	will assist at least 6 low- or moderate-income homeowners with roof repairs. HUD Matrix Code 14A
<b>Target Date</b>	
<b>Estimate the number and type of families that will benefit from the proposed activities</b>	
<b>Location Description</b>	
<b>Planned Activities</b>	According to CHRIC, only roof repairs will be eligible for this program. Repairs may be undertaken to as much of the roof as necessary to assure that the roof is weather-tight and will remain weather-tight for a minimum of 20 years. Where the existing roof has failed, a full tear-off will be undertaken, failed sheathing will be replaced as necessary and new roofing materials will be installed. If the existing gutters are in good condition, they will be re-hung. Otherwise, new gutters will be included in the scope of work when it is bid. Soffits and fascias will not be addressed under this program. Repairs/replacements may be undertaken on the entire roof or to only a portion as

	existing conditions dictate.	
2	<b>Project Name</b>	Down Payment and Closing Cost Assistance
	<b>Target Area</b>	DUNKIRK
	<b>Goals Supported</b>	Provide Safe, Affordable Housing
	<b>Needs Addressed</b>	Quality, Affordable Housing
	<b>Funding</b>	CDBG: \$35,000
	<b>Description</b>	Chautauqua Home Rehabilitation and Improvement Corp. (CHRIC) will assist 8 low- to moderate-income individuals/families with down payment and/or closing cost assistance for the purchase of a home in the City of Dunkirk. HUD Matrix Code 05R
	<b>Target Date</b>	
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	
	<b>Location Description</b>	

	<b>Planned Activities</b>	Chautauqua Home Rehabilitation and Improvement Corp. (CHRIC) will assist 8 individuals/families with down payment and/or closing cost assistance for the purchase of a home in the City of Dunkirk. Assistance will be provided to first time homebuyers who have incomes at or below 80% of the area median income.
3	<b>Project Name</b>	Acquisition/Rehab/Resale Program
	<b>Target Area</b>	DUNKIRK
	<b>Goals Supported</b>	Provide Safe, Affordable Housing
	<b>Needs Addressed</b>	Quality, Affordable Housing

<b>Funding</b>	CDBG: \$40,000	
<b>Description</b>	Chautauqua Home Improvement and Rehabilitation Corp. (CHRIC) will acquire 1 foreclosed or Land Bank-owned property, rehabilitate it, and sell it to a first-time homebuyer. HUD Matrix Code 14G	
<b>Target Date</b>		
<b>Estimate the number and type of families that will benefit from the proposed activities</b>		
<b>Location Description</b>		
<b>Planned Activities</b>	CHRIC's Executive Director will work with the Chautauqua County Land Bank to purchase a property from the County tax foreclosure auction, or alternatively will utilize a Land Bank-owned property. The Project Manager for the project will perform a lead based paint risk inspection, write a scope of work, have contractors bid on the project, perform site visits, and ensure that all necessary permits are filed. CHRIC's Homeownership Program Manager will have a first-time homebuyer ready to purchase the home once it has been rehabilitated, and will guide that client through the purchase process.	
4	<b>Project Name</b>	Pier Improvements
	<b>Target Area</b>	DUNKIRK
	<b>Goals Supported</b>	Improve Infrastructure/Pedestrian Infrastructure

	Recreation Opportunities
<b>Funding</b>	CDBG: \$147,284
<b>Description</b>	Funding will be leveraged with other resources to rebuild, shore up, repave, and modernize Dunkirk's Pier. HUD Matrix Code 03F
<b>Target Date</b>	
<b>Estimate the number and type of families that will benefit from the proposed activities</b>	
<b>Location Description</b>	
<b>Planned Activities</b>	<p>September, 2020 added \$33,093.52 to this project from the following reallocated funds:</p> <p>\$10,000 from 2018 Public Art project that was cancelled. Funds were never allocated.</p> <p>\$7733.52 from 2016 Rehab project that completed under budget</p> <p>\$15,360 from 2018 Sidewalks project</p> <p>Paving, landscaping, lighting, seating will be installed to reduce a blighted parking lot and increase pedestrian friendly access to waterfront for fishing and water recreation.</p> <p>3/5/20: Reallocated funds are from Chautauqua Striders original allocation that has been cancelled. These funds will be used to purchase life saving buoys and rest of the seating.</p>

