

NYS Consolidated Funding Application  
Legal Name of Applicant: Town of Dryden  
Project Name: Town of Dryden CDBG Planning Study  
Application Number 72680  
Registration Email: supervisor@dryden.ny.us  
File created July 26, 2017 - 10:52 AM  
Application finalized on July 26, 2017 - 10:50 AM

## **Region**

Southern Tier

## **Questionnaire Questions & Answers**

### **Threshold**

#### **HCR - Community Development Block Grant (CDBG) - Community Planning**

Q\_5413 Is the applicant an eligible New York State non-entitlement municipality?

Locked.

Yes

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Q\_3358 If implemented, will the planning or engineering proposal address an activity which will meet a National Objective under the CDBG Program?

The plan or report must demonstrate that either 1) at least 51% of the persons who would benefit from implementation of the plan or report are low-and moderate income or 2) the plan or report addresses a slum or blighted area in the community.

Locked.

Yes

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Q\_3387 Will NYS CDBG funds be used for eligible project costs?

Refer to the Help section for additional guidance.

Locked.

Yes

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Q\_3320 Does the proposed activity include assistance to a for-profit business in the form of lobbying or other political activities?

Lobbying and political activities are not eligible under Section 105(a)(17) of the Housing and Community Development Act of 1974.

Locked.

No

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Q\_3359 Is the CDBG program request amount within the funding limits allowed by applicant and application type?

County, Town, Village, City

Community Planning Needs Assessment \$50,000

Drinking Water/Clean Water Infrastructure Engineering Planning Grant \$50,000

Locked.

Yes

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Q\_3325 Will any of the costs identified in the application budget be incurred prior to award?

Locked.

No

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Q\_3360 Will the proposed project be completed within 14 months from project award?

Locked.

Yes

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## Location

Q\_3527 US Congressional District where the project is located.

Locked.

23

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Q\_928 Project Street Address: Please input the project street address (Street Number and Street Name only). If the project has multiple locations, please input the primary street address of the project. If the project does not have a definite street address, please input the approximate street address of the project (Street Number and Street Name only).

Locked.

93 East Main Street

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Q\_565 Project City

Locked.

Dryden

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Q\_972 Project county or counties.

Locked.

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## Tompkins

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Q\_568 Project State

Locked.

NY

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Q\_572 Project Latitude (This questions value will be filled automatically, based on the project address, when the application is finalized.)

Locked.

42.4912590458

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Q\_573 Project Longitude (This questions value will be filled automatically, based on the project address, when the application is finalized.)

Locked.

-76.2861895713

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Q\_184 NYS Assembly District where the project is located. (This questions value will be filled automatically, based on the project address, when the application is finalized.)

Locked.

125

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Q\_190 NY Senate District where the project is located. (This questions value will be filled automatically, based on the project address, when the application is finalized.)

Locked.

51

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Q\_1034 Project ZIP Code. (please use ZIP+4 if known)

Locked.

13053-9505

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Q\_616 For more than one project location, please provide full address(es) for each location. If Not Applicable, indicate "NA".

Locked.

NA - Town Wide study

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## Basic

### General Project Information

Q\_550 If you are a DBA, what is your DBA name?

Locked.

N/A

Q\_549 Type of Applicant (select all that apply)

Locked.

Town

Q\_556 Select an applicant ID type from the list below that you normally use to identify your organization on application forms.

Locked.

Federal Tax ID Number

Q\_2655 Based on your selection from the previous question, enter your applicant ID number. (Please do not provide your social security number).

Locked.

15-6000934

Q\_969 If you are a business, have you been certified as a New York State Minority or Women-owned Business Enterprise (MWBE)?

Locked.

N/A

Q\_6114 Applicant City

Locked.

Dryden, NY

### Applicant

	Answer
<b>Legal Name</b>	Locked. Town of Dryden
<b>Applicant First Name</b>	Locked. Jason

<b>Applicant Last Name</b>	Locked. Leifer
<b>Street Address</b>	Locked. 93 East Main Street
<b>City</b>	Locked. Dryden
<b>State</b>	Locked. NY
<b>Zip Code (use ZIP+4 if known)</b>	Locked. 130539505
<b>Telephone Number (include area code)</b>	Locked. 607-844-8888
<b>Email Address</b>	Locked. supervisor@dryden.ny.us

### Contacts

	<b>Primary Contact</b>	<b>Contact Authorized to Execute Contract if Awarded</b>	<b>Additional Contact</b>
<b>Salutation</b>	Locked. Mr.	Locked. Mr.	Locked. Mr.
<b>First Name</b>	Locked. Jason	Locked. Jason	Locked. Daniel

