

LEHIGH COUNTY, PENNSYLVANIA

DEPARTMENT OF COMMUNITY & ECONOMIC DEVELOPMENT

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

DRAFT FY 2018 Annual Action Plan

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

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Department of Community and
Economic Development



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AP-05 Executive Summary - 24 CFR 91.200(c), 91.220(b)

1. Introduction

As a Federal Entitlement, Lehigh County is required to complete an annual application for the use of the Community Development Block Grant (CDBG) funds to the U.S. Department of Housing and Urban Development (HUD). The Annual Action Plan is a guide to how the County will allocate its resources for specific activities that support the Goals and Objectives of Lehigh County's Five Year Consolidated Plan. This is Lehigh County's Seventh Annual Action Plan as a part of the extended Five Year Consolidated Plan, which was approved by HUD-Philadelphia. The Consolidated Plan describes the housing and non-housing needs of County residents and presents a five-year strategy to address those needs. The FY 2018 Annual Action Plan for Lehigh County includes the County's CDBG Program and outlines which activities the County will undertake during the program year beginning October 1, 2018 and ending September 30, 2019. Lehigh County's Department of Community and Economic Development is the lead entity and administrator for the CDBG funds.

The FY 2018 Annual Action Plan outlines the actions to be undertaken in Fiscal Year 2018 with the Federal resources allocated to Lehigh County. The FY 2018 Annual Action Plan excludes the Cities of Allentown and Bethlehem (despite being located within Lehigh County) since they both are Federal Entitlements that receive their own CDBG allocations from HUD. The CDBG Program and activities outlined in this FY 2018 Annual Action Plan will principally benefit low- and moderate-income persons and will provide funding to targeted areas of the County where there is the highest percentage of low- and moderate-income residents. The Annual Action Plan does not incorporate the Public Housing Authority's Comprehensive Grant (Comp Grant) into this consolidated plan and application, but the public housing authority participated in the planning process for the development of this plan.

The Five Year Consolidated Plan relied upon efforts of many individuals, organizations, and citizens, in the development of a comprehensive strategy to address the needs of the County. The goal of Lehigh County is to improve the quality of life for County residents by funding improvements to public facilities, infrastructure, public services, and by retaining and increasing the stock of affordable owner and rental housing units.

Available Funds:

The following financial resources are included in the FY 2018 Annual Action Plan which anticipates the receipt of funding to address the priority needs and specific objectives identified in Lehigh County's Five-Year Consolidated Plan. Lehigh County anticipates it will receive the following Federal funds during the FY 2018 program year:

Entitlement Funds	Amount
FY 2018 CDBG Funds	\$ 1,227,196.00
CDBG Program Income	\$ 0.00
Totals:	\$ 1,227,196.00

Table 1 - Federal Resources

FY 2018 CDBG Program Budget:

Lehigh County proposes to undertake the following activities with the FY 2018 CDBG funds:

1. Public Facilities Improvements – \$329,035.00

- Catasauqua Borough – George Taylor Historic House – Roof Replacement: \$60,000.00
- Coopersburg Borough – Sanitary Sewer Rehab: \$163,130.00
- Macungie Borough – Curb Cuts: \$25,460.00
- Slatington Borough – Road Reconstruction – 4th Street: \$80,445.00

2. Housing – \$408,460.00

- Alliance for Building Communities, Inc. – Mountain View Rehabilitation: \$143,000.00
- County of Lehigh – County-Wide Housing Rehabilitation Program (CWHR): \$190,460.00
- Lehigh Valley Community Land Trust (LVCLT) – Rehabilitation and Resale: \$75,000.00

3. Blight – \$100,000.00

- Lehigh County DCED – Blighted Property Renovation: \$100,000.00

4. Public Services – \$144,262.00

- 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 Technical Institute – Scholarships for Section 3 Residents: \$19,500.00
- Lehigh Conference of Churches – Housing Navigator: \$10,000.00
- Lehigh Valley Center for Independent Living – People Living in Accessible Community Environments (PLACE) Program: \$15,062.00
- Meals on Wheels – Meal Preparation and Delivery: \$20,000.00
- North Penn Legal Services – LMI Legal Help: \$10,000.00
- The Literacy Center – ESL & ABE Courses: \$15,000.00

5. Administration – \$245,439.00

- Administration – General administration, oversight, and planning: \$245,439.00

Total: \$1,227,196.00

Maps:

Included in the Exhibits Section are the following maps which illustrate the demographic characteristics of Lehigh County at the time of the 2010 U.S. Census:

- Total Population by Census Tract Map
- Percentage of White Population by Census Tract Map
- Percentage of Minority Population by Census Tract Map
- Percentage of Hispanic Population by Census Tract Map
- Percentage of Population Ages 65 and Over by Census Tract Map
- Total Housing Units by Census Tract Map
- Percentage of Owner-Occupied Housing Units by Census Tract Map
- Percentage of Renter-Occupied Housing Units by Census Tract Map
- Low- and Moderate-Income by Block Group Map

2. Summarize the objectives and outcomes identified in the Plan

This could be a restatement of items or a table listed elsewhere in the plan or a reference to another location. It may also contain any essential items from the housing and homeless needs assessment, the housing market analysis or the strategic plan.

The goal of Lehigh County is to improve the quality of life for County residents by funding improvements to public facilities and infrastructure, providing public services, and by retaining and increasing the supply of affordable housing units for both owner occupants and renters.

During the FY 2018 CDBG Program Year, the County proposes to address the following priority need categories identified in its Five Year Consolidated Plan:

GOAL: HOUSING - H

- **H-1: Retain Existing Housing Stock** - rehabilitate and stabilize the housing stock of both owner- and renter-occupied housing.

The County's objectives to meet this goal are:

Five year:

- Rehabilitate 50 owner-occupied housing units.
- Encourage the rehabilitation of 150 rental units that are affordable to lower income households.
- Provide 150 homeowners facing foreclosure with access to foreclosure mitigation counseling services.

Annual:

- Rehabilitate four (4) renter-occupied housing units and replace an elevator and driveway (47 persons).
- Rehabilitate seven (7) owner-occupied housing units for low- and moderate-income families.

- **H-3: Homebuyers Assistance** - Provide down payment and closing cost assistance for low- and moderate-income homebuyers.