5	<b>Project Name</b>	Dunkirk Historical Museum Renovations
	<b>Target Area</b>	DUNKIRK

	<b>Target Area</b>	DUNKIRK
	<b>Goals Supported</b>	Improve Infrastructure/Pedestrian Infrastructure Improve Community Outreach
	<b>Needs Addressed</b>	Infrastructure/Pedestrian Infrastructure
	<b>Funding</b>	CDBG: \$30,000
	<b>Description</b>	Funding will be used for necessary masonry and other repairs to museum building to address safety concerns. HUD Matrix Code 16B
	<b>Target Date</b>	
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	
	<b>Location Description</b>	
	<b>Planned Activities</b>	Masonry, electrical upgrades, and window repairs.
6	<b>Project Name</b>	Adams Center for Collaborative Design
	<b>Target Area</b>	DUNKIRK
	<b>Goals Supported</b>	Improve Infrastructure/Pedestrian Infrastructure
	<b>Needs Addressed</b>	Expanded Community Outreach Infrastructure/Pedestrian Infrastructure Recreation Opportunities
	<b>Funding</b>	CDBG: \$35,000
	<b>Description</b>	Provide funding to repair the failing roof or other rehabilitation of the future Adams Center for Collaborative Design. HUD Matrix

	Code 03E	
<b>Target Date</b>		
<b>Estimate the number and type of families that will benefit from the proposed activities</b>		
<b>Location Description</b>		
<b>Planned Activities</b>	Funds will be used to stabilize the failing roof and other repairs posing immediate safety concerns (possibly to include electrical and/or plumbing) of the Adams Art Gallery	
7	<b>Project Name</b>	Program Administration and Planning
	<b>Target Area</b>	DUNKIRK

<b>Goals Supported</b>	Improve Infrastructure/Pedestrian Infrastructure
<b>Needs Addressed</b>	Quality, Affordable Housing Economic Development Children's Education/After School Programs Expanded Community Outreach Infrastructure/Pedestrian Infrastructure Recreation Opportunities
<b>Funding</b>	CDBG: \$94,966
<b>Description</b>	This activity will fund staffing to administer the City's CDBG program and pay for a feasibility study for the now unoccupied NRG Power Plant location. HUD Matrix Codes 20 and 21A
<b>Target Date</b>	
<b>Estimate the number and type of families that will benefit from the proposed activities</b>	

<b>Location Description</b>		
<b>Planned Activities</b>	Funds will be used for CDBG Program Administrator and CDBG Secretary salaries along with conducting a feasibility study for the former NRG Power Plant Location	
8	<b>Project Name</b>	HOPE Center for Community Services
	<b>Target Area</b>	DUNKIRK
	<b>Goals Supported</b>	Improve Community Outreach
	<b>Needs Addressed</b>	Expanded Community Outreach
	<b>Funding</b>	CDBG: \$30,000
	<b>Description</b>	Funding will be used to rehabilitate a dedicated space for the local non-profit Hispanic Organized for Progress and Education (HOPE), out of which bi-lingual public services will be offered. HUD Matrix Code 03E
	<b>Target Date</b>	
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	
	<b>Location Description</b>	
	<b>Planned Activities</b>	Projects funds will be used to rehabilitate the new space for HOPE and for staffing and programming costs to provide

		programming costs to provide outreach services to the community, with a focus on Dunkirk's Hispanic community.
9	<b>Project Name</b>	Boys and Girls Club Bridging the Gap
	<b>Target Area</b>	DUNKIRK

