

The Orange County Office of Community Development Community Development Block Grant - Disaster Recovery (CDBG-DR) Needs Assessment Survey Form

In the FY 2011-12 Federal Budget, the U.S. Congress appropriated \$400M to the U.S. Department of Housing and Urban Development (HUD) for the Community Development Block Grant Disaster Recovery (CDBG DR) program. On February 9, 2012, Orange County received notification from the U.S. Department of Housing and Urban Development that Community Development Block Grant-Disaster Recovery (CDBG-DR) funding in the amount of \$11,422,029 has been appropriated to Orange County to help recover from the impacts of the 2011 disasters, Hurricane Irene and Tropical Storm Lee. These funds were appropriated under Section 239 of the Department of Housing and Urban Development Appropriations Act, 2012 (Public Law 112-55, enacted November 18, 2011).

The OCD administers the traditional CDBG Program to its consortium members throughout Orange County and will oversee the administration of the CDBG DR funds.

CDBG DR can be used for unmet financial needs for disaster recovery, long-term recovery, and restoration of infrastructure, housing, and economic revitalization in counties that received a Presidential Disaster Declaration in 2011 as a result of Hurricane Irene and Tropical Storm Lee. CDBG DR funds may be able to be used as a matching requirement, share, or contribution for any other Federal program. This could allow OCD to assist municipalities in funding their share of required match for other disaster assistance funds for repair and restoration of damage as a direct result of the events. Funds may not be used towards preventative measures against future disasters or relief activities from the storms.

In evaluating the existing unmet need in your communities, and recommending what should be included in any needs assessment for CDBG DR consideration, please refer to the following Eligibility & Ineligibility Criteria.

ELIGIBLE:

- Any CDBG-eligible activity is also eligible for CDBG-DR funding as long as the activities **are a direct result of the storms AND directly related to disaster recovery efforts**. The following is a list of eligible activities:

- | | |
|--|--|
| – Acquisition of real property | – Code enforcement |
| – Public facilities and improvements to privately-owned utilities | – Clearance, rehabilitation, reconstruction, and construction of buildings (including housing) |
| – Architectural barrier removal | – Loss of rental income |
| – Disposition of real property | – Public services |
| – Economic development assistance to for-profit business | – Microenterprise assistance |
| – Planning and capacity building | – Program administration costs |
| – Activities carried out through nonprofit development organizations | – Match requirement for other funding sources including FEMA assistance. |
| – Technical assistance | – Housing services |

- Assistance to institutions of higher education
- Relocation
- New housing construction
- In rem housing (assistance to housing units acquired through tax foreclosure proceedings)
- Homeownership assistance

INELIGIBLE:

- CDBG DR funds may not be used for the following activities:
 - Preparedness activities for future disasters, unless such activities are part of a related recovery project
 - Buildings or portions thereof used for the general conduct of government
 - Political activities
 - General government expenses
 - Purchase of equipment (with several exceptions; i.e. as part of an ED activity, a public service activity, a solid waste disposal facility or an integral part of a public facility project.)
 - Operating and maintenance expenses associated with public facilities
 - Income payments
 - Duplication of benefits*

*CDBG DR funds may not be used to duplicate benefits of any Federal, State, Local, or private funds. If FEMA has previously covered the costs associated with the disaster recovery efforts, CDBG funds may only be used if the total costs provided by FEMA did not cover the full amount of damage.

The Orange County Office of Community Development Disaster Recovery Needs Assessment Survey

OCD will be required to submit an Action Plan to HUD, which will outline and propose a plan for distributing Community Development Block Grant Disaster Recovery (CDBG DR) funds. In order to evaluate the disaster recovery needs, each County in partnership with their local municipalities impacted by Hurricane Irene or Tropical Storm Lee, is requested to submit a needs assessment for each of the following categories:

- Economic Development
 - Businesses directly impacted by storms

- Public Infrastructure
 - Water and Sewer Treatment Facilities
 - Flood Control Mitigation Projects
 - Streets and Sidewalks (Non NYS DOT, US or federal roadways)
 - Other Public Infrastructure (Non-State or federally owned facility and excluding all parks or Non-NYS Public Service Facility or nursing home)
 - Initial storm cleanup/debris removal

- Housing
 - Single Unit Owner Occupied and Renter Occupied
 - Multi-Unit Owner Occupied and Renter Occupied
 - Public Housing

OCD has provided templates with this survey that may be used to develop the needs assessment for each of the municipalities. However, if other assessments have already been completed or conducted by the Municipalities that meet the requirements as outlined below, those assessments may be submitted in lieu of the attached forms.