The County's objectives are:

Five year:

- Assist 20 lower income households achieve homeownership.

Annual:

- Assist lower-income households to achieve homeownership through the future use of Affordable Housing Trust Funds.

GOAL: HOMELESS - HA

- **HA-1: Homelessness Prevention**

The County's objectives are:

Five year:

- Provide rent and utility assistance to 50 households to prevent homelessness.
- Prevent homelessness through effective discharge planning from publicly-funded institutions.

Annual:

- Provide rent and utility assistance to twenty-five (25) households to prevent homelessness.

- **HA-4: Permanent Housing**

The County's objectives are:

Five year:

- Expand permanent supportive housing for homeless individuals and persons in families with disabilities by creating thirty-four (34) new permanent supportive housing units in the twelve (12) county Continuum of Care.

Annual:

- Lehigh County will support the Eastern Pennsylvania Continuum of Care Network with its future CoC Application(s).

GOAL: NON-HOUSING COMMUNITY DEVELOPMENT - CD

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

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

The County's objectives are:

Five Year: Assist municipalities with projects of community significance

- Clearance and demolition (2 units)
- Sewer, water improvements (8 projects)
- Storm sewer improvements (5 projects)
- Sidewalk improvements, including handicap accessibility (10 projects)
- Street improvements (5 projects)
- Parks and recreation improvements (3 projects)

Annual:

- Sewer, Water Improvements (1 project, 785 people)
- Curb Cuts and Accessibility Improvements (1 project, 200 people)
- Street Improvements (1 project, 925 people)
- Public and Community Facilities (1 project)

- **CD-3: Public Services**

The County's objectives are:

Five Year: Assist human service organizations to provide essential services to at-risk populations

- Homeless prevention services
- Housing referral and counseling for the disabled
- Literacy and English as a Second Language education
- Subsistence services
- Fair Housing outreach, education, and advocacy

Annual: Assist human service organizations provide essential services to at-risk populations

- Provide rent and utility assistance to prevent homelessness (25 households)
- Case management services for at-risk students (20 people)
- Scholarships for Section 3 residents (4 people)
- Locating and securing housing for people at-risk of homelessness (10 households)
- Housing referral and counseling for the disabled (42 people)
- Literacy and English as a Second Language education (30 people)
- Subsistence services (51 people)
- Fair Housing outreach, education, and advocacy (40 people)

3. **Evaluation of past performance**

This is an evaluation of past performance that helped lead the grantee to choose its goals or projects.

Lehigh County has a good performance record with HUD and regularly meets its established performance standards. Each year the County prepares a Consolidated Annual Performance and Evaluation Report (CAPER). This report is submitted to HUD within ninety (90) days after the start of the next program year. Copies of the FY 2016 CAPER are available for review at the Lehigh County Department of Community and Economic Development Offices and also on the County website. The FY 2016 CAPER, which was the fifth CAPER for the FY 2012-2016 Five Year Consolidated Plan, was submitted to HUD on December 22, 2017. HUD approved the FY 2016 CAPER by a letter dated February 28, 2018. In the FY 2016 CAPER, Lehigh County expended 96.33% of its CDBG funds to benefit low- and moderate-income persons. The County expended \$132,798.38 (11.89%) of its funds during the FY 2016 CAPER period on public services, which is below the statutory maximum of 15%. The County obligated \$223,454.00 (20.00%) of its funds during this CAPER period on Planning and Administration, which meets the 20% regulatory cap. As of August 2, 2016, Lehigh County was under the required 1.5 maximum drawdown ratio with a ratio of 0.99.

4. Summary of Citizen Participation Process and consultation process

Summary from citizen participation section of plan.

The Annual Action Plan is made up of multiple components, which include: funding applications from municipalities, social service agencies, and housing organizations; citizen participation comments; and the development of the Annual Action Plan.

Each item of the plan primarily benefits the low- and moderate-income population in Lehigh County. Lehigh County has an approved Citizen Participation Plan, as required by HUD, which is on file with HUD and at the Lehigh County Department of Community and Economic Development. The County abided by its Citizen Participation Plan in the preparation and development of the FY 2018 Annual Action Plan.

The first step of the planning process for the FY 2018 Annual Action Plan started with the distribution of applications for CDBG funds. On Friday, February 23, 2018 the Department of Community and Economic Development distributed the FY 2018 CDBG Requests for Funding to local municipalities and non-profit agencies/organizations. These were due back to the County by 4:00 PM on Friday, April 13, 2018. Information was also available on the Lehigh County Department of Community and Economic Development's website.

The County held two (2) public hearings to obtain resident input on the needs of Lehigh County. The needs public hearing notice was published on Friday, March 16, 2018 in "The Morning Call," and the needs public hearing notice was posted on the County's website and emails were sent to local municipalities and non-profit agencies/organizations. The first needs hearing was held on Monday, March 26, 2018 at 5:30 PM and the second needs hearing was held on Thursday, March 29, 2018 at 2:00 PM; both hearings were held at the Lehigh County Public Hearing Room located at 17 South Seventh Street, Allentown, PA. At these public hearings, residents had the opportunity to give their input and their thoughts on the housing, community development, and economic development needs in Lehigh County and how the CDBG funds should best be spent to benefit low- and moderate-income persons.

The Final Public Hearing Notice was published on Friday, July 13, 2018. At the Public Hearing, held on Wednesday, July 18, 2018 at 12:00 PM, the residents were given the opportunity to comment on the "draft" version of the FY 2018 Annual Action Plan and which projects/activities would be funded with FY 2018 CDBG funds.

