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# LEHIGH COUNTY, PENNSYLVANIA

DEPARTMENT OF COMMUNITY & ECONOMIC DEVELOPMENT

*17 South Seventh Street, Room 519, Allentown, PA 18101*

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## **DRAFT**

# **FY 2017 Consolidated Annual Performance and Evaluation Report (CAPER)**

*In Accordance with the HUD Guidelines for the  
Community Development Block Grant*

Frank Kane, Director  
Department of Community and  
Economic Development



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## CR-00 - Executive Summary

In accordance with the Federal regulations found in 24 CFR Part 570, Lehigh County, Pennsylvania has prepared this Consolidated Annual Performance and Evaluation Report (CAPER) for the period of October 1, 2017 to September 30, 2018. This is Lehigh County's 11<sup>th</sup> CDBG program year as a federal entitlement community. Lehigh County became a federal entitlement community receiving Community Development Block Grant (CDBG) funds from the U.S. Department of Housing and Urban Development (HUD) in 2007. The first Consolidated Plan was prepared for the program years FY 2007 through FY 2011. The second Consolidated Plan is for the current period of FY 2012 through FY 2017 as a part of the extended Consolidated Plan, which was approved by HUD-Philadelphia. This second Consolidated Plan sets the priorities for the use of CDBG funding. The Consolidated Plan allows a community to take a comprehensive approach to use resources granted to the community by HUD. Yearly, Lehigh County submits an Annual Action Plan containing the proposed activities outlining the use of CDBG funds for the upcoming program year. The Annual Action Plan relates the activities to goals and objectives outlined in the Five Year Consolidated Plan. This Consolidated Annual Performance and Evaluation Report (CAPER) describes the accomplishments for the period of FY 2012 – 2017 Consolidated Plan. The CAPER describes the activities undertaken during this time period for funding from the U.S. Department of Housing and Urban Development (HUD) under the CDBG Program. The projects/activities and accomplishments described in this CAPER principally benefit low- and moderate-income persons and the funding has been targeted to neighborhoods where there is the highest percentage of low- and moderate-income residents in Lehigh County.

The FY 2017 "draft CAPER" was made available for public review and comment for a 15-day period beginning Friday, November 30, 2018 and ending on Friday, December 14, 2018. The availability for review of the "draft CAPER" was advertised in the local newspaper and the CAPER was on display at the following locations in the County and on the County's website (<http://www.lehighcounty.org/Departments/Community-Economic-Development>):

- **Lehigh County Department of Community and Economic Development** - Lehigh County Government Center, 17 South 7<sup>th</sup> Street, Room 519, Allentown, PA 18101
- **Catasauqua Public Library** - 302 Bridge Street, Catasauqua, PA 18032
- **Coplay Library** - 49 South 5<sup>th</sup> Street, Coplay, PA 18037
- **Emmaus Public Library** - 11 East Main Street, Emmaus, PA 18049
- **Lower Macungie Library** - 3400 Brookside Road, Macungie, PA 18062
- **Parkland Community Library** - 4422 Walbert Avenue, Allentown, PA 18104
- **Slatington Library** - 650 Main Street, Slatington, PA 18080
- **Southern Lehigh Public Library** - 3200 Preston Lane, Center Valley, PA 18034
- **Whitehall Township Public Library** - 3700 Mechanicsville Road, Whitehall, PA 18052

The following is the overall program narrative based on the Five Year Consolidated Plan and FY 2017 Annual Action Plan.

**Grants Received –**

Lehigh County has received the following grant amounts during the time period of October 1, 2017 through September 30, 2018:

	CDBG	TOTALS
Entitlement Grants	\$ 1,118,857.00	\$ 1,118,857.00
Program Income	\$ 0.00	\$ 0.00
<b>Total Funds Received:</b>	<b>\$ 1,118,857.00</b>	<b>\$ 1,118,857.00</b>

This chart above includes only grants received during October 1, 2017 through September 30, 2018. Any previous year’s grants are not included.

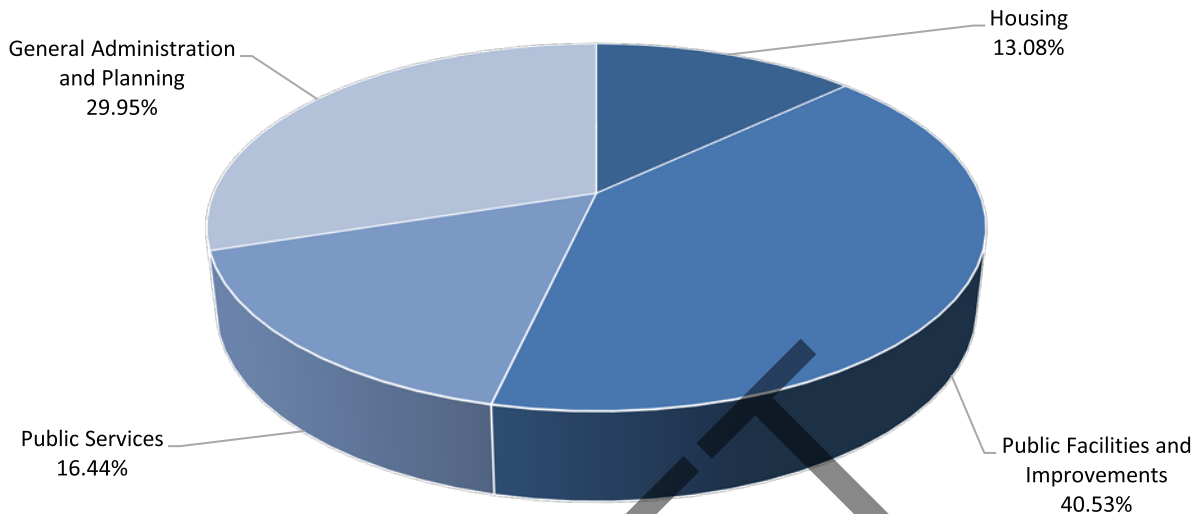
**Funds Expended –**

Amounts shown in the table below are funds that were expended during the time period of October 1, 2017 through September 30, 2018. These expenditures consist of previous year’s funds that were not used or expended as well as any reprogrammed funds from previous years.

Funding Sources	Total Funds Expended
Community Development Block Grant (CDBG)	\$ 790,640.29
<b>Total:</b>	<b>\$ 790,640.29</b>

The County’s CDBG expenditures by type of activity are shown below.

**Expenditures by Type of Activity**



Type of Activity	Expenditure	Percentage
Housing	\$ 103,419.45	13.08%
Public Facilities and Improvements	\$ 320,429.25	40.53%
Public Services	\$ 130,001.32	16.44%
General Administration and Planning	\$ 236,790.27	29.95%
<b>Total:</b>	<b>\$ 790,640.29</b>	<b>100.00%</b>

**\*Note:** The numbers in this chart are taken from the PR-54 - CDBG Community Development Block Grant Performance Profile downloaded from IDIS, which includes both Program Income and prior year CDBG funds expended during this CAPER period.

**Regulatory Caps and Set-Asides –**

Lehigh County’s program administration expenditures were within the regulatory cap for the CDBG program. This is shown in the following table:

	CDBG
FY 2017 Entitlement Grants	\$ 1,118,857.00
FY 2017 Program Income	\$ 0.00
Administrative Cap Allowance	20%

Maximum Allowable Expenditures	\$ 223,771.40
Administrative Disbursed in IDIS	\$ 236,790.27
Total Administrative Obligations	\$ 223,771.00
<b>Administrative Percentage:</b>	<b>20.00%</b>

Lehigh County’s CDBG Program administrative obligation for this reporting period was \$223,771.00, which is equal to the 20% cap on administrative expenditures.

**CDBG Public Service Activity Cap –**

	<b>CDBG</b>
FY 2017 Entitlement Grants	\$ 1,118,857.00
Prior Year Program Income	\$ 0.00
Public Service Cap Allowance	15%
Maximum Allowable Expenditures	\$ 167,828.55
Total Public Services Funds Disbursed in IDIS	\$ 130,001.32
Total Public Services Obligations	\$ 134,262.00
<b>Public Service Percentage:</b>	<b>12.00%</b>

Lehigh County obligated \$134,262.00 in funds for public services, which was 12% of the allowable expenditures that include the FY 2017 Entitlement Grant. This was under the 15% cap on expenditures for public services.

**Five Year Consolidated Plan Strategies and Goals:**

During the FY 2017 CAPER period, the County addressed the following priority need categories identified in its Five Year Consolidated Plan:

**GOAL: HOUSING - H**

**H-1: Retain Existing Housing Stock**

The County met this goal in FY 2017 by funding the following activity:

- **County-wide Housing Rehabilitation – Housing Rehabilitation Financing - \$200,000.00** – The County assisted four (4) families with CDBG-funded owner-occupied housing rehabilitation.
- **New Bethany Ministries – Columbia House Renovations - \$24,390** – This project was cancelled. The funds will be reprogrammed in the FY 2019 program year.

#### **H-2: Development of Affordable Housing**

- Lehigh County did not fund any projects/activities during this CAPER period.

#### **H-3: Homebuyer's Assistance**

- Lehigh County did not fund any projects/activities during this CAPER period.

### **GOAL: HOMELESS - HA**

#### **HA-1: Homelessness Prevention**

The County met this goal in FY 2017 by funding the following activity:

- **Catholic Charities – Self-sufficiency Program - \$29,700** – Catholic Charities assisted thirteen (13) households and thirty-four (34) persons with this grant, which provided up to 3 months of rental assistance.

#### **HA-2: Services**

- Lehigh County did not fund any projects/activities during this CAPER period.

#### **HA-3: Shelter and Transitional Housing**

- Lehigh County did not fund any projects/activities during this CAPER period.

#### **HA-4: Permanent Housing**

The County met this goal by:

- Lehigh County supported the Eastern Pennsylvania Continuum of Care Network with its FY 2017 CoC Application.

#### **HA-5: Non-Homeless Special Needs**

- Lehigh County did not fund any projects/activities during this CAPER period.

**GOAL: NON-HOUSING COMMUNITY DEVELOPMENT - CD**

Community Development Block Grant (CDBG) funds will be directed to local municipalities to address the quality of life in low-income areas through infrastructure and public facility improvements.

**CD-1: Public Facilities and Infrastructure**

The County met this goal by funding the following activities in FY 2017:

- **Catasauqua Borough - Front Street Parking Lot - \$90,000.00** - Project construction was not completed by the end of the CAPER period. The project will be completed during the FY 2018 CAPER period.
- **Coplay Borough - Storm Water Replacement at N. 2<sup>nd</sup> and Chestnut Street - \$125,000.00** - Project construction was not completed by the end of the CAPER period. The project will be completed during the FY 2018 CAPER period.
- **Emmaus Borough - Curb Cuts - \$30,000.00** - 8 handicap curb ramps were constructed on North 2nd and Elm Street in Emmaus, as well as 2 ramps on North 2nd and Apple Street. 275 linear feet of curbing was installed, along with 1,213 square feet of sidewalk.
- **Macungie Borough - Curb Cuts - \$28,434.00** - 6 ramps were constructed at Willow Street and Race Street, and 1 ramp was constructed at Willow Street and Parkside Drive. With matching dollars, this project was able to complete 9 new ramps.
- **Fountain Hill Borough - Street Reconstruction on Jeter Avenue and Dodson Street (Phase 2) - \$81,000.00** - 475 linear feet of Jeter Avenue and Dodson Street were reconstructed, 295 linear feet of bituminous curbing were installed, and required erosion and sedimentation facilities were installed.
- **Slatington Borough - Road Reconstruction - 4<sup>th</sup> Street - \$82,000.00** - Fourth Street was reconstructed between West Franklin Street and Centre Avenue. The work included the removal and replacement of 2 storm water inlets, installation of 2 detectable warning surfaces, 72 linear feet of concrete curbing, 43 square yards of concrete sidewalk, and 1,548 square yards of paving.
- **Demolition and Clearance of Blighted Properties Fund - \$100,000.00** - Demolition projects were not completed by the end of the CAPER period. The project will be completed during the FY 2018 CAPER period.

**CD-2: Economic Development**

- Lehigh County did not fund any projects/activities during this CAPER period.



**CD-3: Public Services**

The County met this goal by:

- **Catholic Charities - Self-sufficiency & Intervention Program - \$29,700.00** - Catholic Charities assisted thirteen (13) households and thirty-four (34) persons with this grant, which provided up to 3 months of rental assistance.
- **Communities in Schools of the Lehigh Valley - School-to-career Program - \$25,000.00** - Communities in Schools of the Lehigh Valley assisted twenty (20) students by enrolling them in the program and educating them on soft-skills to improve their employability.
- **Lehigh Career & Technical Institute - \$19,500.00** - Two (2) individuals completed training during this CAPER period. Both have taken new jobs or advanced their positions using their new CDL and/or HEO certification.
- **Lehigh Valley Center for Independent Living - People Living in Accessible Community Environments (PLACE) Program - \$15,062.00** - LVCIL served twenty-four (24) persons and eighteen (18) households with this grant. Nine (9) households achieved housing stability during the program year, and nine (9) households were still maintaining permanent housing at the end of the program. LVCIL also held monthly consumer workshops during the year.
- **The Literacy Center - Adult Literacy Instruction - \$15,000.00** - Literacy Center assisted thirty (30) students with literacy instruction.
- **Meals on Wheels of Lehigh County - Meal Preparation and Delivery - \$20,000.00** – Fifty-three (53) persons were assisted with this grant, which served 7,647 meals for LMI homebound seniors and adults with disabilities. The meals were subsidized at an average subsidy of \$2.71 per meal.
- **North Penn Legal Services - LMI Legal Aide - \$10,000.00** - NPLS provided thirty-one (31) households and eighty (80) persons with free legal aide, especially to negate housing discrimination, over the course of the program.

**FY 2017 CDBG Budget –**

The following chart lists the FY 2017 CDBG activities that were funded.

Project ID Number	Project Title/Description	2017 CDBG Budget	2017 CDBG Expenditures	Comments
CD-17-01	<b>Catasauqua Borough – Front Street Parking Lot</b> – This project will remove a blighting influence in a low- to moderate-income residential area and provide off-street parking for the residents, who do not have garage or existing off-street parking.	\$ 90,000.00	\$ 0.00	The funds will be expended during the FY 2018 CAPER period.

<p><b>CD-17-02</b></p>	<p><b>Coplay Borough – Storm Water Replacement at N. 2<sup>nd</sup> and Chestnut Street</b> – Funds will be used to improve storm water collection infrastructure at the Borough's main intersection of North 2nd and Chestnut Streets, alleviating flooding and roadway deterioration.</p>	<p>\$ 125,000.00</p>	<p>\$ 0.00</p>	<p>The funds will be expended during the FY 2018 CAPER period.</p>
<p><b>CD-17-03</b></p>	<p><b>Emmaus Borough – Curb Cuts</b> – Funds will be used for the removal of architectural barriers in the public rights-of-way by installing curb cuts and ramps, which meet ADA handicap accessibility requirements. Approximately 20 handicapped ramps will be constructed.</p>	<p>\$ 30,000.00</p>	<p>\$ 30,000.00</p>	<p>Completed.</p>
<p><b>CD-17-04</b></p>	<p><b>Macungie Borough – Curb Cuts</b> – Funds will be used for construction costs to upgrade a total of ten (10) ADA ramps at the intersections of Cedar and Race Streets (4), Willow and Race Streets (4), and Willow Street and Parkside Drive (2) in preparation of future street paving projects.</p>	<p>\$ 28,434.00</p>	<p>\$ 28,434.00</p>	<p>Completed.</p>
<p><b>CD-17-05</b></p>	<p><b>Fountain Hill Borough – Street Reconstruction on Jeter Avenue and Dodson Street (Phase 2)</b> – Funds will be used for the continuation of the reconstruction of Jeter Avenue from the limits of work previously funded with FY 2016 CDBG funds awarded to the Borough and continuing east to the limits of required reconstruction, as well as the reconstruction of a portion of Dodson Street, which connects to Jeter Avenue. Work will include two (2) curb cuts on the northeast and southeast corners of</p>	<p>\$ 81,000.00</p>	<p>\$ 81,000.00</p>	<p>Completed.</p>

	Dodson and Spiegel Streets. Work will consist of sub-base repair and new wearing course and curbs.			
CD-17-06	<b>Slatington Borough – Road Reconstruction – 4<sup>th</sup> Street</b> – Funds will be used for the reconstruction of Fourth Street from West Franklin Street to Centre Avenue, including base repair/replacement, wearing course, and ADA ramps and curb cuts.	\$ 82,000.00	\$ 82,000.00	Completed.
CD-17-07	<b>County-wide Housing Rehabilitation – Housing Rehabilitation Financing</b> – Funds will be used to rehabilitate six (6) owner-occupied LMI properties. Program delivery is also included.	\$ 200,000.00	\$ 0.00	The funds will be expended during the FY 2018 CAPER period.
CD-17-08	<b>New Bethany Ministries – Columbia House Renovations</b> – New Bethany Ministries is the general partner responsible for the daily management and maintenance of the Columbia House, a subsidized single room occupancy (SRO) facility. This request is for renovations to floors, outside doors, and bathrooms. This request will address health and safety issues and curtail additional deterioration to this building.	Cancelled.		The project was cancelled. The funds will be reprogrammed in the FY 2019 program year.
CD-17-09	<b>Demolition and Clearance of Blighted Properties Fund</b> – Funding is requested for the demolition of vacant and dilapidated properties in the various boroughs and townships in Lehigh County in an effort to prevent and eliminate blight in Lehigh County.	\$ 100,000.00	\$ 0.00	The funds will be expended during the FY 2018 CAPER period.

<p><b>CD-17-10</b></p>	<p><b>Catholic Charities – Self-sufficiency &amp; Intervention Program</b> – To assist 25 vulnerable Lehigh County low-to moderate-income households with direct and immediate help to preserve their housing, including case management and rental assistance. In addition, 10 households will receive housing counseling services.</p>	<p>\$ 29,700.00</p>	<p>\$ 29,700.00</p>	<p>Completed.</p>
<p><b>CD-17-11</b></p>	<p><b>Communities in Schools of the Lehigh Valley – School-to-Career Program</b> – Communities in Schools Career Supports at LCTI will target at-risk students with truancy supports and case management to overcome challenges and complete the LCTI career program. In addition to case management, CIS will provide support groups for career awareness and increase resilience and confidence for achievement.</p>	<p>\$ 25,000.00</p>	<p>\$ 22,997.55</p>	<p>The remaining funds will be expended during the FY 2018 CAPER period.</p>
<p><b>CD-17-12</b></p>	<p><b>Lehigh Career &amp; Technical Institute</b> – Lehigh Career &amp; Technical Institute (LCTI) proposes to provide four (4) short-term training options that will lead to industry certifications and immediate job placements at sustainable wages.</p>	<p>\$ 19,500.00</p>	<p>\$ 16,740.50</p>	<p>The remaining funds will be expended during the FY 2018 CAPER period.</p>
<p><b>CD-17-13</b></p>	<p><b>Lehigh Valley Center for Independent Living – People Living in Accessible Community Environments (PLACE) Program</b> – The project is estimated to serve thirty (30) disabled Lehigh County consumers and their family members, who are homeless or at-risk of homelessness. Disabled</p>	<p>\$ 15,062.00</p>	<p>\$ 14,843.95</p>	<p>The remaining funds will be expended during the FY 2018 CAPER period.</p>

	residents will receive housing case management through the PLACE program.			
<b>CD-17-14</b>	<b>The Literacy Center – Adult Literacy Instruction</b> – The Literacy Center is requesting \$20,000 to serve 50 adult students seeking English, ESL and GED instruction to improve their lives.	\$ 15,000.00	\$ 13,896.82	The remaining funds will be expended during the FY 2018 CAPER period.
<b>CD-17-15</b>	<b>Meals on Wheels of Lehigh County Meal Preparation and Delivery</b> – Funds will be used to purchase supplies for prepared food. The volunteers will deliver one or two meals to homebound seniors and adults with disabilities who meet project criteria.	\$ 20,000.00	\$ 20,000.00	Completed.
<b>CD-17-16</b>	<b>North Penn Legal Services – LMI Legal Aide</b> – NPLS will provide advice, referrals, advocacy and some direct representation to low-income people, who are being evicted, denied housing, or who are forced to live in uninhabitable conditions.	\$ 10,000.00	\$ 10,000.00	Completed.
<b>CD-17-17</b>	<b>Administration</b> – Funds for oversight, management, and administration of the CDBG Program.	\$ 223,771.00	\$ 223,771.00	Completed.

