

Onondaga County Community Development
PRICE Main and PRICE Replacement Program Application

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**Onondaga County Community Development
PRICE Main and PRICE Replacement Program Application**

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Onondaga County Community Development

Exhibit A: Executive Summary

Executive Summary:

Onondaga County Manufactured Housing Community Investment Program

Onondaga County is applying for both the **Price Main** and the **PRICE Replacement Pilot** categories of funding.

The project area is inclusive of all Cities, Towns, Villages and Hamlets in Onondaga County. There are 19 manufactured housing communities located in Onondaga County. One of which is a resident controlled MHC containing 11 homes. Of the 18 privately owned communities, there are 16 owners. Correspondence has been sent to all of them and communication has been established with 12 of them. There are an estimated 1,039 units of manufactured housing in these parks. Parks surveyed contain a wide range of issues and standards of upkeep. There are currently >10 pre 1960 units that are inhabited. There are >60 buildable vacant pads and vacant parcels in the community zoned for manufactured homes. 100% of the properties surveyed currently maintain rents at affordable rates. There are no manufactured housing communities within the boundaries of the City of Syracuse due to zoning restrictions. There are 4 manufactured housing communities within a 5 mile radius of the city of Syracuse and 10 within a 10 mile radius of the City of Syracuse, which is a CDBG Entitlement Community. Map of Manufactured Housing communities in Onondaga County. There is one owner controlled location with 11 homes that is not included on the attached map. *Onondaga County Department of Planning; Mobile Home Communities in Onondaga County [map] March 2024 Executive Summary page 3A*

HUD PRICE Main Program Outline

- I. **Free Legal Aid Program:** Free legal aid services for Manufactured Housing Communities offering Fair Housing counselling, property title issues, and eviction prevention

- II. **Repair Grants:** Grants to homeowners for necessary repair of existing manufactured housing to protect the current and ongoing health and safety of residents.

*Units pre 1976 are *only* eligible for replacement.

Demolition and replacement of privately owned pre 1976 units with a new equivalent, HUD approved product. Future sales of replaced properties will be required to be made to low income buyers (80%AMI) Future rentals of park owned units replaced in this program will be required to be rented at HUD Fair Housing rates for 30 years and if sold, will be required to be sold to a qualified low income (80%AMI buyer)

- III. **Infrastructure Grants for manufactured housing community owners:** Grants will be subject to submission of a 5 year development plan and community input. Eligible activities include, but are not limited to: roads, sidewalks, lighting, septic and sewer maintenance and repair, water line maintenance and repair, WIFI, Utilities, landscaping,

ADA compliance activities, playgrounds, landscaping and signage. The impact of these improvements will contribute to quality of life, health, and wealth/equity building for new homeowners and existing homeowners

HUD PRICE Replacement PILOT Program Outline:

- I. **New Housing Production:** Increase the supply of affordable, quality, low income homes. Installation of new manufactured homes on unoccupied sites or new sites in park expansion projects. 45% Reimbursement grants will also be made available for the installation of new manufactured housing for infill or expansion projects that will provide low income ownership opportunities. The 55% match commitment will be provided by property owners, builders, and NYS Affordable Housing Corporation Grant funds through Empire Housing (pending grant approval). Property owners will be reimbursed for up to 45% of the costs associated with new installations up to \$100,000 per unit. 30 year affordability lien required.

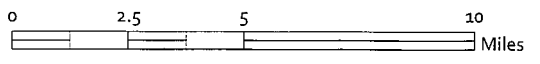
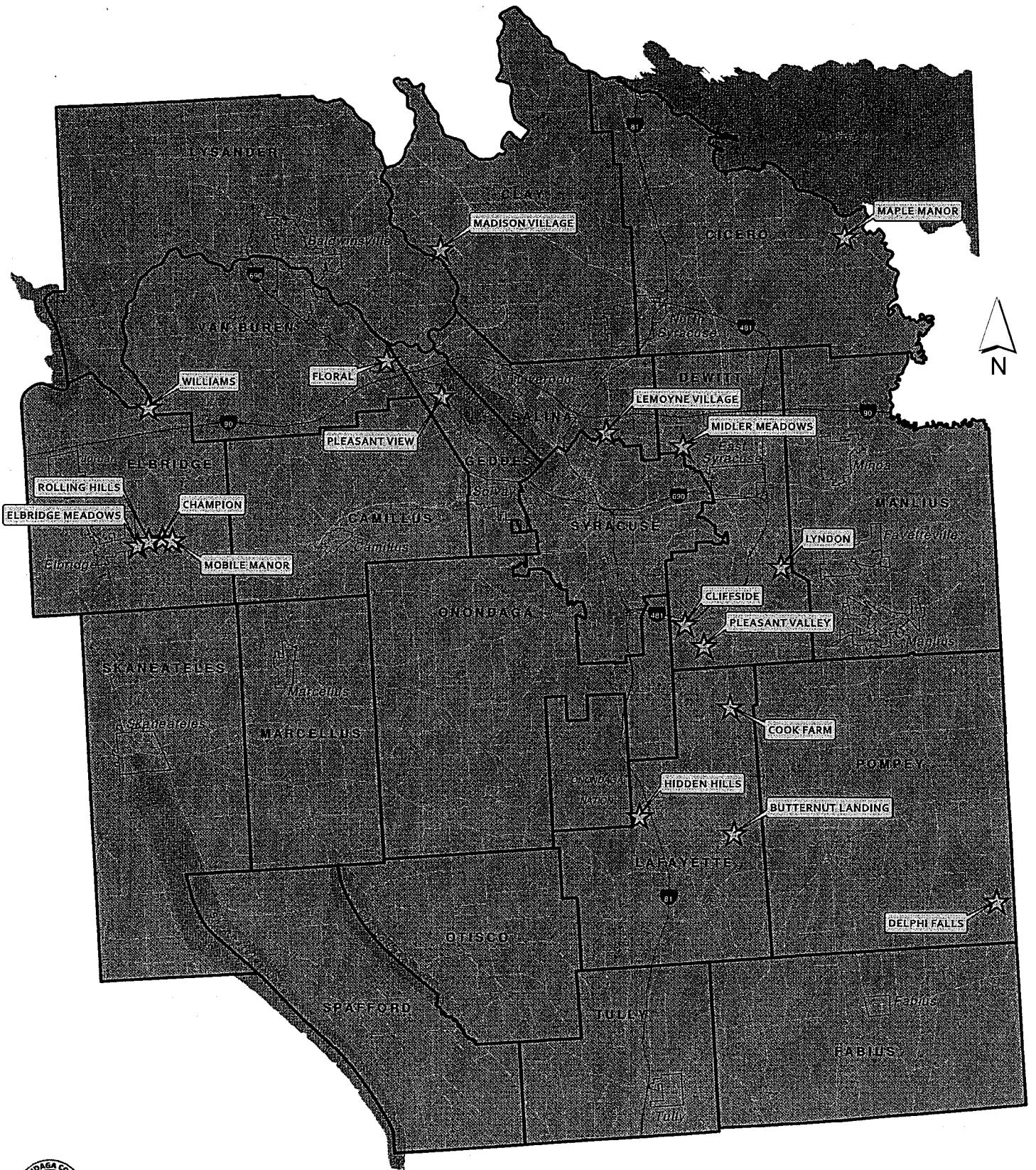
- II. **Down Payment/ Closing Cost Assistance Grants** Promote Homeownership with down payment/closing cost assistance grants for the purchase of new manufactured homes. Program match will be provided in the form of a discount applied to the cost of the new home by the manufacturer in the amount equal to 55% of the amount of the grant. *ie: a \$10,000 down payment assistance grant would be matched by the manufacturer with a product discount of \$5,500 on the price of the home.*

- III. **Homeownership Education Promotion:** Home HeadQuarters Homeownership education program as a part of the down payment and closing cost assistance grants by offering the class free of charge and a promotional benefit of \$500 to participants that complete the class prior to closing. 55% Match will be provided by Home HeadQuarters.

The Onondaga County Manufactured Housing Investment Program is a combination of efforts made available through the **PRICE Main** grant program and the **PRICE Replacement Pilot** program. This new program aims to address the identified critical need for quality, affordable housing in Onondaga County. This will be achieved by building partnerships and investing in new and replacement manufactured housing and the infrastructure and resilience activities that support manufactured housing community development.

In agreement with HUD's evaluation that manufactured housing can provide high-quality, energy-efficient housing options at a fraction of the cost of traditional site-built homes, making homeownership and rental opportunities more accessible for families, these proposed programs were developed to support the goals outlined for the programs and to correct the identified market gap and affordability crisis in Onondaga County. By leveraging the cost-effectiveness and flexibility of manufactured housing, the program seeks to expand the supply of affordable housing units while promoting community development and economic empowerment for low income families.

Mobile Home Communities in Onondaga County



March 2024

Onondaga County Community Development

Exhibit B: Threshold Requirements and Other Submission Requirements

Exhibit B Threshold Requirements and Other Submission Requirements

1. **Eligibility:** Onondaga County Community Development will be submitting this application as : (01) County Government
2. **Unique Entity Identifier and Active Registration with Sam.gov.**
Onondaga County Sam.gov Unique Entity ID: PZ88LAELRJS3
3. **Outstanding Delinquent Federal Debts.** Onondaga County does not have any outstanding Delinquent Federal Debts. Onondaga County Community Development does not have any charges, cause determinations, lawsuits, or letters of un-resolved findings.
4. **Debarments and/or Suspensions.** Onondaga County is not debarred; suspended; proposed for debarment; or voluntarily excluded from doing business with the Federal Government.
5. **Mandatory Disclosure Requirement.** There is no evidence that a principal, employee, agent, sub awardee, sub recipient, or subcontractor of the recipient or applicant has committed: (a) violation of Federal criminal law involving fraud, conflict of interest, bribery, or gratuity violations potentially affecting the Federal award, or (b) a violation of the civil False Claims Act (31 U.S.C. 3729-3733).
6. **Pre Selection Review of Performance:** Not Applicable
7. **Sufficiency of Financial Management System:** OCCD has received HUD grant funds annually and has acceptable financial management systems in place to manage HUD programming including CDBG programming.
8. **False Statements:** The following language will be included in all annual reports and vouchers requesting payment: "By signing this report, I certify to the best of my knowledge and belief that the report is true, complete, and accurate, and the expenditures, disbursements and cash receipts are for the purposes and objectives set forth in the terms and conditions of the Federal award. I am aware that any false, fictitious, or fraudulent information, or the omission of any material fact, may subject me to criminal, civil or administrative penalties for fraud, false statements, false claims or otherwise. (U.S. Code Title 18, Section 1001 and Title 31, Sections 3729-3730 and 3801-3812)."
9. **Prohibition of Lobbying Activities:** Certification Form Attached
10. **Code of Conduct:** Attached

LOCAL LAW NO. 13, 1990

A LOCAL LAW OF THE COUNTY OF ONONDAGA ESTABLISHING A CODE OF ETHICS, CREATING A BOARD OF ETHICS, REQUIRING FINANCIAL DISCLOSURE BY CERTAIN OFFICERS, EMPLOYEES AND APPOINTED OFFICIALS AND REPEALING LOCAL LAW NO. 6 OF 1970

BE IT ENACTED BY THE ONONDAGA COUNTY LEGISLATURE OF THE COUNTY OF ONONDAGA, NEW YORK, AS FOLLOWS:

ARTICLE I. PURPOSE AND CONSTRUCTION

The citizens of Onondaga County are entitled to expect the highest degree of conduct on the part of County officers, employees and appointed officials. The Legislators of the County of Onondaga recognize that there must be rules of ethical conduct for its officers, employees and appointed officials to observe if a high degree of moral conduct is to be obtained and if public confidence is to be maintained in our County government. It is the purpose of this Law to promulgate these rules of ethical conduct for the officers, employees and appointed officials of the County of Onondaga. These rules shall serve as a guide for official conduct of such officers, employees and appointed officials. The rule of ethical conduct of this chapter is meant further to comply with Article Eighteen of the General Municipal Law.