<b>Last Name</b>	Locked. Leifer	Locked. Leifer	Locked. Lamb
<b>Title</b>	Locked. Supervisor	Locked. Supervisor	Locked. Deputy Supervisor
<b>Organization</b>	Locked. Town of Dryden	Locked. Town of Dryden	Locked. Town of Dryden
<b>Street Address</b>	Locked. 93 East Main Street	Locked. 93 East Main Street	Locked. 93 East Main Street
<b>City</b>	Locked. Dryden	Locked. Dryden	Locked. Dryden
<b>State</b>	Locked. NY	Locked. NY	Locked. NY
<b>ZIP Code</b>	Locked. 13053-9505	Locked. 13053-9505	Locked. 13053-9505
<b>Telephone Number</b>	Locked. 607-844-8888	Locked. 607-844-8888	Locked. 607-844-8888
<b>Email Address</b>	Locked. supervisor@dryden.ny.us	Locked. supervisor@dryden.ny.us	Locked. dlamb@dryden.ny.us

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Q\_4199 Please select the primary sector or characterization that best defines this project.

Locked.

Community Development

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Q\_4198 Please select the secondary sector or characterization that best defines this project.

Locked.

Housing

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Q\_3762 Does your project directly address the needs of people in your region who are living in poverty and who seek resources for inclusion in the economic life of New York State?

Locked.

No

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Q\_3763 How does your project seek to apply CFA funds for the purpose of eliminating barriers to skilled employment by poor people in your region, as identified by the Opportunity Agenda? Please describe any efforts to collaborate at the local or regional level (i.e. public, private, labor, philanthropic sectors).

Locked.

N/A - this proposal is not focused on job creation.

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Q\_3764 How does your project build workforce development programs, improve physical infrastructure, and/or establish social services that connect people living in poverty in your region with skilled employment, in correspondence with the economic revitalization priorities, distressed community targets, and the industry growth areas identified in the Opportunity Agenda and Strategic Plan?

Locked.

N/A - this project does not correspond to the Opportunity Agenda's specific goals.

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Q\_4200 Does your project provide opportunities for Veterans' to participate in the workforce, or improve services to the Veterans' and military families in New York?

Locked.

Yes

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Q\_4201 If Yes, please explain how your project impacts the Veterans' and military families in New York.

Locked.

According to the U.S. Census [Click Here](#), there are 735 veterans in the Town of Dryden. The planned activities will study the need for community development activities to specifically serve low- and very low income residents. Some may be veterans.

The Town of Dryden is home to a Department of Veterans Affairs Clinic, and also the Dryden VFW. Our study will include input from these local organizations in an effort to map locations of households

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with veterans, and assess the needs for services among military families living in the Town.

The Town intends to encourage veterans in need of housing rehabilitation services to apply in the future; this application for planning funds is the first step.

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Q\_6048 Does your project advance downtown revitalization?

Locked.

No

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Q\_6047 If Yes, please detail how it will attract and retain residents, visitors and businesses and transform neighborhoods.

Locked.

N/A - the proposed study will lead to scattered site projects in the largely rural areas outside the concentrated Villages that connect with the Town, rather than to downtown revitalization.

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## Project Description

Q\_575 Project Description. Concisely describe the project, indicating the location, what will be planned, designed, acquired, and/or constructed, the issues/opportunities to be addressed, and expected outcomes and deliverables. Additional details will be collected later in the application process.

Locked.

The Town of Dryden will conduct planning activities including a housing conditions survey to gather the details and information needed to prepare a compelling Housing Rehabilitation proposal in the future.

Activities will be centered at the Town of Dryden's offices at 93 East Main Street, Dryden, NY; the survey will assess the housing stock throughout the Town. The project does not include homes in the Villages of Dryden or Freeville. The researchers will use current CDBG definitions of structural components and observable degree of deficiency to gauge the resulting structural condition of each unit and map the need across the Town. Consultants to the Town will provide the services. The study will help the Town to determine where substandard conditions exist for those with low incomes.

The Town has provided Housing Rehabilitation programs, through a HOME award in 2008 and 1995 and 1998 HUD CDBG programs. The 1998 housing conditions survey, the most recent, determined that over 53% of the 2,105 structures observed were substandard.

Today, there is an anecdotal need for this service among the Town's homeowners. This grant affords an opportunity for the Town to gather data and improve its future competitive position for CDBG or other housing program funding.