The FY 2018 Annual Action Plan was on public display beginning July 13, 2018 through August 13, 2018 at the following locations in the County and on the County's website (<http://www.lehighcounty.org/>):

- **Lehigh County Department of Community and Economic Development** - Lehigh County Government Center, 17 South 7th Street, Allentown, PA 18101
- **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

The following schedule was used in the preparation of the FY 2018 Action Plan:

- **Resident, provider, and stakeholder consultation** - February 23, 2018 through August 2, 2018
- **Applications to request CDBG funds were made available** - February 23, 2018
- **Posting and emails were sent for the Needs Public Hearing** - February 23 and March 12, 2018
- **Published the Needs Public Hearing Notice** - March 16, 2018
- **First Needs Public Hearing** - March 26, 2018
- **Second Needs Public Hearing** - March 29, 2018
- **CDBG Pre-Application Consultation and Review Period Ends** - April 5, 2018
- **CDBG Funding Requests due to Lehigh County** - April 13, 2018
- **Published the Final Public Hearing Notice** - July 2, 2018
- **FY 2018 Annual Action Plan on display; begin 30-day public comment period** - July 13, 2018
- **Final Public Hearing** - July 18, 2018
- **End 30-day public comment period** - August 13, 2018
- **Submission of Annual Plan to HUD** - On or before August 15, 2018
- **Program Year Begins** - October 1, 2018

5. Summary of public comments

This could be a brief narrative summary or reference an attached document from the Citizen Participation section of the Con Plan.

Lehigh County recorded public comments at the two (2) public hearings on the needs of the County. There were two (2) attendees and one (1) Lehigh County Department of Community and Economic Development (DCED) staff member present at the first public hearing on Monday, March 26, 2018. A meeting summary can be found in the Appendices. There were five (5) participants and two (2) Lehigh County DCED staff members at the second public needs hearing held on Thursday, March 29, 2018. A meeting summary can be found in the Appendices.

6. Summary of comments or views not accepted and the reasons for not accepting them

All of the previous comments were accepted, and the requests for funding were incorporated into the FY 2018 CDBG Program. Of the twenty-three (23) funding applications received in FY 2018, seventeen (17) were funded. One (1) application was withdrawn from consideration by Coplay Borough.

There were five (5) funding applications that were not approved for FY 2018 funds. Of the projects not funded, two (2) were public facility improvements: The Slatington Borough – Street Reconstruction – E. Church Street project was not funded, as E. Church Street does not serve a primarily residential area. The application for Fountain Hill Borough was not funded due to Broadway not serving a primarily residential area; additionally, this is a State Route and serves more than just Fountain Hill.

One (1) of the projects was related to slum and blight removal. The application for Lehigh County's Department of Community and Economic Development to purchase blighted properties was not recommended unless the properties were ready to be purchased. An additional funding request from DCED for the hiring of a code enforcement officer for a low- and moderate-income municipality was not recommended, as code enforcement is only eligible if it is part of an overall strategy to revitalize an area.

Finally, the last project that was not funded was an interior and exterior renovation of Columbia House through New Bethany Ministries. The project was not funded in FY 2018, but rather recommended for funding via the Affordable Housing Trust Fund (AHTF).

7. Summary

The FY 2018 Annual Action Plan for Lehigh County includes the County's CDBG Program and outlines which activities the County will undertake during the program year beginning October 1, 2018 and ending September 30, 2019. This is the County's seventh year of its Five Year Consolidated Plan.

During the FY 2018 Program Year, Lehigh County, Pennsylvania anticipates the following Federal financial resources:

• FY 2018 CDBG Funds	\$ 1,227,196.00
• CDBG Program Income	\$ <u>0.00</u>
Total:	\$ 1,227,196.00

During the FY 2018 CDBG Program Years, Lehigh County proposes to address the following priority need categories from its Five Year Consolidated Plan:

- **Housing Goal** - retain the existing housing stock, development of affordable housing, and homebuyer assistance.

- **Homeless Goal** - homelessness prevention, services, shelter and transitional housing, permanent housing, and non-homeless special needs.
- **Non-Housing Community Development Goal** - public facilities and infrastructure, economic development, and public services.

A “draft” of the FY 2018 Annual Action Plan was placed on display at the Lehigh County Government Center and on the County’s website, which is at the location of the Department of Community and Economic Development offices located at 17 South Seventh Street, Allentown, PA, as well as eight (8) regional libraries for public review. The display period started on Friday, July 13, 2018 through Monday, August 13, 2018 for a 30-day display period. In addition, the County put the draft Plan on its website (<http://www.lehighcounty.org/>). A Final Public Hearing was held on Wednesday, July 18, 2018 to discuss the proposed activities and solicit citizen comments. Upon completion of the 30-day comment period, Lehigh County will submit the FY 2018 Annual Action Plan to the U.S. Department of Housing and Urban Development Philadelphia Office on or before Wednesday, August 15, 2018.

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PR-05 Lead & Responsible Agencies – 91.200(b)**1. Agency/entity responsible for preparing/administering the Consolidated Plan**

Describe the agency/entity responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source.

Agency Role	Name	Department/Agency
Lead Agency	Lehigh County	Community and Economic Development
CDBG Administrator	Lehigh County	Community and Economic Development

Table 2 – Responsible Agencies

Narrative (optional)

The Lehigh County Department of Community and Economic Development is the administering agency for the CDBG program. The Community and Economic Development Department has four (4) full-time staff members, and one (1) part-time staff members, and a planning consulting firm to help assist with the oversight and compliance of the CDBG and housing programs. The Department of Community and Economic Development prepares the Five Year Consolidated Plan, Annual Action Plans, ERRs, and the Consolidated Annual Performance and Evaluation Reports (CAPER), draws down funds for invoices, performs contract administration, and oversees the program on a day to day basis. Sub-recipients are monitored on an annual basis for compliance, or as needed.

Consolidated Plan Public Contact Information

Contact Person: Mr. Frank Kane, Director for the Lehigh County Department of Community and Economic Development

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Website: <http://www.lehighcounty.org/>

AP-10 Consultation – 91.100, 91.200(b), 91.215(I)**1. Introduction**

While preparing the FY 2018 Annual Action Plan, Lehigh County consulted with the Lehigh County Housing Authority, local municipalities, non-profit agencies/organizations, and members of the Eastern Pennsylvania CoC - Lehigh Valley Regional Homeless Advisory Board, which includes the following two (2) counties: Lehigh and Northampton.

The Eastern Pennsylvania CoC serves and acts as the oversight and planning body for preventing and ending homelessness for the CoC general membership body. Lehigh County is a member of the Lehigh Valley Regional Homeless Advisory Board (LV-RHAB) under the Eastern PA CoC. The Board comprises a diverse set of representative stakeholders throughout Lehigh and Northampton Counties. The Board sets policy based on the knowledge and experience of its members. The Board also sets priorities and makes funding decisions.