ARTICLE II. DEFINITIONS

Section 2.1. Unless otherwise specifically indicated, for purposes of this Local Law, the following terms shall have the following meanings:

- (a) "Agency" means any of the divisions of County government, referred to in subdivision (d) of this section except the legislature.
- (b) "Appropriate body" pursuant to Article 18 of General Municipal Law means the Board of Ethics of the County of Onondaga.
- (c) "Child" means any son, daughter, step-son or step-daughter of a County officer, employee or appointed official if such child is under 18 or is a dependent of the officer, employee or appointed official as defined in the Internal Revenue Code Section 152(a)(1) and (2) and any amendments thereto.
- (d) "County" means the County of Onondaga or any department, board, executive division, institution, office, branch, bureau, commission, agency, legislature or other division or part thereof.
- (e) "Interest" means a direct or indirect pecuniary or material benefit accruing to a County officer, employee or appointed official, his or her spouse, or child whether as the result of a contract with the County or otherwise. For the purpose of this chapter, a County officer, employee or appointed official shall be deemed to have an interest in the contract of (i) his/her spouse and children, except a contract of employment with the County (ii) a firm, partnership or association of which such officer, employee or appointed official or his/her spouse or child is a member or employee; (iii) a corporation of which such officer, employee or appointed official, or his/her spouse or child is an officer or director; and (iv) a corporation of which more than 5% of the outstanding capital stock is owned by an officer, employee or appointed official, or his/her spouse or child.
- (f) "Legislation" means a matter which appears upon the calendar or agenda of the County Legislature of Onondaga County or upon a committee thereof

upon which any official action has been taken and shall include adopted acts, local laws, ordinances or resolutions.

(g) "Officer" or "employee" means any officer or employee of the County of Onondaga and any elected officials, appointed officials and heads of any agency, institution, department, office, branch, division, council, commission, board or bureau of the County of Onondaga whether paid or unpaid.

(h) "County elected official" means the County Executive, a County Legislator, the County Clerk, the District Attorney, the Comptroller or Sheriff.

(i) "Appointed official" means any individual who is appointed by the County Executive or the County Legislature to any agency, institution, department, office, branch, division, council, commission, board or bureau, whether unpaid or paid.

(j) "Relative" means a spouse or child of a County officer, employee or appointed official.

(k) "Reporting officer, employee or appointed official" means a Level I or Level II officer, employee or appointed official who is required to complete and file an annual statement of financial disclosure pursuant to this Local Law:

(1) "Level I reporting officer, employee or appointed official" includes elected officials, and heads of any agency, institution, department, office, branch, division, council, commission, board or bureau of the County of Onondaga whether paid or unpaid. It also means those appointed officials, deputies, assistants, officers and employees who hold policy making positions, as determined annually by the County Executive. The County Executive's determination of policy making positions shall be filed with the Board of Ethics before March 1 each year. No person shall be deemed to be a Level I reporting officer, employee or appointed official solely by reason of being a volunteer fireman or civil defense volunteer except a fire chief or coordinator or assistant. Any unpaid reporting officer, employee or appointed official, except the members of the Board of Ethics, may make application to the Board of Ethics for exemption from the financial reporting requirements of Article IX and Article X herein and shall be granted such exemption by the Board of Ethics upon a showing of good cause.

(2) "Level II reporting officer, employee or appointed official" includes unpaid or paid members of any commission, board or bureau who are not determined by the County Executive to be policy makers;

(l) "Spouse" means the husband or wife of an officer, employee or appointed official subject to the provisions of this Local Law unless legally separated from such officer, employee or appointed official.

(m) "Jurisdiction" shall mean having authority, capacity, power or right to act with regard to the management and administration of policy and supervision of personnel of the county agency (as defined above at 2.1(a)) in which (s)he is an officer, employee or appointed official (as defined above at 2.1(h)).

ARTICLE III. CODE OF ETHICS

There is hereby established and adopted a code of ethics containing the following standards of conduct for officers, employees and appointed officials of Onondaga County.

Section 3.1. (a) Receipt of Benefit. They shall not directly or indirectly solicit, accept or agree to accept any benefit from another person upon an agreement that her/his vote, opinion, judgment, action, decision or exercise of discretion as a County officer, employee or appointed official will thereby be influenced. A donation to a person seeking public or party office or to a committee supporting the efforts of such person shall not be considered such a benefit hereunder.

(b) Confidential information. They shall not disclose information which is

lawfully confidential and acquired by them in the course of their official duties or use such information to further their personal interests.

(c) Representation before one's own agency. They shall not receive or enter into any agreement, express or implied, for compensation or benefit to themselves or a relative, directly or indirectly, for services to be rendered in relation to any matter before any County agency of which they are an officer, employee or appointed official or of any County agency over which they have jurisdiction or to which they have the power to appoint any officer, employee or appointed official.

(d) Representation before any agency for a contingent fee. They shall not receive nor enter into any agreement, express or implied, for compensation or benefit to themselves or a relative, directly or indirectly, for services to be rendered in relation to any matter before any agency of the County, whereby their compensation is to be dependent or contingent upon any action by such agency over which he/she has substantial involvement and policy-making authority with respect to such matter, provided that this paragraph shall not prohibit the fixing at any time of fees based upon the reasonable value of the services rendered.

(e) Disclosure of interest in any legislation or County contract. To the extent that they know thereof, any officer, employee or appointed official of the County of Onondaga, whether paid or unpaid, who has any interest in any legislation before the County Legislature or a committee thereof and who gives any opinion to such body upon such legislation or who has an interest in any contract or agreement of the County or an agency in which he or she may make policy decisions or perform discretionary acts thereof, shall disclose to an immediate supervisor in writing the nature and extent of such interest. Such disclosure shall be made prior to rendering such opinion or engaging in said policy decisions and discretionary acts. A County Legislator who has any interest in any such legislation, contract or agreement shall make prior disclosure in writing to the Chairperson of the Legislature and to the County Attorney in lieu of a supervisor and shall withdraw from participation in any legislative process with respect thereto.

(f) Partnership, unincorporated association or corporation. No partnership or unincorporated association of which a County officer, employee or appointed official is a member or employee or in which he or she has a proprietary interest, nor any corporation of which a County officer, employee or appointed official is an officer or director or legally or beneficially owns or controls more than five percent of the outstanding stock, shall appear before the agency served by or which employs such County officer, employee or appointed official on behalf of any person other than the county without full disclosure to the Board of Ethics.

(g) Investments in conflict with official duties. An officer, employee or appointed official shall not invest or hold any investment directly or indirectly in any financial, business, commercial or other private endeavor or entity, which creates a conflict with his or her official County duties.

(h) Private employment or services. An officer, employee or appointed official shall not engage in, solicit, negotiate for or promise to accept private employment or render services for private interests when such employment or service creates a conflict of interest with or impairs the proper discharge of official County duties. In the event such a conflict arises with respect to a legislator, (s)he shall notify the Chairperson of the Legislature of same and withdraw from participation in any legislative process with respect thereto.

(i) Future employment. For a period of one year after the termination of service or employment with the County, no former officer, employee or appointed official, on his or her own behalf, or as an employee, agent or representative of another may apply to or appear before or conduct business with respect to any County agency or legislative body in any matter concerning which he or she personally rendered substantial services and made policy decisions during the period of his or her term of office, service or

employment by such agency or body. Said one year prohibition may be waived by the Board of Ethics for good cause upon written application of such officer, employee or appointed official. At the expiration of the one year period and thereafter, the former officer, employee or appointed official shall make prior disclosure in writing to the Board of Ethics of the nature and extent of his/her county involvement with matters (s)he now seeks to address with such county agency or legislature.

(j) Offer of Employment. An officer, employee or appointed official shall disclose in writing to the Board of Ethics any offer of employment received from any person, firm or corporation which, to the knowledge of such officer, employee or appointed official, is furnishing or seeking to furnish goods or services to the County, if such officer, employee or appointed official has substantial involvement or responsibility for policy making in securing such goods or services and if such officer, employee or appointed official enters into negotiations for such employment. Such disclosure must be made whether or not such offer and negotiations are verbal or written and whether or not the offer is accepted.

Section 3.2. All persons, firms, or corporations rendering services to the County as contractors, consultants, or in any other professional capacity, whether paid or unpaid, shall file an instrument with the Onondaga County Attorney. Such instrument shall be in the form of a written affidavit and shall state that "the party agrees that it has no interest and will not acquire any interest, direct or indirect that would conflict in any manner or degree with the performance of the services to be rendered to the County." Such instrument shall further state that "the party further agrees that, in the rendering of services to the County, no person having any such interest shall knowingly be employed by it." Filing of all or part of such instrument may be waived by the Board of Ethics for good cause upon written application.

ARTICLE IV. BOARD OF ETHICS

Section 4.1. There is hereby created and established a Board of Ethics consisting of at least three (3) members, all of whom shall reside in the County and who shall serve without compensation.

Section 4.2. All members of such Board shall be appointed by the County Executive subject to confirmation by the County Legislature. Members shall be appointed for a term of three (3) years with no member serving more than two full three (3) year terms.

Section 4.3. Each member shall serve until his or her successor has been appointed.

Section 4.4. At least one member of such Board shall be an elected officer or employee of the County of Onondaga, but a majority of such members may not be officers or employees of the County.

Section 4.5. The Board of Ethics shall render advisory opinions in writing to officers, employees and appointed officials of the County with respect to this Local Law and Article Eighteen of the General Municipal Law. Such opinions shall be rendered only upon written request by the officer, employee or appointed official concerned with the subject of the inquiry.

Section 4.6. Such opinions shall not be made public or disclosed unless required by the Freedom of Information Law (Public Officers Law Article 6) or required for use in a disciplinary proceeding or proceeding under Article XI of this Local Law involving the officer, employee or appointed official who requested the advisory opinion. Whenever a request for access to an advisory opinion herein is received, the officer, employee or appointed official who requested the opinion shall be notified of the request within forty-eight (48) hours of the receipt of the request.

Section 4.7. The Board of Ethics shall possess all powers and duties authorized by Section 808 of General Municipal Law.

Section 4.8. The Board of Ethics shall be the repository for completed annual statements of financial disclosure, pursuant to §808(5) of General Municipal Law and Article VIII herein and such written instruments, affidavits, and disclosures as set forth in Article III above.

Section 4.9. The Board of Ethics shall possess, exercise and enjoy all the rights, powers and privileges necessary and proper to the enforcement of the Code of Ethics and completion and filing by reporting officers, employees and appointed officials of the County of annual statements of financial disclosure required by this act.

Section 4.10. The Board of Ethics shall promulgate rules and regulations in furtherance of its powers and duties enumerated herein. Said rules and regulations shall include rules governing the conduct of adjudicatory proceedings and appeals relating to the assessment of the civil penalties herein authorized. Such rules shall provide for due process procedural mechanisms substantially similar to those set forth in Article III of the State Administrative Procedure Act, but such mechanisms need not be identical in terms or scope. Such procedural mechanisms shall include but not be limited to the power of the Board of Ethics to request from the County Legislature a subpoena for any individual, whether or not a County officer, employee or appointed official, and any document or thing which the Board of Ethics deems necessary to the resolution of any pending adjudicatory proceeding or matter.