Expected outcomes and deliverables include:

-Housing Conditions Data and Report

-Increased awareness of the potential for aid among Dryden residents, particularly low-income residents who would qualify for future services

- At least one future funding application. Dryden intends a CDBG application for Housing Rehabilitation but the data could also support an application to New York State for AHC or HOME funds.

- Housing rehabilitation services to approximately 15 low income households in the next 8 years.

Dryden expects the need is higher; this outcome and time frame is based on current funding levels for housing rehab grants to Towns, and time frames for applications and funding and project implementation.

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Q\_976

Statement of Need

Locked.

The Town of Dryden, part of the Southern Tier in Tompkins County, NY, is in the midst of a number of development plans and projects. Housing rehabilitation is a re-emergent need. Approximately 31% of the Town's 6,515 housing units, according to the US Census, were built prior to 1960, indicating potentially high percentage that could be in need of repair.

As of the 2014 ACS 5-year data, the Census indicates that 31.4% of persons in the Town of Dryden are at poverty level. The Town has partnered with local nonprofits in the past to provide services.

One of them, Better Housing for Tompkins County indicates that 18 low-income households in Dryden are currently part of a county-wide waiting list for home rehabilitation services. A CDBG Planning grant will help inform the Town about the full extent of housing condition needs.

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Q\_930

Explain what makes your project a regional economic priority - for example creates jobs, economic investment, sustainability and community revitalization, government efficiency or consolidation etc.

Locked.

Tompkins County recently completed its 2017 Housing Strategy, which outlines housing needs throughout the County. The Strategy includes the importance of existing older homes as affordable housing. Housing affordability is a crisis in Dryden and the County as a whole. More than 30% of Dryden's housing stock is over 50 years old; repairs are essential to maintain liveability, improve energy efficiency, and contribute to meeting County and regional greenhouse gas targets.

This proposal's request will create the data needed to allow for future Town applications to attract revitalization funds. The housing rehabilitation activities it will inform are part of broader housing and community revitalization strategies that the Town is considering, including housing and community development actions in the Hamlet of Varna.

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Q\_2366

How does your project align with the Regional Economic Development Council's Strategic Plan/Upstate Revitalization Initiative Plan? (strategic plans are located at

<https://regionalcouncils.ny.gov/>)

Locked.

The Southern Tier URI points out that older housing stock presents a challenge to meeting revitalization goals of the Region: "Quality of housing is important to young families and Millennials, and a lack of adequate and affordable ownership and renting options can deter job-seekers from moving here" (STREDC URI Final Plan,pg 22).

Dryden is pursuing a number of projects, including those that strive to meet housing and infrastructure needs to keep the Town and Tompkins County attractive to a variety of residents. These include long-time residents with generational roots and newer residents who came to the area drawn by academic or other pursuits at Tompkins Cortland Community College, Cornell University, or Ithaca College. This project is part of a set of activities that support the goals and values cited in the REDC Plan and the URI.

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Q\_929

Current State of Project Development (i.e. planning, preliminary engineering, final design, etc. You may enter N/A for non-project related applications)

Locked.

## Planning

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Q\_5604

Estimated Project Timeline: including project start/completion dates, estimates for design, permitting and construction or other major steps. (You may enter N/A for non-Project related applications)

Locked.

Dryden will complete and close out the CDBG planning project well within the required 14 month time frame using the following estimated timeline:

Upon contract signature, the Town will publish a notice for and then hold the second CDBG Public Hearing.

Within one month of contract start: Town will issue bidding opportunities to hire consultant to complete the housing conditions study.

Within three months of contract start: Selection of Contractor

Within six months of contract: Housing Conditions Study activities begin

Within nine months of contract: Study complete; contractor reports findings to Town Board and/or Planning Staff

Within ten months of contract: Completion of project and closeout with NY State HCR Staff.

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Q\_580

Provide a list of all federal, state, and local reviews, approvals, or permits needed or completed, including the dates when they are expected to be completed or were completed. If Not Applicable, indicate "NA".

Locked.

The Town will implement the CDBG Public Hearing process to gain public input. The initial Public Hearing was completed on June 15, 2017; documents are attached. No other approvals or permits are required for these planning activities.

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Q\_2364

What is the status of State and/or Federal Environmental Review? If review of the project is underway or completed pursuant to the State Environmental Quality Review Act (SEQRA) or National Environmental Policy Act (NEPA), please indicate the lead agency (if applicable).

Locked.

N/A for a planning grant

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Q\_1054

If National Environmental Policy Act (NEPA) Record of Decision has been issued, please explain (include date of Record of Decision).

Locked.