The County spent \$573,383.82, or 51.25% of its FY 2017 CDBG allocation. Additionally, during the FY 2017 CAPER period, the County expended \$217,256.47 from previous fiscal years.

**Housing Performance Measurements –**

The table below lists the objectives and outcomes that the County accomplished through CDBG activities during this CAPER period:

Objectives	Outcomes						Total by Objective	
	Availability/ Accessibility		Affordability		Sustainability			
	Units	\$	Units	\$	Units	\$	Units	\$
Suitable Living	0	\$0.00	0	\$0.00	4	\$81,862.00	4	\$81,862.00
Decent Housing	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00
Economic Opportunity	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00
<b>Total by Outcome</b>	<b>0</b>	<b>\$0.00</b>	<b>0</b>	<b>\$0.00</b>	<b>4</b>	<b>\$81,862.00</b>	<b>4</b>	<b>\$81,862.00</b>

### Substantial Amendment –

In FY 2017, Lehigh County determined that it was necessary to amend the previously approved FY 2015 and 2016 Community Development Block Grant (CDBG) Program years' budgets in order to reallocate funds. A letter was sent to the HUD Philadelphia Office on August 14, 2018 to notify them of the changes. The amendments to FY 2015 and 2016 CDBG Annual Action Plans were proposed as follows:

#### FY 2015

- **County Wide House Rehab – Construction** – Allocation increased from \$96,130.78 to \$107,020.06.
- **County Wide House Rehab – Delivery** – Allocation decreased from \$44,000.00 to \$33,110.72.

#### FY 2016

- **Lehigh Valley Center for Independent Living – People Living in Accessible Community Environments (PLACE) Program** – Allocation decreased from \$20,400.00 to \$19,186.38.
- **Lehigh Valley Workforce Development Board – Slatington Youth Works** – Allocation decreased from \$14,100.00 to \$11,724.29.
- **North Penn Legal Services – LMI Legal Help** – Allocation decreased from \$10,000.00 to \$8,318.63.
- **Coplay Borough – Storm Sewer Rehabilitation** – Allocation decreased from \$81,000.00 to \$80,808.00.
- **County Wide House Rehab – Construction** – Allocation increased from \$165,000.00 to \$170,462.70.

## CR-05 - Goals and Outcomes

**Progress the jurisdiction has made in carrying out its strategic plan and its action plan.**

### 91.520(a)

*This could be an overview that includes major initiatives and highlights that were proposed and executed throughout the program year.*

This is Lehigh County's sixth year of the Consolidated Plan designed to address the housing and non-housing needs of County residents. This year's CAPER reports on the actions and achievements the County accomplished in Fiscal Year 2017.

The CAPER for the FY 2017 Annual Action Plan for Lehigh County encompasses the County's CDBG Program and outlines which activities the County undertook during the program year beginning October 1, 2017 and ending September 30, 2018. The Lehigh County Department of Community and Economic Development is the lead entity and administrator for the CDBG funds.

The CDBG Program and the activities outlined in this FY 2017 CAPER principally benefited low- and moderate-income persons and funding was targeted to communities where there is the highest percentage of low- and moderate-income residents.

Lehigh County, during this CAPER period, budgeted and expended CDBG funds on the following goals:

- **Housing Goal – H** – Budgeted \$200,000.00, expended \$0.00.
- **Homeless Goal – HA** – Budgeted \$29,700.00, expended \$29,700.00.
- **Non-Housing Community Development Goal – CD** – Budgeted \$670,696.00, expended \$319,912.82.

**Comparison of the proposed versus actual outcomes for each outcome measure submitted with the consolidated plan and explain, if applicable, why progress was not made toward meeting goals and objectives. 91.520(g)**

*Categories, priority levels, funding sources and amounts, outcomes/objectives, goal outcome indicators, units of measure, targets, actual outcomes/outputs, and percentage completed for each of the grantee's program year goals.*

Goal	Category	Source / Amount	Indicator	Unit of Measure	Expected – Strategic Plan	Actual – Strategic Plan	Percent Complete	Expected – Program Year	Actual – Program Year	Percent Complete
CD-1 Public Facilities and Infrastructure	Non-Housing Community Development	CDBG: \$329,035	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	1,910	10,457	100.00%	1,910	10,457	100.00%
CD-1 Public Facilities and Infrastructure	Non-Housing Community Development	CDBG: \$329,035	Other	Other	24	21	87.50%	24	21	87.50%
CD-3 Public Services	Non-Housing Community Development	CDBG: \$39,700	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	104	243	100.00%	104	243	100.00%
CD-3 Public Services	Non-Housing Community Development	CDBG: \$39,700	Public service activities for Low/Moderate Income Housing Benefit	Households Assisted	117	62	52.99%	117	62	52.99%



H-1 Retain Existing Housing Stock	Affordable Housing	CDBG: \$508,460	Homeowner Housing Rehabilitated	Household Housing Unit	6	4	66.67%	6	4	66.67%
HA-1 Homeless Prevention	Homeless	CDBG: \$29,700	Public service activities for Low/Moderate Income Housing Benefit	Households Assisted	35	34	88.57%	35	34	88.57%

**Table 1 - Accomplishments – Program Year & Strategic Plan to Date**

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**Assess how the jurisdiction's use of funds, particularly CDBG, addresses the priorities and specific objectives identified in the plan, giving special attention to the highest priority activities identified.**

During the FY 2017 CDBG Program Year, Lehigh County addressed the following goals from the Five Year Consolidated Plan:

**Overview:**

During the FY 2017 CDBG Program Year, Lehigh County addressed the following goals from the Five Year Consolidated Plan:

**GOAL: HOUSING - H**

**H-1: Retain Existing Housing Stock**

The County met this goal in FY 2017 by funding the following activity:

- **County-wide Housing Rehabilitation – Housing Rehabilitation Financing - \$200,000.00** – The County assisted four (4) families with CDBG-funded owner-occupied housing rehabilitation.
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**H-2: Development of Affordable Housing**

- Lehigh County did not fund any projects/activities during this CAPER period.

**H-3: Homebuyer's Assistance**

- Lehigh County did not fund any projects/activities during this CAPER period.

**GOAL: HOMELESS - HA**

**HA-1: Homelessness Prevention**

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**HA-2: Services**

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**HA-3: Shelter and Transitional Housing**

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**HA-4: Permanent Housing**

The County met this goal by:

- Lehigh County supported the Eastern Pennsylvania Continuum of Care Network with its FY 2017 CoC Application.

**HA-5: Non-Homeless Special Needs**

- Lehigh County did not fund any projects/activities during this CAPER period.

**GOAL: NON-HOUSING COMMUNITY DEVELOPMENT - CD**

Community Development Block Grant (CDBG) funds will be directed to local municipalities to address the quality of life in low-income areas through infrastructure and public facility improvements.

**CD-1: Public Facilities and Infrastructure**

The County met this goal by funding the following activities in FY 2017:

- **Catasauqua Borough - Front Street Parking Lot - \$90,000.00** - Project construction was not completed by the end of the CAPER period. The project will be completed during the FY 2018 CAPER period.
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feet of bituminous curbing were installed, and required erosion and sedimentation facilities were installed.

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- **Demolition and Clearance of Blighted Properties Fund - \$100,000.00** - Demolition projects were not completed by the end of the CAPER period. The project will be completed during the FY 2018 CAPER period.

#### CD-2: Economic Development

- Lehigh County did not fund any projects/activities during this CAPER period.

#### CD-3: Public Services

The County met this goal by:

- **Catholic Charities - Self-sufficiency & Intervention Program - \$29,700.00** - Catholic Charities assisted thirteen (13) households and thirty-four (34) persons with this grant, which provided up to 3 months of rental assistance.
- **Communities in Schools of the Lehigh Valley - School-to-career Program - \$25,000.00** - Communities in Schools of the Lehigh Valley assisted twenty (20) students by enrolling them in the program and educating them on soft-skills to improve their employability.
- **Lehigh Career & Technical Institute - \$19,500.00** - Two (2) individuals completed training during this CAPER period. Both have taken new jobs or advanced their positions using their new CDL and/or HEO certification.
- **Lehigh Valley Center for Independent Living - People Living in Accessible Community Environments (PLACE) Program - \$15,062.00** - LVCIL served twenty-four (24) persons and eighteen (18) households with this grant. Nine (9) households achieved housing stability during the program year, and nine (9) households were still maintaining permanent housing at the end of the program. LVCIL also held monthly consumer workshops during the year.
- **The Literacy Center - Adult Literacy Instruction - \$15,000.00** - Literacy Center assisted thirty (30) students with literacy instruction.
- **Meals on Wheels of Lehigh County - Meal Preparation and Delivery - \$20,000.00** – Fifty-three (53) persons were assisted with this grant, which served 7,647 meals for LMI homebound seniors and adults with disabilities. The meals were subsidized at an average subsidy of \$2.71 per meal.
- **North Penn Legal Services - LMI Legal Aide - \$10,000.00** - NPLS provided thirty-one (31) households and eighty (80) persons with free legal aide, especially to negate housing discrimination, over the course of the program.

During this CAPER period, the County assisted four (4) owner-occupied housing units through the County-wide Rehabilitation program.

The County assisted thirty-four (34) persons from becoming homeless, along with supporting the Northeast Pennsylvania Continuum of Care Network FY 2017 CoC Application. The County also assisted with administering the Commonwealth ESG Contract.

Lehigh County assisted 243 persons by funding the human service organizations. Through this funding, the following type of services were provided: homelessness prevention; housing referral and counseling; adult literacy education; job training; subsistence services; Fair Housing outreach, education, and advocacy.

In addition, like all older communities, there is a great need for infrastructure improvements. This was done through funding six (6) activities. These activities included curb cuts, sanitary and storm sewer rehabilitation, and street reconstruction. The six (6) funded activities assisted 10,457 persons.

DRAFT

**CR-10 - Racial and Ethnic composition of families assisted**

Describe the families assisted (including the racial and ethnic status of families assisted).

91.520(a)

	CDBG
White	6,772
Black or African American	74
Asian	34
American Indian or American Native	6
Two or More Races	2
Other Multi-Racial	68
<b>Hispanic</b>	
Hispanic	172
Not Hispanic	6,784
<b>Total</b>	<b>6,956</b>

Table 2 – Table of assistance to racial and ethnic populations by source of funds

**Narrative**

Based on the PR 23 IDIS Report, Lehigh County's programs benefitted 6,772 (97.35%) White families, 74 (1.06%) Black or African American families, 34 (0.49%) Asian families, 6 (0.08%) American Indian or American Native families, 2 (0.02%) families that were two or more races, and 68 (0.98%) Other Multi-Racial families. Also, 172 families (2.47%) were Hispanic, versus 6,784 families (97.53%) who were not Hispanic.

The County rehabilitated four (4) housing units in FY 2017 through the County-wide Owner-Occupied Rehabilitation Program using CDBG funds. Of the four (4) households assisted, all four (4) households were White.

**CR-15 - Resources and Investments 91.520(a)**

**Identify the resources made available**

Source of Funds	Source	Expected Amount Available	Actual Amount Expended Program Year 2017
CDBG	HUD	\$1,118,857.00	\$790,640.29

**Table 3 - Resources Made Available**

**Narrative**

Lehigh County received the following grant amounts during the time period of October 1, 2017 through September 30, 2018:

- CDBG Allocation \$1,118,857.00
- CDBG Program Income \$ 0.00
- Total Funds Received \$1,118,857.00**

During this CAPER period, Lehigh County expended \$790,640.29 of CDBG funds. The County expended \$573,383.82 in CDBG funds from FY 2017 and \$217,257.47 from prior fiscal year CDBG funds.

Under the FY 2017 Program Year, Lehigh County received the above amounts of Federal Entitlement Grants. These funds were made available to the County after October 30, 2017 when Mr. Nadab O. Bynum, Director of the Office of Community Planning and Development, HUD Philadelphia Office signed the FY 2017 CDBG Grant Agreement.

**Identify the geographic distribution and location of investments**

Target Area	Planned Percentage of Allocation	Actual Percentage of Allocation	Narrative Description
N/A	N/A	N/A	N/A

**Table 4 – Identify the geographic distribution and location of investments**

**Narrative**

Lehigh County does not have any identified Target Areas as part of the Consolidated Plan. Each year, Lehigh County selects projects, activities, and programs it would fund with its CDBG grant.

Rationale for funding activities were based on the eligibility of the activity, if it met a national objective, who were the beneficiaries of the activity, and evidence of the need in the community or by the agency/organization. The County also selected projects, activities, and programs that addressed the Five Year Goals and Objectives from the Five Year Consolidated Plan. Additional consideration was given based

on the community's or the agency's/organization's past history of expenditure of the CDBG funds, the ability to leverage other funds for the activity, past performance outcomes, and whether the FY 2017 request was related to projects that if not funded, would result in a special assessment against low-income homeowners. Finally, a high priority was given to activities based on the community or agency/organization's ability to complete the project in a timely manner. Lehigh County allocated its FY 2017 CDBG funds to provide assistance with activities that met the underserved needs of the communities participating in the program. The projects that meet the HUD criteria for benefit to low- and moderate-income households were located in those census tracts or block groups that were defined as low/mod areas. In selecting projects, consideration was given to the communities with concentrations of racial or ethnic groups and disproportionate needs standards.

Lehigh County has established the following criteria when establishing priorities for CDBG projects:

- Meeting the statutory requirements of the CDBG program
- Meeting the needs of very low and low- and moderate-income residents
- Focusing on low- and moderate-income areas or communities
- Coordinating and leveraging of resources
- Response to expressed needs
- Projects that would otherwise cause a special assessment to be levied against low- and moderate-income households
- Ability to complete the project in a timely manner

Lehigh County did not anticipate any obstacles in the performance of the FY 2017 CDBG activities. Affordable housing was identified as the largest underserved need in Lehigh County in the Five Year Consolidated Plan. Lehigh County is not a HUD entitlement community under the HOME program. Therefore, resources for housing activities were limited. The primary obstacle to meeting the underserved needs were the limited resources available to address the identified priorities in the County. Lehigh County continued to partner with other agencies when feasible, to leverage resources and maximize outcomes in housing and community and economic development.



## Leveraging

**Explain how federal funds leveraged additional resources (private, state and local funds), including a description of how matching requirements were satisfied, as well as how any publicly owned land or property located within the jurisdiction that were used to address the needs identified in the plan.**

The following public (non-federal) and private financial resources were made available to Lehigh County and its agencies and organizations to address the needs identified in the FY 2017 Annual Action Plan:

- Lehigh County received \$500,000 of PA-DCED HOME funds for a project that will begin in 2019.
- During this CAPER period, Lehigh County expended funds received from a PA-DCED Emergency Solutions Grant (ESG) in the amount of \$14,520 for operating costs at the Sixth Street Shelter operated by the Community Action Committee of the Lehigh Valley.
- Affordable Housing Trust Funds have been created by Lehigh County from document recording fees to be used for affordable housing projects. During this CAPER period, the County expended \$405,363.70 of the \$760,275.00 of the AHTF that were awarded in 2017 to support affordable housing projects.
- Lehigh County Board of Commissioners passed an ordinance allocating \$760,275 in Affordable Housing Trust Funds on July 19, 2017.
- Lehigh County Housing Authority received \$319,849.00 in FY 2016 Capital Funds for renovations and improvements to public housing to support affordable housing in the County. The Housing Authority received another \$488,870.00 for FY 2018 during this CAPER period.

There is no match requirement for the CDBG Program. Lehigh County does not receive an entitlement under the HOME and ESG programs, which do require a match.

Lehigh County is a member of the PA Eastern Continuum of Care Network - Lehigh Valley Regional Homeless Advisory Board (RHAB). The RHAB covers two (2) counties in the region. These counties are Lehigh and Northampton. The following agencies in Lehigh County received FY 2017 CoC funds for Permanent Supportive Housing (PSH), Supportive Services (SS), and Transitional Housing (TH):

- **The Salvation Army, a New York Corporation - Allentown Hospitality House Permanent Housing Program (PSH) - \$159,766**
- **Catholic Charities of Diocese of Allentown, Inc. (PSH) - \$71,863**
- **Lehigh County Conference of Churches – Outreach and Case Management for the Disabled Chronically Homeless - \$97,559**
- **Lehigh County Conference of Churches - Pathways Housing (PSH) - \$199,724**
- **Lehigh County Conference of Churches - Pathways TBRA for Families, Youth, and Veterans (PSH) - \$293,554**

- **Lehigh County Conference of Churches - Tenant Based Rental Assistance for the Disabled, Chronically Homeless (PSH) - \$225,337**
- **Lehigh County Housing Authority - Shelter Plus Care (PSH) - \$198,874**
- **Northampton County Housing Authority - Shelter Plus Care (PSH) - \$105,513**
- **Resources for Human Development, Inc. - LV ACT Housing Supports (PSH) - \$189,316**
- **Valley Housing Development Corporation - SHP for Persons with Mental Illness # 2 (PSH) - \$204,168**
- **Valley Housing Development Corporation - SHP for Persons with Mental Illness # 3 (PSH) - \$131,657**
- **Valley Housing Development Corporation - SHP for Persons with Mental Illness # 4 (PSH) - \$113,486**
- **Valley Youth House Committee, Inc. – LV-RHAB (RRH) - \$284,072**
- **Valley Youth House Committee, Inc. - Supportive Housing for Families/RRH Joint Component for Youth (TH/RRH) - \$468,554**
- **Third Street Alliance for Women and Children – LV-RHAB (RRH) - \$142,332**

Lehigh County did not have any publicly owned land or property within the jurisdiction that was funded with CDBG funds.

**CR-20 - Affordable Housing 91.520(b)**

**Evaluation of the jurisdiction's progress in providing affordable housing, including the number and types of families served, the number of extremely low-income, low-income, moderate-income, and middle-income persons served.**

	One-Year Goal	Actual
Number of homeless households to be provided affordable housing units	0	0
Number of non-homeless households to be provided affordable housing units	62	38
Number of special-needs households to be provided affordable housing units	0	0
<b>Total:</b>	<b>62</b>	<b>38</b>

Table 5 – Number of Households

	One-Year Goal	Actual
Number of households supported through rental assistance	35	34
Number of households supported through the production of new units	0	0
Number of households supported through the rehab of existing units	27	4
Number of households supported through the acquisition of existing units	0	0
<b>Total:</b>	<b>62</b>	<b>38</b>

Table 6 – Number of Households Supported

**Discuss the difference between goals and outcomes and problems encountered in meeting these goals.**

During this CAPER period, Lehigh County supported thirty-four (34) households through rental assistance, which was slightly less than the proposed thirty-five (35) households. Lehigh County also funded the Countywide Housing Rehabilitation Program during this CAPER period. The County proposed to rehabilitate six (6) housing units, the County during this program year rehabilitated four (4) housing units through the County-wide Owner-Occupied Rehabilitation Program using CDBG funds. The County proposed to assist twenty-one (21) housing units at the New Bethany Ministries – Columbia House. This project is going to be canceled during the FY 2019 Program year.