Section 4.11. The County Attorney or his designated deputy shall serve as counsel to the Board of Ethics.

Section 4.12. Members of the Board of Ethics shall be indemnified and defended by Onondaga County in like manner and according to the provisions of Resolution #168 of 1990, "Defense and Indemnification of Public Officers and Employees of Onondaga County," and any amendments thereto.

ARTICLE V. SUITS AGAINST THE COUNTY

Nothing herein shall be deemed to bar or prevent the timely filing by a present or former Onondaga County officer, employee or appointed official of any claim, account, demand or suit against the County or any agency thereof on his or her own behalf or the behalf of a relative arising out of any personal injury or property damage or for any lawful benefit authorized or permitted by law.

ARTICLE VI. DISTRIBUTION OF THIS LOCAL LAW

Within thirty days of the effective date of this Local Law, and any amendments thereof, the County Executive shall cause a copy of this Local Law and any amendments of same to be distributed to every officer, employee and appointed official of the County, and shall further cause a copy of this Local Law to be conspicuously posted in all public buildings owned or controlled by the County. Each officer, employee and appointed official elected or appointed thereafter shall be furnished a copy before entering upon the duties of County employment.

ARTICLE VII. DISCLOSURE FORM; DISTRIBUTION

The County Executive shall, on or before the fifteenth day of March of each year, cause to be distributed, for completion and filing, to those officers, employees and appointed officials set forth in Article II Section 2.1 (k) of this Law, forms substantially similar to those set forth in Article VIII of this Law.

ARTICLE VIII. FORMS

The annual statement of financial disclosure shall be in substantially the following form: ANNUAL STATEMENT OF FINANCIAL DISCLOSURE FOR ONONDAGA COUNTY.
For calendar year _____.

(A) Level I Officers, Employees and Appointed Officials:

1. Name _____

2. (a) Title of Position _____

(b) Department, Agency or other Government Entity _____

(c) Address of Present Office _____

(d) Office Telephone Number _____

3. (a) Marital Status _____. If married, please give spouse's full name including maiden name where applicable.

(b) List the names of all children.

4. Answer each of the following questions completely.

(a) List the location of any real property within the County or within five miles of the County in which he or she, or his or her spouse or children, has an ownership or other financial interest;

(b) List the name of any partnership, unincorporated association, or other unincorporated business, of which he or she, or his or her spouse, is a member, officer or employee, or in which he or she, or his or her spouse, has a proprietary interest, and his or her position, and his or her spouse's position, if any, with the partnership, association, or business;

(c) List the name of any corporation of which he or she, or his or her spouse, is an officer, director, or employee, or of which he or she, or his or her spouse, legally or beneficially owns or controls more than five percent of the outstanding stock, and his or her position, and his or her spouse's position, if any, with the corporation; and

(d) List the name and description of any self-employment from which he or she, or his or her spouse, has derived, during the previous calendar year, gross income in excess of two thousand dollars.

(e) List each source of gifts, excluding campaign contributions, in excess of \$1,000, received during the reporting period for which this statement is filed by the reporting individual or such individual's spouse or child from the same donor, excluding gifts from a relative. Include the name and address of the donor. The term "gifts" does not include reimbursements, which term is defined in item (f) herein. Indicate the value and nature of each such gift.

(f) Identify and briefly describe the source of any reimbursements for expenditures, excluding campaign expenditures and expenditures in connection with official duties reimbursed by the political subdivision for which this statement has been filed, in excess of \$1,000 from each such source. For purposes of this item, the term "reimbursements" shall mean any travel-related expenses provided by non-governmental sources and for activities related to the reporting individual's official duties such as, speaking engagements, conferences, or fact-finding events. The term "reimbursements" does not

include gifts reported under item (e) herein.

5. If a reporting officer, employee or appointed official is not able, after reasonable efforts, to obtain some or all of the information required by paragraph four of this section which relates to his or her spouse or household member, he or she shall so state, as part of the annual disclosure statement.

6. If a reporting officer, employee or appointed official practices law, is licensed by the department of state as a real estate broker or agent or practices a profession licensed by the department of education, his or her annual disclosure statement shall include a general description of the principal subject areas of matter undertaken by such officer, employee or appointed official in his or her licensed practice. If such officer, employee or appointed official practices with a partnership, unincorporated association or corporation and is a partner or shareholder of the firm or corporation his or her annual disclosure statement shall include a general description of the principal subject areas of matters undertaken by such firm or corporation. The disclosure required by this section shall not include the names of individual clients, customers or patients.

(B) Level II Officers, Employees and Appointed Officials:

1. Name _____

(a) Title of Position _____

(b) Department, Agency or other Government Entity _____

(c) Address of Present Office _____

(d) Office Telephone Number _____

2. Please verify the following statement:

I have received and read a copy of the Local Law No. ___ of 1990 of the County of Onondaga establishing a Code of Ethics, creating a Board of Ethics, and requiring financial disclosure. As defined under that law, I know of no conflict which exists concerning my position with the County except for _____

As my circumstances change, I will duly notify the Board of Ethics for the County of Onondaga forthwith.

Name

Sworn to before me

this ___ day of _____.

Notary Public

ARTICLE IX. FILING

Annual statement of financial disclosure; filing; exceptions and extensions.

1. Any person required to file an annual statement of financial disclosure pursuant to this chapter shall submit such completed form on or before the fifteenth day of May of each year to the Board of Ethics.

2. Any person required to file such statement who becomes so required after May fifteenth of any year shall file such statement within thirty days of becoming so required.

3. Any person who is subject to the reporting requirements of this chapter and who timely filed with the Internal Revenue Service an application for automatic extension of time in which to file his or her individual income tax return for the immediately preceding calendar or fiscal year shall be required to submit such financial disclosure statement on or before May fifteenth but may, without being subjected to any civil penalty on account of a deficient statement, indicate with respect to any item of the disclosure statement that information with respect thereto is lacking but will be supplied in a supplementary statement of financial disclosure, which shall be filed on or before the seventh day after the expiration of the period of such automatic extension of time within which to file such individual income tax return, provided that failure to file or to timely file such supplementary statement of financial disclosure or the filing of an incomplete or deficient supplementary statement of financial disclosure shall be subject to the notice and penalty provisions of this law respecting annual statements of financial disclosure as if such supplementary statement were an annual statement.

4. Any person who is required to file an annual financial disclosure statement may be granted by the County Board of Ethics an additional period of time within which to file such statement based upon justifiable cause or undue hardship, in accordance with required rules and regulations on the subject adopted by the Board of Ethics pursuant to this law and shall file such statement within the additional period of time granted.

5. No annual statements of financial disclosure, or the information contained therein, shall be made public or disclosed unless such is required by the Freedom of Information Law (Public Officers Law Article 6) or made necessary or permitted by the provisions of this Local Law; and whenever a request for access to the annual financial statement of a person required to file such statement as provided herein is received, such covered person shall be notified of the request within forty-eight (48) hours of the receipt of the request.

ARTICLE X. PENALTIES

In addition to any penalty contained in any other provision of law, any reporting officer, employee or appointed official who is required to complete and submit an annual statement and who knowingly and willfully fails to do so or who knowingly and willfully with intent to deceive makes a false statement or gives information on such statement which such individual knows to be false may be assessed a civil penalty in an amount not to exceed one thousand dollars and/or may be subjected to disciplinary action as otherwise provided by law. Assessment of a civil penalty hereunder shall be made by the Board of Ethics, subject to approval by the Onondaga County Legislature. Assessment of a civil penalty shall be subject to review at the instance of the affected individual in a proceeding commenced pursuant to article seventy-eight of the Civil Practice Law and Rules.

ARTICLE XI. REPEAL OF LOCAL LAW 6-1970

Local Law 6 of 1970 is hereby repealed and the Board of Ethics established therein is dissolved.

ARTICLE XII. SEVERABILITY

If any section, subdivision, clause, item or other part of this local law, or the application thereof should be held by a court of competent jurisdiction to be invalid, void or violative of a constitution or controlling law, such holding or determination shall be restricted to such section, subdivision, clause, item or other part or the application thereof and shall not apply to the remaining parts of such local law. Such remaining parts shall continue in full force and effect.

ARTICLE XIII. ENABLING LEGISLATION

The provisions of this local law are enacted pursuant to the authority granted by Article Eighteen of the General Municipal Law.

ARTICLE XIV. EFFECTIVE DATE

This Local Law shall take effect immediately subject to the provisions of the Municipal Home Rule Law, except that the Financial Disclosure provisions shall not take effect until December 30, 1990. The first annual statements of financial disclosure shall relate to

June 18, 1990

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calendar year 1990 and submission of such statements shall not be required until May 15, 1991.

ADOPTED. Ayes: 23 Noes: 0 Absent: 1 (Dunham)

Onondaga County Community Development

Exhibit C: Factor (a) Need

Exhibit C: Factor (a) Need

- **Are you applying for PRICE Main, Price Replacement Pilot, or both categories of funding?**

Onondaga County is applying for both categories of funding in this application.

- **What is the Project Area and the Need for Accessible Housing Within it?**

The project area is inclusive of all Cities, Towns, Villages and Hamlets in Onondaga County. There are 19 manufactured housing communities located in Onondaga County. One of which is a resident controlled MHC containing 11 homes. Of the 18 privately owned communities, there are 16 owners. There are an estimated 1,039 units of manufactured housing in these parks. Parks surveyed contain a wide range of issues and standards of upkeep. There are currently >10 pre 1960 units that are inhabited. There are >60 buildable vacant pads and vacant parcels in the community zoned for manufactured homes. There are no manufactured housing communities within the boundaries of the City of Syracuse due to zoning restrictions. There are 4 manufactured housing communities within a 5 mile radius of the city of Syracuse and 10 within a 10 mile radius of the City of Syracuse, which is a CDBG Entitlement Community. There is one owner controlled location with 11 homes that is not included on the attached map. *Onondaga County Department of Planning; Mobile Home Communities in Onondaga County [map] March 2024 Executive Summary page 3A*

Of the manufactured housing sites surveyed online and in person, it has been determined that there are a significant amount of dangerous pre 1976 units still in use in Onondaga County. Examples of frozen pipes, kerosene heaters catching fire, sanitary sewage issues on several properties, fires, evictions and extreme poverty have been identified. Despite these issues, the parks are generally quiet, located in quality school districts, and have low incidents of reported crime. What we are seeing in our manufactured parks is a situation where it is not uncommon for the renters and owners do not seek public services despite qualifying for them, and owners being generally uneducated on available services. Some repairs, particularly, expensive sewage systems and roads have been in disrepair for several years causing sections of parks to be unable to be rented and patchy amateur repair work.

The need for new affordable housing in Onondaga County has been recently detailed in a housing study performed for the City of Syracuse in 2022 by CZB LLC, a Maine-based planning consultant hired through an RFP process and funded by the American Rescue Plan Act, resulted in findings that show that there is a housing affordability crisis and a market gap in Syracuse and Onondaga County. Results of this study show that 46% of Syracuse households earn less than \$35,000 a year, and most of them are “cost burdened,” paying more than 30% of their income on housing.

According to a report by Apartment Advisor (Feb 19, 2024), Syracuse has become the most competitive rental market in the U.S. as the cost of renting an apartment has climbed 23% over the past two years.

In 2023, the Housing and Homelessness Coalition reported that homelessness had increased by 30% across Cayuga, Onondaga and Oswego Counties. Family homelessness went up 41%, and of those people, 75% have never been homeless before.

The issue of affordability and market gap has not only impacted the densely populated City of Syracuse, but has also produced similar data in towns and villages throughout Onondaga County particularly in the rise in family homelessness.