Other members of the Board consist of the social service agencies, shelter providers, etc. that serve residents in the region. Coordination of the programs and funds is accomplished by the CoC Board for the chronically homeless individuals and families, families with children, veterans, and unaccompanied youth, along with the administration of the HMIS System.

Provide a concise summary of the jurisdiction's activities to enhance coordination between public and assisted housing providers and private and governmental health, mental health and service agencies (91.215(I))

Lehigh County works with the following agencies to enhance coordination:

- **Lehigh County Department of Community and Economic Development** - oversees the CDBG program.
- **Lehigh County Housing Authority** - oversees the Section 8 Housing Choice Voucher Program, improvements to public housing communities, and the development of scattered site affordable housing.
- **Social Services Agencies** - the County provides funds to address the needs of low- and moderate-income persons.
- **Housing Providers** - the County provides funds to rehabilitate and develop affordable housing for low- and moderate-income families and individuals.
- **Lehigh Valley Regional Homeless Advisory Board** - oversees the Continuum of Care Network for Eastern Pennsylvania CoC - Lehigh Valley Regional Homeless Advisory Board for the following counties: Lehigh and Northampton.

Describe coordination with the Continuum of Care and efforts to address the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans, and unaccompanied youth) and persons at risk of homelessness.

Lehigh County is a member of the Lehigh Valley Regional Homeless Advisory Board (LV-RHAB) under the Continuum of Care Network for Eastern Pennsylvania (Eastern PA CoC). The Eastern PA CoC is administered by the Pennsylvania Department of Community and Economic Development (PA-DCED). Lehigh County's Department of Community and Economic Development staff attends the local CoC meetings and acts as the County's representative. The County coordinates its activities with the Continuum of Care and supports its applications for funds. The County helps the Eastern Pennsylvania CoC to address homelessness by working together to develop a framework to deliver housing and services to the homeless.

The RHAB identifies regional and local homeless issues; coordinates regional planning; identifies regional housing gaps and needs, strategies, and priorities; provides input for Supportive Services for Veteran Families (SSVF) and Emergency Solutions Grants (ESG) applications; participates in completion of the CoC application; monitors Homeless Management Information Systems (HMIS) participation and implementation; and coordinates and follows-up on the Point in Time (PIT) count and Annual Homeless Assessment Report (AHAR). Lehigh County is a member of the Lehigh Valley Regional Homeless Advisory Board (RHAB), which also includes Northampton County. Many of the homeless resources in Lehigh and Northampton Counties are utilized by residents of both Counties. The Lehigh Valley RHAB Co-Chairs are currently representatives of the Community Action Committee of the Lehigh Valley in Bethlehem, PA, (which is located partly in Lehigh County and partly in Northampton County), and the Third Street Alliance in Easton, PA, which is located in Northampton County.

The CoC solicits and considers a wide range of opinions through the five (5) Regional Homeless Advisory Board (RHABs) monthly meetings and semi-annual full CoC meetings. Both forums provide opportunities for persons to provide input and assistance in ending homelessness. The RHAB Co-Chairs represent multiple interest groups including: CDBG Jurisdictions, Public Housing Authorities, domestic violence service providers, Veterans, youth service providers, Community Action Partnerships (CAP), homeless service providers, and faith-based organizations.

Most of the Eastern PA CoC comes under the State Consolidated Plan developed by PA-DCED, however, there are twelve (12) additional Consolidated Plan Jurisdictions representing the more populated areas of the Lehigh Valley and Cumberland County, plus cities. PA-DCED uses web-based forums to meet with Regional Housing Advisory Committees (RHACs). RHAC meetings are held annually and generally last two (2) hours. The RHACs include state grantees, housing officials, developers, non-profits, CoC Chairs, and PA-DCED staff. Also, as part of the citizen participation process, members of the CoC receive notice of public meetings, documents available for review, and citizen comment periods. The County and City Consolidated Plan Jurisdictions follow the Con

Plan guidelines for consultation, including interviews, surveys, and focus groups with stakeholders knowledgeable about homelessness in their communities.

Describe consultation with the Continuum(s) of Care that serves the jurisdiction's area in determining how to allocate ESG funds, develop performance standards for and evaluate outcomes of projects and activities assisted by ESG funds, and develop funding, policies and procedures for the operation and administration of HMIS

Most of the Eastern PA CoC ESG funding is allocated by PA-DCED. The CoC participated in developing priorities, target populations, outcome measures, and evaluation processes for ESG under HEARTH, including prioritizing Rapid Re-Housing (RRH) for 45% of funds (excluding emergency shelters, outreach, and administration). Since then, the CoC has provided input on ESG funding decisions and project scoring based on knowledge of projects, capacity of applicants and participation in CoC planning. PA-DCED, as the Collaborative Applicant and HMIS Lead, has access to Point in Time and Homeless Management Information System (HMIS) data. PA-DCED convened a Data Committee composed of CoC members to review and analyze quarterly CoC performance reports for establishing benchmarks and data driven performance standards for outcome evaluation and funding decisions.

The CoC finalized a Monitoring Plan in June 2017 which sets performance standards and outlines a process for evaluating the outcomes of projects receiving both CoC and ESG funding. This process will be carried out by the CoC's Data Committee, the five RHABs and the Governing Board.

The CoC and the HMIS lead work together to assess data quality throughout the CoC. This includes working on Annual Homeless Assessment Report (AHAR) submission, the PIT count, project review/ranking, and working with individual programs while completing their Annual Performance Reports (APRs). The CoC continues to work towards increasing the bed coverage percentage in HMIS. According to the Eastern PA CoC, the largest overall barrier to HMIS-participation remains non-HUD funded volunteer and faith-based operated projects and VA-funded projects, such as VASH. Additional outreach to volunteer and faith-based organizations will occur through the implementation of coordinated entry. Increased engagement and education among these groups should lead to increased HMIS participation. The CoC will work with Veterans to improve participation among VA-funded projects.

In addition, the CoC works closely with the HMIS Lead Agency on the HMIS policies and procedures. Specifically, over the last year many system modifications have been made in order to create the infrastructure for implementation of Coordinated Entry.

The HMIS Lead Agency maintains the CoC's Governance Charter for HMIS, the HMIS Privacy and Security Plan, the HMIS Data Quality and Functionality Plan, and the MOU with the CoC. These documents are reviewed and approved by the CoC's Governing Board.

