



Department of Community & Economic Development Programs

Community Development Block Grant Program

- An annual entitlement from HUD primarily benefiting low-to moderate-income households in Lehigh County outside of Allentown and Bethlehem

County-wide Housing Rehabilitation (CWHR) Program

Purpose:

- Bring homes up to code

Eligibility:

- Lehigh County residents who own and reside in the property to be rehabilitated.
- Property must be in Lehigh County but outside of the cities of Allentown and Bethlehem.
- Must be low-to moderate-income.

How to Apply:

- Wait list is approximately 2 years long. Contact Cyndi King to be added to the wait list.
Cyndi King: 610.782.3565, cyndiking@lehighcounty.org.

Accessibility and Rehabilitation Improvements for the Elderly (ARIE) Program

Purpose:

- Bring homes up to code and remove architectural barriers which impair the homeowner's ability to live independently in their home.

Eligibility:

- Lehigh County residents (60 years of age or older) who own and reside in the property to be rehabilitated.
- Property must be in Lehigh County but outside of the cities of Allentown and Bethlehem.
- Must be low-to moderate-income.

How to Apply:

- Wait list is approximately 6 months long. Contact Cyndi King to be added to the wait list. 610.782.3565

Affordable Housing Trust Fund

- Funded by specific fees charged by the Recorder of Deeds for recording deeds and mortgages.
- Any affordable housing effort which creates or increases the availability of quality housing to any County resident with an income not exceeding 100% of the median income for Lehigh County.

Emergency Rental Assistance Program

- Funded by the US Treasury, this is a short-term program to help low-to moderate-income households effected by COVID-19 pay for rent and utilities.

For additional information:

Laurie Moyer, Grants & Housing Manager: 610.871.1964, lauriemoyer@lehighcounty.org.

Quality of Life Grants

- This grant program is for specific cultural, civic and recreational programs, in addition to projects, events, capital projects, or operational support.
- An organization requesting a Quality of Life grant must be a cultural, civic, or recreational organization and be recognized as either a nonprofit organization under Section 501(c) of the Internal Revenue Code or a nonprofit organization affiliated with a local unit of government.
- Definitions:

Civic: Promoting, providing or developing opportunities for community well-being and/or the betterment of citizens through volunteer-based service activities.

Cultural: Promoting, providing or developing an awareness of and/or stimulating participation in artistic or intellectual activities.

Recreational: Promoting, providing or developing non-passive or passive sporting and/or leisure activities and opportunities that enhance physical or mental well-being.

Tourism Development Grants

- Provided by proceeds from Hotel Tax fees, the main goals of the Lehigh County Tourism Development Grant Program are to assist organizations who are promoting tourism on a regional level and who encourage visitors to plan overnight stays in our local hotels.
- These grants may be awarded for projects occurring in Lehigh County that encourage substantially large events or improve facilities, are regional in nature, and have the potential to draw a significant amount of people. Capital projects (but NOT general maintenance) which will promote tourism, events or conventions are also acceptable.
- Regional tourism venues which are a nonprofit 501 (c) (3) organization, political subdivision, or a municipal authority are eligible to apply.

C-PACE-Commercial Property Assessed Clean Energy

- A new program to Lehigh County and within the state, C-PACE is an innovative financial tool for property owners to obtain low-cost, long-term financing for energy efficiency, renewable energy and water conservation projects.
- C-PACE can provide up to 100% funding of total project costs by placing a special voluntary assessment (annual payment) on the property that repays the costs of the upgrades. Financing lenders have their own criteria, which may result in significantly less than 100% financing.
- In PA, C-PACE can be used for existing buildings and construction of commercial, industrial and non-profit properties. It can also be used for agricultural properties. C-PACE is NOT for residential properties including multi-family buildings.
- Lehigh County has partnered with the Sustainable Energy Fund to administer this program. Please visit www.thesef.org or cpace@thesef.org or 610.264.4440 for additional information.

For additional information:

Virginia Haas, Community Revitalization & Development Manager: 610.782.3809,
virginiahaas@lehighcounty.org.

Lehigh County General Grants Administration

- Responsible for grants administration County-wide.
- Works closely with any interested County office in pursuit of grant funding as well as administration of all aspects of grants, financial and program reporting, and project closeout.
- This position serves as the financial contact for all grant-related matters as the Grants Administrator for Lehigh County. Acts as the liaison to external funding sources and outside government agencies pertaining to all grant-related financial matters.
- Helps to assist any County office interested in pursuing grant funding in a variety of ways including responsible for searching for grant leads, sharing of information, and helping to write, apply for, and submit grant proposals to federal, state, and private (Foundation) sources.
- Responsible for execution of grant agreements and for review of terms and conditions of grant award documents as well as the monitoring the performance of currently-funded and on-going grants for compliance and the handling of various reporting requirements on a monthly, quarterly, semi-annual, and annual basis, including contract monitoring, preparation of final reports, and handling of project closeout.
- Assists in the preparation and review of project budgets for County staff to be included in grant application requests and continues to analyze the County budget and review receipts vs. expenses for Project Directors post award to help keep grant activity on approved timelines and for budget projection purposes.

- Responsible for initiating all reimbursement and drawdown requests related to County grants and other reimbursements and for the review and processing of all invoices received from grant-related vendors prior to payment by the County.
- Meets and communicates with Department heads, office managers, and any County staff on a regular basis to discuss the status of currently-funded grant projects, examine budgets, review other performance indicators or any unexpected project delays, and to explore other grant ideas worth pursuing.
- Works closely with outside auditors to confirm annual grant activity and responsible for the handling of all grant-related audit confirmation requests received by the Fiscal Office.
- Works with outside elected officials and staff, other municipal government entities, local non-profit organizations, and colleges and universities to collaborate on joint projects and pursue grant funding when directed.
- Serves as the Grants Chairperson for the Lehigh County Criminal Justice Advisory Board (CJAB).

For additional information:

- **George M. Samuelson, Grant Programs Coordinator: 610.782.3855,**
georgesamuelson@lehighcounty.org

Or visit our website: <https://www.lehighcounty.org/Departments/Community-Economic-Development>