Rental costs in Onondaga County:

The table shows rental units in each town and the city of Syracuse, the number of households spending 30% or more of their income in rent and the percentage of households spending that much in each place.

Place	Rental units	Households spending 30% or more on rent	% households
Pompey	69	49	71.01%
Lysander	1,853	1,026	55.37%
Syracuse	34,575	17,857	51.65%
Skaneateles	652	311	47.70%
Onondaga	1,345	604	44.91%
Camillus	2,249	1,003	44.60%
Clay	7,320	3,209	43.84%
Manlius	2,680	1,170	43.66%
Marcellus	592	235	39.70%
Van Buren	2,066	816	39.50%
Cicero	2,520	989	39.25%
De Witt	3,024	1,155	38.19%
Elbridge	365	138	37.81%
Salina	4,795	1,660	34.62%
Geddes	1,935	632	32.66%
LaFayette	414	122	29.47%
Otisco	106	27	25.47%
Tully	186	46	24.73%

Place	Rental units	Households spending 30% or more on rent	% households
Fabius	109	23	21.10%
Spafford	31	0	0.00%

Census Bureau Get the data Created with [Datawrapper](#)

- **Is your project within or does it include any communities that meet Distress Criteria?**

Yes, 12 of the 19 manufactured home communities in Onondaga County are located in designated CDFI communities

- **Does your proposal increase resilience in any disaster-prone areas?**

No, Onondaga County is not identified on the FEMA map of Community Disaster Relief Areas.

- **What are the barriers to manufactured housing preservation or revitalization in Your project area?**

Current barriers that are faced for preservation or revitalization of manufactured housing communities in Onondaga County include ongoing disinvestment in maintenance of septic and well systems, infrastructure deterioration, and a general stigma around the communities as being unkempt and substandard. Homeowner repair grants available to help with ADA compliance activities, weatherization and home repair do not apply to owners of mobile homes that do not own the land.

Onondaga County Community Development

Exhibit D: Factor (b) Soundness of Approach

Exhibit D: Factor (b) Soundness of Approach

In developing this program and determining need and scope of work for Onondaga County communities, an advisory group was developed by Susan Boyle, project coordinator, this advisory group consisted of:

Property Owners: 19 park owners and residents of Manufactured Housing Communities in Onondaga County

Community Development Organizations; Home Headquarters, The CoC, The Department of Social Services – Economic Security, Empire Housing,

Retailers and Manufacturers: American Homes, Peaceful Living Home Sales, and Fifth Garden Park, LLC.

Industry professionals: HAHN Septic. General Contractors

i. Subfactor (b) (i): Project Description, Management, and Impact

- **What are your vision and goals?**

The combination of the **PRICE Main** and the **PRICE Replacement PILOT** will allow for a program that will bring sites up to code, support current homeowners and investors, and create new quality housing for low and mid income community members. The vision for this program is to repair necessary infrastructure to manufactured housing communities creating an environment that is safe, healthy, and of better value to current residents and owners who own and rent on the property. These improvements will create a community that will respond well to expansion and growth of new units of housing that will support a diverse, low income, sustainable and well maintained neighborhood. Providing ADA repairs and improvements to new and existing homes will make the community safe and accessible for disabled and senior residents who are a large portion of the population of manufactured housing communities nationally.

Strategic Goal #1 Support Underserved Communities

1A) Advance Housing Justice

Free Legal Aid Program

The **PRICE Main Grant** will fund a free Legal Aid program for residents of manufactured and mobile homes in Onondaga County. Low and Moderate -income residents of manufactured housing communities often face legal challenges related to housing maintenance and fair housing laws. Free legal aid services will play a pivotal role in supporting these residents by providing essential legal assistance and education, thereby empowering them to maintain their housing and assert their rights under fair housing laws.

Unique to manufactured housing owners, Title issues often cause barriers to homeownership. Resolving title issues for property owners often requires legal assistance to clarify ownership, address any outstanding liens or encumbrances, and ensure compliance with relevant regulations. Additionally, efforts to improve the documentation and transfer processes for mobile home titles can help mitigate future title issues and provide greater clarity and security for residents. Title issues may arise due to factors including; *Ownership Documentation*: Mobile homes are titled differently than traditional site-built homes. Instead of a deed, mobile homes typically have a title, similar to that of a vehicle. Issues can arise if the title is lost, incorrect, or not properly transferred during a sale, leading to questions about ownership and legal rights. *Title Transfers*: When a mobile home is bought or sold, the title must be properly transferred to the new owner. Failure to do so can result in complications, including disputes over ownership and difficulty in securing financing or insurance for the home. *Liens and Encumbrances*: Like any other property, mobile homes can be subject to liens or other encumbrances that affect ownership rights. Unpaid debts, tax liens, or judgments against previous owners could cloud the title and create issues for current occupants. And, *Legal Status*: In some cases, mobile homes may be located on leased land within mobile home parks or communities. Issues related to the lease agreement or changes in park ownership can impact the legal status of the mobile home and its occupants

In addition to title and ownership barriers that would be aided by a free legal aid program for manufactured housing community members the Legal Aid Program will also provide opportunities for education and counseling on Fair Housing Laws.

1B) Invest in the Success of Communities.

The successful integration of new low-income housing units into the community depends on fostering positive relationships between new and existing residents, promoting social cohesion, and addressing any concerns or stereotypes related to affordable housing. Community engagement and outreach efforts are essential to building trust and promoting understanding among residents. Investments in infrastructure improvements and programs that benefit both new and current residents of existing manufactured housing communities will support gentle density increases in these communities while adding to the quality of life and equity of existing homes.

Home Repair Grants for Homeowners

The **PRICE Replacement Pilot Program** will fund a grant program that will be run through our sub-grantee, **Home Headquarters, Inc.** This program will offer grants to current income qualified manufactured home owners that will address necessary repairs and renovations to their manufactured and (post 1976) mobile homes. Grants for home maintenance can cover the costs of critical repairs such as roof replacement, plumbing fixes, or heating system upgrades. By addressing these maintenance needs, homeowners can ensure their homes remain safe, comfortable, and structurally sound. These grants can assist homeowners with Accessibility Modifications, Health and Safety Improvements and modifications which may be necessary to enable older adults and individuals with disabilities to remain in their homes and communities for as long as possible. Many older manufactured homes may contain hazardous materials such as mold or asbestos, posing risks to residents' health and safety. This grant program can fund

remediation efforts to address these hazards, ensuring a safe living environment for homeowners and their families. Additionally, grants can support the installation of smoke detectors, carbon monoxide detectors, and other safety features to mitigate risks of fire and other emergencies. Manufactured homes often lack energy-efficient features found in traditional site-built homes, leading to higher utility bills for residents. Home maintenance grants can support the installation of energy-efficient upgrades such as insulation, weatherization measures, and energy-efficient appliances. By reducing energy consumption and utility costs, these upgrades alleviate financial burdens for low-income homeowners and contribute to environmental sustainability.

Repairing and maintaining existing manufactured homes contributes to neighborhood stabilization and revitalization efforts, enhancing the overall quality of life for residents and fostering a sense of pride and ownership within the community. By investing in home repairs, grant programs support broader community development goals and promote sustainable, inclusive communities for all residents.

Strategic Goal 2: Ensure Access to and Increase the Production of Affordable Housing

2A) Increase the Supply of Housing.

The **PRICE Replacement Pilot Grant** program will facilitate a grant program for new housing production that will increase the supply of affordable, quality, low income manufactured homes. Installation of new manufactured homes on unoccupied sites or new sites in park expansion projects, as well as supporting the installation of new manufactured housing for infill projects will provide an increase in low income ownership opportunities and low income rental units. The 55% match commitment will be provided by property owners, builders, and when applicable, NYS Affordable Housing Corporation Grant funds through Empire Housing (pending grant approval). Property owners will be reimbursed for up to 45% of the costs associated with new installations up to \$90,000 per unit with a 30 year affordability lien required.

Several of the communities identified in Onondaga County have access to land for expansion and vacant pads that can be used for infill for new affordable units. In research and outreach done in developing this program, owners of the communities in Onondaga County have been very receptive to the guidelines and parameters of this proposed program. Two MHC owners have room for extensive expansion of their communities with a goal to prioritize HUD approved multifamily replacement units to be placed on vacant pads, and locations where new pads can legally be installed.

Marketing embedded in the program design will ensure that the benefits of the program reach those most in need of affordable housing options through targeted engagement and support that will actively engage local stakeholders, including residents, community organizations, and government agencies, to align with the needs and preferences of the community. Community input and support will be integral to the success and sustainability of the program

Strategic Goal 3: Promote Homeownership

The down payment and closing cost assistance grants available in the **PRICE Replacement PILOT** program play a crucial role in promoting homeownership by reducing the financial barriers that often deter potential buyers, particularly those with limited savings or low incomes. Manufactured homes are generally more affordable than traditional site-built homes, but the upfront costs, including the down payment, can still be a significant obstacle for low- and moderate-income buyers. Down payment assistance grants provide funds that can be applied toward the down payment, reducing the amount of money that buyers need to contribute out of pocket and making homeownership more attainable. Many lenders also require a minimum down payment as a condition for financing a manufactured home purchase. By supplementing the buyer's down payment with grant funds, this program will increase the likelihood of loan approval and enable buyers to qualify for more favorable financing terms, such as lower interest rates or reduced mortgage insurance premiums.

The Empire Development, NYS Affordable Housing Grant application will enhance homeownership efforts for manufactured housing by offering grants to reduce costs to low/mod income buyers for the purchase and installation of manufactured homes. If the park owner has pads and space available for expansion, but is unable or unwilling to match the funds for development of new units to expand their park, AHC would be able to match the funds required for new construction of manufactured housing on the site with the condition that the new property be sold to a first time, low income homebuyer.

3A) Advance Sustainable Homeownership

The Homeownership education program available as a component of the **PRICE Replacement Pilot program**, will be run by **Home HeadQuarters, Inc.** Homeownership education plays a crucial role in promoting housing stability by providing prospective homebuyers with the knowledge, skills, and resources they need to make informed decisions, navigate the home buying process successfully, and sustain homeownership over the long term. As recommended by the State of NY, the benefit of participating in this program as a part of the down payment assistance grant program is \$500.00.

The Home HeadQuarters Homeownership education program will teach participants about key financial concepts related to homeownership, such as budgeting, saving for a down payment, managing credit, understanding mortgage options, and calculating homeownership costs. By improving participants' financial literacy, these programs empower them to make sound financial decisions and avoid common pitfalls that can lead to housing instability, such as foreclosure or default. Many prospective homebuyers are unfamiliar with the complex process of buying a home, including tasks such as selecting a mortgage lender, searching for a home, negotiating a purchase agreement, and completing the closing process. Homeownership education provides participants with step-by-step guidance on each stage of the home buying process, demystifying the process and equipping them with the knowledge and confidence to navigate it successfully. The Home HeadQuarters homeownership education program will help participants understand the true costs of homeownership, including monthly payments, homeowners insurance, pad rental, maintenance expenses, and utility bills. By accurately assessing their housing affordability and budgeting for ongoing homeownership expenses, participants can avoid becoming overextended financially and reduce the risk of housing instability due to affordability

challenges. This program will teach participants about home maintenance tasks, such as routine repairs, seasonal maintenance, and emergency preparedness. By empowering homeowners to take proactive measures to maintain their homes, small issues are prevented from escalating into costly problems that could threaten housing stability.

The Home Headquarters Homeownership education program will also promote housing stability by providing participants with information about local resources and support services available to homeowners, such as housing counseling agencies, home repair assistance programs, foreclosure prevention resources, and community development initiatives.