- 2. Describe Agencies, groups, organizations, and others who participated in the process and describe the jurisdiction's consultations with housing, social service agencies and other entities**

See attached chart.

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1.	Agency/Group/Organization	Lehigh County
	Agency/Group/Organization Type	Other government – County
	What section of the Plan was addressed by Consultation?	Community Development
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Lehigh County Department of Community & Economic Development submitted a funding request for the County-wide Housing Rehabilitation Program, for Blighted Property Renovation, for Blighted Property Acquisition, and for Code Enforcement. The County-wide Housing Rehabilitation Program and the Blighted Property Renovation projects were funded in FY 2018. The Blighted Property Acquisition and Code Enforcement projects were not funded in FY 2018.
2.	Agency/Group/Organization	Lehigh County Housing Authority
	Agency/Group/Organization Type	Housing PHA Services-Persons with Disabilities Other government - County
	What section of the Plan was addressed by Consultation?	Public Housing Needs Non-Homeless Special Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Lehigh County Housing Authority was contacted and presented the housing needs of very low-income persons.
3.	Agency/Group/Organization	North Penn Legal Services
	Agency/Group/Organization Type	Housing Services-Education Services-Employment Service-Fair Housing Regional organization

	What section of the Plan was addressed by Consultation?	Housing Need Assessment Non-Homeless Special Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	North Penn Legal Services was contacted and submitted a request for continued funding for fair housing activities and legal aide to LMI residents. The County reviewed the application and funded the activity because it met the goals and objectives as outlined in the County's Five Year Consolidated Plan.
4.	Agency/Group/Organization	Lehigh Valley Regional Homeless Advisory Board (LV-RHAB)
	Agency/Group/Organization Type	Housing Services-homeless Service-Fair Housing Regional organization
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Lehigh Valley Regional Housing Advisory Board was contacted to determine the needs of the homeless in Lehigh County. The County is a member of the Board and is part of the ongoing discussions on how to assist the homeless.
5.	Agency/Group/Organization	Lehigh Valley Planning Commission
	Agency/Group/Organization Type	Regional organization Planning organization
	What section of the Plan was addressed by Consultation?	Market Analysis

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Lehigh Valley Planning Commission was contacted to determine the planning needs in Lehigh County.
6.	Agency/Group/Organization	Lehigh Career & Technical Institute
	Agency/Group/Organization Type	Services-Education Regional organization Schools
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs Economic Development Anti-poverty Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Lehigh Career & Technical Institute was contacted about the needs of Section 8 residents. Lehigh Career & Technical Institute (LCTI) collaborated with Communities in Schools of Lehigh Valley to submit a request for funding for case management at the Lehigh Career and Technical Institute. The County funded this project in FY 2018.
7.	Agency/Group/Organization	Communities in Schools of the Lehigh Valley
	Agency/Group/Organization Type	Services-Children Services-Education Other government - County Regional organization Schools
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs Economic Development Anti-poverty Strategy

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Communities in Schools was contacted and submitted a request for funding (in collaboration with (LCTI) for case management and assistance for low-income students enrolled in the Lehigh Career and Technical Institute. The County funded the activity in FY 2018.
8.	Agency/Group/Organization	Lehigh Valley Center for Independent Living (LVCIL)
	Agency/Group/Organization Type	Housing Services - Housing Services-Elderly Persons Services-Persons with Disabilities Services-Persons with HIV/AIDS Services-Victims of Domestic Violence Services-homeless Regional organization
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	LVCIL was contacted and submitted a request for continued funding for housing location assistance. The County reviewed the application and funded the activity because it met the goals and objectives as outlined in the County's Five Year Consolidated Plan.
9.	Agency/Group/Organization	The Literacy Center
	Agency/Group/Organization Type	Services-Education
	What section of the Plan was addressed by Consultation?	Economic Development

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The Literacy Center was contacted and submitted a request for continued funding for ESL and GED instruction. The County reviewed the application and funded the activity because it met the goals and objectives as outlined in the County's Five Year Consolidated Plan.
10.	Agency/Group/Organization	Episcopal Ministries of the Diocese Of Bethlehem, Inc./D.B.A. New Bethany Ministries
	Agency/Group/Organization Type	Housing Services - Housing Service-Fair Housing
	What section of the Plan was addressed by Consultation?	Housing Need Assessment
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	New Bethany Ministries provided information on housing and community development needs in Lehigh County. New Bethany Ministries submitted an application for funding to continue renovating their Single Room Occupancy housing community, Columbia House, but were not funded in FY 2018.
11.	Agency/Group/Organization	Lehigh Valley Community Land Trust
	Agency/Group/Organization Type	Housing Services - Housing Other government - County Planning organization
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Market Analysis Economic Development
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Lehigh Valley Community Land Trust (LVCLT) provided information on housing and community development needs in Lehigh County. LVCLT submitted a request for funding for rehabilitation of an existing residential property and resale to a low- and moderate-income household. The County funded the activity in FY 2018.

12.	Agency/Group/Organization	Catholic Charities
	Agency/Group/Organization Type	Services-homeless
	What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Catholic Charities provided information on homeless and special needs in Lehigh County. Catholic Charities submitted an application for funding for rent and utility assistance, and was funded in FY 2018.
13.	Agency/Group/Organization	Meals on Wheels
	Agency/Group/Organization Type	Services-Elderly Persons Services-Health
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs Anti-poverty Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Meals on Wheels provided information on elderly, disabled, and special needs in Lehigh County. Meals on Wheels submitted an application for funding for a meal delivery program, and were funded in FY 2018.
14.	Agency/Group/Organization	Catasauqua Borough
	Agency/Group/Organization Type	Other government - Local Community Development
	What section of the Plan was addressed by Consultation?	Community Development

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Catasauqua Borough was contacted to determine the needs for the Borough. The Borough submitted a funding request to remove and replace a deteriorated slate roof at the historic George Taylor House, and was funded in FY 2018.
15.	Agency/Group/Organization	Coplay Borough
	Agency/Group/Organization Type	Other government - Local Community Development
	What section of the Plan was addressed by Consultation?	Community Development
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Coplay Borough was contacted to determine the needs for the Borough. The Borough submitted a funding request for FY 2018 funds, but withdrew the application.
16.	Agency/Group/Organization	Fountain Hill Borough
	Agency/Group/Organization Type	Other government - Local Community Development
	What section of the Plan was addressed by Consultation?	Community Development
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Fountain Hill Borough was contacted to determine the needs for the Borough. The Borough submitted a funding request for curb reconstruction, but was not funded in FY 2018.
17.	Agency/Group/Organization	Macungie Borough
	Agency/Group/Organization Type	Other government - Local Community Development