**Discuss how these outcomes will impact future annual action plans.**

Lehigh County is working toward achieving its goal of providing decent, safe, sound, and affordable housing for its low- and moderate-income residents. The County is providing CDBG funds for self-sufficiency and owner-occupied housing rehabilitation to keep the housing stock decent, safe, sound, and affordable.

**Include the number of extremely low-income, low-income, and moderate-income persons served by each activity where information on income by family size is required to determine the eligibility of the activity.**

Number of Persons Served	CDBG Actual
Extremely Low-income	1
Low-income	3
Moderate-income	1
<b>Total</b>	<b>5</b>

**Table 7 – Number of Persons Served**

**Narrative Information**

Based on the PR 23 IDIS Report, Lehigh County during this CAPER period used its CDBG funds to assist 5 households, of which 20% (1) was Extremely Low-Income, 60% (3) were Low-Income, and 20% (1) was Moderate-Income. For non-housing activities, CDBG funds were used to assist a total of 2,399 persons, of which 4.92% (118) were Extremely Low-Income, 77.78% (1,866) were Low-Income, and 17.30% (415) were Moderate-Income.

Lehigh County provided CDBG funds to rehabilitate owner-occupied housing in the County. There were four (4) owner-occupied housing units rehabilitated with CDBG funds during this CAPER period. Four (4) of these households were white. There were five (5) people assisted through this program. Of the assisted households, one (1) was extremely low-income, two (2) were low-income, and one (1) was moderate-income. Of the assisted households, three (3) were female head-of-households, one (1) was disabled, and one (1) was elderly.

The County did the following during the FY 2017 CAPER period:

**H-1: Retain Existing Housing Stock**

- Four (4) owner-occupied housing units were rehabilitated with CDBG funds during this CAPER period. In addition, The County funded the following projects with Affordable Housing Trust Funds (AHTF):
  - Housing Association Development Corporation received \$300,000 for the rehabilitation of six (6) blighted properties in the Jordan Heights neighborhood.

- New Bethany Ministries received \$65,275 in AHTF to complete renovations to Columbia House in Coplay.

## **H-2: Development of Affordable Housing**

- Lehigh County did not fund any projects/activities with FY 2017 CDBG funds. The County funded the following projects with Affordable Housing Trust Funds (AHTF):
  - Habitat for Humanity of the Lehigh Valley received \$125,000 to help underwrite the costs to build four (4) homes on Keystone Avenue in West Bethlehem.
  - Lehigh Valley Community Land Trust received \$50,000 to acquire land on which a new permanently affordable owner-occupied housing development of three (3) to seven (7) units will be built.
  - Lehigh Valley Community Land Trust received \$38,000 to provide salary and benefits to a project coordinator.

## **H-3: Homebuyer's Assistance**

- The County awarded the FY 2018 AHTF's Community Action Committee of the Lehigh Valley received funds from 2018 AHTF allocation to assist first-time homebuyers through the following projects:
  - Catholic Charities received \$30,000 to provide emergency rent and mortgage assistance to the homeless.
  - Community Action Committee of the Lehigh Valley received \$30,000 to provide financial services.
  - The County allocated \$38,000 of its Affordable Housing Trust funds for the Lehigh Valley Community Land Trust to provide a salary and benefits for a project coordinator to promote sustainability and growth of the Lehigh Valley Community Land Trust and develop procedures for land gifting.
  - Neighborhood Housing Services of the Lehigh Valley received \$112,000 to provide down payment closing cost assistance.
  - North Penn Legal Services received \$10,000 for a fair housing project.

**CR-25 - Homeless and Other Special Needs 91.220(d, e); 91.320(d, e); 91.520(c)**

**Evaluate the jurisdiction's progress in meeting its specific objectives for reducing and ending homelessness through: Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs**

The Eastern PA CoC serves a total of thirty-three (33) counties. The 33 counties are organized into five (5) geographically dispersed Regional Homeless Advisory Boards (RHABs). Lehigh County is part of the Lehigh Valley Regional Homeless Advisory Board (LV-RHAB). The region is made up of two (2) counties which include: Lehigh and Northampton Counties.

According to the Governance Charter for the PA Eastern Continuum of Care Collaborative, the mission of the PA Eastern CoC is to end homelessness throughout the 33-county Continuum of Care. The CoC works toward ending homelessness by providing a framework for a comprehensive and well-coordinated regional and local planning process. This included identifying needs, conducting a system-wide evaluation of existing resources and program activities, and building a system of housing and services that addresses those needs. This mission was pursued through the development of long-range plans to prevent and end homelessness in the geographic area, as well as the coordination necessary for successful implementation. The objectives of the CoC included the following:

- Promote development of adequate funding for efforts for preventing homelessness, rapidly re-housing homeless persons, and stabilizing housing;
- Maximize potential for self-sufficiency among individuals and families experiencing homelessness;
- Promote full access to, and effective use of, mainstream programs.

The Continuum of Care completes a regular "Point in Time Count Survey" each January to determine the number of homeless individuals and families in the Eastern Pennsylvania Region. Based on the Point in Time Count (PITC) conducted during January 2018, the following numbers of homeless persons were reported in Lehigh County:

- **Unsheltered** - 57 individuals, 0 families with children, and 0 children only
- **Transitional Housing** - 75 individuals, 17 families with children, and 0 children only
- **Emergency Shelter** - 264 individuals, 47 families with children, and 0 children only

Unsheltered homelessness is not common in the mostly rural PA Eastern CoC. The largest percentage of unsheltered homeless are typically located in Lehigh, Northampton, and Monroe Counties. Ongoing street outreach occurs in these three (3) counties. Lehigh Carbon Community College in the Lehigh Valley tracks unsheltered persons in their Efforts to Outcomes (ETO) database. Identified persons are provided with immediate shelter and services. Intake and permanent housing placement occur as quickly as possible.

In the entire Eastern Pennsylvania COC, there were 346 unsheltered persons, 620 persons in transitional shelter, and 1,032 in emergency shelter. There were 126 children under the age of 18, with 31 in a transitional shelter and 95 in an emergency shelter. The three (3) counties that have historically reported the majority of chronic homelessness in Pennsylvania are Lehigh, Northampton, and Monroe Counties. Per the 2018 Point-In-Time Count, of the entire 1,998 persons counted, Lehigh (19.8%), Northampton (16.1%), and Monroe (9.6%) comprised the almost one-half (45.5%) of all homeless persons.

**Chronic Homeless:**

There was a decrease in the number of chronic homeless persons in many counties, resulting in an overall reduction of thirty-two (32) unsheltered persons from 2017 to 2018. Throughout the CoC's entire 33-county geography, there were no counties that reported ten (10) or more chronic homeless persons in 2018. The three (3) counties that have historically reported the majority of chronic homeless in Pennsylvania are Franklin-Fulton, Northampton and Monroe counties. These counties reported a collective decrease of thirty-one (31) chronic homeless persons in 2018. However, Lehigh County reported an increase of four (4) chronic homeless between 2017 and 2018. This was largely attributed to the number of permanent supportive housing resources within these communities, all of which have been dedicated/prioritized for chronic homeless persons. On October 18, 2015, the CoC Board approved a policy requiring all permanent supportive housing projects to follow the prioritization order outlined in CPD Notice 14-012, "Notice on Prioritizing Persons Experiencing Chronic Homelessness and Other Vulnerable Homeless Persons in Permanent Supportive Housing and Recordkeeping Requirements for Documenting Chronic Homeless Status". Effective immediately, all CoC-funded PSH beds were required to prioritize chronic homelessness in all new and turnover beds that became available.

**Risk Factors for Homelessness:**

The biggest risk factors of homelessness continued to be: 1) a person or family doubled-up with another family; 2) being released from a psychiatric facility; 3) being released from a substance abuse treatment facility; or 4) being released from a corrections facility. The data points to the need to identify which institutions within the 33-County CoC were not using adequate discharge planning, and to improve their coordination with the CoC. To reduce first-time homelessness, the CoC has increased its homeless prevention resources through PHARE (Marcellus Shale fees), ESG, Supportive Services to Veteran Families (SSVF), and other funds. The Coordinated Entry pilot program, recently approved by the 33-county Eastern PA CoC, began in the Lehigh Valley in December 2016.

**Affordable Housing Trust Funds (AHTF):**

Lehigh County engaged in the following activities in the FY 2017 program year through the Lehigh County Affordable Housing Trust funds to reduce and end homelessness in the jurisdiction:

- **Community Action Committee of the Lehigh Valley, Inc.:** The Community Action Financial Services (CAFS) program of the Community Action Committee of the Lehigh Valley, Inc. provided housing and financial counseling services to low- and moderate-income persons. Included in these

services were a Homeownership Counseling Program, PHFA Foreclosure Mitigation Counseling Program, and the Mortgage Foreclosure Diversion Program.

- **Catholic Charities:** Catholic Charities provided emergency rent and mortgage assistance to prevent homelessness.
- **New Bethany Ministries:** New Bethany Ministries operates Columbia House, a homeless shelter, in Coplay Borough. New Bethany Ministries received AHTF and CDBG funding for renovations at Columbia House.

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

During this CAPER period, Lehigh County received funds from PA-DCED Emergency Solutions Grant (ESG) in the amount of \$14,520 for operations at the Sixth Street Shelter operated by the Community Action Committee of the Lehigh Valley, and homeless prevention and Rapid Re-housing services through Catholic Charities.

The shelter and transitional housing that was available in Lehigh County included the following:

- Community Action Committee of the Lehigh Valley - Sixth Street Shelter (Emergency Shelter)
- Community Action Committee of the Lehigh Valley - Turner Street Apartments (Transitional Housing)
- Salvation Army Emergency Shelter (Emergency Shelter)
- Salvation Army Transitional Shelter (Transitional Housing)
- Allentown Rescue Mission (Emergency Shelter)
- Allentown Rescue Mission Christian Living and Values Transitional Program (Transitional Housing)
- Turning Point of the Lehigh Valley (Domestic Violence) (Transitional Housing)
- The Program for Women and Families, Inc. (Transitional Housing)
- Valley Youth House (Emergency Shelter)
- Valley Youth House - Maternity Group Home (Transitional Housing)
- Valley Youth House - Supportive Housing for Families (Transitional Housing)
- Valley Youth House - Supportive Housing for Youth (Transitional Housing)

**Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again**

Using HUD System Performance Measure Guidance, the HMIS Lead developed a CoC Performance Report with metrics for “Length of Time Homeless” and reviewed this data with the CoC Data Committee, which



meets quarterly to review CoC Performance and identify needed interventions. In 2015, the LOTH in Transitional Housing was 317 days. As such, the CoC reallocated all Transitional Housing projects in FY 2016 and FY 2017 allowing for significant expansion of Rapid Rehousing and Coordinated Entry.

HMIS is used to monitor and record returns to homelessness, which is monitored through the Data Subcommittee each quarter. Based on First Year System Performance Measure results, an overall 12% of persons returned to homelessness within two (2) years. Of these 243 persons, nearly 66% (160) had exited Emergency Shelter. The CoC is significantly increasing Permanent Housing resources through reallocation and Permanent Housing bonuses, which will assist those exiting shelters. Currently, 67% of persons staying in shelters are exiting to Permanent Housing.

Severity of need is taken into consideration in prioritizing people experiencing homeless. This is determined in a number of different ways in the ranking criteria. Specific vulnerabilities considered included chronic homelessness; most significant health and behavioral health needs; youth; and victims of domestic violence. CoC policies require all Permanent Supportive Housing (PSH) projects to prioritize beds to those with the greatest LOTH, but some PSH projects have had very little turnover since the adoption of policy. As a result, the level of vulnerability within PSH projects may widely vary. To adjust for this discrepancy, the ranking included a question measuring "severity of need" based on the vulnerabilities from the Annual Performance Report to HUD. This question asked about additional criteria relevant to vulnerability, including not scoring victims of domestic violence on recidivism, and scoring youth differently on employment outcomes.

#### **Chronic Homeless:**

There were nine (9) chronically homeless persons in Lehigh County at the time of the 2018 PITC, with ten (10) chronically homeless in emergency shelter, and nine (9) unsheltered. To improve access to Chronic Homeless beds across the CoC in counties with an excess of Chronic Homeless prioritized beds, the strategy was to implement the recently adopted "Bed Turnover Policy" in which a bed will first be filled through the project's waiting list, then within the County, then CoC-wide.

#### **Veterans:**

At the time of the 2018 PITC, there was one (1) unsheltered Veteran in Lehigh County and eight (8) sheltered Veterans. The state's ESG program prioritizes funding for programs providing homeless services to Veterans, and there are nine (9) Supportive Services for Veteran Families (SSVF) funded organizations providing outreach throughout the 33-countywide CoC. This includes street outreach, marketing, and providing information to shelter residents/staff. SSVF staff works with Veterans to determine eligibility.

The Lehigh Valley Homeless Veteran Task Force was created in February 2015. The Lehigh County Office of Veterans Affairs coordinates the Task Force. The three SSVF providers serving Lehigh and Northampton counties, Hope for Veterans, Catholic Charities, and the Lehigh Valley Center for Independent Living (LVCIL), are the main resource for rapid re-housing and homelessness prevention. These organizations have the financial resources to provide rental assistance immediately to qualifying veterans. Veterans are also linked to these agencies' Support Coordinators by shelters and community resource providers. The

Allentown Housing Authority administers the HUD-VASH program for the Lehigh Valley. This program is coordinated through the Wilkes-Barre VA Medical Center.

**VASH Vouchers:**

The Allentown Housing Authority administers the HUD-VASH program for the Lehigh Valley. This program was coordinated through the Wilkes-Barre VA Medical Center.

**Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: likely to become homeless after being discharged from publicly funded institutions and systems of care (such as health care facilities, mental health facilities, foster care and other youth facilities, and corrections programs and institutions); and, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs**

In the Eastern PA Continuum of Care's Five-Year Strategic Plan to Reduce and End Homelessness (2017-2021), the COC outlines the following goals and actions under "Strategy 1: Prevent and Divert Homelessness."

**A. Evaluate and Improve Discharge Planning where Needed:**

- Evaluate current discharge planning from these systems to help stem the flow of individuals leaving institutional settings and entering homelessness because they lack stable housing options.
- Research and provide information to other systems/organizations on effective discharge planning policies/procedures for individuals and households at risk of entering homelessness upon discharge, as well as information on available housing resources.
- Engage with statewide efforts to improve discharge planning policies across systems, emphasizing the need for permanent housing placement for those exiting institutions.

**B. Increase Coordination of Homeless Prevention Sources:**

- Assess the use of existing funding available for prevention and identify gaps.
- Coordinate funding (including ESG, HAP, PHARE) across the CoC so that resources are used effectively. For example, the CoC may decide to channel prevention resources to geographic areas where emergency shelter access is limited, either due to wait lists or lack of shelter facilities.
- Investigate the use of tools, such as the Prevention VI-SPDAT, to help the CoC more effectively assess households requesting assistance.
- Ensure coordination of prevention activities with Coordinated Entry to increase the effectiveness of the system.

Furthermore, “Strategy 2” of the CoC’s Five-Year Strategy Plan focuses on the streamlining of the system and better coordination among housing and social services through the CoC’s Coordinated Entry System. Lack of resources, combined with the lack of a well-developed coordinated entry process, results in severe hardships for persons experiencing homelessness who often face long wait times to receive assistance or are screened out of needed assistance. Coordinated entry processes help communities prioritize assistance based on vulnerability and severity of service needs to ensure that people who need assistance the most can receive it in a timely manner. Coordinated entry processes also provide information about service needs and identify gaps to help communities plan their assistance and resources.

The Eastern PA CoC undertook a comprehensive Coordinated Entry planning process including stakeholder input across the CoC via survey and public meetings. Coordinated Entry is currently being piloted in the Lehigh Valley. It was rolled-out to the entire CoC in early FY 2018. A core component of the CoC’s ongoing efforts to utilize resources more effectively and reduce unnecessary entries into the homeless system is the implementation of this Coordinated Entry System (CES). As part of the CES, household needs will be assessed and matched with the housing intervention that best addresses their needs. This will allow the CoC to better understand who is entering the homeless system, along with their level of need, and to deploy resources more efficiently across the system. The CoC’s Coordinated Entry System Committee will continue to lead the implementation of the CES. The Governing Board will be updated regularly regarding the progress of the CES implementation and provide input as needed.

The value of a coordinated entry system for housing crisis response services is described by the Lehigh Valley Coordinated Entry Pilot Project below:

- Connects more people to the right solution to end their housing crisis as quickly as possible
- Ensures fair and equal access to services
- Helps overcome geographic, cultural and linguistic barriers to access
- Prioritizes service for families and individuals who are literally homeless and most vulnerable
- Empowers providers to end homelessness rather than simply manage it
- Frees providers to focus on service provision with more accurate information to make decisions
- Improves communications, response time, data collection and efficient use of scarce funding and resources
- Generates better data about community needs, gaps in service, system performance and system/community/provider outcomes
- Supports a “Housing First” approach to exiting people from homelessness to permanent housing with stability and then connecting them to mainstream and community services and benefits

Lehigh County budgeted \$29,700.00 in FY 2017 CDBG funds for the Catholic Charities – Self-Sufficiency & Intervention Program to assist twenty-five (25) households. This program provides counseling, short-term rental assistance, and utility payments to assist in the prevention of homelessness. In addition, ten (10) persons will receive housing counseling services. Lehigh County, through its various human services programs, provides support to all the categories of non-homeless special needs populations. The County also budgeted \$15,062.00 in FY 2017 CDBG funds for the Lehigh Valley Center for Independent Living -

People Living in Accessible Community Environments (PLACE) Program, which will assist thirty (30) persons with housing location assistance and provide for fair housing workshops for landlords.

The Lehigh County Department of Human Services provides a wide range of programs for its elderly, substance abusers, people with mental health and intellectual disabilities, children and youth, and veterans. During this program year, the County also budgeted \$20,000.00 in FY 2017 CDBG funds for the Meals on Wheels of Lehigh County - Meal Preparation and Delivery project. The project provided funds for meals to homebound seniors and adults with disabilities.

**Coordinated Entry:**

Recommendations included developing a Plan to End Homelessness with measurable goals, which outline key initiatives for preventing homelessness, including strengthening discharge planning. CoCs were required by the CoC Program interim rule to establish a Centralized or Coordinated Assessment system - also referred to as Coordinated Entry. Based on the recent Coordinated Entry Policy Brief, HUD's primary goal for coordinated entry processes was that assistance be allocated as effectively as possible. It also needs to be easily accessible regardless of where or how people present for assistance. Most communities lack the resources needed to meet all of the needs of people experiencing homelessness.

The Eastern PA CoC has expanded the Coordinated Entry program beginning in FY 2017 CAPER period. The Lehigh Valley Coordinated Entry Pilot Project has coordinated access, assessment and referral to housing and services for families and individuals in Lehigh and Northampton Counties experiencing or at imminent risk for homelessness. The pilot was specific to the Lehigh Valley and includes outreach services through Valley Youth House and three walk-in sites. Those walk-in sites are operated by the Lehigh Conference of Churches in Allentown and Bethlehem, and the Third Street Alliance in Easton. Both physical and virtual outreach with bilingual staff are planned for the expansion of the program. Data from the pilot program has been used to strategically expend resources into diverting people from homelessness and providing more support. The CoC has created a list of policies and procedures for the Coordinated Entry Program, including anti-discrimination policies and monitoring policies. Coordinated Entry staffers will be trained in these policies and plans.