<b>Goals Supported</b>	Provide Education Programming for Students	
<b>Needs Addressed</b>	Children's Education/After School Programs	
<b>Funding</b>	CDBG: \$18,000	
<b>Description</b>	Bridging the Gap is an education and career program that focuses on the academic and career development needs of Dunkirk children ages 5 - 18. The program addresses academic needs of low income students on a daily basis and is designed to extend learning time, reduce high-school drop-out rate, improve attendance, increase graduation rates, and prepare students for a post-secondary education. HUD Matrix Code 05D	
<b>Target Date</b>		
<b>Estimate the number and type of families that will benefit from the proposed activities</b>		
<b>Location Description</b>		
<b>Planned Activities</b>	Funds will be utilized for program staff and supplies to support: <ul style="list-style-type: none"> <li>• Job Reach! Career enrichment program supporting teens</li> <li>• Kid Litz and Math Blitz reading and math programs</li> <li>• Power Hour Tutoring program for struggling in-school youth and out-of-school youth to obtain their High School Equivalent</li> </ul>	
10	<b>Project Name</b>	Salvation Army Food Pantry

<b>Target Area</b>	DUNKIRK	
<b>Goals Supported</b>	Improve Community Outreach	
<b>Needs Addressed</b>	Expanded Community Outreach	
<b>Funding</b>	CDBG: \$8,400	
<b>Description</b>	Funding will be used for program support staff salaries to run the food pantry program. HUD Matrix Code 05W	
<b>Target Date</b>		
<b>Estimate the number and type of families that will benefit from the proposed activities</b>		
<b>Location Description</b>		
<b>Planned Activities</b>	Funding will be used for program support staff salaries to run the food pantry program.	
11	<b>Project Name</b>	Dog Park Acquisition
	<b>Target Area</b>	DUNKIRK
	<b>Goals Supported</b>	Improve Infrastructure/Pedestrian Infrastructure
	<b>Needs Addressed</b>	Infrastructure/Pedestrian Infrastructure
	<b>Funding</b>	CDBG: \$32,955
	<b>Description</b>	To acquire the vacant property in the low-income neighborhood adjacent to the new animal shelter to create an entire animal sanctuary by developing a dog park. HUD Matrix Code 03F
	<b>Target Date</b>	
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	This park will benefit all residents of the city that own dogs
	<b>Location Description</b>	855 Main Street, Dunkirk, NY

<b>Planned Activities</b>	Purchase property	
12	<b>Project Name</b>	Meals on Wheels: CDBG-CV Project
	<b>Target Area</b>	DUNKIRK
	<b>Goals Supported</b>	Improve Community Outreach
	<b>Needs Addressed</b>	Expanded Community Outreach
	<b>Funding</b>	CDBG: \$10,400
	<b>Description</b>	In response to the COVID-19 Pandemic, Dunkirk-Fredonia

	Meals on Wheels is providing meal delivery services to low income elderly and disabled residents of Dunkirk. These funds will be used to support the development of an emergency preparedness plan and provide 100 emergency food kits, enough food for 5-6 days, for 100 Dunkirk residents. This meets the National Objectives of Emergency Disaster Response and LMI Limited Clientele. HUD Matrix Code 05 A and B.
<b>Target Date</b>	
<b>Estimate the number and type of families that will benefit from the proposed activities</b>	100 Low income elderly and/or disabled Dunkirk residents
<b>Location Description</b>	All activities occur within the City of Dunkirk
<b>Planned Activities</b>	Dunkirk/Fredonia Meals on Wheels will acquire 100 Emergency Food Kits for 100 Dunkirk Clients. In addition, funds will be used to support the development of an Emergency Preparedness Plan to be used as a guide for organizational

	operations in the event key personnell are unavailable to perform their regular duties in the event of an emergency.	
13	<b>Project Name</b>	Rental Assistance: CDBG-CV Project
	<b>Target Area</b>	DUNKIRK
	<b>Goals Supported</b>	Provide Safe, Affordable Housing
	<b>Needs Addressed</b>	Quality, Affordable Housing
	<b>Funding</b>	CDBG: \$35,000
	<b>Description</b>	In response to the COVID-19 Pandemic, this project will provide emergency rental assistance to City of Dunkirk residents who have been unable to work and are at-risk of homelessness / facing eviction due to the lack of income and inability to pay rent through no fault of their own. This project will provide no more than 3 months of assistance to approximately 23 households. This Rental Assistance project meets the national objective of Urgent Need. HUD matrix code