Strategic Goal 4: Advance Sustainable Communities

The Price Main program supports an infrastructure grant program for owners of manufactured housing communities that will fund extensive infrastructure repair and improvement, and resilience activities, that will contribute to the value and overall long term health, growth, and sustainability of the community.

Road and Utility Improvements: Many manufactured housing communities in Onondaga County may lack adequate roadways and utility infrastructure, leading to issues such as potholes, drainage problems, and unreliable water and sewer systems. Infrastructure grants for road repairs, upgrades to water and sewer lines, and improvements to electrical and WiFi infrastructure will enhance the safety, reliability, and functionality of these essential services.

Storm water Management: grants will support the implementation of storm water management measures such as drainage systems, retention ponds, and green infrastructure solutions to mitigate flooding and protect residents from water-related hazards where the deterioration of these facilities are causing health hazards.

Community Facilities: Construction or renovation of community facilities within manufactured housing communities, such as recreational areas, playgrounds, and community centers will provide residents with opportunities for social interaction, recreation, education programming, and community engagement, contributing to a sense of belonging and well-being among community members. Additionally, the Department of Social Services – Economic Security is committed to working with parks that develop community centers by facilitating the development of new day Care Centers where possible.

Environmental Health and Safety: Infrastructure grants will also address environmental health and safety concerns within manufactured housing communities, including issues such as contamination from hazardous materials or inadequate waste management practices. Grants can support initiatives to remediate environmental hazards, improve waste disposal facilities, and promote sustainable practices to enhance the health and safety of residents and the surrounding environment.

Accessibility and Mobility: ADA Compliance activities will be funded to support accessibility and mobility in MHC's. This may include the installation of sidewalks, ramps, and street lighting.

The infrastructure improvement grants will significantly enhance the overall quality of life for residents of manufactured housing communities in Onondaga County, fostering safer, healthier, and more vibrant communities. These investments not only address immediate infrastructure needs but also lay the foundation for long-term community resilience, sustainability, and prosperity.

All properties rehabbed by Onondaga County's PRICE program will be required to meet health and safety standards determined by the Department of Health

- **Which eligible activities will you use to address the need(s) described in Factor (a)?**

The following eligible activities will be used to address the needs described in Factor (a)/ Exhibit D Need:

HUD PRICE Main Program Eligible Activities:

Free Legal Aid Program: Free legal aid services for Manufactured Housing Communities offering Fair Housing counselling, property title issues, and eviction prevention

Repair Grants: Grants to homeowners for necessary repair of existing manufactured housing to protect the current and ongoing health and safety of residents.

*Units pre 1976 are *only* eligible for replacement.

Demolition and replacement of privately owned pre 1976 units with a new equivalent, HUD approved product. Future sales of replaced properties will be required to be made to low income buyers (80%AMI) Future rentals of park owned units replaced in this program will be required to be rented at HUD Fair Housing rates for 30 years and if sold, will be required to be sold to a qualified low income (80%AMI buyer)

Infrastructure Grants for manufactured housing community owners: Grants will be subject to submission of a 5 year development plan and community input. Allowable activities include: roads, sidewalks, lighting, septic and sewer maintenance and repair, water line maintenance and repair, WIFI, Utilities, landscaping, ADA compliance activities, playgrounds, landscaping and signage. The impact of these improvements will contribute to quality of life, health, and wealth/equity building for new homeowners and existing homeowners

HUD PRICE Replacement PILOT Eligible Activities

New Housing Production: Increase the supply of affordable, quality, low income homes. Installation of new manufactured homes on unoccupied sites or new sites in park expansion projects. 45% Reimbursement grants will also be made available for the installation of new manufactured housing for infill or expansion projects that will provide low income ownership opportunities. The 55% match commitment will be provided by

property owners, builders, and NYS Affordable Housing Corporation Grant funds through Empire Housing (pending grant approval). Property owners will be reimbursed for up to 45% of the costs associated with new installations up to \$100,000 per unit. 30 year affordability lien required on new homes.

Down Payment/ Closing Cost Assistance Grants Promote Homeownership with down payment/closing cost assistance grants for the purchase of new manufactured homes. A grant program run by our sub-grantee Home HeadQuarters, will make available down payment/ closing cost assistance grants for new qualified homeowners. Grants will be made for \$9,500. Participation in the Homeowner Education program will allow grant recipients to maximize the grant potential to \$10,000.00 by adding a \$500 class completion stipend to the grant. Program match will be provided in the form of a discount applied to the cost of the new home by the manufacturer in the amount equal to 55% of the amount of the grant. *ie: a \$10,000 down payment assistance grant would be matched by the manufacturer with a product discount of \$5,500 on the price of the home.* Partnership agreements are included in this application from major Onondaga County retailers.

Homeownership Education Promotion: Home HeadQuarters Homeownership education program will be available to all recipients of the closing cost grant program with an available incentive of \$500.00 for completing the program. The \$500 incentive will be awarded as an increase in the down payment grant to \$10,000.00.

- **What is your timeline and key tasks along that timeline?**

Outreach: Immediately upon grant award, communication will be sent to each owner of a manufactured community in Onondaga County. Community outreach efforts will begin to make the community at large aware of repair grant, legal aid, homeownership education, and down payment assistance programming.

Infrastructure Repair Grants: Mobile Home community owners will be sent a request for a 5 year infrastructure development plan for their property, resident surveys, and request for funding forms. (See subpage(s) 19A). Technical assistance will be provided by the office of Community Development in completing the 5 year plan when necessary. The applications will be accepted for infrastructure grants to manufactured housing communities on a rolling basis. Upon satisfactory completion and inspection of a grant project, the owner will be eligible to submit for another project consistent with their 5 year plan.

Down payment and closing cost assistance grant program: This program will be advertised in manufactured housing communities to renters, Home HeadQuarters, Local banks, as well as on the Onondaga County Community Development website and banking partners. Applicants who are interested in the down payment and closing cost assistance grants will apply with the office of Community Development. After demonstrating eligibility based on HUD LMI guidelines. A commitment letter for the program will be issued to the bank stating the approval for the grant program as well as the requirement that the seller match 45% of the grant amount with a product

discount detailed on the sales receipt. A copy of the sales receipt must be forwarded to OCCD upon closing at which time, funds will be released to the bank issuing the loan on behalf of the buyer.

Free Legal Aid Program: This program will be contracted with one of 3 legal aid program providers in Onondaga County. A mailing will be sent to all resident addresses in the 19 MHC's in Onondaga County. Free legal aid program will also be used on a case by case basis when replacing a pre-1976 unit requires title work to establish ownership and to secure the new replacement unit transfer of title in the name of the owner.

Replacement of pre 1976 units: An initial survey of the eligible units on a property will be done by OCCD staff. Owners will be advised of the program. Upon determination of eligibility for the program OCCD will contract using a competitive RFP program for the removal, demolition and replacement of the unit. Relocation funds will be available for moving assistance and temporary hotel shelter during the transition.

Repair Grants: Grant program for repair grants for existing qualified manufactured homeowners will be sub contracted to Home HeadQuarters to administer. Home HeadQuarters will administer this program using the existing programming that they have in place for other home repair grant programs available throughout Onondaga and Cayuga Counties. Documentation of the RFP process and eligible grants processed will be reported to OCCD quarterly.

- **What is Your Budget?**

The **PRICE Main Program Budget** includes the following:

Funding for a free legal aid program for 6 years, with a goal of serving 60 families funded at \$1300 per family on average and serving 60 families over 6 years is budgeted at \$78,000.00. This figure was developed after extensive conversations with multiple legal aid programs in Onondaga County who have experience with MHC's and the unique legal issues involved in ownership and Fair Housing violations. This budget is inclusive of extensive outreach and representation, as well as assistance in pre-existing title issues that are a barrier to ownership.

A home repair grant program run through our sub-grantee, Home HeadQuarters, Inc. which would serve a goal of 100 homes over 6 years which is funded at \$2,000,000.00 This allows for outreach and marketing costs as well as grants of up to \$20,000.00 available for necessary home improvements on existing manufactured homes in Onondaga County. We anticipate that the majority of the grants will be less than \$20,000 but due to the high cost of sewer/septic, electrical, and water line repairs that may be necessary for manufactured homes located on private property, the maximum amount of the grant is higher. Grants for homeowners located in MHC communities will likely be around \$10,000-\$12,000 for HVAC, roof, ADA compliance, and other home improvements non-infrastructure related.

Demolition and removal of pre 1976 uninhabitable units is estimated at \$5,500.00 each. Demolition and removal of these properties is budgeted at \$330,000.00

There is funding available in the program for temporary relocation assistance and storage. These funds will be implemented in the event that there is a need for movers to remove belongings from a pre-1976 home into temporary storage, allow for a short term hotel stay for the resident while the nonfunctioning home is demolished and a new similar property is installed. The funding for these activities is estimated at \$2,000.00 per incidence. The budget for this need is \$120,000.00

The main budget allocation for this program will go towards infrastructure grants. Evaluating the needs of the 19 existing MHC's in Onondaga County containing over 1800 homes, has concluded that there will be a significant need for new roads and road repairs. About half of the communities will need extensive septic system repairs and others will need more moderate or partial septic repairs. Water systems in 2 or 3 of the parks may need extensive work. ADA compliance activities will be needed in almost every park. Evaluation of the WiFi availability and electrical capacity is needed. In addition to the urgent needs identified, there are quality of life upgrades that would make the communities more habitable and increase the health and wellness of the overall communities, such as playgrounds, community centers, and landscaping. Based on input from specialists in the septic system installation business and in estimating the road repair work required and meeting with site owners and walking the parks, the budget for these infrastructure improvement grants is \$8,500,000.00 to bring all 19 properties to quality condition over the next 6 years.

Permits for construction work vary in different towns and villages in Onondaga County, so expected costs for permits is budgeted at \$18,000.00

Admin for the PRICE Main grant is \$767,470.00

The total grant request for the PRICE Main program is \$19,733,870.00

The PRICE Replacement Pilot Program Budget includes the following:

Our Sub Grantee partner Home HeadQuarters, Inc. will run a down payment and closing cost assistance grant program. This program will offer grants of up to \$10,000 for down payment and closing cost assistance making new manufactured homes more affordable for low income buyers. This program will be enhanced with the Homeownership education program offered by Home HeadQuarters, Inc. A new buyer will qualify for an initial grant of \$9,500.00 and with the completion of the education program will receive an added incentive of an

additional \$500 added to the grant program, maximizing the grant program benefits. This down payment and education stipend will be matched through partnership agreements with retailers who will include a 55% match to the grant received in the form of a product discount (up to \$5,500.00) on the purchase of a new home for the recipient. This grant program is budgeted at \$300,000.00.

The match from the retailers is \$165,000. The education program is budgeted at \$36,000.00 Home Headquarters will match 55% of the cost of the homeownership education program at \$19,800.00.

The New Replacement Housing program will present opportunities for expansion of existing parks and replacement housing for abandoned pads. Owners of parks can purchase and install new manufactured housing units and are encouraged to purchase HUD approved multifamily homes to increase density in parks. Onondaga County will run a grant program that will reimburse up to 45% of the cost of installation of new homes on new and abandoned pads in existing parks with the contingency that they remain low income rental units for 30 years. Additionally, Empire Housing has applied for \$1,000,000.00 in funding from the New York State Affordable Housing Corporation (AHC) to match this program at 55% for new installations of replacement housing that would be required to be sold to low income first time homeowners on private land.