**FY 2017 CDBG Program:**

Lehigh County used its FY 2017 CDBG funds for the Catholic Charities - Self-Sufficiency & Intervention Program in the amount of \$29,700, which assisted thirteen (13) households and thirty-four (34) persons. This program provided counseling, short-term rental assistance, and utility payments to assist in the prevention of homelessness. Lehigh County, through its various human services programs, provided support to all the categories of non-homeless special needs populations. The County also funded the Lehigh Valley Center for Independent Living - People Living in Accessible Community Environments (PLACE) Program in the amount of \$15,062, which assisted eighteen (18) households and twenty-four (24) persons, where a member of the household was living with a disability. These households were assisted with case management and counseling.

The Lehigh County Department of Human Services provided a wide range of programs for its elderly, substance abusers, people with mental health and intellectual disabilities, children and youth, and veterans. During this program year, the County used FY 2017 CDBG funds for the Meals on Wheels of Lehigh County - Meal Preparation and Delivery project in the amount of \$20,000. The project provided funds for meals to homebound seniors and adults with disabilities, all with incomes below \$39,900. The County assisted fifty-three (53) persons with 7,647 meals to low- and moderate-income homebound seniors and adults with disabilities.

DRAFT

## **CR-30 - Public Housing 91.220(h); 91.320(j)**

### **Actions taken to address the needs of public housing**

The Lehigh County Housing Authority (LCHA) aims to address the needs of the extremely low-income, very low-income, and lower-income residents of Lehigh County. The mission of the Lehigh County Housing Authority is to provide affordable housing in the most efficient and effective manner to qualified individuals in accordance with the rules and regulations prescribed by the U.S. Department of Housing and Urban Development, the Commonwealth of Pennsylvania, the County of Lehigh and/or any other entity providing funding for affordable housing programs. This was done through LCHA assisting individuals and families through its public housing communities and Section 8 Housing Choice Vouchers. The Housing Authority promotes homeownership through its Family Self-Sufficiency Program.

Each year, LCHA receives an allocation of funds from HUD under the Capital Fund Program to undertake physical improvements. In addition, the LCHA receives operating subsidies to offset the operating deficits associated with public housing units and to carry out maintenance. During this CAPER period, the following Capital Fund Improvements were undertaken by the Lehigh County Housing Authority: 7<sup>th</sup> Street Village Bathroom remodeling.

The Lehigh County Housing Authority received \$488,870.00 under a HUD Capital Fund grant for FY 2018, which it used to replace 15 heat pumps at George Dilliard Manor and 15 heat pumps at Ridge Manor. LCHA will also be making extensive repairs to and painting 4,000 square feet of the fire stairway at Ridge Manor; additionally, LCHA plans on using funds to replace 27 exterior doors along with replacing thresholds and adding 27 security screen doors. The FY 2018 allocation was used for the following activities:

- **Operations** - \$48,887.00
- **Administration** - \$48,887.00
- **Architectural/Engineering Fees** - \$25,000.00
- **Dwelling Structures** - \$366,096.00
- **Total = \$488,870.00**

The Lehigh County Housing Authority (LCHA) maintains 289 units of public housing and has a 98% occupancy rate. The public housing waiting list contains 1,243 persons. The Family Housing lists are currently open, and the Senior Housing list remains open. LCHA has a baseline of 1,652 Section 8 Housing Choice Vouchers, with 1,117 in use as of September 30, 2018. There are 1,498 individual households on the waiting list as of September 30, 2018.

Lehigh County Housing Authority continues to have a position for multi-lingual staff to better communicate with all residents. LCHA continued to provide Fair Housing training for staff members. LCHA

also continued to strive to reach out to residents and prospective residents with special needs, and other minority populations. The public housing waiting list currently remains open.

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

Lehigh County supported the Housing Authority's efforts to work with tenants of public housing and Section 8 Housing Choice Vouchers to achieve self-sufficiency. There were no joint projects planned for the 2017 program year.

Family Self-Sufficiency (FSS) programs were provided to Section 8 Housing Choice Voucher holders and public housing tenants. FSS program residents worked with a case manager to develop goals for a five (5) year period to lead to self-sufficiency. These goals included education, specialized training, job readiness, job placement activities, and career advancement objectives. The goals for each participating family member were laid out in Individual Training and Services Plans. Lehigh County Housing Authority (LCHA), the County of Lehigh, and Lehigh Career & Technical Institute (LCTI), continued to partner in improving the Section 3 eligible program participants' access to education and job training. The Housing Authority has been partnering with Lehigh County and PA CareerLink to offer scholarships to eligible individuals wishing to participate in training offered by LCTI. There were 25 families participating.

**Actions taken to provide assistance to troubled PHAs**

The Lehigh County Housing Authority was not designated as "troubled" by HUD and was performing satisfactorily according to HUD guidelines and standards during this CAPER period. Therefore, no assistance was needed to improve operations of this Public Housing Authority.

**CR-35 - Other Actions 91.220(j)-(k); 91.320(i)-(j)**

**Actions taken to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment. 91.220 (j); 91.320 (i)**

The Lehigh Valley Planning Commission (LVPC) has written a municipal guidance document on Fair Housing. The document, which was released in December 2015, explains Fair Housing as it relates to municipal zoning and code enforcement and the responsibilities of the region's communities to provide for inclusive residential opportunities. As part of the work, the LVPC has updated a series of model municipal ordinances to affirmatively further fair housing compliance for the region's typical community and housing types. The region's development patterns range from urban, to suburban, to rural, thus necessitating a suite of model ordinances to address the region's fair housing needs. The package of model ordinances includes: mixed use development, conservation subdivision, cottage housing, traditional neighborhoods, street connectivity, density bonuses, and inclusionary zoning. Additionally, Lehigh and Northampton Counties and the LVPC partnered with North Penn Legal Services and presented two (2) educational events on Fair Housing implementation in November 2015 to its local municipal officials. LVPC held a "Strategy Lab" on housing in their Comprehensive Plan on March 29, 2017.

During this CAPER period, Lehigh County's Community and Economic Development staff participated in the region's Fair Housing Consortium, the Lehigh Valley Fair Housing Project, whose members include, North Penn Legal Services, representatives from Northampton County and the cities of Allentown, Bethlehem, and Easton. Meetings were held on a quarterly basis. County staff also held a regional fair housing summit for stakeholders throughout the Lehigh Valley on February 8, 2018.

**Actions taken to address obstacles to meeting underserved needs. 91.220(k); 91.320(j)**

Despite efforts made by Lehigh County and social service providers in the County, a number of significant obstacles to meeting underserved needs remain. Funding becomes the greatest obstacle for Lehigh County to meet its underserved needs. Insufficient funding lessens the ability to fund many worthwhile public service programs, activities, agencies, and the needs of local municipalities. Lehigh County used its CDBG funds to provide assistance to activities that meet the underserved needs of the communities participating in the program. The most difficult obstacle to meeting the needs for affordable housing was a considerable lack of public and private financial resources to fully address the priorities identified in the Five Year Strategic Plan. Building the organizational infrastructure to undertake projects and programs that rehabilitate and expand the housing supply was also challenging. In the Lehigh Valley Housing Needs Assessment, the following findings were identified:

- There were opportunities available for more collaborative initiatives between for-profit developers and non-profit organizations in the Lehigh Valley. By partnering with an experienced for profit developer, a smaller non-profit can enhance its capacity in budgeting, planning,



financing, and construction management skills.

- There were opportunities for public housing authorities to create new affordable housing outside of HOPE VI funding.
- Developers identified the insufficient supply of land zoned for multi-family housing as one of the factors driving up the cost of land acquisition and development. Outreach initiatives focused on educating public officials and planning commissions on the benefits of affordable housing may encourage the rezoning of more land to multifamily zoning designations, as well as eliminate unnecessary and excessive development standards for multifamily housing.
- Active and productive non-profit housing developers need ready access to capital in order to finance the front end soft costs associated with new development. Utilizing a less restrictive source of financing for this (such as Act 137 Affordable Housing Trust Fund resources) would enable non-profits to seek out additional development opportunities and fully investigate the financial feasibility of potential projects early on. Lehigh County reenergized its General Purpose Authority (GPA) financing vehicle to assist nonprofit developers in the planning of possible new developments.

The Lehigh Valley Planning Commission has developed various model zoning and land use controls to encourage affordable housing. The task remains to incorporate these into the local municipal ordinances.

Lehigh County receives Affordable Housing Trust Funds (AHTF). The fund provides support for affordable housing projects in the County. During this CAPER period, the County subrecipients awarded the funding for its FY 2017 allocation of the AHTF to support affordable housing projects.

#### **FY 2017 CDBG Program:**

During this CAPER period, Lehigh County funded the following projects with CDBG funds to meet underserved needs:

- **Catholic Charities - Self-Sufficiency & Intervention Program:** \$29,700.00
- **Communities in Schools of the Lehigh Valley - School-to-Career Program:** \$25,000.00
- **Lehigh Career and Technical Institute - Scholarships for Section 3 Residents:** \$19,500.00
- **Lehigh Valley Center for Independent Living - People Living in Accessible Community Environments (PLACE) Program:** \$15,062.00
- **The Literacy Center - Adult Literacy Instruction:** \$15,000.00
- **Meals on Wheels of Lehigh County - Meal Preparation and Delivery:** \$20,000.00
- **North Penn Legal Services - LMI Legal Aide:** \$10,000.00

#### **Actions taken to reduce lead-based paint hazards. 91.220(k); 91.320(j)**

Lead-based paint poses a particular hazard to children under the age of six, and is the focus of efforts by the U.S. Department of Housing and Urban Development (HUD) to raise awareness of the problem and

mitigate or eliminate the hazard. Lead-based paint was banned in 1978, but housing constructed prior to that time typically contains lead-based paint to some degree. Lead hazards were addressed during housing rehabilitation efforts. All homes that receive rehabilitation assistance were tested for the presence of lead-based paint. When evidence was found, the paint surfaces were removed or the materials were encapsulated to prevent exposure.

The EPA guidelines for renovation, paint, and repair (effective April 22, 2010) require that all contractors notify owners of properties constructed prior to 1978 of the potential for lead-based paint hazards and to perform work in a lead safe manner. Contractors must be trained and registered with EPA to do work in older homes that disturb painted surfaces. Local building code officers were made aware of these requirements. Contractors must provide appropriate notice to owners of properties that will be rehabilitated about the dangers of lead-based paint.

During this CAPER period, four (4) housing units that received CDBG funds for housing rehab tested positive for lead paint. However, none were abated for lead based paint hazards.

#### **Actions taken to reduce the number of poverty-level families. 91.220(k); 91.320(j)**

Approximately 13.1% of Lehigh County's residents live in poverty, which was slightly less than the State of Pennsylvania where 13.5% of residents live in poverty. Female-headed households with children in the County were particularly affected by poverty, at 40.5%. This information was taken from the U.S. Census "2011-2015 American Community Survey (ACS) Five-Year Estimates." The County's goal was to reduce the extent of poverty by actions the County can control and through work with other agencies/organizations.

Poverty was related to education, job training, and employment. Lehigh County remains committed to addressing the needs of its residents who live at or below the poverty level. The presence of poverty and the related social and economic problems could be a destabilizing element in communities.

In Lehigh County, the Community Action Committee of the Lehigh Valley (CACLV) was the official anti-poverty agency. CACLV provided rent and utility assistance, case management, and counseling services to assist with financial management, benefit entitlement assistance, home weatherization to reduce utility costs, furniture and household goods, alcohol and mental health counseling, foreclosure mitigation counseling, child care, transportation to work for up to six (6) months and assistance in purchasing a dependable vehicle, and other varied programs that empower low-income households by assisting them to develop the skills needed for independent living. Lehigh Valley Community Land Trust, a subsidiary of CACLV, assists LMI residents of Lehigh County to become homeowners.

Lehigh County provided CDBG funds to public service agencies to assist households below the poverty level with services and program support. The County worked with service providers to pursue resources and innovative partnerships to support the development of affordable housing, homelessness prevention, and emergency food and shelter.

During this CAPER period, Lehigh County funded the Catholic Charities - Self-Sufficiency & Intervention Program, which provided rent and utility assistance along with case management for thirteen (13) households consisting of thirty-four (34) people. All households are currently in stable housing and continued to receive case management services. The County also funded the Lehigh Career and Technical Institute, which provided scholarships to two (2) Section 3 residents of Lehigh County Housing Authority programs in Heavy Equipment Operations, with CDL-A License. Both persons have achieved employment through completion of the program.

The County also funded Communities in Schools of the Lehigh Valley School-to-Career Program, which provided students with the opportunity to build soft skills. The goal is to develop career pathways leading to continued education, sustainable wages, and self-sufficiency. Twenty (20) students enrolled in the program.

To assist with economic development and to promote job creation, Lehigh County administered various programs and supports agencies for economic development:

- Lehigh County worked in conjunction with Lehigh Valley Economic Development Corporation (LVEDC), community organizations, other economic development groups and the Workforce Investment Board to help enhance programs and create opportunities in the County.
- Lehigh Valley Economic Development Corporation (LVEDC) was able to provide manufacturing, industrial, and nonprofit organizations with low interest financing generated through tax exempt revenue bonds.
- Pennsylvania CareerLink Lehigh Valley offers job search counseling, skills assessment programs, GED courses, information on training programs and workshops on many subjects, including resume writing and interview skills. Considered a one-stop location for all employment needs, PA CareerLink offered a multi-faceted approach to the job market.

### **Actions taken to develop institutional structure. 91.220(k); 91.320(j)**

The primary responsibility for the administration of the Annual Action Plan was assigned to the Lehigh County Department of Community and Economic Development. This agency coordinated activities among local municipal governments, public entities, and private organizations, in their efforts to implement different strategies to realize the prioritized goals of the Annual Action Plan.

In order to address the County's housing and community development needs, the County has established extensive public/private partnerships aimed at revitalization in the County. In 2017, the partnerships included the following agencies:

- North Penn Legal Services
- Catholic Charities, Diocese of Allentown
- Meals on Wheels of Lehigh County, Inc.
- Lehigh Valley Center for Independent Living (LVCIL)
- New Bethany Ministries

- Lehigh Valley Regional Homeless Advisory Board (PA Eastern CoC)
- Lehigh Valley Community Land Trust (LVCLT)
- Lehigh Career and Technical Institute
- The Literacy Center
- Communities in Schools of the Lehigh Valley

Lehigh County consulted with business and civic leaders during its planning process for the preparation of its Annual Action Plan and Consolidated Plan. This included, but is not limited to, the following:

- The Greater Lehigh Valley Chamber of Commerce
- Community Action Committee of the Lehigh Valley (CACLV)
- Lehigh Valley Workforce Development Board
- Local elected officials

The County hired a third-party vendor, Community Grants, Planning & Housing, LLC (CGP&H), to implement its County-wide housing rehabilitation program. CGP&H during this CAPER period was working with the County to ensure that the housing rehabilitation program provides assistance to lower income homeowners.

Lehigh County was part of the Lehigh Valley Regional Housing Advisory Board. To promote a more local approach, the City of Allentown has initiated a planning process that required regional support. Lehigh County has been supportive of this initiative.

The Lehigh Valley Planning Commission continued to be the entity responsible for performing project oversight required under Executive Order 12372. HUD has acknowledged that the State of Pennsylvania no longer has a standing committee for this required function and has asked jurisdictions instead to utilize committees under Section 204 of the Demonstration Cities and Metropolitan Development Act of 1966. This function was carried out by the Lehigh Valley Planning Commission during this CAPER period.

### **Actions taken to enhance coordination between public and private housing and social service agencies. 91.220(k); 91.320(j)**

The primary responsibility for the administration of the Annual Action Plan was assigned to Lehigh County Department of Community and Economic Development. This agency coordinated activities among local municipalities, public, and private organizations, in their efforts to implement different strategies to realize the prioritized goals of the Annual Action Plan. The County was committed to continuing its participation and coordination with public, housing, and social service organizations. The County solicited applications for CDBG funds. In addition, the County sends out applications to a list of agencies, organizations, housing providers, and local municipalities that have previously submitted a CDBG application or which have expressed an interest in submitting a CDBG application. The applications were reviewed by the Department of Community and Economic Development staff and they addressed all questions with the applicants.

Lehigh County continued efforts to enhance coordination between agencies by creating partnerships such as in the implementation of the Section 3 and MBE-WBE outreach initiatives. The Section 3 outreach effort partnered with the Pennsylvania CareerLink, the Lehigh County Housing Authority and LCTI to identify Section 3 residents and businesses and to provide feedback on available job opportunities. Such partnerships help to develop a better understanding of community needs. The County budgeted \$19,500 in FY 2017 for the Lehigh Career & Technical Institute – scholarships for Section 3 Residents project, which will provide three (3) short-term training options that will lead to industry certifications and immediate job placements at sustainable wages.

The Affordable Housing Task Force, during this CAPER period, was a regional group that included Lehigh County. This group was developing the tools for and interest of the local municipalities for inclusionary zoning, cottage housing development, density bonuses, and transit oriented development.

The Lehigh Valley Economic Development Corporation (LVEDC) was awarded a Sustainable Communities Regional Planning Grant from HUD during Lehigh County's Consolidated Plan period. Through this effort, the Five-Year Strategic Plan and the larger regional plan was being prepared. As described in Prosper Lehigh Valley, a blog on economic development in the Lehigh Valley, eleven (11) agencies came together to apply for this grant through the U.S. Department of Housing and Urban Development (HUD). This grant was one of a few programs that was made possible through the Federal Office of Sustainable Communities, a historic collaboration among HUD, U.S. Department of Transportation, and the U.S. Environmental Protection Agency. Locally, the eleven (11) partners applied through the Lehigh Valley Economic Development Corporation as the Lehigh Valley Sustainability Consortium (LVSC).

The members of the LVSC were:

1. Lehigh County Department of Community and Economic Development
2. Northampton County Department of Community and Economic Development
3. Lehigh Valley Planning Commission
4. Lehigh and Northampton Transportation Authority
5. Community Action Committee of the Lehigh Valley
6. The Wildlands Conservancy
7. Lehigh Valley Economic Development Corporation
8. Renew Lehigh Valley
9. City of Allentown
10. City of Bethlehem
11. City of Easton

**Identify actions taken to overcome the effects of any impediments identified in the jurisdictions analysis of impediments to fair housing choice. 91.520(a)**

In August 2009, Lehigh County prepared and submitted to HUD an Analysis of Impediments to Fair Housing Choice. The Analysis of Impediment identified the following impediments and strategies:

**Impediment #1: Increase and Enhance Fair Housing Education and Outreach**

1. Facilitate fair housing training for real estate sales persons, municipal officials and planners, landlords, low-income housing developers, housing authority staff, and local mortgage lenders.
2. Make presentations annually to local churches, soup kitchens, seniors, housing authority residents and/or nonprofit organizations on fair housing issues.
3. Develop a webpage on the County website dedicated exclusively to fair housing issues. Add the fair housing logo to all federal program materials.
4. Development of an up-to-date, centralized housing database for Lehigh County on a Lehigh County Community Development Office website.
5. Continue to make referrals to the Pennsylvania Human Relations Commission and U.S. Department of HUD in instances of discrimination.
6. Disseminate current information on Fair Housing Rights in the form of posters and pamphlets throughout Lehigh County. In addition, utilize public service announcements on cable television. Notify local municipalities on Zoning issues that may impact housing choice. Post HUD's Spanish-language fair housing video on the county's website.
7. Appoint a Fair Housing Officer for Lehigh County.