	What section of the Plan was addressed by Consultation?	Community Development
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Macungie Borough was contacted to determine the needs for the Borough. The Borough submitted a funding request for curb cuts, and was funded in FY 2018.
18.	Agency/Group/Organization	Slatington Borough
	Agency/Group/Organization Type	Other government - Local Community Development
	What section of the Plan was addressed by Consultation?	Community Development
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Slatington Borough was contacted to determine the needs for the Borough. The Borough submitted two (2) funding requests for street reconstruction, and one (1) of these was funded in FY 2018 (4 th Street).
19.	Agency/Group/Organization	Pennsylvania Department of Health
	Agency/Group/Organization Type	Services-Health Health Agency Other government - State
	What section of the Plan was addressed by Consultation?	Lead-based Paint Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The County consulted the 2015 Childhood Lead Surveillance Annual Report released by the Pennsylvania Department of Health. The data identified in the Report is incorporated in the Annual Action Plan.

Table 3 – Agencies, groups, organizations who participated

Identify any Agency Types not consulted and provide rationale for not consulting

All known types were consulted and contacted during the planning process. One (1) application was withdrawn from consideration by Coplay Borough.

Other local/regional/state/federal planning efforts considered when preparing the Plan

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care	Lehigh Valley Regional Homeless Advisory Board	They are incorporated in the Five Year Consolidated Plan and the Annual Action Plans.
Annual and Five Year Capital Plans	Lehigh County Housing Authority	They are incorporated in the Five Year Consolidated Plan and the Annual Action Plans.
2015 Childhood Lead Surveillance Annual Report	PA Department of Health	The data is incorporated in the Annual Action Plan.
Regional Analysis of Impediments to Fair Housing	Lehigh Valley Economic Development Corporation	They are incorporated in the Annual Action Plan.

Table 4 – Other local / regional / federal planning efforts

Narrative (optional)

Lehigh County consulted and coordinated with various agencies and organizations on both a county-wide and state-wide basis. The culmination of these efforts has resulted in the development of the County's FY 2018 Annual Action Plan.

The Lehigh County Department of Community and Economic Development (DCED) is the administrating agency for the CDBG program. Close coordination is maintained with other County departments, as well as regional organizations such as the Community Action Committee of the Lehigh Valley, Discover Lehigh Valley, Greater Lehigh Valley Chamber of Commerce, Lehigh County Industrial Development Authority, Lehigh Valley Economic Development Corporation, Lehigh Valley Industrial Park, Inc., Lehigh Valley Planning Commission, and the Eastern PA Continuum of Care. Lehigh County Department of Community and Economic Development coordinated with each municipality in Lehigh County as well as various non-profit organizations, such as New Bethany Ministries, Lehigh Valley Community Land Trust, Valley Youth House, Community First Fund,

Catholic Charities, Communities in Schools of the Lehigh Valley, Lehigh Career & Technical Institute, Lehigh Valley Center for Independent Living, Meals on Wheels, North Penn Legal Services, and the Literacy Center. These agencies and others helped aid the planning process. Lehigh County DCED works closely with the Lehigh County Commissioners and County staff to address projects and activities that extend beyond the County limits. The County and the regional agencies have a good working relationship.

DRAFT

AP-12 Participation – 91.105, 91.200(c)**1. Summary of citizen participation process/Efforts made to broaden citizen participation
Summarize citizen participation process and how it impacted goal-setting**

The FY 2018 Annual Action Plan has many components which include citizen participation. These components include the following: applications for funding from CDBG agencies from municipalities/social service and housing organizations, meetings and phone calls with municipalities/social services, and housing agencies/organizations on how to complete the CDBG Applications. In addition, there were two needs hearings held, two (2) readings of the CDBG budget, and a final public hearing to gather public comments on the “draft plan” on public display. All these comments are included in the Annual Action Plan in the Citizen Participation Section of the Plan. Through the citizen participation process, the County uses citizen input to develop how the plan will best serve the needs of the low- and moderate-income population and to reach its goals of the Five Year Consolidated Plan.

Citizen Participation Outreach

Sort Order	Mode of Outreach	Target of Outreach	Summary of Response/Attendance	Summary of comments received	Summary of comments not accepted & reasons	URL (If applicable)
1.	Newspaper Ad #1	Minorities Persons with disabilities Non-targeted / broad community Residents of Public and Assisted Housing Agencies / Organizations	The needs public hearing notice for both hearings was published on Friday, March 16, 2018 in The Morning Call, and the needs public hearing notice was posted on the County's website and emails were sent to local municipalities and non-profit agencies/organizations. The second public hearing notice was published on Monday, July 2, 2018 in The Morning Call.	The proof of publication for the ads are included in the Citizen Participation Appendix of the Annual Action Plan.	None.	Not Applicable.

Sort Order	Mode of Outreach	Target of Outreach	Summary of Response/Attendance	Summary of comments received	Summary of comments not accepted & reasons	URL (If applicable)
2.	Public Meetings #1	Minorities Persons with disabilities Non-targeted / broad community Residents of Public and Assisted Housing Agencies / Organizations	The first needs hearing was held on Monday, March 26, 2018, and the second needs hearing was held on Thursday, March 29, 2018. A public hearing to solicit comments on the FY 2018 budget and draft FY 2018 Annual Action Plan was held on July 18, 2018. See public hearing comments and the sign-in sheets in the summaries.	See public hearing summaries in the Citizen Participation section of the Plan.	None.	http://www.lehighcounty.org
3.	Internet Outreach	Non-targeted / broad community	None.	None.	None.	http://www.lehighcounty.org
4.	Email Blast	Minorities Persons with disabilities Non-targeted / broad community Residents of Public and Assisted Housing	The email blast was sent out on February 23 and March 12, 2018. Municipalities and agencies/organizations submitted applications for funding and provided comments at the public hearings.	Of the twenty-three (23) funding applications received in FY 2018, seventeen (17) were funded. One (1) application was withdrawn. Lehigh County needs were addressed	None.	Not Applicable.