The cost of the replacement housing with included necessary site work is budgeted at : \$9,813,300.00 . The HUD share of 45% is budgeted at \$4,415,815 and the Match is budgeted at \$5,397,315.00. All new housing would be subject to an affordability lien for 30 years. Admin for the PRICE Replacement Pilot program is \$505,637

Total Grant Request is \$5,134,654

Total Match is \$5,582,115.00

• **What are the projected impacts of your activities if implemented?**

- I. Free Legal Aid Program: Impact 60 families
- II. Repair and Replacement Activities:
 - a) Replacement of pre 1976 units: Impact 60 units
 - b) REPAIR Grants: Impact 100 grants
- III. Infrastructure Grants: Impact 19 Properties (all)

- | | | |
|-----|--|---|
| IV. | New Replacement Housing. | Impact 60 new installations /
up to 120 new family units |
| V. | Down Payment Closing Cost Assistance Grants: | Impact 30 homeowners |
| VI. | Homeownership Education/Sustainability: | Impact 30 Individuals |

ii. Subfactor (b) (ii): Affordability and Equity

- **How will you ensure the availability of affordable manufactured housing options to LMI households?**

Projects that benefit from the **PRICE Main** and the **PRICE Pilot** program will be required to maintain affordability for 30 years with a lien that will be placed on properties by Onondaga County. Park owners that participate in the program will be required to maintain lease agreements that include lot rental increases at minimum levels that would maintain the properties as affordable for 30 years inclusive of rent and pad rental costs. This language will be required to be included in new lease agreements for Price Pilot program new construction and Price Main replacement of pre 1976 units. These lease agreements will be signed by homeowners and land owners prior to occupancy.

- **What protections will be in place for residents?**

The Free legal aid program provided in the **Price Main** application will provide protections for tenants and will maintain education opportunities for all residents regarding Fair Housing laws and violations. Owners that participate in the infrastructure grant program will be required to agree to provide timely communication to tenants regarding notices of rent increases and advanced notice of planned sale or closure of a community.

- **How does your proposal encourage access to resources and financing, especially for Underserved communities and persons?**

This proposal will increase access to financing by partnering with Home Headquarters in offering Homeowner education as well as down payment and closing cost assistance. These activities will target new homeowners who will be supported financially to purchase and build equity in a new home. Free legal aid will help untangle ownership issues that are prevalent in manufactured housing communities that create barriers to accessing equity or selling properties. The availability of grant resources for ADA compliance will create accessible communities and

homes for the disabled and senior populations who make up a large amount of the population nationally in manufactured communities.

iii. Subfactor (b) (iii): Environment and Resilience

- **What significant hazards could impact your project site(s)?**

Onondaga County receives a significant amount of snow and often has extended seasons of winter months. Work will be prioritized to ensure that seasonal repairs will occur in a timely fashion to maximize impact for the community. As noted in Exhibit C, Factor (a) Need, Onondaga County does not contain any census tracts identified by FEMA as a Community Disaster Resilience Zone

- **How will your activities address the current and future threat of natural hazards, Extreme weather, and disaster events?**

Installation and repair of water systems will prevent freezing pipes and sewer lines. The repair grants will help residents with HVAC heating and insulation needs to prepare for extreme heat and severe winter storms as they may occur in Onondaga County. Repair and installation of new roads will make properties more accessible to emergency vehicles and safer for evacuation if necessary in the event of a disaster event. ADA compliance activities will better prepare mobility challenged individuals to receive support and safe evacuation if necessary in the event of a disaster or evacuation situation. Updates to Wi-Fi systems and better availability of internet services in these rural areas will keep residents informed of emergency weather and disaster situations and to receive instructions on appropriate response measures and supports available.

How does your proposal help advance Environmental Justice?

Access to funding available in both the **PRICE Main** and **PRICE Pilot** grants will make existing Manufactured Housing Communities ADA compliant, and will benefit individuals with disabilities. The grants for infrastructure repairs in the **PRICE Main Grant** including paved roads that will better accommodate wheelchair mobility, widened driveways to support vans and accessibility to vehicles, and the **Price Main Grant** home improvement grants that will allow for installations of ramps, bars and interior accessibility features in homes will make the lives of individuals with disabilities more mobile and able to safely remain in their homes. These grant programs will also help seniors to safely age in place. Onondaga County's low income housing is historically concentrated within the City of Syracuse. With the 19 existing Manufactured housing communities being located in suburban and rural communities, this is a unique opportunity to expand low income housing marketed to all residents of Onondaga County outside the parameters of the City of Syracuse which will benefit all people and open up opportunities for families in need of low income housing to select locations in neighborhoods and school districts outside of the City of Syracuse.

iv. Subfactor (b)(iv): Community Engagement

- **How will you seek and encourage diverse stakeholder participation?**

Through the implementation of the Affirmative Marketing Plan, This program will seek to engage and encourage diverse stakeholder participation by instituting the following measures:

1. Digital Campaigns:

- Launch a comprehensive digital marketing campaign targeting manufactured housing community residents and stakeholders.
- Utilize social media platforms (Facebook, Twitter, and Instagram) as well as the Onondaga County website and partner retailers' websites to share program details, success stories, and application deadlines.
- Develop engaging content such as videos, infographics, and testimonials to illustrate the impact of the grant program.

2. Community Outreach:

- Organize informational sessions and workshops in manufactured housing communities to educate residents about the program opportunities.
- Partner with local community centers, churches, and organizations to facilitate outreach efforts.
- Distribute flyers, brochures, and posters in community gathering spaces and high-traffic areas within mobile home parks.
- Attend community events and meetings to network with residents and stakeholders and address questions or concerns.

3. Media Relations:

- Develop press releases highlighting the launch of the grant program, successful projects, and partnerships.
- Pitch stories to local newspapers, radio stations, and online publications to garner media coverage.

4. Partnership Development:

- Collaborate with non-profit organizations, government agencies, and businesses to expand outreach and support for the grant program.
- Establish partnerships with mobile home park owners and managers to facilitate communication and promote the program to residents.

5. Online Presence:

- Regularly update the Onondaga County Community Development website with news, success stories, and resources to keep stakeholders engaged and informed.

Evaluation and Measurement:

- Track website traffic, social media engagement, and application submissions to assess the effectiveness of marketing efforts.
- Conduct surveys and gather feedback from mobile home community residents and stakeholders to evaluate awareness and satisfaction with the grant program.

- Monitor media coverage and measure the impact of press releases and media relations activities on program visibility.
 - Review partnership agreements and collaboration outcomes to assess the effectiveness of partnership development strategies.
- **How does your proposal align with existing community plans and policies?**

The mission of the Onondaga County Department of Community Development, as published on the Onondaga County Community Development website is; to improve the quality of life for Onondaga County's low and moderate income people by preserving and rebuilding neighborhoods, revitalizing and increasing the County's housing stock, upgrading the infrastructure, and providing needed community facilities.

In the 2020 Onondaga County Community Development CDBG Action plan the objectives detailed in the Plan Needs Assessment overview are listed as:

- provide safe and sanitary infrastructure, such as sanitary sewers, storm sewers, water lines, sidewalks, etc., that serve low income residents;
- provide recreational facilities for low and moderate income and disabled residents;
- eliminate detrimental blighting conditions in residential neighborhoods;
- provide neighborhood facilities, such as senior citizen centers and community centers for low and moderate income persons;
- provide improved housing conditions and housing opportunities for low and moderate income elderly and handicapped persons and low and moderate income families through housing rehabilitation assistance;
 - provide home ownership opportunities for the County's low and moderate income residents, with affirmative marketing to the minority population;
- stimulate improved economic conditions in business districts located in low and moderate income neighborhoods through commercial rehabilitation;
- provide fair housing for all the citizens of the County; and
- provide contracting and employment opportunities to minority businesses
- participate in the communities fight to end homelessness by providing support and funding for organizations and agencies involved in this endeavor.

2025 FUNDING REQUEST
**Preservation and Reinvestment Initiative for Community
Enhancement (PRICE) Infrastructure Grant Program for MHC's**

ONONDAGA COUNTY COMMUNITY DEVELOPMENT

Assistance with completing this FUNDING REQUEST is available by contacting Susan Boyle at 315-435-3558 X 5810.

Use a separate funding request for each project. You are not limited to one project application per year. Projects previously submitted must be resubmitted on new forms. Please answer all questions applicable. Do not submit more than one copy. Please provide a map and photographs of the project site. Please e-mail your application to susanboyle@ongov.net

Completed FUNDING REQUESTS will be accepted on a rolling basis

1. GENERAL INFORMATION

Project Name _____

Project Location _____
(Attach a map which locates the project. Also locate your project on a copy of the income map.)

Street Address _____

Town/Village _____

Owner Contact _____
(name) _____ (phone)

Application prepared by _____
(name) _____ (phone)

2. PROJECT DESCRIPTION

4. **DEFINITION OF THE PROBLEM**

Briefly explain the problem this proposal seeks to eliminate. Indicate why, where, and how the problem exists; supply documentation to support your opinions (i.e. surveys, studies, documents, reports, photographs, etc.). Indicate how the proposed project will alleviate the problem.

5. **IMPLEMENTATION**

Describe your implementation schedule. Funding will be available in early 2025. The project must be completed by December 31, 2025.

A. Construction schedule

B. Describe long term maintenance plan, e.g. who will be responsible for snow removal on new roads, etc.

6. **COST ESTIMATES**

Provide a minimum of 3 detailed cost estimates for the proposed project. Community Development cannot pay cost overruns; therefore, your cost estimates should be as accurate as possible. Costs should be based on engineering or architectural estimates. When preparing this data, consider these factors:

1. Project should be completed in one phase if possible. If it is necessary to divide the project into phases, each phase should be functional by itself because of the uncertainty of future funding. Funding cannot be stockpiled from year to year;
2. Federal Prevailing Wage Rates apply to construction projects over \$2,000;
3. Cost estimates should be as detailed as possible;

NOTE: Attach separate page(s) for the cost estimate.

7. **BUDGET**

c. Amount of funds requested from CDD: \$ _____

8. Environmental Considerations

If your project is approved, the municipality is responsible for completing the State Environmental Quality Review (SEQR) and submitting the appropriate documentation once the SEQR is completed.

The Community Development Office will complete the federally required National Environmental Policy Act (NEPA) Review.

Will you be removing any trees?

If yes, how many and what size (dbh – diameter at 4.5 feet above ground)?

Are there any tanks, toxic or hazardous materials located on the site or nearby?

Include in Application Packet:

1. 5 year plan form with a min of 3 resident surveys
2. Cost estimates (min of 3) & construction schedule for current project application
3. Indication of project priority if submitting more than one project and an explanation of your priorities
4. E-mail your application to susanboyle@ongov.net

The Onondaga County Manufactured Housing Community Investment Program

MHC Resident Surveys

Name: _____

Address: _____

I prefer to remain Anonymous

Length of time at this address: _____

Own or Rent: _____

Infrastructure Improvement Priorities:

In Partnership with HUD and Onondaga County the owner of this property is seeking to implement infrastructure repairs. Please let us know what your priority repairs are for this community:

Please rate on a scale of 1-5 (1 being least necessary, 5 being Most Necessary)

Road repair and replacement: _____

Wi-Fi _____

Sewage/Septic Repair _____

Electric Repair _____

Ramps and AD compliance features: _____

Landscaping _____

Signage _____

Playground _____

Other: _____

Comments:

Onondaga County Community Development

Exhibit E: Factor (c) Capacity

Exhibit E: Factor (c) Capacity

What experience do you have managing projects?

What is your experience using grant funds?

What is your experience promoting racial equity?

Who are your key staff?

What is your experience completing environmental reviews?

Are you familiar with cross-cutting federal requirements?

The proposed **Price Main** and **Price Replacement Pilot** programs will be staffed by the Onondaga County Department of Community Development (OCCD).