**Impediment #2: Continue Support of Affordable Housing Programs**

1. Continue the commitment to affordable housing activities (rehabilitation, land banking). These activities provide a valuable opportunity to improve housing choice for members of the protected classes who are most often low- and moderate-income households.
2. Ensure the housing units rehabilitated or constructed with Federal funds comply with ADA requirements and encourage visitable hunts beyond the minimum requirements.
3. Expand accessibility requirements to universal design for all housing projects financed with federal funds.
4. Support the initiatives of housing providers who work to provide affordable housing for low-income and disabled households.
5. Encourage development of affordable rental housing realizing that not all households should be owners and that decent rental housing stabilizes neighborhoods and creates new homeownership opportunities by moving renters away from single-family homes.
6. Adopt a fair housing resolution to publicly advance fair housing choice.

Attached at the end of the CAPER in the Fair Housing Section are the following items:

- Fair Housing Proclamation for the County of Lehigh, dated April, 2018. The Fair Housing

Proclamation was signed by the mayors of Allentown, Bethlehem, and Easton, as well as the county executives for Lehigh and Northampton Counties, as part of the Lehigh Valley Fair Housing Project.

- Pictures of the Fair Housing Outreach that was posted on Lehigh and Northampton Transportation Authority buses.
- An agenda, meeting minutes for the North Penn Legal Services Fair Housing Project Quarterly Meeting held on June 11, 2018.
- Sign-in sheets for the training session held by the Housing Equality Center of Pennsylvania on Thursday, April 5, 2018.
- An agenda and sign-in sheets for the 2018 Regional Housing Summit held at DeSales University on February 8, 2018.

Additional actions taken by Lehigh County to affirmatively further fair housing is included in section CR-60 Fair Housing.

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## **CR-40 - Monitoring 91.220 and 91.230**

### **Description of the standards and procedures used to monitor activities carried out in furtherance of the plan and used to ensure long-term compliance with requirements of the programs involved, including minority business outreach and the comprehensive planning requirements**

Performance monitoring is an important component in the long-term success of the County's Community Development Block Grant Program. The County, through the Department of Community and Economic Development (DCED), has developed monitoring standards and procedures for ensuring that the recipients of CDBG funds met the regulations and that funds were disbursed in a timely fashion. The County has promulgated sub-recipient monitoring procedures and developed checklists to ensure that each activity was completed in a manner consistent with the requirements of the Community Development Block Grant Program. Municipal sub-recipients were desk audited through submission of quarterly and annual reports.

The DCED staff regularly monitored the progress of every activity to ensure timeliness. Municipal projects and sub-recipients were held to a performance schedule through contract obligations. When these milestones were not met, the DCED staff works closely with the municipality to get the project back on track or reallocate the funds.

The DCED's standards and procedures for monitoring were designed to ensure that:

- Objectives of the National Affordable Housing Act were met,
- Program activities were progressing in compliance with the specifications and schedule for each program, and
- Recipients were in compliance with other applicable laws, implementing regulations, and with the requirements to affirmatively further fair housing and minimize displacement of low income households.

Activities of sub-recipient non-profit agencies were closely monitored and were included in the review and approval of budgets, compliance with executed grant agreements, review and approval of vouchers, review of fiscal reports on a quarterly basis, and a review of audits on an annual basis. Monitoring occurred through on-site monitoring visits. These visits occurred as necessary, but were conducted at least once a year.

All sub-recipients identified the personnel working on the project, kept accurate records and filing systems to document program benefits and compliance, maintained an appropriate financial management system and submitted an audit.

There were monitoring responsibilities that go beyond the time of completion of various activities. The overall performance of the program relative to the Five-Year Strategic Plan goals was monitored at least bi-annually through the selection of the annual activities and again during the preparation of the



Comprehensive Annual Performance and Evaluation Report (CAPER).

During this CAPER period, the County Department of Community and Economic Development (DCED) staff performed the following monitoring:

- **Lehigh Valley Center for Independent Living** – August 2, 2018 and August 28, 2018
- **Lehigh Career and Technical Institute** – August 9, 2018
- **Meals on Wheels** – August 16, 2018
- **Literacy Center** – August 21, 2018
- **Catholic Charities of the Diocese of Allentown** – August 24, 2018
- **Communities in Schools of the Lehigh Valley** – August 29, 2018
- **North Penn Legal Services** – August 31, 2018

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**Citizen Participation Plan 91.105(d); 91.115(d)****Description of the efforts to provide citizens with reasonable notice and an opportunity to comment on performance reports.**

Lehigh County placed the FY 2017 CAPER document on public display for a period of 15 days beginning on Friday, November 30, 2018 through Friday, December 14, 2018. A copy of the Public Notice was published in "The Morning Call" on Thursday, November 29, 2018, a copy of which is attached in the Citizen Participation Section of this CAPER document.

The "Draft" FY 2017 CAPER was on display at the following locations in Lehigh County:

- **Lehigh County Department of Community and Economic Development** – Lehigh County Government Center, 17 South 7th Street, Allentown, PA 18101
- **Allentown Public Library** – 1210 West Hamilton Street, Allentown, PA 18102
- **Catasauqua Public Library** – 302 Bridge Street, Catasauqua, PA 18032
- **Coplay Library** – 49 South 5th Street, Coplay, PA 18037
- **Emmaus Public Library** – 11 East Main Street, Emmaus, PA 18049
- **Lower Macungie Library** – 3400 Brookside Road, Macungie, PA 18062
- **Parkland Community Library** – 4422 Walbert Avenue, Allentown, PA 18104
- **Slatington Library** – 650 Main Street, Slatington, PA 18080
- **Southern Lehigh Public Library** – 3200 Preston Lane, Center Valley, PA 18034
- **Whitehall Township Public Library** – 3700 Mechanicsville Road, Whitehall, PA 18052
- **Lehigh County website** – [www.lehighcounty.org/Departments/Community-Economic-Development](http://www.lehighcounty.org/Departments/Community-Economic-Development)

**CR-45 - CDBG 91.520(c)**

**Specify the nature of, and reasons for, any changes in the jurisdiction's program objectives and indications of how the jurisdiction would change its programs as a result of its experiences.**

Lehigh County has not made any changes to the Consolidated Plan and its program objectives during this reporting period.

**Describe accomplishments and program outcomes during the last year.**

During this CAPER period, Lehigh County expended CDBG funds on the following activities:

- **Housing** - \$103,419.45, which was 13.08% of the total expenditures.
- **Public Facilities and Improvements** - \$320,429.25, which was 40.53% of the total expenditures.
- **Public Services** - \$130,001.32, which was 16.44% of the total expenditures.
- **General Administration and Planning** - \$236,790.27, which was 29.95% of the total expenditures.
- **Total = \$790,640.29**

The Lehigh County Timeliness Ratio of unexpended funds as a percentage of the FY 2017 CDBG allocation was 1.05, which was under the maximum 1.5 drawdown ratio.

During this CAPER period, the CDBG program targeted the following with its funds:

- **FY 2017 Percentage of Expenditures Assisting Low- and Moderate-Income Persons and Households Either Directly or On an Area Basis = 100.00%**
- **FY 2017 Percentage of Expenditures that Benefit Low- and Moderate-Income Areas = 46.40%**
- **FY 2017 Percentage of Expenditures that Aid in the Prevention or Elimination of Slum or Blight = 0.00%**

During this CAPER period, the income level beneficiaries data were the following:

- **Extremely Low Income (<=30%) = 4.95%**
- **Low Income (30-50%) = 77.75%**
- **Moderate Income (50-80%) = 17.30%**
- **Total Low and Moderate Income (<=80%) = 100.00%**
- **Non Low and Moderate Income (>80%) = 0.00%**

During this CAPER period, the County had the following CDBG accomplishments:

- **Actual Jobs Created or Retained – 0**
- **Households Receiving Housing Assistance – 5**
- **Persons Assisted Directly, Primarily by Public Services and Public Facilities – 2,399**
- **Persons for Whom Services and Facilities were Available – 4,810**
- **Units Rehabilitated - Single Units – 4**

- **Units Rehabilitated - Multi Units Housing – 0**

During this CAPER period, the County leveraged \$566,703.97 for CDBG Activities based on the PR54 CDBG Community Development Block Grant Performance Profile Report.

During this CAPER period, all of the CDBG funds were used to meet a National Objective. The County did not make any lump sum agreements during this CAPER period. The County did not have any float-funded activities during this FY 2017 CAPER period. Lehigh County did not have any disallowed expenditures, nor did the County return any funds to the line-of-credit.

Lehigh County did not acquire, demolish, and/or rehabilitate any County-owned properties using CDBG funds during this CAPER period.

**Does this Jurisdiction have any open Brownfields Economic Development Initiative (BEDI) grants?**

No.

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## **CR-50 – Section 3 Report**

Attached is the Section 3 Summary Report HUD – 60002 for the CDBG Program for Lehigh County.

DRAFT



HUD.GOV

U.S. Department of Housing and Urban Development  
Secretary Ben Carson



**Section 3 Summary Annual Reporting System - Form 60002**

[INSTRUCTIONS](#) [FAQ](#) [CONTACT US](#) [LOGOUT](#)

OMB Approval No. 2529-0043 (exp. 11/30/2018)

County of Lehigh (23-1663078)

**Expected Reports:**

Start	Period	Program Area	Amount
No expected reports.			

[Start other report](#)

**In Progress Reports:**

Resume	Report ID	Period	Program Area	Amount	Last User	Delete
No reports currently in progress.						

**Section 3 Program Areas with unreported disbursements**

Program	SPEARS Report Year	Amount
Community Devel Block Grants (CDB1)	2013	\$1,436,213.68

**Submitted Reports:**

Show  entries

Report ID	Period	Type	Coverage	Amount	Submitted	Goals	Unlock/Delete
<a href="#">39105</a>	10/01/2017-09/30/2018	PA	Community Devel Block Grants (CDB1)	\$912,111.02	10/19/2018	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/> -	
<a href="#">32192</a>	10/01/2016-09/30/2017	PA	Community Devel Block Grants (CDB1)	\$1,106,965.72	11/09/2017	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/> -	
<a href="#">24038</a>	10/01/2015-09/30/2016	PA	Community Devel Block Grants (CDB1)	\$1,469,192.19	12/15/2016	- <input checked="" type="checkbox"/> <input checked="" type="checkbox"/>	
<a href="#">10958</a>	10/01/2014-09/30/2015	PC	URBAN COUNTIES (EU1)	\$1,407,900.33	12/15/2015	- <input checked="" type="checkbox"/> <input checked="" type="checkbox"/>	
<a href="#">10809</a>	10/01/2013-09/30/2014	PC	URBAN COUNTIES (EU1)	\$367,496.54	12/15/2015	- <input checked="" type="checkbox"/> <input checked="" type="checkbox"/>	

Showing 1 to 5 of 5 entries

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U.S. Department of Housing and Urban Development  
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U.S. Department of Housing and Urban Development  
Secretary Ben Carson



**Section 3 Summary Annual Reporting System - Form 60002**

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OMB Approval No. 2529-0043 (exp. 11/30/2018)

**Section 3 Report Summary and Certification**

**Disbursement Agency**

County of Lehigh ( 23 - 1663078 )  
17 S Seventh St  
Allentown , PA 18101

**Reporting Entity**

County of Lehigh  
17 S Seventh St  
Allentown , PA 18101

**Contact Person**

Name Stacy C. Milo  
Phone Number (610) 782-3855  
Fax Number  
Email Address stacymilo@lehighcounty.org

**Disbursement Details**

Reporting Period 10/01/2017 through 09/30/2018  
Program Area Community Devel Block Grants ( CDB1 )  
Amount \$ 912,111.02  
Total Amount of All Contracts Awarded \$ 436,434.00  
Total Amount of Section 3 Contracts Awarded \$ 0.00

**Employment Opportunities**

Total Number of New Hires 2  
Number of Section 3 New Hires 2  
Percent 100.0%  
Goal Section 3 new hire goal of 30% met or exceeded.



**Construction Opportunities**

Total Amount of Construction Contracts Awarded \$ 436,434.00  
Amount of Construction Contracts Awarded To Section 3 Businesses \$ 0.00  
Percent 0.0%  
Number of Section 3 Construction Contracts 0  
Goal Failed to meet the Section 3 construction contracting goal of 10%.



**Non-Construction Opportunities**

Total Amount of Non-Construction Contracts Awarded \$ 0.00  
Amount of Non-Construction Contracts Awarded To Section 3 Businesses \$ 0.00  
Percent N/A  
Number of Section 3 Non-Construction Contracts 0  
Goal Section 3 non-construction contracting goal of 3% is not applicable.



**Efforts to Comply**

- Attempted to recruit low-income residents through: local advertising media, signs prominently displayed at the project site, contacts with community organizations and public or private agencies operating within the metropolitan area (or nonmetropolitan county) in which the Section 3 covered program or project is located, or similar methods. Yes
- Participated in a HUD program or other program which promotes the training or employment of Section 3 residents. Yes
- Participated in a HUD program or other program which promotes the award of contracts to business concerns which meet the definition of Section 3 business concerns. Yes
- Coordinated with Youthbuild Programs administered in the metropolitan area in which the Section 3 covered project is located. No

Other efforts to comply

Construction contracts were competitively bid by subrecipient municipalities, who were required to include Section 3 information and a reporting form in the bid packet. During the fiscal/program year, none of the subrecipients' contracts had Section 3 contractors as the successful bidder. The non-construction contracts were contracts that were awarded to public service subrecipients. No public service subrecipient was awarded over \$100,000. The County did continue to fund a subrecipient to assist Section 3 residents to gain employment. The subrecipient is Lehigh Career and Technical Institute; funds were used for scholarships to Section 3 residents of Lehigh County for programs in Heavy Equipment Operations and CDL licenses. Two Section 3 residents were assisted during this fiscal/program year.

**Certification Statement**

By submitting this form, you certify that the statements and information contained on this form are true and accurate, and meet the reporting requirements for Section 3 of the Housing and Urban Development Act of 1968 as set forth at 24 CFR § 135. Any false, fictitious, or fraudulent statements or claims may subject you to HUD sanctions, termination of Section 3 covered assistance, and debarment or suspension from future Section 3 covered assistance. It may also subject you to criminal, civil, or administrative penalties under other applicable federal statutes. (18 U.S.C. § 1001)

If any of the above information needs to be corrected, use the **Back to Compliance** button to step backward through the input screens. Alternatively, if you need to return to this report before submitting, you may exit this report instead and resume it at a later time from the in-progress reports.

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## CR-55 – IDIS Reports

Attached are the following U.S. Department of Housing and Urban Development (HUD) Reports from IDIS for the period from October 1, 2017 through September 30, 2018.

Attached are the following IDIS reports:

- IDIS Report PR26 – CDBG Financial Summary
- IDIS Report PR01 – HUD Grants and Program Income
- IDIS Report PR06 – Summary of Consolidated Plans

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Office of Community Planning and Development  
 U.S. Department of Housing and Urban Development  
 Integrated Disbursement and Information System  
 PR26 - CDBG Financial Summary Report  
 Program Year 2017  
 LEHIGH COUNTY , PA

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PART I: SUMMARY OF CDBG RESOURCES	
01 UNEXPENDED CDBG FUNDS AT END OF PREVIOUS PROGRAM YEAR	474,267.32
02 ENTITLEMENT GRANT	1,118,857.00
03 SURPLUS URBAN RENEWAL	0.00
04 SECTION 108 GUARANTEED LOAN FUNDS	0.00
05 CURRENT YEAR PROGRAM INCOME	0.00
05a CURRENT YEAR SECTION 108 PROGRAM INCOME (FOR SI TYPE)	0.00
06 FUNDS RETURNED TO THE LINE-OF-CREDIT	0.00
06a FUNDS RETURNED TO THE LOCAL CDBG ACCOUNT	0.00
07 ADJUSTMENT TO COMPUTE TOTAL AVAILABLE	0.00
08 TOTAL AVAILABLE (SUM, LINES 01-07)	1,593,124.32
PART II: SUMMARY OF CDBG EXPENDITURES	
09 DISBURSEMENTS OTHER THAN SECTION 108 REPAYMENTS AND PLANNING/ADMINISTRATION	553,850.02
10 ADJUSTMENT TO COMPUTE TOTAL AMOUNT SUBJECT TO LOW/MOD BENEFIT	0.00
11 AMOUNT SUBJECT TO LOW/MOD BENEFIT (LINE 09 + LINE 10)	553,850.02
12 DISBURSED IN IDIS FOR PLANNING/ADMINISTRATION	236,790.27
13 DISBURSED IN IDIS FOR SECTION 108 REPAYMENTS	0.00
14 ADJUSTMENT TO COMPUTE TOTAL EXPENDITURES	0.00
15 TOTAL EXPENDITURES (SUM, LINES 11-14)	790,640.29
16 UNEXPENDED BALANCE (LINE 08 - LINE 15)	802,484.03
PART III: LOWMOD BENEFIT THIS REPORTING PERIOD	
17 EXPENDED FOR LOW/MOD HOUSING IN SPECIAL AREAS	0.00
18 EXPENDED FOR LOW/MOD MULTI-UNIT HOUSING	0.00
19 DISBURSED FOR OTHER LOW/MOD ACTIVITIES	553,850.02
20 ADJUSTMENT TO COMPUTE TOTAL LOW/MOD CREDIT	0.00
21 TOTAL LOW/MOD CREDIT (SUM, LINES 17-20)	553,850.02
22 PERCENT LOW/MOD CREDIT (LINE 21/LINE 11)	100.00%
LOW/MOD BENEFIT FOR MULTI-YEAR CERTIFICATIONS	
23 PROGRAM YEARS(PY) COVERED IN CERTIFICATION	PY: 2016 PY: 2017 PY: 2018
24 CUMULATIVE NET EXPENDITURES SUBJECT TO LOW/MOD BENEFIT CALCULATION	1,605,882.15
25 CUMULATIVE EXPENDITURES BENEFITING LOW/MOD PERSONS	1,567,241.15
26 PERCENT BENEFIT TO LOW/MOD PERSONS (LINE 25/LINE 24)	97.59%
PART IV: PUBLIC SERVICE (PS) CAP CALCULATIONS	
27 DISBURSED IN IDIS FOR PUBLIC SERVICES	130,001.32
28 PS UNLIQUIDATED OBLIGATIONS AT END OF CURRENT PROGRAM YEAR	6,083.18
29 PS UNLIQUIDATED OBLIGATIONS AT END OF PREVIOUS PROGRAM YEAR	1,822.50
30 ADJUSTMENT TO COMPUTE TOTAL PS OBLIGATIONS	0.00
31 TOTAL PS OBLIGATIONS (LINE 27 + LINE 28 - LINE 29 + LINE 30)	134,262.00
32 ENTITLEMENT GRANT	1,118,857.00
33 PRIOR YEAR PROGRAM INCOME	0.00
34 ADJUSTMENT TO COMPUTE TOTAL SUBJECT TO PS CAP	0.00
35 TOTAL SUBJECT TO PS CAP (SUM, LINES 32-34)	1,118,857.00
36 PERCENT FUNDS OBLIGATED FOR PS ACTIVITIES (LINE 31/LINE 35)	12.00%
PART V: PLANNING AND ADMINISTRATION (PA) CAP	
37 DISBURSED IN IDIS FOR PLANNING/ADMINISTRATION	236,790.27
38 PA UNLIQUIDATED OBLIGATIONS AT END OF CURRENT PROGRAM YEAR	0.00
39 PA UNLIQUIDATED OBLIGATIONS AT END OF PREVIOUS PROGRAM YEAR	13,019.27
40 ADJUSTMENT TO COMPUTE TOTAL PA OBLIGATIONS	0.00
41 TOTAL PA OBLIGATIONS (LINE 37 + LINE 38 - LINE 39 +LINE 40)	223,771.00
42 ENTITLEMENT GRANT	1,118,857.00
43 CURRENT YEAR PROGRAM INCOME	0.00
44 ADJUSTMENT TO COMPUTE TOTAL SUBJECT TO PA CAP	0.00
45 TOTAL SUBJECT TO PA CAP (SUM, LINES 42-44)	1,118,857.00
46 PERCENT FUNDS OBLIGATED FOR PA ACTIVITIES (LINE 41/LINE 45)	20.00%



Office of Community Planning and Development  
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LINE 17 DETAIL: ACTIVITIES TO CONSIDER IN DETERMINING THE AMOUNT TO ENTER ON LINE 17

Report returned no data.