Sort Order	Mode of Outreach	Target of Outreach	Summary of Response/Attendance	Summary of comments received	Summary of comments not accepted & reasons	URL (If applicable)
		Agencies / Organizations		through the funded projects.		
5.	Newspaper Ad #2	Minorities Persons with disabilities Non-targeted / broad community Residents of Public and Assisted Housing Agencies / Organizations	TBD	The proof of publication for the ads will be included in the Citizen Participation Appendix of the Annual Action Plan.	TBD	Not Applicable.
6.	Public Meeting #2	Minorities Persons with disabilities Non-targeted / broad community Residents of Public and Assisted Housing Agencies / Organizations	TBD	See public hearing summaries in the Citizen Participation section of the Plan.	TBD	http://www.lehighcounty.org

Table 5 – Citizen Participation Outreach

AP-15 Expected Resources – 91.220(c) (1, 2)**Introduction**

Lehigh County will receive \$1,227,196 in CDBG funds for the FY 2018 program year. The program year is October 1, 2018 through September 30, 2019. These funds will be used to address the following priority needs: Housing and Non-Housing Community Development, such as retaining the existing housing stock, development of affordable housing, homelessness prevention, services, public facilities and infrastructure, economic development, and public services. The accomplishments of these projects/activities will be reported in the FY 2018 Consolidated Annual Performance and Evaluation Report (CAPER).

Priority Table

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 7				Expected Amount Available Reminder of Con Plan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	1,227,196	0	0	1,227,196	0	In addition to an administration activity, a total of 16 projects/activities were funded based on the CDBG allocations

Table 6 - Expected Resources – Priority Table

Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied

Lehigh County is eligible to receive funds during this program year from the following Federal, State, County, and Private Organizations:

- **Lehigh County Affordable Housing Trust Funds (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. The County raised the fee from \$13 to \$26 per document. Affordable Housing Trust Funds revenue is used to fund affordable housing initiatives and up to 15 percent may be used for the administrative costs to implement the initiatives. Eligible activities include using the revenues as the local matching funds to secure Federal and State Funds, construction or rehabilitation financing, housing related services, match for other State or Federal funds, and supporting first-time homebuyer second mortgage programs. Lehigh County will not allocate funds in FY 2018 from the Affordable Housing Trust Fund to allow the funds to grow and be used for future projects. The current balance of the AHTF is \$387,756.00.
- **Continuum of Care Grant** - Lehigh County is part of the Lehigh Valley Regional Housing Advisory Board. This is a two (2) county region that applies for Continuum of Care funds each year. In FY 2017, the Lehigh Valley received funding for sixteen (16) projects totaling \$3,088,260.00 for support services and permanent supportive housing projects throughout the region. Of the sixteen (16) projects funded, fourteen (14) were Tier 1 awards, and two (2) were Tier 2 awards. HUD will contract with these agencies during the FY 2018 program year.
- **The Lehigh County Housing Authority** - Expects to receive \$488,870.00 in FY 2018 funds from the Public Housing Capital Fund Program, as well as Public Housing Operating funds and Section 8 Housing Choice Voucher assistance.
- **Emergency Solutions Grant (ESG) Funds** – Lehigh County received \$154,483 from PA-DCED in FY 2016 State ESG funds for renovations to the Sixth Street Shelter operated by the Community Action Committee of the Lehigh Valley.
- Other federal funds that may be used in support of housing, community development, and economic development during FY 2018 include loans through HUD's Section 108 Loan Program, Brownfields Economic Development Initiative (BEDI) grants, and HUD Supportive Housing Programs.

If appropriate, describe publicly owned land or property located within the jurisdiction that may be used to address the needs identified in the plan

Not applicable. The County has not acquired or improved on any land, property, or buildings that are available for sale with CDBG funds.

Discussion

Lehigh County is a member of the Eastern Pennsylvania Continuum of Care Network, PA-509 Continuum of Care, administered by the Lehigh Valley Regional Homeless Advisory Board (RHAB). The Lehigh Valley RHAB covers two (2) counties in the region. These counties include Lehigh and Northampton. The following agencies in Lehigh County received FY 2017 CoC funds:

- **The Salvation Army, a New York Corporation - Allentown Hospitality House Permanent Housing Program** - received \$159,766.00 for permanent supportive housing.
- **Catholic Charities of Diocese of Allentown, Inc. - Permanent Housing Program** - received \$71,863.00 for permanent supportive housing.
- **Lehigh County Conference of Churches - Outreach and Case Management for the Disabled, Chronically Homeless** - received \$97,559.00 for support services.
- **Lehigh County Conference of Churches - Pathways Housing** - received \$199,724.00 for permanent supportive housing.
- **Lehigh County Conference of Churches - Pathways Housing 2** - received \$185,277.00 for permanent supportive housing.
- **Lehigh County Conference of Churches - Pathways TBRA for Families, Youth, and Veterans** - received \$293,554.00 for permanent supportive housing.
- **Lehigh County Conference of Churches - Tenant Based Rental Assistance for the Disabled, Chronically Homeless** - received \$225,337.00 for permanent supportive housing.
- **Lehigh County Housing Authority - Shelter Plus Care** - received \$198,874.00 for permanent supportive housing.
- **Resources for Human Development, Inc. - LV ACT Housing Supports** - received \$189,316.00 for permanent supportive housing.
- **Valley Housing Development Corporation - SHP for Persons with Mental Illness # 2** - received \$204,168.00 for permanent supportive housing.
- **Valley Housing Development Corporation - SHP for Persons with Mental Illness # 3** - received \$131,657.00 for permanent supportive housing.
- **Valley Housing Development Corporation - SHO for Persons with Mental Illness # 4** - received \$113,486.00 for permanent supportive housing.
- **Valley Youth House Committee, Inc. - TH/RRH** - received \$479,930.00 for temporary and rapid re-housing.
- **Third Street Alliance for Women and Children - LV-RHAB – RRH** - received \$148,164.00 for rapid re-housing.
- **Valley Youth House Committee, Inc. - Lehigh Valley RRH for Families** - received \$284,072.00 for rapid re-housing.
- **Northampton County Housing Authority - NCHA Support and Care** - received \$105,513.00 for permanent supportive housing.