	05Q
<b>Target Date</b>	
<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Approximately 23 households will receive an average of \$1500 in rental assistance.
<b>Location Description</b>	City of Dunkirk
<b>Planned Activities</b>	Planned activities include providing up to 3 months of rental assistance for City residents who are at-risk of homelessness / facing eviction due to the lack of

	income caused by the COVID-19 Pandemic shut-down after all other resources have been investigated and exhausted.	
14	<b>Project Name</b>	Small Business Reopening Assistance: CDBG-CV Project
	<b>Target Area</b>	DUNKIRK
	<b>Goals Supported</b>	Improve Community Outreach
	<b>Needs Addressed</b>	Economic Development
	<b>Funding</b>	CDBG: \$234,541
	<b>Description</b>	In response to the COVID-19 Pandemic, this project will provide grant assistance to City of Dunkirk small businesses to mitigate business closures and instead assist them to reopen and retain workers. This project meets the national objective of Low / Moderate Income Jobs benefit and is intended to retain jobs. This project also uses funds reallocated from 2019 Dog Park Acquisition and cancelled Chautauqua Striders Projects. HUD matrix code 18A
	<b>Target Date</b>	
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Approximately 23 businesses will receive financial assistance to help reopen after being closed in response to the COVID-19 pandemic.
	<b>Location Description</b>	City of Dunkirk
	<b>Planned Activities</b>	This project will provide up to \$10,000 cash assistance to approximately 23 small businesses to help them stay afloat, reopen, and/or retain

	workforce. A small amount of these funds will also be used for an informational postcard and other related materials.
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**AP-50 Geographic Distribution – 91.220(f)**

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

For the 2019 program year, CDBG assistance will be directed to those areas of the City that demonstrate

the highest levels of need. These neighborhoods are concentrated near downtown and/or along the Main St. corridor. Programs targeted to these areas include a Pier Improvement, housing rehabilitation, HOPE Center for bilingual outreach services, and improvements to the former Adams Art Gallery.

**Geographic Distribution**

Target Area	Percentage of Funds
DUNKIRK	100

Table 4 - Geographic Distribution

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

Our rationale for directing assistance to these neediest areas is two-fold. First, it represents our best attempt to address the needs outlined in the Plan exactly where it is most needed. This aligns with the CDBG program objective of benefitting low-to-moderate incomes persons, who make up the majority of households in these neighborhoods. Second, it reflects where CDBG applicants have applied for their projects to occur. Our choice in where to distribute projects is constrained in part by the location of projects that have been submitted by applicants.

**Discussion**

Although directing program funds to the areas of Dunkirk that demonstrate the highest levels of need will always be justifiable, we also strive to be strategic in how exactly funds are distributed geographically. For instance, because many Dunkirk residents have limited transportation options, especially low-income residents, locating a facility to provide assistance to low-income residents near where these residents live makes a lot of sense.

**Affordable Housing**

**AP-55 Affordable Housing - 91.220(g)**

**Introduction**

As demonstrated elsewhere in our Consolidated Plan, there is a strong need in Dunkirk for additional affordable housing options. Through the programs applied for through our CDBG process, we hope to continue tackling the issue of affordable housing.