N/A for a planning grant. The Town is familiar with SEQRA and NEPA procedures from previous community development activities, and will implement them in future programs.

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## Prior CFA Funding

Q\_2362

If funding was awarded in prior CFA rounds, what were the CFA numbers for which funding was awarded? (separate multiple CFA numbers with commas)

Locked.

No prior CFA funding

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Q\_4160

For each program to which you are applying under the CFA, explain your strategy for proceeding if the full amount of requested funding, required matching funds, and temporary financing are not secured as expected, or committed sources become unavailable. This explanation must address any proposed project phases, and both CFA and non-CFA sources of funds.

Locked.

The proposed housing conditions study will be made possible by CDBG funding and matching investment from the Town's general fund. The Town's portion of the funding, \$1,350 or 5%, is already committed; commitment letter is included in the attachments, and with the preliminary budget form.

If the CDBG grant is partially funded, depending on level, the Town would examine the activities associated with the costs that were used for this request. If the Town determined that a reduced workscope and more limited report would be acceptable, the Town would proceed with soliciting bids to gain as solid a report on housing needs as possible.

If no grant is awarded, then the Town would hold off on conducting the study until/unless other resources are identified. This action, ultimately, could result in a delay in time until the Town would be able to gain funding and then offer its residents housing rehabilitation.

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## Standard Question

### HCR - Community Development Block Grant (CDBG) - Community Planning

Q\_5457

Please enter the DUNS number for the Unit of Government serving as the Applicant.

Locked.

**055130777**

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Q\_3352

Provide a project abstract. The abstract must include formal applicant name, location of project, amount of request, general purpose of the project, and project beneficiaries. Sample text: [City, Town, Village, County Name] will use \$40,000 in NYS CDBG funds to complete a [Type of Community Plan]. The total project cost will be \$50,000 with \$10,000 from non- CDBG sources (specify). The project proposes to benefit 50 low- and moderate-income persons.

Locked.

The Town of Dryden will use \$24,900 in NY State CDBG funds to complete a Town-wide Housing Conditions Survey and related activities to plan for future Housing Rehabilitation proposals and services. The total project cost will be \$26,250 with \$1,350 from the Town's municipal fund. The project will result in benefit to an estimated 15 low- and moderate-income households/ 45 persons.

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Q\_3599

Describe the community, based on, among other things, an analysis of relevant social and economic data; consultation with local and regional planning and economic development officials, residents, and merchants; inventory parcels available for development; and the review of

current and future infrastructure, comprehensive, and consolidated plans.

Locked.

As described in the Town of Dryden's most recent Comprehensive Plan (2005), "Dryden is the second largest town in Tompkins County and third largest municipality after the City of Ithaca and Town of Ithaca".

As of the 2015 ACS, 14,840 people live in the Town. Concentrations of population are located in and around the hamlets of Varna, Etna and McLean, and in the Ellis Hollow area. The town is located along the NYS Route 13 transportation corridor connecting Elmira, Ithaca and Cortland. As noted in the 2005 Comprehensive Plan, this corridor in particular, and the surrounding residential areas of the Town play a major factor in Dryden's growth; the Town is situated between the more urban, commercialized areas of Ithaca and Cortland.

Approximately 31% of the Town's 6,515 housing units, according to the 2015 US Census, were built prior to 1960, indicating potentially high percentage that could be in need of repair. As of the 2014 ACS 5-year data, the Census indicates that an imputed 31.4% of persons in the Town of Dryden are at poverty level.

The Town is part of Tompkins County, and as such participates in community and economic planning studies and conversations in concert with other community leaders. For example, the 2017 Tompkins County Housing Strategy summarizes housing conditions county wide and proposes targets for development of new housing of a variety of types. The Strategy also recommends growth within municipalities and hamlets, including those in Dryden. Town officials participated in community discussions that created this plan, and within the Town, there are correlating community development activities, such as the Varna Community Development project. The Town's overall plans and approach to community and economic development carefully consider the opportunities afforded by its location and partnerships within the County and Region.

The Housing Strategy also directly voices the value of preserving affordable housing as an important component in meeting housing targets through 2025: "...existing housing units will continue to house the majority of the county's population, and given that most of these units are over 50 years old, many of them will need improvements in order to meet residents' needs and the County's greenhouse gas emissions reduction goals. Existing housing units will also be critical to providing affordable housing. Existing units are typically less expensive to rent or purchase than newly-built housing. In a healthy housing market with adequate housing choices, they often function as starter homes, as workforce ownership opportunities for households needing to partner purchasing power with sweat equity, and as affordable rentals for those receiving Housing Choice Vouchers or other forms of assistance. Collaboration will be vital to inclusively build the community capacity and will to support appropriate housing development and rehabilitation". (pg.7-8, TC Housing Strategy, 2017)

Dryden embraces this collaboration. Nonprofit partners also provide input to the Town to identify emerging needs of low-income members, and to act as a resource to publicize services that aid our most needy residents. Partners such as Tompkins Community Action have provided a resource for leverage to housing grants in the past through Weatherization or NYSERDA programs for low income residents that they offer. Letters of support are included from these partners and the Dryden Rotary which represents merchant interests.