Onondaga County is a CDBG Entitlement community. The Department of Community Development has successfully administered CDBG program projects similar to the project proposed in this summary and has dedicated staff specifically for the purposes outlined in CDBG programming and in the obligations of this program.

OCCD Deputy Director **Susan Boyle** will be the Program Manager. She will coordinate with aligned partners for this program including private business owners and partner community organizations. She will oversee interagency coordination, sub grantee programming, tracking and monitoring. Finally, Ms. Boyle will meet with property owners, homeowners, contractors and inspectors to develop successful communication, coordination of services and resolution of issues. Susan has been managing the HUD Emergency Solutions Grant for Onondaga County for the past 5 years as well as the ESG-CV grant program, the County Census 2020 grant program, the HOME ARP outreach strategy and has worked consistently on contractor recruitment and certification programs with community partners, focusing on MWBE recruitment for the Shape Up for Seniors home modification program as well as the Onondaga County Lead Program and Ramp programs. Susan has experience in Sage reporting, project monitoring, and contracts. She is up to date with all current HEROS Environmental review requirements and has managed all HUD environmental reviews for CDBG projects for Onondaga County for the past 4 years. Her extensive community outreach experience includes regular and ongoing participation and board membership with several county wide organizations, including; GHHI Health and Housing Committee, City of Syracuse CDBG Risk Analysis Committee, Onondaga County Drug Task Force, Age Friendly Onondaga County, Focus CNY Livable Community Alliance, the HMIS Housing Administrators Committee, as well as the Onondaga County Community Development Steering Committee and the Onondaga County Housing Trust Fund.

OCCD Housing Rehabilitation Supervisor Anthony Mueller will work closely with Susan Boyle, in program administration. Mr. Mueller will maintain payment records in appropriate electronic format (e.g., Access, Excel). Mr. Mueller will prepare disbursement requests, project setup forms, detail sheets, and related documents. Mr. Mueller has over 20 years of relevant experience in grant management with the department managing all HUD and State grants in IDIS

and Sage. Tony has experience in acting as a liaison between Onondaga County and other local housing related agencies, including working with various developers, bankers, government agencies, and community leaders, to facilitate proper development and implementation of housing programs as well as exercising initiative and independent judgment within the requirements of appropriate and established policies, regulations and guidelines.

Onondaga County Community Development Director, Martin Skahen will oversee Susan Boyle and Anthony Mueller to ensure program funding and approvals are processed through the county legislative, legal and contract system and that all projects are compliant with town and village laws and codes. He will maintain communication with the office of the County Executive regarding program progress and issues as they arise. Martin has been the Director of the Department of Community Development for 8 years managing a staff of 13. During this time he has managed the Lead Hazard Reduction Grant, CDBG, and HOME grant programs. He has managed local and State funded community development projects, maintained and developed community partnerships and represented the department in legislative communications and actions.

Onondaga County Community Development

Exhibit F: Factor (d) Match or Leverage

Exhibit F: Factor (d) Match or Leverage

Match and Leverage opportunities for the **Price Replacement Pilot** will be provided by investors, private businesses, and community program partners including American Homes, Home Headquarters, Inc., The CoC, and Empire Housing/ NYS AHC Grant program.

To support new homeownership, Onondaga County Community Development will be administering a down payment and closing cost assistance, homeownership grant program. This program will provide grants for a new manufactured home buyer towards the purchase of a new home to promote affordability. These grants will be made to income eligible (80%AMI) applicants for up to \$10,000 each and are proposed to help 30 families achieve homeownership. The match for this program will be provided by manufacturer and retail partners such as American Homes, Inc. and Pleasant View Homes who will commit to a product discount of \$5,500.00 (or 55% of the grant amount) on the cost of the purchase of the new home for program grant recipients. All retailers and manufacturers will be invited to participate in this program.

Applicants for the homeownership grants will receive the opportunity to participate in the Home Headquarters Homeownership education program which will offer an additional incentive payment of \$500 per participant for the completion of the education program. Home Headquarters will match this program at 55%.

The PRICE replacement program will work with owners of manufactured housing communities in replacing vacant lots with new development of affordable housing. These new installations will ideally be multi-family units with the goal of increasing density wherever possible. The OCCD program will reimburse property owners for up to 49% (up to \$90,000.00), of the cost of the purchase and installation of a new manufactured housing unit. These new properties will be required to be subject to a lien requiring that they remain affordable housing for 30 years.

There are two existing manufactured housing communities in Onondaga County that have agreed to a partnership with the CoC, to allow selected new units to be guaranteed to families experiencing homelessness in Onondaga County with a 2 year rent guarantee and committed supportive services. These units will also be required to be subject to a lien requiring that they remain affordable housing for 30 years.

The Department of Social Services – Economic Security in partnership with The Department of Children and Family Services will assist any parks that develop community centers on their properties with support and guidance through available services and funding that is available that will support the creation of Day Care centers on the sites.

- **Funding Risks** for this project include owners of manufactured housing communities not being able to afford the 55% investment in the **PRICE Replacement Pilot program** for installation of new HUD approved multifamily homes. If there is opportunity and funding

shortages on the part of the owners, we have partnered with Empire Housing who is applying to NYS for an Affordable Housing Program that will help first time homeowners to purchase and install new manufactured homes in eligible locations. This program will have several avenues to homeownership and low income rental development available.

Onondaga County Community Development

Exhibit G: Factor (e) Long-term Effect

Exhibit G: Factor (e) Long Term Effect

- **How will your proposed activities retain other affordable housing opportunities for LMI households in the community?**

Improving the overall footprint of the properties associated with manufactured housing in Onondaga County will encourage investment in low cost manufactured housing in eligible communities. As new units are added to the landscape of manufactured housing communities that are equipped with new infrastructure improvements and display an overall good quality of life, more developers may take an interest in manufactured housing as a real solution for the current low income housing availability, and affordability crisis documented in the Syracuse housing study 2022.

How will you ensure LMI households are not eventually priced out of the community?

Owners of manufactured housing communities who participate in the grant program will be required to add language to leases that include a reasonably allowable pad rent increase that will not put the properties that receive HUD funding over the affordability limits for 30 years.

How will you help current renters and home site renters become homeowners or otherwise acquire an interest in the lot?

Down payment and closing cost assistance grants will be made available to renters of manufactured homes in manufactured housing communities. These grants can be used toward the financing of the purchase of a new manufactured home on land that they purchase off site. None of the owners of manufactured housing communities in Onondaga County that have been reached prior to this application were willing to discuss the Sale or subdivision of their land.

- **How will your proposed activities ensure the long-term affordability, including lot rents and other fees as applicable, of housing without future federal subsidies?**

New leases will be required to maintain affordability rates that include lot rents for 30 years.

- **How will your proposed activities promote stable homeownership options in the long-term, including both the house itself and the lot on which it sits?**

Down Payment and Closing cost assistance grants paired with the Home HeadQuarters Homeownership education program will make new manufactured homes affordable for new homeowners and help to educate them on the maintenance of a home and the financial responsibilities of home ownership. Improved infrastructure will create an environmentally stable community that will preserve the quality of the home and encourage stability in the community and the properties.

- **How will your proposal support underserved communities in the long term?**

The goal of the PRICE Replacement Pilot programming proposal is to increase the number of new, quality, low income properties that are available in Onondaga County. Paired with the proposed replacement and resilience activities in the Onondaga County Price Main grant proposal, the infrastructure improvements and supportive sustainability programs will lay the groundwork for future expansion, healthy communities and long term health and financial benefits for owners and tenants in manufactured housing communities.

How will your proposed activities advance housing access and justice for vulnerable populations or underserved communities?

The program actively seeks to counteract historical patterns of segregation and exclusion. Through targeted outreach efforts and affirmative marketing strategies, partnering with the Onondaga County Department of Social Services and Economic Security, this program strives to attract a diverse range of residents to the newly revitalized suburban and urban communities through advertisements of new low income rental units. Fair housing policies are rigorously enforced, through the program's free Legal Aid program that will educate and counsel residents on their rights to Fair Housing, ensuring that no individual is denied housing opportunities on the basis of race, ethnicity, religion, gender, disability, or any other protected characteristic.

By affirmatively furthering fair housing, the goal of the program is not only to comply with the letter of the law but to also embody its spirit, fostering a more just and inclusive society for generations to come.

How will your proposal enable underserved communities, particularly those of color, to build wealth over the long term?

The down payment assistance program will be marketed in the entire county, including the City of Syracuse, which is a predominantly minority population. Outreach efforts detailed in the Affirmative Marketing program will reach communities of color and promote all homeownership opportunities, free legal aid resources, and homeownership education programming. Properties outside the City of Syracuse, in the suburban and urban towns and villages and school districts, where the 19 existing MHC's are located in Onondaga County historically see increased equity gains in real estate transactions creating a potential wealth building opportunity for communities of color who invest there.

- **How will your proposal make manufactured housing or MHCs livable, sustainable, and resilient?**

The long-term benefits of mitigation activities, weatherization, and infrastructure enhancement in MHCs will alleviate resident health risks and exposure to environmental hazards. ADA compliance activities will increase mobility for physically disabled community members making the property more livable for vulnerable, underserved populations. Removing accessibility

barriers and health hazards will have an immediate impact on the livability of the community and will make affordable manufactured housing communities an option for people who otherwise would not be able to consider this housing option. Most of the manufactured housing communities surveyed have gravel driveways and roads making wheelchair accessibility difficult and in some cases, impossible. Paving roads will have an immediate impact on accessibility and will help to build resilience in the community as emergency vehicles will have better access and address markers. Wifi upgrades will open up employment opportunities for individuals who are seeking employment and those looking to work from home. Access to information from the free legal aid program will support ongoing fair housing education and sustainability in the community. Finally, increased homeownership will build community and investment that will help to build healthier communities overall.

Onondaga County Community Development
Attachment A: Advancing Racial Equity

Attachment A: Advancing Racial Equity:

With this grant proposal, we aim to analyze the racial composition of the beneficiaries of our proposed activities supporting manufactured housing communities. Additionally, we will identify and address potential barriers that may hinder persons or communities of color from benefiting equally from these activities. We will implement measures to prevent, reduce, or eliminate these barriers and establish a robust system for tracking progress and evaluating the effectiveness of our efforts in advancing racial equity. To analyze the racial composition of the beneficiaries, we will conduct a comprehensive review of demographic data, including census information, housing records, and community surveys. This analysis will allow us to understand the current demographic makeup of the communities we serve and identify any disparities in access to infrastructure resources based on race.

Identification of Barriers: Through community engagement sessions, focus groups, and consultations with local stakeholders, we will identify potential barriers that may prevent persons or communities of color from equitably benefiting from our proposed activities. These barriers may include systemic inequalities, lack of access to information or resources, language barriers, or historical disinvestment in marginalized communities.

Steps to Address Barriers: We are committed to taking proactive steps to prevent, reduce, or eliminate the identified barriers. These steps include:

1. **Community Outreach and Engagement:** Through our community partners and inter departmental county communications, we will prioritize outreach efforts to communities of color, ensuring that they are informed about the grant activities and have opportunities to provide input and feedback throughout the process.
2. **Language Access:** We will provide language interpretation services and translated materials to ensure that language barriers do not hinder participation or access to information.

Tracking Progress and Evaluation: To track progress and evaluate the effectiveness of our efforts to advance racial equity, we will implement the following measures:

1. **Data Collection and Analysis:** We will collect disaggregated data on the racial composition of beneficiaries and monitor changes over time to assess the impact of our activities on communities of color.
2. **Continuous Improvement:** We will regularly review and evaluate our strategies and interventions to identify areas for improvement and adjust our approach as needed to better address racial equity concerns.