LINE 18 DETAIL: ACTIVITIES TO CONSIDER IN DETERMINING THE AMOUNT TO ENTER ON LINE 18

Report returned no data.

LINE 19 DETAIL: ACTIVITIES INCLUDED IN THE COMPUTATION OF LINE 19

Plan Year	IDIS Project	IDIS Activity	Voucher Number	Activity Name	Matrix Code	National Objective	Drawn Amount
2014	15	254	6195355	Coplay Storm Sewer Rehabilitation	03J	LMA	\$59,436.00
2016	3	221	6133807	Coplay Storm Sewers	03J	LMA	\$30,518.85
2016	3	221	6142752	Coplay Storm Sewers	03J	LMA	\$4,040.40
					03J	Matrix Code	\$93,995.25
2017	5	241	6195325	Fountain Hill Street Reconstruction - Jeter Ave (Phase 2)	03K	LMA	\$81,000.00
2017	6	243	6195325	Slatington Road Reconstruction - 4th Street	03K	LMA	\$82,000.00
					03K	Matrix Code	\$163,000.00
2016	1	219	6133807	Catasauqua Curb Cuts	03L	LMC	\$5,000.00
2017	3	240	6195325	Emmaus Curb Cuts	03L	LMC	\$30,000.00
2017	4	242	6195325	Macungie Curb Cuts	03L	LMC	\$28,434.00
					03L	Matrix Code	\$63,434.00
2017	13	246	6140964	LVCIL PLACE Program	05B	LMC	\$5,391.11
2017	13	246	6171967	LVCIL PLACE Program	05B	LMC	\$5,144.81
2017	13	246	6180466	LVCIL PLACE Program	05B	LMC	\$3,251.25
2017	13	246	6195325	LVCIL PLACE Program	05B	LMC	\$1,056.78
					05B	Matrix Code	\$14,843.95
2017	11	247	6140964	CIS - Career Support	05D	LMC	\$7,704.06
2017	11	247	6171967	CIS - Career Support	05D	LMC	\$2,582.82
2017	11	247	6180466	CIS - Career Support	05D	LMC	\$4,145.45
2017	11	247	6195325	CIS - Career Support	05D	LMC	\$7,038.74
2017	11	247	6203633	CIS - Career Support	05D	LMC	\$1,526.48
					05D	Matrix Code	\$22,997.55
2016	12	228	6133807	LCTI CDL & HEO Scholarships	05H	LMC	\$1,822.50
2017	12	245	6140964	LCTI - Section 3 Scholarships	05H	LMC	\$7,750.50
2017	12	245	6195325	LCTI - Section 3 Scholarships	05H	LMC	\$8,990.00
					05H	Matrix Code	\$18,563.00
2017	16	249	6140964	NPLS - LMI Legal Aide	05J	LMC	\$8,096.72
2017	16	249	6171967	NPLS - LMI Legal Aide	05J	LMC	\$1,903.28
					05J	Matrix Code	\$10,000.00
2017	10	244	6140964	Catholic Charities SSIP	05Q	LMC	\$10,259.53
2017	10	244	6142753	Catholic Charities SSIP	05Q	LMC	\$1,077.83
2017	10	244	6171967	Catholic Charities SSIP	05Q	LMC	\$9,518.54
2017	10	244	6180466	Catholic Charities SSIP	05Q	LMC	\$4,828.75
2017	10	244	6195325	Catholic Charities SSIP	05Q	LMC	\$3,752.88
2017	10	244	6208499	Catholic Charities SSIP	05Q	LMC	\$262.47
					05Q	Matrix Code	\$29,700.00
2017	14	250	6140964	Literacy Center	05Z	LMC	\$5,197.65
2017	14	250	6171967	Literacy Center	05Z	LMC	\$4,607.37
2017	14	250	6180466	Literacy Center	05Z	LMC	\$4,091.80
2017	15	248	6140964	Meals on Wheels	05Z	LMC	\$9,483.06
2017	15	248	6171967	Meals on Wheels	05Z	LMC	\$8,776.59
2017	15	248	6180466	Meals on Wheels	05Z	LMC	\$1,740.35
					05Z	Matrix Code	\$33,896.82
2016	9	237	6171978	County-wide Housing Rehab - Construction Costs	14A	LMH	\$57,365.00
2016	9	237	6180465	County-wide Housing Rehab - Construction Costs	14A	LMH	\$10,602.00
2016	9	237	6195339	County-wide Housing Rehab - Construction Costs	14A	LMH	\$13,895.00
					14A	Matrix Code	\$81,862.00



Office of Community Planning and Development  
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Plan Year	IDIS Project	IDIS Activity	Voucher Number	Activity Name	Matrix Code	National Objective	Drawn Amount
2015	8	218	6140967	CWHR Program Delivery	14H	LMH	\$4,451.90
2015	8	218	6171993	CWHR Program Delivery	14H	LMH	\$1,961.20
2015	8	218	6195347	CWHR Program Delivery	14H	LMH	\$629.05
2015	8	218	6208983	CWHR Program Delivery	14H	LMH	\$355.80
2016	9	236	6115086	CWHR - Delivery Costs	14H	LMH	\$1,986.90
2016	9	236	6133807	CWHR - Delivery Costs	14H	LMH	\$4,828.50
2016	9	236	6171978	CWHR - Delivery Costs	14H	LMH	\$2,434.70
2016	9	236	6180465	CWHR - Delivery Costs	14H	LMH	\$987.90
2016	9	236	6195339	CWHR - Delivery Costs	14H	LMH	\$118.45
2016	9	236	6209006	CWHR - Delivery Costs	14H	LMH	\$3,803.05
						Matrix Code	<u>\$21,557.45</u>
Total							\$553,850.02

LINE 27 DETAIL: ACTIVITIES INCLUDED IN THE COMPUTATION OF LINE 27

Plan Year	IDIS Project	IDIS Activity	Voucher Number	Activity Name	Matrix Code	National Objective	Drawn Amount
2017	13	246	6140964	LVCIL PLACE Program	05B	LMC	\$5,391.11
2017	13	246	6171967	LVCIL PLACE Program	05B	LMC	\$5,144.81
2017	13	246	6180466	LVCIL PLACE Program	05B	LMC	\$3,251.25
2017	13	246	6195325	LVCIL PLACE Program	05B	LMC	\$1,056.78
						Matrix Code	<u>\$14,843.95</u>
2017	11	247	6140964	CIS - Career Support	05D	LMC	\$7,704.06
2017	11	247	6171967	CIS - Career Support	05D	LMC	\$2,582.82
2017	11	247	6180466	CIS - Career Support	05D	LMC	\$4,145.45
2017	11	247	6195325	CIS - Career Support	05D	LMC	\$7,038.74
2017	11	247	6203633	CIS - Career Support	05D	LMC	\$1,526.48
						Matrix Code	<u>\$22,997.55</u>
2016	12	228	6133807	LCTI CDL & HEO Scholarships	05H	LMC	\$1,822.50
2017	12	245	6140964	LCTI - Section 3 Scholarships	05H	LMC	\$7,750.50
2017	12	245	6195325	LCTI - Section 3 Scholarships	05H	LMC	\$8,990.00
						Matrix Code	<u>\$18,563.00</u>
2017	16	249	6140964	NPLS - LMI Legal Aide	05J	LMC	\$8,096.72
2017	16	249	6171967	NPLS - LMI Legal Aide	05J	LMC	\$1,903.28
						Matrix Code	<u>\$10,000.00</u>
2017	10	244	6140964	Catholic Charities SSIP	05Q	LMC	\$10,259.53
2017	10	244	6142753	Catholic Charities SSIP	05Q	LMC	\$1,077.83
2017	10	244	6171967	Catholic Charities SSIP	05Q	LMC	\$9,518.54
2017	10	244	6180466	Catholic Charities SSIP	05Q	LMC	\$4,828.75
2017	10	244	6195325	Catholic Charities SSIP	05Q	LMC	\$3,752.88
2017	10	244	6208499	Catholic Charities SSIP	05Q	LMC	\$262.47
						Matrix Code	<u>\$29,700.00</u>
2017	14	250	6140964	Literacy Center	05Z	LMC	\$5,197.65
2017	14	250	6171967	Literacy Center	05Z	LMC	\$4,607.37
2017	14	250	6180466	Literacy Center	05Z	LMC	\$4,091.80
2017	15	248	6140964	Meals on Wheels	05Z	LMC	\$9,483.06
2017	15	248	6171967	Meals on Wheels	05Z	LMC	\$8,776.59
2017	15	248	6180466	Meals on Wheels	05Z	LMC	\$1,740.35
						Matrix Code	<u>\$33,896.82</u>
Total							\$130,001.32

LINE 37 DETAIL: ACTIVITIES INCLUDED IN THE COMPUTATION OF LINE 37



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Plan Year	IDIS Project	IDIS Activity	Voucher Number	Activity Name	Matrix Code	National Objective	Drawn Amount
2016	18	235	6142752	Administration	21A		\$13,019.27
2017	17	251	6142753	Administration	21A		\$152,431.03
2017	17	251	6180466	Administration	21A		\$47,447.66
2017	17	251	6203633	Administration	21A		\$23,892.31
					21A	Matrix Code	\$236,790.27
Total							\$236,790.27

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U.S. DEPARTMENT OF HOUSING AND URBAN  
DEVELOPMENT  
OFFICE OF COMMUNITY PLANNING AND DEVELOPMENT  
PR01 - HUD Grants and Program Income

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IDIS

Program	Fund Type	Grantee Name	Grantee State Code	Grant Number	Authorized Amount	Suballocated Amount	Amount Committed to Activities	Net Drawn Amount				
CDBG	EN	LEHIGH COUNTY	PA	B07UC420011	\$1,432,485.00	\$0.00	\$1,432,485.00	\$1,432,485.00				
				B08UC420011	\$1,383,561.00	\$0.00	\$1,383,561.00	\$1,383,561.00				
				B09UC420011	\$1,400,232.00	\$0.00	\$1,400,232.00	\$1,400,232.00				
				B10UC420011	\$1,572,129.00	\$0.00	\$1,572,129.00	\$1,572,129.00				
				B11UC420011	\$1,312,671.00	\$0.00	\$1,312,671.00	\$1,312,671.00				
				B12UC420011	\$1,139,549.00	\$0.00	\$1,139,549.00	\$1,139,549.00				
				B13UC420011	\$1,151,731.00	\$0.00	\$1,151,731.00	\$1,151,731.00				
				B14UC420011	\$1,152,713.00	\$0.00	\$1,152,713.00	\$1,127,149.00				
				B15UC420011	\$1,128,880.00	\$0.00	\$1,128,880.00	\$1,128,880.00				
				B16UC420011	\$1,116,773.00	\$0.00	\$1,111,310.30	\$940,323.80				
				B17UC420011	\$1,118,857.00	\$0.00	\$894,467.00	\$573,383.82				
				<b>LEHIGH COUNTY Subtotal:</b>					<b>\$13,909,581.00</b>	<b>\$0.00</b>	<b>\$13,679,728.30</b>	<b>\$13,162,094.62</b>
				<b>EN Subtotal:</b>					<b>\$13,909,581.00</b>	<b>\$0.00</b>	<b>\$13,679,728.30</b>	<b>\$13,162,094.62</b>
				SU	LEHIGH COUNTY	PA	B99DC420001	\$1,660,276.38	\$0.00	\$1,660,276.38	\$1,660,276.38	
							B00DC420001	\$643,105.00	\$0.00	\$643,105.00	\$643,105.00	
							B01DC420001	\$689,936.00	\$0.00	\$689,936.00	\$689,936.00	
							B02DC420001	\$708,455.00	\$0.00	\$708,455.00	\$708,455.00	
B03DC420001	\$720,632.00	\$0.00	\$720,632.00				\$720,632.00					
B04DC420001	\$743,226.00	\$0.00	\$743,226.00				\$743,226.00					
B05DC420001	\$697,246.00	\$0.00	\$697,246.00				\$697,246.00					
B06DC420001	\$581,844.00	\$0.00	\$581,844.00				\$581,844.00					
<b>LEHIGH COUNTY Subtotal:</b>					<b>\$6,444,720.38</b>	<b>\$0.00</b>	<b>\$6,444,720.38</b>	<b>\$6,444,720.38</b>				
<b>SU Subtotal:</b>					<b>\$6,444,720.38</b>	<b>\$0.00</b>	<b>\$6,444,720.38</b>	<b>\$6,444,720.38</b>				
PI	LEHIGH COUNTY	PA	B09UC420011	\$19,960.00	\$0.00	\$19,960.00	\$19,960.00					
			B11UC420011	\$6,375.30	\$0.00	\$6,375.30	\$6,375.30					
			B14UC420011	\$25,750.00	\$0.00	\$25,750.00	\$25,750.00					
			<b>LEHIGH COUNTY Subtotal:</b>					<b>\$52,085.30</b>	<b>\$0.00</b>	<b>\$52,085.30</b>	<b>\$52,085.30</b>	
<b>PI Subtotal:</b>					<b>\$52,085.30</b>	<b>\$0.00</b>	<b>\$52,085.30</b>	<b>\$52,085.30</b>				
<b>GRANTEE</b>					<b>\$20,406,386.68</b>	<b>\$0.00</b>	<b>\$20,176,533.98</b>	<b>\$19,658,900.30</b>				

U.S. DEPARTMENT OF HOUSING AND URBAN  
DEVELOPMENT  
OFFICE OF COMMUNITY PLANNING AND DEVELOPMENT  
PR01 - HUD Grants and Program Income

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IDIS

Program	Fund Type	Grantee Name	Grantee State Code	Grant Number	FY YTD Net Draw Amount	Available to Commit	Available to Draw	Recapture Amount			
CDBG	EN	LEHIGH COUNTY	PA	B07UC420011	\$0.00	\$0.00	\$0.00	\$0.00			
				B08UC420011	\$0.00	\$0.00	\$0.00	\$0.00			
				B09UC420011	\$0.00	\$0.00	\$0.00	\$0.00			
				B10UC420011	\$0.00	\$0.00	\$0.00	\$0.00			
				B11UC420011	\$0.00	\$0.00	\$0.00	\$0.00			
				B12UC420011	\$0.00	\$0.00	\$0.00	\$0.00			
				B13UC420011	\$0.00	\$0.00	\$0.00	\$0.00			
				B14UC420011	\$0.00	\$0.00	\$25,564.00	\$0.00			
				B15UC420011	\$355.80	\$0.00	\$0.00	\$0.00			
				B16UC420011	\$3,803.05	\$5,462.70	\$176,449.20	\$0.00			
				B17UC420011	\$25,681.26	\$224,390.00	\$545,473.18	\$0.00			
				<b>LEHIGH COUNTY Subtotal:</b>				<b>\$29,840.11</b>	<b>\$229,852.70</b>	<b>\$747,486.38</b>	<b>\$0.00</b>
				<b>EN Subtotal:</b>				<b>\$29,840.11</b>	<b>\$229,852.70</b>	<b>\$747,486.38</b>	<b>\$0.00</b>
				SU	LEHIGH COUNTY	PA	B99DC420001	\$0.00	\$0.00	\$0.00	\$0.00
							B00DC420001	\$0.00	\$0.00	\$0.00	\$0.00
							B01DC420001	\$0.00	\$0.00	\$0.00	\$0.00
							B02DC420001	\$0.00	\$0.00	\$0.00	\$0.00
B03DC420001	\$0.00	\$0.00	\$0.00				\$0.00				
B04DC420001	\$0.00	\$0.00	\$0.00				\$0.00				
B05DC420001	\$0.00	\$0.00	\$0.00				\$0.00				
B06DC420001	\$0.00	\$0.00	\$0.00				\$0.00				
<b>LEHIGH COUNTY Subtotal:</b>							<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	
<b>SU Subtotal:</b>							<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	
PI	LEHIGH COUNTY	PA	B09UC420011	\$0.00	\$0.00	\$0.00	\$0.00				
			B11UC420011	\$0.00	\$0.00	\$0.00	\$0.00				
			B14UC420011	\$0.00	\$0.00	\$0.00	\$0.00				
			<b>LEHIGH COUNTY Subtotal:</b>				<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	
<b>PI Subtotal:</b>				<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>				
<b>GRANTEE</b>					<b>\$29,840.11</b>	<b>\$229,852.70</b>	<b>\$747,486.38</b>	<b>\$0.00</b>			

U.S. DEPARTMENT OF HOUSING AND URBAN  
DEVELOPMENT  
OFFICE OF COMMUNITY PLANNING AND DEVELOPMENT  
PR06 - Summary of Consolidated Plan Projects for Report  
Year

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IDIS

Plan IDIS Year Project	Project Title and Description		Program	Project Estimate	Committed Amount	Amount Drawn Thru Report Year	Amount Available to Draw	Amount Drawn in Report Year
2017 1	Catasauqua Borough - Front Street Parking Lot	This project will remove a blighting influence in a low- to moderate-income residential area and provide off-street parking for the residents, who do not have garage or existing off-street parking.	CDBG	\$90,000.00	\$90,000.00	\$0.00	\$90,000.00	\$0.00
2	Coplay Borough - Storm Water Replacement at N. 2nd and Chestnut Street	Funds will be used to improve storm water collection infrastructure at the Borough's main intersection of North 2nd and Chestnut Streets, alleviating flooding and roadway deterioration.	CDBG	\$125,000.00	\$125,000.00	\$0.00	\$125,000.00	\$0.00
3	Emmaus Borough - Curb Cuts	Funds will be used for the removal of architectural barriers in the public rights-of-way by installing curb cuts and ramps, which meet ADA handicap accessibility requirements. Approximately 20 handicapped ramps will be constructed.	CDBG	\$30,000.00	\$30,000.00	\$30,000.00	\$0.00	\$30,000.00
4	Macungie Borough - Curb Cuts	Funds will be used for construction costs to upgrade a total of ten (10) ADA ramps at the intersections of Cedar and Race Streets (4), Willow and Race Streets (4), and Willow Street and Parkside Drive (2) in preparation of future street paving projects.	CDBG	\$28,434.00	\$28,434.00	\$28,434.00	\$0.00	\$28,434.00
5	Fountain Hill Borough - Street Reconstruction on Jeter Avenue and Dodson Street (Phase 2)	Funds will be used for the continuation of the reconstruction of Jeter Avenue from the limits of work previously funded with FY 2016 CDBG funds awarded to the Borough and continuing east to the limits of required reconstruction, as well as the reconstruction of a portion of Dodson Street, which connects to Jeter Avenue. Work will include two (2) curb cuts on the northeast and southeast corners of Dodson and Spiegel Streets. Work will consist of sub-base repair and new wearing course and curbs.	CDBG	\$81,000.00	\$81,000.00	\$81,000.00	\$0.00	\$81,000.00
6	Slatington Borough - Road Reconstruction - 4th Street	Funds will be used for the reconstruction of Fourth Street from West Franklin Street to Centre Avenue, including base repair/replacement, wearing course, and ADA ramps and curb cuts.	CDBG	\$82,000.00	\$82,000.00	\$82,000.00	\$0.00	\$82,000.00
7	County-wide Housing Rehabilitation - Housing Rehabilitation Financing	Funds will be used to rehabilitate owner-occupied LMI properties. Program delivery is also included.	CDBG	\$200,000.00	\$0.00	\$0.00	\$0.00	\$0.00
8	New Bethany Ministries - Columbia House Renovations	New Bethany Ministries is the general partner responsible for the daily management and maintenance of the Columbia House, a subsidized single room occupancy (SRO) facility. This request is for renovations to floors, outside doors, and bathrooms. This request will address health and safety issues and curtail additional deterioration to this building.	CDBG	\$24,390.00	\$0.00	\$0.00	\$0.00	\$0.00
9	Demolition and Clearance of Blighted Properties Fund	Funding is requested for the demolition of vacant and dilapidated properties in the various boroughs and townships in Lehigh County in an effort to prevent and eliminate blight in Lehigh County.	CDBG	\$100,000.00	\$100,000.00	\$0.00	\$100,000.00	\$0.00