Resident input is encouraged and robust at Town meetings around a number of recent Town initiatives, such as plans for community solar farms. The Town conducted its latest CDBG public hearing specifically related to housing and community development needs in June 2017. In general, past housing rehab projects have been well received. Dryden will continue to seek resident input to determine areas of need, and to help publicize this and other community development activities within the Town.

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Q\_3605

Provide a description of the community's development strengths and assets and the strategy for capitalizing on them.

Locked.

The Town's location, centrally sited between commercial centers the Cities of Ithaca and Cortland, represents one of Dryden's strengths for community development. Areas along the Route 13 corridor have historically offered sites for business. The section of the Town closest to Cornell University, the Hamlet of Varna, is a current focus for community revitalization efforts involving a mixture of housing development and small business amenities to serve residents of the area.

The Town is careful to acknowledge the natural assets within its borders, as well, including forests, trails and waterways, and to balance development with a desire to preserve natural areas and farmland across the Town. As part of the strategy to capitalize on our natural areas, the Town is working to extend recreational trails from the Village of Dryden in toward Cornell University.

The Town has proactively sought to improve water and sewer infrastructure, partnering with other municipalities including the Town of Ithaca to access the Bolton Point water system to serve the Eastern side of the Town. Land pricing represents another asset, as land in Dryden is typically less expensive than in the City or Town of Ithaca. Combined with improving access to water and sewer infrastructure, land pricing and availability will create more opportunities for growth in areas within the Town where it presents a suitable fit.

Finally, Dryden has a history of administering CDBG and other programs to benefit the community's residents and businesses, including past grants for Housing Rehabilitation and for Economic Development. This history, and good relationships with partners who are involved in these initiatives and have knowledge of regulations and procedures, are also an asset to help the Town with future growth initiatives.

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Q\_3606

Describe the current drawbacks and limitations from community and/or economic development standpoint and the effect they may have on the community in the next 5-10 years.

Locked.

Development potential in the next five years is limited, somewhat, by actions and conditions that limit growth and contain building. For example, the Town recently bought development rights from farmers with larger acreage in some areas of the Town with conservation as a goal. The existing regulatory structure for business and limits on development also present a potential barrier to growth, since it means that growth is not unlimited.

The Town of Dryden has very limited municipally-supplied sewer and water, overall, across the Town, which limits new housing and business efforts. As described in responses to other questions, the Town and its communities are striving for new development in concert with existing and planned municipal connections, including through collaboration with other municipalities. Similarly, there is no reliable town-wide source of broadband, also a factor in economic development.

The residents taxpayers within the town prefer measures that keep taxes down and advocate against high rates of local spending. This impacts local revenue, and creates a situation where the Town has small amounts of funding, appropriate as match for other sources, but not enough to underwrite its own full-scale development projects.

In spite of these limitations, Dryden is committed to growth that is aligned with the Town's historical and ongoing values, and the wide variety of interest that exist in a municipality. These limitations do not impact the goal of this project, gathering data related to existing housing conditions.

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Q\_3608

Describe the proposed outcomes and objectives of the planning effort.

Locked.

Dryden's expected outcomes and deliverables for these activities are:

- 1) Completion of a Housing Conditions Data and Report that evaluates all housing structures within the Town based on current, specific definitions for standard, substandard and dilapidated housing, and also considers data and input from the County Health Department and local housing experts. The report, and map of Town-wide housing conditions will be the output (deliverable).
- 2) Greater dialogue about needs with, and increased awareness of the potential for aid among Dryden residents, particularly low-income residents who would qualify for future services.
- 3) At least one future application by the Town to a funding source within one year of completion of the study. Dryden anticipates a CDBG application for Housing Rehabilitation but the data could also be helpful in an application to New York State for AHC or HOME funds.
- 4) Housing rehabilitation to approximately 15 structures occupied by low income households through a HUD - or New York State - funded program over the next 8 years or less. Dryden expects the need to be higher and recognizes the potential ability to serve more people; this outcome and time frame is based on current funding levels for housing rehab grants to Towns, current pricing of construction and home repair projects and materials, and time frames for applications and funding and project implementation.