By prioritizing racial equity in our infrastructure development efforts for manufactured housing communities, we aim to ensure that all residents have equal access to essential resources and opportunities for thriving. Through rigorous analysis, proactive measures to address barriers, and robust tracking and evaluation, we are committed to advancing racial equity and creating more inclusive and equitable communities for all.

Onondaga County Community Development

Attachment B: Affirmative Marketing Plan

Attachment B: Affirmative Marketing

The Onondaga County Community Development Manufactured Housing Investment Program aims to empower manufactured housing communities by providing funding for essential improvements, upgrades, and community development projects. By investing in these communities, we strive to enhance residents' quality of life, foster community engagement, and promote sustainable development. This marketing plan outlines strategies to effectively reach and engage the 19 existing manufactured housing communities in Onondaga County to encourage participation in the grant program.

Target Audience:

- Manufactured Housing community residents and owners
- Community leaders and property managers
- Non-profit organizations
- Local government agencies and officials
- Businesses catering to manufactured housing communities (e.g., retailers, service providers)

Marketing Objectives:

1. Raise awareness about the grant programs, rehab program and partnership opportunities among target audiences.
2. Generate interest and participation in the grant application process.
3. Establish trust and credibility with manufactured housing communities.
4. Encourage collaboration and partnerships with stakeholders.

Marketing Strategies:

1. Digital Campaigns:

- Launch a comprehensive digital marketing campaign targeting manufactured housing community residents and stakeholders.
- Utilize social media platforms (Facebook, Twitter, and Instagram) as well as the Onondaga County website and partner retailers' websites to share program details, success stories, and application deadlines.
- Develop engaging content such as videos, infographics, and testimonials to illustrate the impact of the grant program.

2. Community Outreach:

- Organize informational sessions and workshops in manufactured housing communities to educate residents about the program opportunities.
- Partner with local community centers, churches, and organizations to facilitate outreach efforts.
- Distribute flyers, brochures, and posters in community gathering spaces and high-traffic areas within mobile home parks.

- Attend community events and meetings to network with residents and stakeholders and address questions or concerns.
- 3. **Media Relations:**
 - Develop press releases highlighting the launch of the grant program, successful projects, and partnerships.
 - Pitch stories to local newspapers, radio stations, and online publications to garner media coverage.
- 4. **Partnership Development:**
 - Collaborate with non-profit organizations, government agencies, and businesses to expand outreach and support for the grant program.
 - Establish partnerships with mobile home park owners and managers to facilitate communication and promote the program to residents.
- 5. **Online Presence:**
 - Regularly update the Onondaga County Community Development website with news, success stories, and resources to keep stakeholders engaged and informed.

Evaluation and Measurement:

- Track website traffic, social media engagement, and application submissions to assess the effectiveness of marketing efforts.
- Conduct surveys and gather feedback from mobile home community residents and stakeholders to evaluate awareness and satisfaction with the grant program.
- Monitor media coverage and measure the impact of press releases and media relations activities on program visibility.
- Review partnership agreements and collaboration outcomes to assess the effectiveness of partnership development strategies.

Through strategic marketing efforts, we aim to promote our grant program effectively, engage manufactured housing communities, and facilitate meaningful improvements that enhance residents' well-being and community cohesion. By fostering collaboration and support from stakeholders, we can ensure the success and sustainability of the program in the long term.

Onondaga County Community Development
Attachment C: Affirmatively Furthering Fair Housing

Attachment C: Affirmatively Furthering Fair Housing:

This program seeks to affirmatively further fair housing through comprehensive community engagement, ensuring that the voices of residents, particularly those from marginalized groups, are heard and integrated into the decision-making process. Once the program is funded, this will be achieved through town hall meetings, scheduled in manufactured housing communities with current residents, surveys, and one-on-one discussions, the program will gather invaluable insights into the unique needs and aspirations of each of the 19 manufactured housing communities in Onondaga County that will be served by this program. Feedback from these preliminary, mandatory meetings will be documented and referenced in planning and implementing infrastructure improvements, repairs and new construction.

The program will focus on improving infrastructure and supporting the development of new affordable manufactured housing units that reflects its diversity. Affordable housing units will be meticulously designed to accommodate families of various sizes and backgrounds, with a focus on accessibility and inclusivity. Moreover, efforts are planned to ensure that the new units are integrated into the existing landscape, fostering a sense of belonging and continuity.

In addition to physical infrastructure, the program recognizes the importance of addressing systemic barriers to fair housing. Resources are allocated to support initiatives that promote economic empowerment and social mobility through home ownership. Down payment and closing cost grant programs for new homeowners in manufactured housing communities will be promoted through retailers', county wide. Home ownership education programming that includes components of financial literacy will be made available to all individuals and families participating in the grant program.

Perhaps most importantly, the program actively seeks to counteract historical patterns of segregation and exclusion. Through targeted outreach efforts and affirmative marketing strategies, partnering with the Onondaga County Department of Social Services and Economic Security, this program strives to attract a diverse range of residents to the newly revitalized suburban and urban communities through advertisements of new low income rental units. Fair housing policies are rigorously enforced, through the program's free Legal Aid program that will educate and counsel residents on their rights to Fair Housing, ensuring that no individual is denied housing opportunities on the basis of race, ethnicity, religion, gender, disability, or any other protected characteristic.

By affirmatively furthering fair housing, the goal of the program is not only to comply with the letter of the law but to also embody its spirit, fostering a more just and inclusive society for generations to come.

Onondaga County Community Development
Attachment E: Evidence of Partnership Letters



June 24, 2024

American Homes
Don Strick – President
8765 Brewerton Rd
Brewerton, NY 13029

Re: Intent to Participate

This letter is to confirm the mutual intent of both Onondaga County Community Development and American Homes to collaborate and enter into a partner agreement contingent upon the award of funds from the United States Department of Housing and Urban Development for the Community Development Block Grant Preservation and Reinvestment Initiative for Community Enhancement (CDBG-PRICE) competition, to carry out eligible activities as provided in the Onondaga County Community Development CDBG-PRICE application.

American Homes has been in business for over 45 years. The company is a premier builder and retailer of Manufactured & Modular Housing in the state of New York, serving Central, Upstate, and Northern regions with branches in the Finger Lakes, Hudson Valley, Richfield Springs, and Syracuse.

As a partner in the Community Development Block Grant Preservation and Reinvestment Initiative for Community Enhancement (CDBG-PRICE) program American Homes will act as a program partner. American Homes will provide a required 55% match (up to \$5,500.00) in a product discount on the purchase of a new home from American Homes for recipients of the Onondaga County PRICE Down Payment assistance grant program (of up to \$10,000.00).

It is understood that this is letter is only an expression of our intent and a binding partner agreement detailing the terms and conditions of the proposed partnership must be executed before the use of any CDBG-PRICE funds, if awarded.

A handwritten signature in black ink, appearing to be "Don Strick", written over a horizontal line.

Don Strick
President
American Homes



June 25, 2024

Susan Boyle
Deputy Director
Onondaga County Community Development
355 Montgomery Street
Syracuse, New York 13202

Dear Susan,

This letter is to confirm the mutual intent of both Onondaga County Community Development and Empire Housing and Development Corporation to collaborate and enter into a partner agreement, contingent upon the award of funds from the United States Department of Housing and Urban Development for the Community Development Block Grant Preservation and Reinvestment Initiative for Community Enhancement (CDBG-PRICE) competition, to carry out eligible activities as provided in the Onondaga County Community Development CDBG-PRICE application.

Empire Housing is a 501(c)(3), not-for-profit agency that develops affordable housing, both for homeownership and rental, including multi-family. Empire has a proven track record in developing affordable housing, dating back to 1995, working with other partners including not-for-profits, for-profit developers and government agencies such as Onondaga County Community Development and the United States Department of Housing and Urban Development.

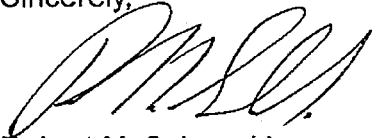
As part of this proposed collaboration, Empire Housing would apply for New York State Affordable Housing Corporation (AHC) funds to enhance homeownership efforts for manufactured housing by working with park owners and private landowners with eligible properties (zoned for manufactured homes) by offering grants to income eligible residents to reduce the costs to low/moderate income buyers for the purchase and installation of manufactured homes.

If the park owner has pads and space available for expansion, but is unwilling to match the funds for development of new units to expand their park, AHC funds would be able to

match the funds required for new construction of manufactured housing on the site with the condition that the new units be sold to a first-time, income eligible homebuyer.

It is understood that that this letter is only an expression of our intent and a binding partner agreement detailing the terms and conditions of the proposed partnership must be executed before the use of any CDBG-PRICE funds, if awarded.

Sincerely,

A handwritten signature in black ink, appearing to read 'R. Sekowski', written in a cursive style.

Robert M. Sekowski
Co-Executive Director
Empire Housing and Development Corporation

June 7, 2024

Peaceful Living Home Sales
144-US11
Central Square, NY 13036

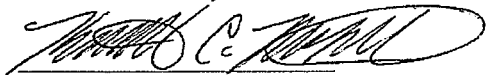
Re: Intent to Participate

This letter is to confirm the mutual intent of both Onondaga County Community Development and Peaceful Living Home Sales of Central Square, NY to collaborate and enter into a partner agreement contingent upon the award of funds from the United States Department of Housing and Urban Development for the Community Development Block Grant Preservation and Reinvestment Initiative for Community Enhancement (CDBG-PRICE) competition, to carry out eligible activities as provided in the Onondaga County Community Development CDBG-PRICE application.

Peaceful Living Home Sales has been in business for over 35 years and works with a number of manufacturers to build and sell quality manufactured and mobile homes in the CNY area.

As a partner in the Community Development Block Grant Preservation and Reinvestment Initiative for Community Enhancement (CDBG-PRICE) program Peaceful Living Home Sales of Central Square, NY will act as a program partner. Peaceful Living Home Sales of Central Square will provide a required 55% match (up to \$5,500.00) in a product discount on the purchase of a new home from Peaceful Living Homes of Central Square for recipients of the Onondaga County PRICE Down Payment assistance grant program (of up to \$10,000.00).

It is understood that this is letter is only an expression of our intent and a binding partner agreement detailing the terms and conditions of the proposed partnership must be executed before the use of any CDBG-PRICE funds, if awarded.



Ken Ketcham
GM -Peaceful Living Home Sales
Central Square, NY

Onondaga County Community Development
Attachment F: Match or Leverage Documentation



June 26, 2024

The Honorable J. Ryan McMahan
John Mulroy Civic Center, 14th Floor
Syracuse, NY 13202

Dear County Executive McMahan:

Home HeadQuarters, Inc. is pleased to partner with Onondaga County in their application to the US Department of Housing and Urban Development's Preservation and Reinvestment Initiative for Community Enhancement (PRICE) program as a provider of homebuyer education to program participants. HHQ's HomeOwnership Center provides dynamic, thorough homebuyer education and counseling with certified counselors in-person, virtually, and in Spanish with varying schedules to remove barriers to accessing these services. The full cost of providing these services to PRICE participants will be \$36,000. **HHQ will commit \$19,800 toward the cost of their services for PRICE participants** through its existing contracts for homebuyer education, with the balance of the cost coming from Onondaga County through a PRICE award.

HHQ is always pleased to partner with Onondaga County on housing programming in our community and we believe the PRICE program will be an impactful resource for residents who are often ineligible for other, more traditional housing programs. Please do not hesitate to contact me with questions regarding our partnership funding commitment.

Sincerely,

A handwritten signature in black ink, appearing to read "Kerry P. Quaglia".

Kerry P. Quaglia
Chief Executive Officer