[Orange County municipalities: return to Liz at Orange County Community Development \(ldietz@co.orange.ny.us\) NO LATER THAN 5:00 ON APRIL 4, 2012.](mailto:ldietz@co.orange.ny.us)

Each needs assessment will be reviewed and considered in the formulation of the State's Action Plan to be submitted to HUD. The OCD will be in contact with Municipalities as the process progresses to keep them informed of next steps.

NOTE: All FEMA, Federal, State and local resources currently available and any other assistance including, but not limited to private insurance, must first be taken into account in determining the best use of CDBG DR funds to assist the most severely impacted communities.

1. **Economic Development**

CDBG DR funds may be used to assist municipalities in economic development recovery efforts including the replacing or repairing of essential business assets that suffered damage as a direct result of Hurricane Irene and Tropical Storm Lee. The OCD desires to work with local municipalities to identify existing business needs and direct funds to assist in the repair or replacement of business assets, only if directly damaged by the storms.

Below, is a series of questions aimed at assessing the need for County-wide business and economic development recovery assistance as a direct result of damage incurred by the storm events. Please provide information on those businesses that have been directly impacted by the storms.

A needs assessment for each economic development activity must be completed by the local municipality where a need exists (City/Town/Village).

Economic Development

Needs Assessment Survey

A separate survey must be completed for each municipality.

1. Provide the location of the impacted businesses by municipality:
2. Identify the number of businesses formerly located within the identified municipality that have closed as a result of damage incurred by the storms and undertaken efforts to reopen:
3. Identify the number of businesses located within the identified municipality that are in danger of closing due to damage incurred by the storms:
3. Within the following categories, estimate the total cost of damage to businesses:

Interior/exterior structural damage to businesses
\$

Damage to privately-owned infrastructure that directly affects business operations
\$

Damage to property of the business, including machinery and equipment, furniture and fixtures, and inventory
\$

How was the cost of damage determined and can documentation be provided?

4. Have FEMA funds been requested? Yes No
5. If yes, what was the amount requested? \$
6. If FEMA funds have been requested, what is the status of these funds?
7. Identify all other funds and amounts that have been requested including all local, State, Federal and private sources:
Choose Source. \$ [Click here to enter amount request.](#) Choose Status.
Choose Source. \$ [Click here to enter amount request.](#) Choose Status.
Choose Source. \$ [Click here to enter amount request.](#) Choose Status.
8. Contact Person:
 - a. E-mail:
 - b. Phone:

2. Public Infrastructure

CDBG DR funds may be used to assist municipalities in replacing or repairing essential public infrastructure that suffered damage as a direct result of Hurricane Irene and Tropical Storm Lee. The OCD desires to work with local municipalities through their County governments to identify existing infrastructure needs to assist in the repair or replacement of any of the following, only if directly damaged by the storms:

- i. Water/Sewer treatment facilities and other water/sewer infrastructure including storm sewer
- ii. Flood Control Mitigation projects (Non-state owned facility)
- iii. Streets/Sidewalks (Non NYS DOT, US or federal roadways)
- iv. Other Public Infrastructure as needs identified (Non-State or federally owned facility and excluding all parks)
- v. Initial storm cleanup/debris removal

A needs assessment for each public infrastructure activity must be completed by the local municipality where a need exists (City/Town/Village).

Public Infrastructure Needs Assessment Survey

Has the County or Municipality identified damage to any essential public infrastructure?

Yes No

1. If yes, identify the type of facility?
2. What is the location of the facility?
3. Who owns the facility?
4. Provide a brief 2-3 sentence description of the damage/need.
5. What is the estimated cost of the damage?
\$
6. How was the cost of damage determined and can documentation be provided?
7. Have FEMA funds been requested? Yes No
 - a. If yes, what was the amount requested? \$
8. If FEMA funds have been requested, what is the status of these funds?
9. Identify all other funds and amounts that have been requested for this project including all local, State, Federal and private sources:
None
10. Contact Person:
 - a. E-mail:
 - b. Phone:

3. Housing/Homeowner Assistance

CDBG DR funds may be used to assist municipalities in replacing or repairing housing that suffered damage as a direct result of Hurricane Irene and Tropical Storm Lee. This will require a long-term commitment and a thorough housing needs assessment in order to know how best to spend these funds on this area of need. Additionally, HUD may restrict the use of CDBG DR funds for direct assistance to homeowners to income qualified, low- to middle-income (LMI) recipients. The OCD desires to work with local municipalities to identify existing housing needs to assist in the repair or replacement of any of the following, only if directly damaged by the storms:

1. Single family housing, owner occupied and rental housing including
 - i. housing rehabilitation assistance
 - ii. new housing construction to assist in the replacement of destroyed housing
 - iii. down payment assistance for homebuyers to purchase replacement housing lost in the storm
 - iv. replacement of private on-site water well and septic systems damaged or destroyed during the storms
2. Multi-family housing including:
 - i. housing rehabilitation assistance
 - ii. new housing construction to assist in the replacement of destroyed housing
 - iii. replacement of private on-site water well and septic systems damaged or destroyed during the storms
3. Public housing including:
 - i. housing rehabilitation assistance
 - ii. new housing construction to assist in the replacement of destroyed housing

The needs assessment for housing must include by local municipality (County, City, Town or Village), the total number of housing units destroyed, severely damaged, and moderately damaged. The County should also be able to identify the number of residents currently looking for replacement housing. The County must identify those groups that may need additional assistance, including, but not limited to the elderly, disabled and persons with limited proficiency in the English language.

A needs assessment for each housing activity must be completed by the local municipality where a need exists (County/City/Town/Village).

Housing Rehabilitation Needs Assessment Survey

Has the Municipality identified damage to residential housing? Yes No
If no, this form does not need to be completed.

1. If yes, what type of housing?
Choose an item.
2. Provide the location of the impacted housing by municipality:
Choose an item. [Click here to enter municipality name](#)
3. Does the County or an entity working with the County maintain a current list of residents in need of replacement housing? Yes No
 - a. If yes, who maintains the list? [Click here to enter text.](#)
 - b. How many County residents are currently looking for or are in need of replacement housing? [Click here to enter # of residents.](#)
 - c. Have any special needs populations been identified, including, but not limited to the elderly, persons with disabilities or persons with limited English? Yes No
 - d. If the County has identified a special needs population, briefly describe the efforts the County is undertaking to identify and assist these groups. [Click here to enter text.](#)

Please use the following definitions in assessing the County's need:

Destroyed means the unit is no longer standing or is proposed to be demolished.

Severely damaged means that the unit is standing, but is currently not habitable and that the Certificate of Occupancy has been suspended, but that the unit can be made suitable for residential occupancy.

Moderately damaged means that the unit is standing and is currently habitable, but still requires some type of structural repair.

4. For all single-unit and multi-unit owner occupied and renter occupied housing:
 - a. How many units were destroyed? [Click here to enter # of units.](#)
 - b. How many units were severely damaged? [Click here to enter # of units.](#)
 - c. How many units were moderately damaged? [Click here to enter # of units.](#)
 - d. What is the total estimated cost of the damage? \$[Click here to enter amount.](#)

- e. Have eligible property owners applied to FEMA? Yes No
 - f. Of the total of all units identified, how many have been offered buyouts from FEMA? [Click here to enter #of units.](#)
5. Identify all sources and amounts of funds that have been requested for this housing needs including all local, State, Federal, insurance, flood insurance and private sources:
Choose Source. [Click here to enter amount request.](#) Choose Status.
Choose Source. [Click here to enter amount request.](#) Choose Status.
Choose Source. [Click here to enter amount request.](#) Choose Status.
6. For any public housing:
- a. What is the name of the public housing agency (PHA)?
[Click here to enter PHA.](#)
 - b. How many units were destroyed? [Click here to enter # of units.](#)
 - c. How many units were severely damaged? [Click here to enter # of units.](#)
 - d. How many units were moderately damaged? [Click here to enter # of units.](#)
 - e. What is the total estimated cost of the damage? [Click here to enter amount.](#)
 - f. Has the PHA applied to FEMA? Yes No
 - g. Of the total of all units identified, how many have been offered buyouts from FEMA? [Click here to enter # of units.](#)
7. Identify all sources and amounts of funds that have been requested for this housing needs including all local, State, Federal, insurance, flood insurance and private sources:
Choose Source. [Click here to enter amount request.](#) Choose Status.
Choose Source. [Click here to enter amount request.](#) Choose Status.
Choose Source. [Click here to enter amount request.](#) Choose Status.
8. Contact Person: [Click here to enter name.](#)
- a. E-mail: [Click here to enter e-mail.](#)
 - b. Phone: [Click here to enter phone.](#)