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Q\_3367

Describe the method used to determine the best approach and cost-effective method to address the need. List the sources and dates of third-party cost estimates including any special features that will result in an unusual or a costly design. Cost estimates must be no more than 12 months old and specific to the project being proposed.

Locked.

For this proposal, the Town sought and obtained estimates from three contractors in July of 2017 with experience in CDBG housing and community development programs, including one M/WBE organization. The following firms provided quotes to conduct the Housing Conditions Study:

CT Male Associates - Latham, NY - (7/7/17 quote) - has been serving a mixture of public and private clients since 1910 with a variety of engineering, planning, architectural and community development projects in their portfolio. This quote, in total, did contain suggestions for additional housing development studies; the Town based the final budget on the portion pertaining to the specific project proposed, which was in line with other quotes, and not the additional features.

Flatley-Read, LLC - Schuylerville, New York - (7/17/2017) - providing design, oversight and technical assistance to CDBG and other federally funded projects since 1998

Thoma Development Corp. - Cortland, NY - (7/11/2017) - providing grant planning and management, specializing in housing and community development projects since 1980

Each of the above based quotes on the estimated count of residential structures in the Town, excluding an estimate of multifamily housing units and mobile home parks, since these units would not be eligible in a future CDBG grant. All contractors are well versed in CDBG Housing Conditions standards.

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Q\_3610

Describe the process by which the community will seek input and comments from key stakeholders and the public.

Locked.

The Town of Dryden has already begun the CDBG public hearing process. At the June 15th hearing, one resident and one Councilperson offered supportive comments for a community development planning project and housing improvements in general. Upon funding notification, the Town will publicize and hold a second public hearing to obtain comments on the proposed study.

Upon hiring the consultant to complete the housing conditions survey, the Town will also offer an opportunity for the public and key stakeholders to meet with and give input and comments that can help inform the survey process.

As the study progresses, the Town will post information about windshield survey activities and approximate time frames on its website and through press release to local papers in an effort to further inform the public. Dryden will share results of the housing conditions survey with residents and stakeholders within the Town, and with nonprofit and county-level agencies that would have an interest in the data.

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Q\_3611

Provide a project schedule detailing the tasks to be performed and the timeframe for executing the tasks.

Locked.

The Town proposes the following schedule to implement the CDBG Planning Project:

Upon contract signature, the Town will publish a notice for and then hold the second CDBG Public Hearing.

Within one month of contract: Town will issue bidding opportunities to hire consultant to complete the survey.

Within three months of contract: Selection of Contractor

Within six months of contract: Housing Conditions Study activities begin

Within nine months of contract: Study complete; contractor reports findings to Town Board and/or Planning Staff

Within ten months of contract: Completion of project and closeout with NY State HCR Staff.

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Q\_3613

Describe the need for financial assistance to undertake this process, including why NYS CDBG funds are necessary in lieu of other available resources such as the municipal general fund, program income, and/or other public or private funding sources.

Locked.

Dryden's municipal fund is limited and the Town's residents often voice a preference for keeping budgeted costs, and local taxes, as limited as possible. As shown in the budget, the 5% match is affordable and will come from the Town's general fund.

The Town holds a program income fund from a 1999 HUD Economic Development project. With the approval of HUD representatives, it has been used to assist with businesses in the past. The Town is in the process of capitalizing a new Economic Development revolving loan fund; this was the purpose and use of the original CDBG EDI/Canal Corridor grant and these funds are not available for a housing conditions survey.

No other public or private sources are available for this use to the Town.

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Q\_3583

Explain the proposed NYS CDBG program budget.

- Identify each of the estimated costs, including the source of the funds and proposed use.
- For each source identified, indicate whether the source is formally committed or pending approval.

- Indicate if public sources have been approved and that all sources will be available within 60 days of the application deadline.
- Please be specific, and list each source in a consistent format.
- This explanation of your program budget must be consistent with the budget table included in this application, as well as the Proposed Project Financing and Lien Form included as an attachment to this application. If a source is identified as committed, the applicable commitment letter must be attached where requested in the application.

The Community Planning activity requires a 5% cash match of the total project cost, which must be provided by non-CDBG sources. In-kind services, force account labor, and volunteer services are not eligible as match.

Locked.