One Year Goals for the Number of Households to be Supported	
Homeless	0
Non-Homeless	15
Special-Needs	0
Total	15

Table 6 - One Year Goals for Affordable Housing by Support Requirement

One Year Goals for the Number of Households Supported Through
---

Rental Assistance	0
The Production of New Units	1
Rehab of Existing Units	6
Acquisition of Existing Units	8
Total	15

**Table 7 - One Year Goals for Affordable Housing by Support Type**

**Discussion**

The programs that will help us reach these one year goals for affordable housing include:

- Chautauqua Housing Rehabilitation and Improvement Corp's (CHRIC) Acquisition/Rehab/Resale Program
- CHRIC'S Down Payment and Closing Cost Assistance Program
- CHRIC's Roof Repair Program

While we recognize that the number of households helped by these programs is a drop in the bucket relative to the need for affordable housing in our community, these programs will make a meaningful impact in the lives of the households assisted. We hope that they can be a catalyst for additional improvements going forward.

## **AP-60 Public Housing – 91.220(h)**

### **Introduction**

The Dunkirk Housing Authority (DHA) provides a valuable supply of affordable housing options in our community. In the upcoming program year, we will look for ways to support and partner with the DHA and its residents.

### **Actions planned during the next year to address the needs to public housing**

Our consultation process in preparing this plan suggests that public housing needs are less urgent than other housing needs in the community. The DHA, while acknowledging that some ongoing issues do exist, has conveyed that public housing in Dunkirk is in stable condition. With this in mind, we feel that other more pressing housing needs should be the focus of our efforts.

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

We will continue working with local organizations including the DHA, Chautauqua Opportunities, Inc. (COI), and Chautauqua Home Rehabilitation and Improvement Corps (CHRIC) to make public housing residents aware of available housing programs. We also recognize that the majority of public housing residents in Dunkirk are Hispanic. In the next year we intend to fund activities aimed at providing more engagement with and resources to our community's Hispanic population. We will be sure to include the DHA and its residents in any of this outreach.

### **If the PHA is designated as troubled, describe the manner in which financial assistance will be provided or other assistance**

The Dunkirk Housing Authority is not designated as troubled.

### **Discussion**

The housing challenges that impact our community are deep and widely felt. The resources necessary to ameliorate the full extent of housing challenges are far greater than the resources available to our community to address these challenges. With this in mind, and considering the generally good condition of public housing in Dunkirk, we have prioritized funding for other housing programs during this program year. We will continue, though, to seek out opportunities to engage public housing residents in our community and to connect them with resources and services that may benefit them.

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

### **Introduction**

We recognize that homelessness is a real challenge for some members of our community. The data presented elsewhere in this Plan indicate that a variety individuals and families experience homelessness for a variety of reasons. There are challenges that the local Continuum of Care and other local service providers face in addressing the needs of homeless persons, including the lack of a dedicated homeless facility in northern Chautauqua County. We are aware of these challenges and will look for opportunities to assist these organizations where possible.

### **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**

Given the urgency of other housing challenges and the programs applied for by local agencies, our funding for this program year does not include homeless programs. That being said, we will continue working with our local Continuum of Care to provide assistance in reaching out to homeless persons and assessing their individual needs.

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

Addressing the emergency shelter and transitional housing needs of homeless persons is an ongoing effort in Dunkirk. These needs are largely addressed by our local Continuum of Care, which is coordinated by Chautauqua Opportunities, Inc. (COI). We will work with COI to provide assistance in this effort where possible.

#### **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**

One of the ways we are working towards this goal in the upcoming program year is by working with Southern Tier Environments for Living, Inc. (STEL) on their Dunkirk Renovation and Ownership Program, which will create close to 50 new housing units in our community, a number of which will be targeted to homeless persons. Adding these new housing units and providing associated services will hopefully help homeless persons make the transition to permanent housing and independent living.

#### **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.**

We will continue working with our local Continuum of Care to find ways to help low-income individuals and families avoid becoming homeless.

### **Discussion**

Our first strategic plan goal is to provide safe, affordable housing for Dunkirk residents. With this in mind, in future program years we will consider funding any programs aimed at assisting low-income individuals and families avoid becoming homeless.