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IDIS

Plan IDIS Year Project	Project Title and Description	Program	Project Estimate	Committed Amount	Amount Drawn Thru Report Year	Amount Available to Draw	Amount Drawn in Report Year	
2017 10	Catholic Charities - Self-sufficiency & Intervention Program	To assist 25 vulnerable Lehigh County low- to moderate-income households with direct and immediate help to preserve their housing, including case management and rental assistance. In addition, 10 households will receive housing counseling services.	CDBG	\$29,700.00	\$29,700.00	\$29,700.00	\$0.00	\$29,700.00
11	Communities in Schools of the Lehigh Valley - School-to-Career Program	Communities in Schools Career Supports at LCTI will target at-risk students with truancy supports and case management to overcome challenges and complete the LCTI career program. In addition to case management, CIS will provide support groups for career awareness and increase resilience and confidence for achievement.	CDBG	\$25,000.00	\$25,000.00	\$22,997.55	\$2,002.45	\$22,997.55
12	Lehigh Career & Technical Institute - Scholarships for Section 3 Residents	Lehigh Career & Technical Institute (LCTI) proposes to provide four (4) short-term training options that will lead to industry certifications and immediate job placements at sustainable wages.	CDBG	\$19,500.00	\$19,500.00	\$16,740.50	\$2,759.50	\$16,740.50
13	Lehigh Valley Center for Independent Living - People Living in Accessible Community Environments (PL	The project is estimated to serve thirty (30) disabled Lehigh County consumers and their family members, who are homeless or at-risk of homelessness. Disabled residents will receive housing case management through the PLACE program.	CDBG	\$15,062.00	\$15,062.00	\$14,843.95	\$218.05	\$14,843.95
14	The Literacy Center - Adult Literacy Instruction	The Literacy Center is requesting \$20,000 to serve 50 adult students seeking English, ESL and GED instruction to improve their lives.	CDBG	\$15,000.00	\$15,000.00	\$13,896.82	\$1,103.18	\$13,896.82
15	Meals on Wheels of Lehigh County - Meal Preparation and Delivery	Funds will be used to purchase supplies for prepared food. The volunteers will deliver one or two meals to homebound seniors and adults with disabilities who meet project criteria.	CDBG	\$20,000.00	\$20,000.00	\$20,000.00	\$0.00	\$20,000.00
16	North Penn Legal Services - LMI Legal Aide	NPLS will provide advice, referrals, advocacy and some direct representation to low-income people, who are being evicted, denied housing, or who are forced to live in uninhabitable conditions.	CDBG	\$10,000.00	\$10,000.00	\$10,000.00	\$0.00	\$10,000.00
17	Administration	Funds for oversight, management, and administration of the CDBG Program.	CDBG	\$223,771.00	\$223,771.00	\$223,771.00	\$0.00	\$223,771.00

## CR-60 – Fair Housing

Attached at the end of this CAPER in the Fair Housing Section, which includes the following items:

- Fair Housing Proclamation for the County of Lehigh, dated April, 2018. The Fair Housing Proclamation was signed by the mayors of Allentown, Bethlehem, and Easton, as well as the county executives for Lehigh and Northampton Counties, as part of the Lehigh Valley Fair Housing Project.
- Pictures of the Fair Housing Outreach that was posted on Lehigh and Northampton Transportation Authority buses.
- An agenda, meeting minutes for the North Penn Legal Services Fair Housing Project Quarterly Meeting held on June 11, 2018.
- Sign-in sheets for the training session held by the Housing Equality Center of Pennsylvania on Thursday, April 5, 2018.
- An agenda and sign-in sheets for the 2018 Regional Housing Summit held at DeSales University on February 8, 2018.

During this CAPER period, Lehigh County's Community and Economic Development staff participated in the region's Fair Housing Consortium and the Lehigh Valley Fair Housing Project, (with representatives from North Penn Legal Services (NPLS), Northampton County and the Cities of Allentown, Bethlehem, and Easton) Meetings were held on a quarterly basis. County staff also organized a Regional Housing Summit which covered multiple fair housing topics. The event was held at DeSales University on February 8, 2018, and had over 100 attendees from public, private, non-profit, and government sectors.

To further promote Fair Housing, the following actions were implemented by Lehigh County through its Fair Housing Plan to Affirmatively Furthering Fair Housing through various activities noted below:

1. Appointed a Fair Housing Officer to implement and oversee the Fair Housing Plan and the County's steps to affirmatively further fair housing (responsibilities include accepting complaints, record keeping and investigation in conjunction with NPLS).
2. Continued to enlist NPLS in the enforcement of fair housing through public education and outreach.
3. Continued to fund fair housing providers to respond to housing discrimination complaints.
4. Continued to investigate testing and auditing of fair housing practices through its regional fair housing providers.
5. Educated and attempted to overcome the "Not in My Back Yard" attitude in some areas of the County through its fair housing providers.
6. Continued to make every attempt to increase geographic choice in housing by providing links on its website for its low-income households.
7. Promoted desegregation of public housing.
8. Updated its fair housing section on the County website with news and items regarding fair housing

- (i.e. links to fair housing providers to report housing discrimination).
9. Assisted in the organization of a Federally supported community-based system (such as LANta) that organizes key elements in its community to direct attention to, and help develop strategies to affirmatively further fair housing.
  10. On an annual basis, Lehigh County continued to declare April to be Fair Housing Month via proclamation, in conjunction with holding an annual fair housing workshop.
  11. Provided updated Housing Discrimination information with public outreach efforts.
  12. Continued to provide funding through its Affordable Housing Trust Fund to the Fair Housing Consortium.

During this program year Lehigh County began working on its new Analysis of Impediments to Fair Housing Choice. The following tasks were completed during this program year:

- Prepared an Analysis of Fair Housing (A.F.H.) which was caught in the Federal change from A.F.H. to A.I. and could not be submitted to HUD.
- Revised, reformatted, and rewrote the A.F.H. into the A.I. format.
- Identified and prioritized strategies, actions, and policies to affirmatively further fair housing and address any potential impediments to fair housing in the County.

### **2009 Analysis of Impediments to Fair Housing Choice**

In August 2009, Lehigh County prepared and submitted to HUD an Analysis of Impediments to Fair Housing Choice. The Analysis of Impediment identified the following impediments and strategies:

#### **IMPEDIMENT 1: INCREASE AND ENHANCE FAIR HOUSING OUTREACH AND EDUCATION**

1. **Facilitate fair housing training for real estate sales persons, municipal officials and planners, landlords, low-income housing developers, housing authority staff, and local mortgage lenders.**

##### ***Accomplishments:***

- *Lehigh County's Community and Economic Development staff continued to participate in the region's Fair Housing Consortium, the Lehigh Valley Fair Housing Project. Members of this consortium include North Penn Legal Services, representatives from Northampton County, and the Cities of Allentown, Bethlehem, and Easton. Meetings were held on a quarterly basis. (See a copy of a typical agenda and meeting notes under Attachment A and B).*
- *North Penn Legal Services has completed a Fair Housing activity every year since 2010, including conferences, seminars, and workshops.*
- *Lehigh county awarded \$30,000 in AHTF to the Community Action Committee of the Lehigh Valley (CACLV) to implement its Community Action Financial Services Program; this program provides homebuyer education, counseling, foreclosure prevention, and recovery counseling to low- and moderate-income persons.*

- *Lehigh County's Community and Economic Development staff attended and participated in the following fair housing trainings:*
  - *Participated in the region's quarterly Fair Housing Consortium, the "Lehigh Valley Fair Housing Project."*
  - *Attended Fair Housing Conferences on zoning since 2014.*
  - *Presented at educational events with Northampton County and North Penn Legal Services as partners.*
  - *Funded North Penn Legal Services through the AHTF for Fair Housing trainings.*
- *Since 2008 the County has allocated CDBG funding for NPLS to provide assistance to its LMI residents who may be having housing issues (i.e. eviction).*
- *On April 5, 2017 Lehigh County Community Development Office required all potential 2017 CDBG applicants to attend a mandatory Fair Housing Training workshop presented by the Housing Equality Center. In addition, this training/presentation was mandatory for all Whitehall Township officials. Those officials that did not attend were required to view the video provided by the County Fair Housing Officer. (See Attachment C for a list of attendees.*

**2. Make presentations annually to local churches, soup kitchens, high school seniors, housing authority residents, and/or nonprofit organizations on fair housing issues.**

***Accomplishments:***

- *Lehigh County Housing Authority held a presentation put on by its staff regarding fair housing issues on November 8, 2013.*
- *Lehigh County Housing Authority invited residents, tenants, and voucher holders to a workshop on April 7, 2017 at LCHA's Wind Gap Apartments.*
- *North Penn Legal Services continued to provide assistance to residents facing eviction, were denied housing, and/or were forced to live in uninhabitable conditions. In the FY 2017 program year alone, NPLS held the following trainings:*
  - *LINK to Aging & Disability Resources, county wide program – October 18, 2017, 22 participants*
  - *Meals On Wheels, county October 31, 2017 – 3 participants*
  - *St. Luke's Hospital Community Health Workers, county wide November 3, 2017 – 5 participants*
  - *Greater Lehigh Valley Realtor Association – November 17, 2017- 58 participants*
  - *Regional Housing Summit fair housing presentation in conjunction with the Housing Equality Center, February 8, 2018 – 180 participants*
  - *Greater Lehigh Valley Realtor Association - February 23, 2018 - 30 participants*
  - *Head Start Program – county-wide – 22 participants*
  - *Earth Day in the Park – county-wide – 125 participants*
  - *McKinley School – Lehigh County and Allentown – 11 participants*
  - *Greater Lehigh Valley Realtor Association – April 23, 2018 – 22 participants*
  - *Lehigh Valley Center for Independent Living (as a designated housing counseling organization, county wide, April 27, 2018 – 7 participants*
  - *Center for Vision Loss, county wide, May 31 2018 – 10 participants*

- *Greater Lehigh Valley Realtors Academy, June 13, 2018 – 12 participants*
- *Inner City Health Fair, county wide, June 23, 2018 – 30 participants*
- *Greater Lehigh Valley Realtors Association, June 29, 2018 – 30 participants*
- *Greater Lehigh Valley Realtors Association, September 14, 2018 – 49 participants*
- *CACLV first time homebuyers seminar, county wide, September 15, 2018 – 43 participants*
- *Bethlehem Senior Fair, September 21, 2018 – 75 participants*
- *Lehigh County, community development staff continued to participate in the regions Fair Housing Consortium, the Lehigh Valley Fair Housing Project. Meetings were held on a quarterly basis. At one of these meetings there was a request by all 5 entitlements to create a new regional fair housing rights bus campaign. (See Attachment D).*
- *Lehigh County Community Development office partnered with New Bethany Ministries to sponsor and host at DeSales University, a Regional Housing Summit on February 8, 2018 with approximately 180 participants. NPLS and the Housing Equality Center partnered and presented a ½ day presentation devoted exclusively to the Fair Housing topic. (Please see Attachment E for agenda and Attachment F for Summit attendees)*
- *Lehigh County partnered with North Penn Legal Services to ensure that residents facing eviction, those denied housing, and/or forced to live in uninhabitable conditions were provided assistance. NPLS held 18 fair housing events/workshops in FY 2015 alone.*
- *Lehigh County staff participated in quarterly meetings with the Fair Housing Consortium for the Lehigh Valley Fair Housing Project.*
- *In addition, Lehigh County Community Development Office disseminated to the County Courthouse, the NPLS Self-Help Handbook for tenants in English and Spanish.*
- *Fair Housing Officer continues to take all Fair Housing Complaint calls and emails and instructs in person calls to the designated NPLS Fair Housing hotline at 610-317-5322.*

**3. Develop a webpage on the County website dedicated exclusively to fair housing issues. Add the fair housing logo to all federal program materials.**

***Accomplishments:***

- *Lehigh County updated its fair housing section on the County website to include the following:*
  - *Provide additional links for low-income households.*
  - *Post HUD’s Spanish-language fair housing video.*
  - *Post updated model municipal ordinances to address fair housing accommodations.*
- *The County continued to increase geographic choice in housing by providing links on its website for low-income households.*
- *The Lehigh Planning Commission has updated all applicable model ordinances, including urban and rural, and embedded fair housing into each. The following model ordinances have been updated:*
  - *Conservation Subdivisions*
  - *Traditional Neighborhood Development*
  - *Density Bonuses*

- *Cottage Housing*
- *Inclusionary Zoning*
- *Street Connectivity*
- *Mixed-Use Zoning and Development*
- *Lehigh County distributes the North Penn Legal Services' Landlord-Tenant Handbook whenever possible.*
- *Lehigh County Authority sends the North Penn Legal Services' Landlord-Tenant Handbook with every housing application.*
- *Lehigh County declared via regional proclamation that April was Fair Housing month (Attachment G).*

**4. Development of an up-to-date, centralized housing database for Lehigh County on a Lehigh County Community Development Office website.**

***Accomplishments:***

- *Lehigh County assisted in the organization of a federally supported community-based system that organizes key elements in its community to direct attention to and help develop strategies to affirmatively further fair housing.*
- *The Lehigh Valley Planning Commission (LVPC) recently launched a data project aimed at providing knowledge and data to County residents. The program is entitled "DataLV" which will act as a statistical snapshot of the Lehigh Valley that can be updated as new data arrives and is associated with the LVPC's ArcGIS Online mapping database.*

**5. Continue to make referrals to the Pennsylvania Human Relations Commission and U.S. Department of Housing and Urban Development (HUD) in instances of discrimination.**

***Accomplishments:***

- *Lehigh County has continued to refer complaints to the Pennsylvania Human Relations Commission and the U.S. Department of Housing and Urban Development (HUD) in instances as needed.*

**6. Disseminate current information on Fair Housing rights in the form of posters and pamphlets throughout Lehigh County. In addition, utilize public service announcements on cable television. Notify local municipalities of Zoning issues that may impact housing choice. Post HUD's Spanish-language Fair Housing video on the County's website.**

***Accomplishments:***

- *Fair Housing information was posted at Lehigh and Northampton Transportation Authority bus shelters and on the buses themselves.*

- *Lehigh County continues to disseminate the North Penn Legal Service Tenant Handbooks (English and Spanish versions) throughout the County.*

## **7. Appoint a Fair Housing Officer for Lehigh County.**

### ***Accomplishments:***

- *Lehigh County has appointed a Fair Housing Officer to accept complaints, keep records on existing housing issues, and investigate in conjunction with North Penn Legal Services.*
- *The County demonstrates its dedication to Fair Housing by dedicating more funding to a Fair Housing Officer position.*
- *Additionally, the fair housing officer has been instrumental in the creation of a new housing group which has met quarterly since May 2018. The formation of this housing group is to study and recommend more housing choices for the region. This group will be working under the auspices of the Lehigh Valley Planning Commission and will be a major contributor to the updates to the 2014 Regional Housing Study.*

## **IMPEDIMENT 2: CONTINUE TO SUPPORT AFFORDABLE HOUSING PROGRAMS IN LEHIGH COUNTY**

### **1. Continue the commitment to affordable housing activities (rehabilitation, land banking). These activities provide a valuable opportunity to improve housing choice for members of the protected classes who are most often low-moderate income households.**

#### ***Accomplishments:***

- *Lehigh County continued to allocate funds from its Affordable Housing Trust Fund (AHTF). The Pennsylvania Optional County Affordable Housing Trust Funds Act of 1992 (Act 137) allows counties to raise revenues for affordable housing efforts by increasing the fees charged by the Recorder of Deeds Office for recording deeds and mortgages. Lehigh County recently raised the fee from \$13 to \$26 per document. The Affordable Housing Trust Funds revenue is used to fund affordable housing initiatives and up to 15% may be used for the administrative costs to implement the initiatives. In FY 2017, Lehigh County allocated \$760,265 from the AHTF. Almost \$300,000 this funding was to create new affordable housing by allocating funding to Habitat to Humanity, Neighborhood Housing Services, Housing Association Development Corporation (HADCO) and the Lehigh Valley Community Land Trust.*

### **2. Ensure that housing units rehabilitated or constructed with federal funds comply with ADA requirements and encourage visitable units beyond the minimum requirements.**

#### ***Accomplishments:***

- *Lehigh County developed a Blight Task Force to combat blight in existing neighborhoods and ensure that affordable housing will remain in sound condition.*

- *Lehigh County through its CDBG Program continued to ensure that housing units rehabilitated or constructed with Federal funds comply with ADA requirements.*

**3. Expand accessibility requirements to universal design for all housing projects financed with federal funds.**

***Accomplishments:***

- *In addition to ensuring that housing units rehabilitated or constructed with Federal funds comply with ADA requirements, Lehigh County encouraged visitable units extending beyond minimum requirements.*

**4. Support the initiatives of housing providers who work to provide affordable housing for low-income and disabled households.**

***Accomplishments:***

- *Lehigh County endorsed and allocated \$50,000 of its Affordable Housing Trust Funds toward the following projects:*
  - *Neighborhood Housing Services provides down payment closing cost assistance to homeowners.*
  - *North Penn Legal Services for its Lehigh Valley Regional Fair Housing Project.*
  - *Catholic Charities receives an allocation for Emergency Rent and Mortgage assistance to keep low to moderate income residents in their present housing situation.*

**5. Encourage development of affordable rental housing realizing that not all households should be owners and that decent rental housing stabilizes neighborhoods and creates new homeownership opportunities by moving renters away from single-family homes.**

***Accomplishments:***

- *Lehigh County continued to support affordable housing through the use of the County's Affordable Housing Trust Fund dollars.*
- *Lehigh County previously funded an activity that assisted 21 affordable renter-occupied units through rehabilitation by installing a fire escape.*
- *Lehigh County through its Affordable Housing Trust Fund allocated funding to a New Bethany Ministries rental property to assist them in making critical renovations to its Columbia house in Coplay.*

**6. Adopt a fair housing resolution to publicly advocate for fair housing choice.**

***Accomplishments:***



- *In coordination with one (1) county and three (3) cities, Lehigh County continued to annually proclaim April as Fair Housing Month. The 2017 Fair Housing Month Proclamation can be found in the Appendix Section of this AFH. The County also holds an Annual Fair Housing Workshop in conjunction with the Proclamation.*
- *Lehigh County Community Development staff will continue to be on the Housing Study Group facilitated by the Lehigh Valley Planning Commission (LVPC) and attend its quarterly meeting. This group will contribute to the Regional Housing Study update initiated by LVPC to ensure more housing choices for the regions residents.*

DRAFT



**North Penn  
LEGAL SERVICES**

**Fair Housing Project Quarterly Meeting  
Monday, June 11, 2018 at 9 a.m.**

**Present:**

**Brett Stout – City of Allentown**

**Allyson Lehr – City of Bethlehem**

**Paulette Gilfoil, Stacy Milo – Lehigh County**

**Frank Brooks, Northampton County**

**Lori Molloy, Sean Morrow, Marybeth Saporita – NPLS**

1. Project Review
  - a. Review of Contracts – any items outstanding
  - b. Billing and Reporting
2. Outreach & Presentations
3. Trainings
  - a. Attorney Gross – Fair Housing Conference
4. Bus Campaign Update
5. Cases & Emerging Issues
6. Other Topics / Open Discussion

**Next Meeting: September 10, 2018**

## December 2017 Fair Housing Project Quarterly Meeting – Meeting Minutes

### Present:

Maria Quigney – City of Allentown

Allyson Lehr – City of Bethlehem

Tina Roseberry – City of Easton

Paulette Gilfoil, Stacy Milo – Lehigh County

Frank Brooks, Northampton County

Vicki Coyle, Sean Morrow, Carrie Ann Ploppert, Marybeth Saporita – NPLS

### 1. Project review

- a. Easton: Contract signed
  - i. NPLS outstanding items owed to Easton – Appendix
    1. What NPLS is doing next year
    2. Easton to be presenting tomorrow night.
    3. Lori will complete 12/11/2017
- b. We discussed doing a bus campaign closer to Fair Housing month
  - i. Budget to be discussed
  - ii. We will do external and internal banners
  - iii. Lehigh (Paulette): discussed doing a bus campaign in her AFH report
- c. We will be ordering more Self-help handbooks
  - i. English and Spanish
- d. Bethlehem (Allyson): We have about \$8,000 left to spend down for current contract.