Expenses:

1. Planning: As shown on the Preliminary Budget Form, The bulk of the costs are to conduct the Housing Conditions Survey using an experienced contractor. The three estimates obtained resulted in the budgeted amount of \$25,000. The Housing Conditions Study contains the time and labor to meet with Town officials, survey the existing conditions of structures Town-Wide, create a map showing the housing conditions Town-Wide, and provide a report back to Dryden Officials complete with graphs, statistics, and maps.

2. Administration: Contains an estimate of the Town of Dryden planning staff time on the project, primarily for duties to complete reporting to NY State HCR around the grant activities, as well as soliciting bids and working with the contractor to ensure timely completion.

Total expenses: \$26,250

Revenue:

1. CDBG Funding: \$24,900 - this request

2. Municipal fund: \$1,350 - committed funds, as per Town of Dryden resolution (attached)

Total revenue: \$26,250

Q\_3621

Identify the source of the 5% required cash match.

Locked.

The Town of Dryden has allocated the 5% match from the Municipal Fund. A letter attesting to the commitment of the available funds is included in the attachment with support letters and also the preliminary budget form.

Q\_3622

Will the needs assessment or preliminary engineering report cover the entire community or a specific neighborhood? Describe the geographic limits of the proposed planning activity.

Locked.

The assessment will cover the housing stock in the entire Town of Dryden. The Town of Dryden encompasses some 94.9 square miles in eastern Tompkins County. It is bordered to the north by the Town of Groton, to the south by the Towns of Danby and Caroline, to the west by the Towns of Lansing and Ithaca, and to the East by Cortland County.

The Villages of Freeville and Dryden, though contained within these geographic borders, will not be part of the study since they are fully independent municipalities.

The housing needs assessment is planned for the entire community, because past housing rehabilitation initiatives have indicated that substandard housing conditions exist on a scattered Town-wide basis rather than concentrated in one specific area.

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Q\_3623

Does the community anticipate undertaking the planning project on their own or will an outside consultant be retained?

Locked.

The Town will hire an outside consultant with expertise and experience in assessing housing conditions. The Town has sought price estimates from New York State firms with extensive experience and the knowledge of CDBG definitions of the state of housing conditions. Dryden will hire a firm to complete the work with a high level of expertise, and will seek bids from M/WBE contractors.

The Consultant will work with the staff in the zoning and planning department, who can lend information on interior housing issues or known areas in the Town, if any, where persistent code issues may exist.

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Q\_3629

Describe how the needs assessment or preliminary engineering report proposes to complement other community/regional planning efforts.

Locked.

As mentioned elsewhere, the proposed housing conditions survey complements efforts at the County level, as outlined in the 2017 Tompkins County Housing Strategy. That Strategy recognizes preservation of older, existing units as part of meeting housing needs, as well as developing new units to meet varying segments of the market. Their plans and strategies include the Town of Dryden.

Within the Town, the Hamlet of Varna is a current focus of community renewal opportunity. On December 20, 2012 the Town Board adopted the Varna Community Development Plan and zoning amendments that would reflect the needs of the Hamlet in guiding development. Proposals and development activities at various stages include 10 market rate townhomes, 15 subdivision lots for "Tiny Timbers" homes priced affordably, A Planned Unit Development for 36 townhomes, and a sidewalk development project that would extend from the NYSEG site on Route 13, through the Hamlet and to the Town line. Additional work to develop a commercial and residential opportunity from an old gas station site at the main corner in Varna, the intersection of Freese Road and Route 366, is also in the planning stages.

Studies of structural conditions that informed past housing rehabilitation projects have indicated a need Town-wide. Almost 20 years has passed since the last study and the housing units in the Town have increased. The proposed housing conditions study will work in concert with current efforts locally because it will inform where current units are that are in need of rehabilitation. Some will likely be within the Hamlet, others will be scattered throughout the Town, and will help Dryden to examine the needs of all residents and incorporate a variety of strategies - new development and rehabilitation - to meet those needs.

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Q\_1476

Describe any efforts taken to secure alternative or additional funds from other public and private sources. Explain the positive impact of the NYS CDBG funds on the total cost of the project and to the beneficiaries of the project and why NYS CDBG funds are required to carry out the proposed activity.

Locked.

There have not been other efforts to secure funds for this Housing Conditions Study. The Town has committed the 5% match from its municipal fund. The total amount required for the project, \$26,250, is not an amount that the Town would typically pursue a line of credit for, and yet it is too large to cover from the municipal fund.

Studies for other types of services within the Town have been funded often through a combination of municipal dollars and other funding through the State or County; a recent water line study where Dryden provided about \$2,500 in match to County funding, as one example. Dryden's municipal fund

is typically able to match small amounts and the commitment of the 5% match is in line with those uses.