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

### **Introduction:**

As stated elsewhere in this Plan, quality affordable housing is one of the most pressing needs in our community. We are committed to providing expanded opportunities for affordable housing as well as removing any potential barriers to affordable housing.

### **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**

We are currently unaware of any public policies that serve as barriers to affordable housing. However, given the importance of affordable housing to our community, we will continue to monitor for any policies that do have the effect of creating barriers to affordable

### **Discussion:**

We will continue to look for potential barriers to affordable housing and to remove those barriers where appropriate. For instance, one of the efforts we undertook in late 2017 and early 2018 was to examine housing challenges in our community. We worked with a planning consultant, czb, LLC, to identify and develop strategies to deal with vacant and distressed housing. As part of this project, czb provided recommendations to the City regarding housing policies and programs. If any of these recommendations can help us improve accessibility to affordable housing, then we will strongly consider implementing them.

## **AP-85 Other Actions – 91.220(k)**

### **Introduction:**

This section outlines other actions that we will undertake to address the needs and advance the goals set forth in this Consolidated Plan. These actions include efforts to better manage our CDBG program internally as well as actions to better coordinate our CDBG work with other community agencies.

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

The largest obstacle to meeting underserved needs in our community is a lack of funding. We will diligently look for additional grant opportunities, especially those that will allow us to meet underserved needs, of which there are many in our community. For instance, we will seek out additional future funding for CHRIC's Roof Repair Program through New York State's Affordable Housing Corporation.

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

A number of the projects/programs that are proposed for funding in this program year are aimed at increasing housing accessibility or maintaining affordable housing for low- to moderate-income Dunkirk residents. These include:

- Chautauqua Housing Rehabilitation and Improvement Corp's (CHRIC) Acquisition/Rehab/Resale Program
- CHRIC'S Down Payment and Closing Cost Assistance Program
- CHRIC's Roof Repair Program

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

We will continue working with local agencies, including Chautauqua Home Rehabilitation and Improvement Corps (CHRIC) and the Chautauqua County Department of Health and Human Services, that aim to reduce lead-based paint hazards in our community. Where possible, we will also seek out grant opportunities to address lead-based paint hazards.

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

The most effective way to reduce the number of poverty-level families is to improve the local economy. The City's Planning and Development Department works constantly to do just that by supporting local businesses, finding ways to attract new businesses, and seeking out available grant opportunities to improve our community and its economy. This work will continue going forward.

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

The City of Dunkirk will continue to look for ways to improve our institutional structure both within City Hall and with community organizations. We will seek ways to communicate better amongst City



departments and with the organizations doing important work in the community. Among the actions currently planned are:

- Creating checklists and procedures to better follow CDBG processes
- Continuing education of the CDBG program, taking advantage of learning resources provided by HUD
- Creation of systems and internal structure to guide the City's CDBG program in the future
- Continuing information sharing between organizations and City staff to ensure that all are aware of resources available and can guide residents appropriately

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

The City's Planning and Development Department has started a business roundtable series that opens a dialogue between representatives from different sectors of the local economy. This idea could be extended to include public and private housing and social service agencies, which would help enhance coordination between the agencies.

City Planning and Development staff have also started participating in a homelessness workgroup run by the local Continuum of Care and attended by most of the local social service/housing agencies. This participation will further enhance coordination between the City and these agencies.

**Discussion:**

We will continue to look for ways to improve our administration of the CDBG program and our efforts towards meeting the CDBG programs goals. While the CDBG program is an effective tool in and of itself, we realize that the work undertaken through CDBG occurs in the context of other work being done in our community by a variety of agencies. All of these agencies provide a valuable contribution towards the well-being of our community, especially those higher needs residents requiring additional services. We will continue to work to ensure that our CDBG program is well-coordinated with other work being done in our community.

**Program Specific Requirements**

**AP-90 Program Specific Requirements – 91.220(l)(1,2,4)**

**Introduction:**

N/A

**Reference 24 CFR 91.220(l)(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%

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