### 2. Outreach/presentations update

- a. For our upcoming presentation at Cleveland Elementary School, Paulette mentioned a children's book at the Lehigh County library that discusses housing rights and protections
- b. Lehigh (Paulette and Stacy): Will be hosting the Affordable and Fair Housing Summit on February 8<sup>th</sup> at DeSales University from 8:30-4pm
  - i. Discussion topics include zoning and CLE credits for attorneys
    1. Schedule to be formalized and sent out
  - ii. Key note speaker is Dr. Kamran Afshar
  - iii. Diane Elliot will be discussing how to get the courts to respond
  - iv. Invitation to be sent out in next couple of days
    1. Please help spread the word
- c. NPLS Fair Housing Newsletter was sent out Friday
  - i. NPLS to begin sending out Fair Housing monthly updates
    1. January's monthly update to include information on how to sign up for the February 8<sup>th</sup> Summit
    2. Monthly updates will include focused articles
  - ii. Format – e-newsletter with link to website
  - iii. Upcoming newsletter (March)
    1. Summary of February 8<sup>th</sup>'s Fair Housing Summit
    2. Announcing Fair Housing officers
      - a. Easton – Tina
      - b. Lehigh – Paulette

- c. Bethlehem – Jen Swett
- d. Allentown –
- e. Northampton -

**3. Development of new booklet**

- a. Lori recently attended a training on writing handbooks
- b. Housing handbook will include more white space and more visuals
- c. Excerpt will be included in March NPLS Newsletter

**4. Cases, any emerging issues**

- a. We discussed that within four years there are a number of buildings that will be losing their affordable housing contracts and possible actions to take
  - i. Wanting a requirement to replace torn down buildings / residential hotels with affordable housing
  - ii. Requiring a portion of new development to include affordable housing
- b. Easton – zoning issues lead to lack of affordable housing
  - i. Developer from Allentown wanted to rehab an old building to provide housing for veterans, denied because wanted to provide 250 sq. ft. apartments.
    - 1. Discussed Bethlehem YMCA, their units are ~300 sq. ft.

**5. Information Sharing and Regional concerns**

- a. We discussed how evictions for a protected class should be considered a Fair Housing issue
  - i. To be discussed to be included in 2018 grants
- b. Easton: you can include information/education on quarterly utility bills. Sean will coordinate with Tina.
  - i. Discussed including information about LIHEAP
  - ii. Bethlehem is going to check if there is a similar option





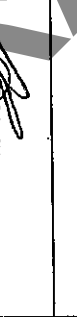




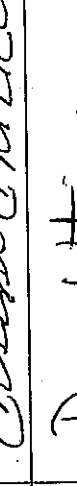


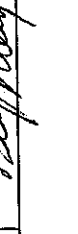
**6. Additions**

- a. Conference/Summit Plan
  - i. Fair Housing Summit every 2 years to be hosted by a different funder
  - ii. NPLS Fair Housing Event to be held in between years

Next meeting Scheduled – Monday March 12<sup>th</sup> at 9 a.m.










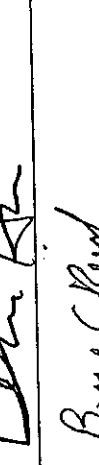
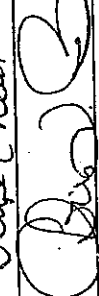
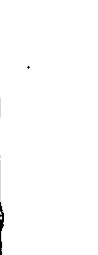

**Sign-In Sheet**

By signing below, I certify that I attended the training presented by the Housing Equality Center of Pennsylvania, on Thursday, April 5, 2018, from 11AM to 4PM, at the Lehigh County Government Center, Allentown PA 18101.

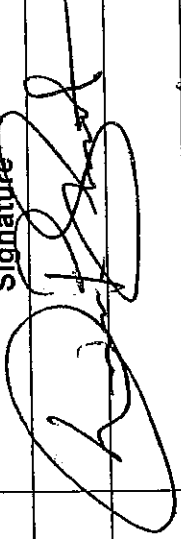
Printed Name	Signature	Title and Community
Stephen M Burda		Whitehall Zoning Hearing Board
ANTHONY BRANCO		EXEC. ADM. FOUNTAIN HILL BOROUGH OSGE PROGRAM COORDINATOR COUNTY OF LEHIGH
STACY C. MILO		Property Manager   Alliance For Building Comm
XAI YANG		WHITEHALL TWP ENGINEER
FRANK CAVOC		Zoning Admin - Whitehall Twp
Melissa Wehr		Parish PZHD / PZO Whitehall Twp.
Lee Rackus		Deputy Mayor / Whitehall Whitehall Township Commissioner
Jack Meyers		WHITEHALL TOWNSHIP COMMISSIONER
Shawn Clary		WHITEHALL Township Zoning
JOSEPH J. MADER		Catasauqua P.W.D., Boro of Catasauqua
DEAN WOTRING		Rec. Director - Whitehall Township
Jeffrey S. Miller		
Gregory Mooney		

Sign-In Sheet

By signing below, I certify that I attended the training presented by the Housing Equality Center of Pennsylvania, on Thursday, April 5, 2018, from 11AM to 4PM, at the Lehigh County Government Center, Allentown PA 18101.

Printed Name	Signature	Title and Community
DAVID SHIELDS		Keynotes / sp. Agency - Whitehall
TIMOTHY PAASSTANS		MANAGER - COOPERSBURG BOROUGH
Jackson Eaton		Solicitor - Whitehall Twp.
Carl P. Lagler Jr		Whitewater Twp
MIKE HAROZE		LEHIGH VALLEY COMMUNITY LEAD TEST
Phil Gindler		Whitehall Twp. <del>COMMUNITY LEAD TEST</del>
SARAH MURRAY		WHITEHALL TOWNSHIP - ASST. SOLICITOR
Deborah Nevells		Harover Eng.
Jill Smith		Harover Engineering
Vena-Marie Guzman		Lead Community Support Coordinator
Dennis Haur		COMMISSIONER WHITEHALL TOWNSHIP
BRYON C REED		SLATINGTON BORO
Chris Boehm		Borough Mgr. Macungie Borough



Printed Name	Signature	Title and Community
Drew Sonntag		URDC / Slatington
Nancy McCallar	Nancy McCallar	Lehigh Valley Zoo

DRAFT







ATTACHMENTS 14

POWERED BY COMPRESSED NATURAL GAS

LAN'taBUS

www.lan'tabus.com  
610-776-RIDE

107 CREST PLAZA

1715

The landlord said,  
"No English - no apartment..."



The law says: No Discrimination!  
KNOW YOUR RIGHTS: In Northham  
610-317-5522

Valley...One Mile at a Time



El propietario dijo,  
"No Inglés - no apartamento."



La Ley dice: No Discriminación.  
CONTACTA SUS SERVICIOS | North PINE  
610-317-5322

1079

**2018 REGIONAL HOUSING SUMMIT  
"A HOME FOR EVERYONE"**

**AGENDA**

**DeSales University**

**February 8, 2018**

- 8:00 - 8:30 Breakfast & Registration
- 8:30 - 8:50 **Welcome**  
Lehigh County Executive, Phillips M. Armstrong  
Northampton County Executive – Lamont McClure Jr.  
University President, Rev. James J. Greenfield  
People’s Security Bank & Trust – Neal Koplin
- 8:50 - 9:05 **Overview of Summit and Background**  
**Housing Shortage in Lehigh Valley** – Diane Elliott, Executive Director,  
New Bethany Ministries  
**Fair Housing** – Paulette Gilfoil, CDBG Program Coordinator, Lehigh  
County
- 9:05 - 10:35 **Fair Housing: Are We Prepared?**  
Lori Molloy, Director of Legal Advocacy – North Penn Legal Services –  
Fair Housing Act Fundamentals  
Rachel Wentworth – Housing Equality Center of Pennsylvania– Group  
Homes & Zoning  
Amanda Raudenbush – Lehigh Valley Planning Commission – Model  
Zoning Ordinances
- 10:35 - 10:45 BREAK
- 10:45 - 11:45 **Housing Challenges & Opportunities Panel Discussion – The Housing  
Affordability Question: How Can National and State Models Inform  
the Lehigh Valley (Innovation, Municipal Codes & Other Legal Issues,  
Tools)**  
Clay Lambert – PHFA (Intro & Moderator)  
William F. Kerr, Attorney – High Swartz LLP  
State Representative Robert Freeman  
John Kromer, Consultant, – University of Pennsylvania, Fels Institute of  
Government .

11:45 – 12:45

LUNCH

**Keynote Speaker**

Kamran Afshar, Ph.D. – Director of the Data Analytics Center at DeSales University; President KAA, Inc., The Market Research Firm

12:45 – 1:30

**Impact of Housing Shortage – Families, Children, Young Professionals, Homeless**

Moderator – Diane Elliott, New Bethany Ministries, Executive Director  
Brett Feldman, PA, Co-Founder Street Medicine Program (LVHN)  
Estefania Perdomo – CACLV (Young Professional)  
Michelle Andrews – former resident 6<sup>th</sup> Street Shelter/Turner Street Apartments

1:30 – 1:40

BREAK

1:40 – 2:40

Roundtable Discussions

- A. **Developers' Roundtable** – Clay Lambert (PHFA) & Matt Padron – Co-Facilitators
- B. **Data** – Emily Folenta, CACLV & Becky Bradley, Lehigh Valley Planning Commission - Facilitators
- C. **Best Practices** – John Kromer, Consultant, Fels Institute of Government & Diane Elliott, Executive Director, New Bethany Ministries/ RHAB Affordable Housing Committee - Facilitators
- D. **Advocacy/Education** – Alan Jennings, CACLV - Facilitator

2:45 – 3:45

**Wrap-Up Panel – Roundtable Facilitators**

Alan Jennings (Moderator)  
Clay Lambert, Emily Folenta, Becky Bradley, John Kromer

3:45 – 4:00

Next Steps and Thank You.



State Representative Robert Freeman - *15 minutes*  
John Kromer, Consultant, – University of Pennsylvania, Fels Institute of  
Government - *15 minutes*  
*15 minutes questions and answers*

11:45 – 12:45

LUNCH

**Keynote Speaker** – Introduction by Frank Kane, Lehigh County Director of  
Community and Economic Development

Kamran Afshar, Ph.D. – Director of the Data Analytics Center at DeSales  
University; President KAA, Inc., The Market Research Firm *Lunch break*  
*15 minutes – speaking 45 minutes with questions*

12:45 – 1:30

**Impact of Housing Shortage – Families, Children, Young Professionals,  
Homeless**

Moderator – Diane Elliott, New Bethany Ministries, Executive Director  
Brett Feldman, PA, Co-Founder Street Medicine Program (LVHN) - *20  
minutes*

Estefania Perdomo – CACLV (Young Professional) – *5 minutes*

Michelle Andrews – former resident 6<sup>th</sup> Street Shelter/Turner Street  
Apartments - *5 minutes*

*Questions and answers: 10 minutes*

1:30 – 1:40

BREAK

1:40 – 2:40

Roundtable Discussions

A. **Developers' Roundtable** – Clay Lambert (PHFA) & Matt Padron –  
Co-Facilitators

B. **Data** – Emily Folenta, CACLV & Becky Bradley, Lehigh Valley  
Planning Commission - Facilitators

C. **Best Practices** – John Kromer, Consultant, Fels Institute of  
Government & Diane Elliott, Executive Director, New Bethany  
Ministries/ RHAB Affordable Housing Committee - Facilitators

D. **Advocacy/Education** – Alan Jennings, CACLV - Facilitator

2:45 – 3:45

**Wrap-Up Panel – Roundtable Facilitators**

Alan Jennings (Moderator)

Clay Lambert, Emily Folenta, Becky Bradley, John Kromer

## 2018HOUSINGSUMMIT

Thursday, February 8, 2018 from 8:00 AM to 4:00 PM (EST)

DeSales University; University Center - 2755 STATION AVE - University Center - CENTER VALLEY, PA 18034

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## 2018HOUSINGSUMMIT

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2018HOUSINGSUMMIT

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2018HOUSINGSUMMIT

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# PROCLAMATION

## Fair Housing Awareness Month

WHEREAS, April marks the anniversary of the passage of the Fair Housing Act of 1968, which sought to eliminate discrimination in housing opportunities and to affirmatively further housing choices for all Americans; and

WHEREAS, there are still too many violations of fair housing laws occurring each year; and

WHEREAS, since the introduction of the Fair Housing Act of 1968, civil rights protections in housing continue to evolve; and

WHEREAS, with increased knowledge on the subject of fair housing, the welfare of all will improve; and

WHEREAS, we must continue to strive for equal housing opportunity for all; and

WHEREAS, the ongoing struggle for dignity and housing opportunity for all is not the exclusive province of the Federal government; and

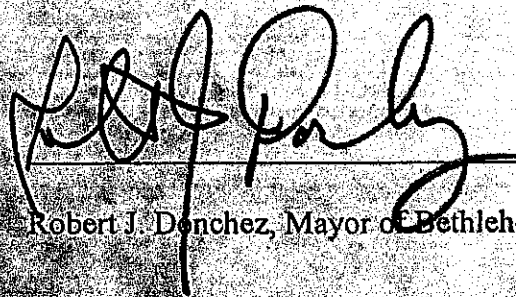
WHEREAS, vigorous local efforts to combat discrimination can be as effective, if not more so, than Federal efforts; and

WHEREAS, illegal barriers to equal opportunity in housing, no matter how subtle, diminish the rights of all;

NOW, THEREFORE BE IT RESOLVED, that we, the Mayors of Allentown, Bethlehem and Easton, and the County Executives of Lehigh County and Northampton County, do hereby proclaim April 2018 as Fair Housing Awareness Month. We encourage all agencies, institutions and individuals, public and private, in Lehigh and Northampton Counties to abide by the letter and spirit of the Fair Housing Act.



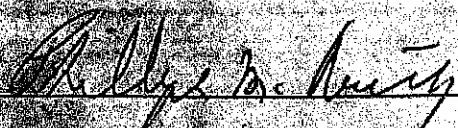
Mayor of Allentown



Robert J. Donchez, Mayor of Bethlehem



Salvatore J. Panto, Jr., Mayor of Easton



Phillips Armstrong, Lehigh County Executive



## CR-65 – Citizen Participation

Lehigh County placed the FY 2017 CAPER document on public display for a period of 15 days beginning on Friday, November 30, 2018 through Friday, December 14, 2018. A copy of the Public Notice was published in “The Morning Call” on Thursday, November 29, 2018.

Copies of the FY 2017 CAPER are available for public inspection at the following locations in Lehigh County, as well as on the Lehigh County website [www.lehighcounty.org/Departments/Community-Economic-Development](http://www.lehighcounty.org/Departments/Community-Economic-Development):

- **Lehigh County Department of Community and Economic Development** - Lehigh County Government Center, 17 South 7<sup>th</sup> Street, Allentown, PA 18101
- **Allentown Public Library** - 1210 West Hamilton Street, Allentown, PA 18102
- **Catasauqua Public Library** - 302 Bridge Street, Catasauqua, PA 18032
- **Coplay Library** - 49 South 5<sup>th</sup> Street, Coplay, PA 18037
- **Emmaus Public Library** - 11 East Main Street, Emmaus, PA 18049
- **Lower Macungie Library** - 3400 Brookside Road, Macungie, PA 18062
- **Parkland Community Library** - 4422 Walbert Avenue, Allentown, PA 18104
- **Slatington Library** - 650 Main Street, Slatington, PA 18080
- **Southern Lehigh Public Library** - 3200 Preston Lane, Center Valley, PA 18034
- **Whitehall Township Public Library** - 3700 Mechanicsville Road, Whitehall, PA 18052

The following pages include the public display notice.

**LEHIGH COUNTY, PA  
COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROGRAM**

**FY 2017 CONSOLIDATED ANNUAL PERFORMANCE  
AND EVALUATION REPORT (CAPER)**

Notice is hereby given that Lehigh County intends to submit its FY 2017 Consolidated Annual Performance and Evaluation Report (CAPER) to the U.S. Department of Housing and Urban Development on or before Friday, December 28, 2018.

In accordance with Title I of the National Affordable Housing Act of 1990, as amended, Lehigh County has prepared its Fiscal Year 2017 Consolidated Annual Performance and Evaluation Report (CAPER) for its Community Development Block Grant (CDBG) Program. This report describes the level of housing assistance and other community development activities designed to benefit low- and moderate-income persons and households in Lehigh County through various federal funding programs during the Program Year October 1, 2017 through September 30, 2018.

Copies of the FY 2017 CAPER are available for public inspection at the following locations in Lehigh County, as well as on the Lehigh County website <http://www.lehighcounty.org/Departments/Community-Economic-Development> beginning Friday November 30, 2018 through Friday, December 14, 2018:

- **Lehigh County Department of Community and Economic Development** - Lehigh County Government Center, 17 South 7<sup>th</sup> Street, Allentown, PA 18101
- **Catasauqua Public Library** - 302 Bridge Street, Catasauqua, PA 18032
- **Coplay Library** - 49 South 5<sup>th</sup> Street, Coplay, PA 18037
- **Emmaus Public Library** - 11 East Main Street, Emmaus, PA 18049
- **Lower Macungie Library** - 3400 Brookside Road, Macungie, PA 18062
- **Parkland Community Library** - 4422 Walbert Avenue, Allentown, PA 18104
- **Slatington Library** - 650 Main Street, Slatington, PA 18080
- **Southern Lehigh Public Library** - 3200 Preston Lane, Center Valley, PA 18034
- **Whitehall Township Public Library** - 3700 Mechanicsville Road, Whitehall, PA 18052

All interested persons are encouraged to review the FY 2017 CAPER. Written comments may be addressed to Ms. Laurie A. Moyer, Grants & Housing Manager, Government Center, 17 South Seventh Street, Allentown, PA 18101, or by email at [lauriemoyer@lehighcounty.org](mailto:lauriemoyer@lehighcounty.org). Oral comments may be made by calling (610) 871-1964. All comments on the CAPER will be considered until December 14, 2018.

Laurie A. Moyer  
Grants & Housing Manager, Lehigh County

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