The CDBG investment requested is appropriate for this use, because it is dedicated to serving low-income residents, and it will produce data that will lead to future investments that will directly benefit Dryden's neediest homeowners, creating safer and healthier living conditions. Because Dryden plans to use the study to apply for future grants, and will seek to leverage those grants with other programs and services such as the Weatherization program and Healthy Homes initiatives, this grant has the potential to leverage over 15 times its value in other program funding just over one future housing rehab project.

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Q\_5487

Has the community undertaken prior needs assessment analyses for the same geographic area or infrastructure issues?

Locked.

Yes

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Q\_5486

Why is an additional needs assessment being proposed?

Locked.

**(This question is associated with your answer selection in question: [Q\\_5487](#))**

There has not been a comprehensive analysis of the observable housing conditions within the Town of Dryden for about 20 years, since the Town was awarded its 1998 HUD CDBG housing rehabilitation project. Between 2000 and 2015, according to the Census, 734 new units have been added, an increase of approximately 11%, and existing housing stock has continued to deteriorate. Determining accurate areas of current need is important to understanding how to properly target a future program.

As indicated elsewhere, this project is part of a set of actions that Dryden is pursuing related to housing development, preservation, community renewal, and infrastructure improvements that will benefit residents and potential new businesses alike. Engineering studies to extend municipal water were also considered, but an analysis of data at the census tract level determined that fewer than 50% of LMI households were likely located in the area being examined\*.

In considering potential proposals, needs, and input from community members, it became clear that identifying housing conditions and rehabilitation needs were the best match for CDBG funding at this time.

\*Note: The water study is mentioned in the preliminary questions, #Q3359, as a possible use of this application. We were informed by the CFA Technical staff that the line about the water study could not be removed because it was a threshold question; this note is to confirm that the application is only for the housing conditions study.

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Q\_3345

I understand that NYS Homes and Community Renewal may require additional project information or modifications to the original project proposal as a condition of award.

Locked.

Yes

## Net New Jobs

No job answers necessary due to your associated programs.

## Qualified Investments

No investment answers necessary due to your associated programs.

## Total Project Cost

Total project cost: \$ 26250

## Funding Requested from Program

Program	Amount Requested
HCR - Community Development Block Grant (CDBG) - Community Planning	\$ 24900 maximum funding allowed: \$50,000

## Program Budget

### HCR - Community Development Block Grant (CDBG) - Community Planning

Use	Source	Status	Amount	Indicate Source / Comments
Planning	Federal	Anticipated	\$24900	This CDBG Request
Planning	Local	Secured	\$1350	Town of Dryden Municipal fund

## Attachment Questions & Answers

### HCR - Community Development Block Grant (CDBG) - Community Planning

Q\_6397

Copy of the public hearing notice, affidavit of publication, list of attendees, and public hearing minutes to demonstrate compliance with Citizen Participation requirements. The public hearing must be held at least two weeks prior to submission of the application by a quorum of the legislative body. Refer to the help section for additional guidance.

Locked.

Public Hearing Documentation.pdf

[Download](#)

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Q\_6401

Civil Rights - Documentation of Section 3 and/or Affirmatively Furthering Fair Housing compliance. Refer to the application tips for additional information

Locked.

Civil Rights Attachment.2017.pdf

[Download](#)

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Q\_6402

Project Team

Locked.

8-1-ProjectTeam.Town of Dryden.pdf

[Download](#)

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Q\_4000

Applicant Certification Form

Locked.

CDBG Certification Form.pdf

[Download](#)

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Q\_5445

Applicant/Recipient Disclosure/Update Form

Locked.

Applicant Disclosure Form.July2017.pdf

[Download](#)

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Q\_5452

Preliminary Budget Table

Locked.

Prelim budget and match confirmation. Dryden 2017.pdf

[Download](#)

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Q 5447

## Program Income Report Form

Locked.

CDBG-ProgramIncomeReportForm.July 2017.pdf

[Download](#)

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Q\_5489

Commitment Letters

Locked.

Commitment and Support Town of Dryden CDBG 2017.pdf

[Download](#)

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Q\_3329

Documentation of unsuccessful attempts at pursuing non-CDBG funding sources

Refer to the Help section for additional guidance.

Locked.

Other funding requests attachment.2017.pdf

[Download](#)

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Q\_1493

If the application is submitted by a County on behalf of a local government, a cooperation agreement and a resolution authorizing an Applicant (County) to submit an application on behalf of a unit of local government.

Locked.

Application by County on behalf of other municipality or entity.pdf

[Download](#)

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## Legend

[x] = Expired Program