In Lehigh County, there is a network of provider agencies that address the shelter and transitional housing needs of persons who are homeless. The shelter and transitional housing in Lehigh County include:

- 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)

AP-20 Annual Goals and Objectives - 91.420, 91.220(c)(3)&(e)**Goals Summary Information**

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1.	H-1 Retain Existing Housing Stock	2012	2018	Affordable Housing	N/A	Housing - H	CDBG: \$508,460	Rental units rehabilitated: 4 housing units Homeowner Housing Rehabilitated: 7 Housing Units Other: 47 Persons
2.	H-2 Development of Affordable Housing	2012	2018	Affordable Housing	N/A	Housing - H	CDBG: \$0	Rental units constructed: 0 Household Housing Unit Homeowner Housing Added: 0 Household Housing Unit
3.	H-3 Homebuyer's Assistance	2012	2018	Affordable Housing	N/A	Housing - H	CDBG: \$0	Direct Financial Assistance to Homebuyers: 0 Households Assisted
4.	HA-1 Homelessness Prevention	2012	2018	Homeless	N/A	Homeless - HA	CDBG: \$29,700	Public service activities for Low/Moderate Income Housing Benefit: 25 Households Assisted
5.	HA-2 Services	2012	2018	Homeless	N/A	Homeless - HA	CDBG: \$0	Public service activities other than Low/Moderate Income Housing Benefit: 0 Persons Assisted
6.	HA-3 Shelter and Transitional Housing	2012	2018	Homeless	N/A	Homeless - HA	CDBG: \$0	Housing for Homeless added: 0 Household Housing Unit
7.	HA-4 Permanent Housing	2012	2018	Homeless	N/A	Homeless - HA	CDBG: \$0	Housing for Homeless added: 0 Household Housing Unit

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
8.	HA-5 Non-Homeless Special Needs	2012	2018	Affordable Housing Non-Homeless Special Needs	N/A	Homeless - HA	CDBG: \$0	Rental units constructed: 0 Household Housing Unit
9.	CD-1 Public Facilities and Infrastructure	2012	2018	Non-Housing Community Development	N/A	Non-Housing Community Development - CD	CDBG: \$329,035	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 1,910 Persons Assisted Other: 1 Other
10.	CD-2 Economic Development	2012	2018	Non-Housing Community Development	N/A	Non-Housing Community Development - CD	CDBG: \$0	Businesses assisted: 0 Businesses Assisted
11.	CD-3 Public Services	2012	2018	Non-Housing Community Development	N/A	Non-Housing Community Development - CD	CDBG: \$39,700	Public service activities other than Low/Moderate Income Housing Benefit: 187 Persons Assisted Public service activities for Low/Moderate Income Housing Benefit: 35 Households Assisted

Table 7 – Goals Summary

Goal Descriptions

1.	Goal Name	H-1 Retain Existing Housing Stock
	Goal Description	<p>Rehabilitate and stabilize the housing stock of both owner and renter occupied housing.</p> <p>The County's objectives to meet this goal are:</p> <p>Five year:</p> <ul style="list-style-type: none"> • Rehabilitate 50 owner-occupied housing units. • Encourage the rehabilitation of 150 rental units that are affordable to lower income households. • Provide 150 homeowners facing foreclosure with access to foreclosure mitigation counseling services. <p>Annual: Rehabilitate four (4) renter-occupied housing units and replace an elevator and driveway (47 persons). Rehabilitate seven (7) owner-occupied housing units for low- and moderate-income families.</p>
2.	Goal Name	H-2 Development of Affordable Housing
	Goal Description	<p>Provide financial and technical assistance for the development of new housing and the rehabilitation of vacant housing. Such housing will provide opportunities for very low-income and low-income renters and low-income to moderate income homebuyers.</p> <p>The County's development objectives are:</p> <p>Five year:</p> <ul style="list-style-type: none"> • Assist the development of 10 owner-occupied housing units. • Assist the development of 150 rental units that are affordable to lower income households. <p>Annual: Lehigh County did not fund any projects during this program year.</p>
3.	Goal Name	H-3 Homebuyer's Assistance
	Goal Description	<p>Provide down payment and closing cost assistance for low- and moderate-income homebuyers.</p> <p>The County's objectives are:</p> <p>Five year: Assist 20 lower income households achieve homeownership.</p> <p>Annual: Assist lower income households to achieve homeownership through the future use of Affordable Housing Trust Funds.</p>

4.	Goal Name	HA-1 Homeless Prevention
	Goal Description	<p>The County's objectives are:</p> <p>Five year:</p> <ul style="list-style-type: none"> • Provide rent and utility assistance to 50 households to prevent homelessness. • Prevent homelessness through effective discharge planning from publicly-funded institutions. <p>Annual: Provide rent and utility assistance to twenty-five (25) households to prevent homelessness.</p>
5.	Goal Name	HA-2 Services
	Goal Description	<p>The County's objectives are:</p> <p>Five year:</p> <ul style="list-style-type: none"> • Expand the capacity of local housing and service providers in rural areas to serve homeless families and individuals. • Develop new resources for supportive services to supplement mainstream services. <p>Annual: Lehigh County did not fund any projects during this program year.</p>
6.	Goal Name	HA-3 Shelter and Transitional Housing
	Goal Description	<p>The County's objectives are:</p> <p>Five year:</p> <ul style="list-style-type: none"> • Continue to meet the regional needs for shelter and transitional housing. • Shorten the length of time individuals and families are homeless by 20% over five years. • Reduce the recurrence of homelessness among sheltered families and individuals over the next five years. <p>Annual: Lehigh County did not fund any projects during this program year.</p>
7.	Goal Name	HA-4 Permanent Housing
	Goal Description	<p>The County's objectives are:</p> <p>Five year: Expand permanent supportive housing for homeless individuals and persons in families with disabilities by creating thirty-four (34) new permanent supportive housing units in the twelve (12) county Continuum of Care.</p> <p>Annual: Lehigh County will support the Eastern Pennsylvania Continuum of Care Network with its future CoC Application(s).</p>

8.	Goal Name	HA-5 Non-Homeless Special Needs
	Goal Description	<p>The County's objectives are:</p> <p>Five year: Develop 15 units of housing for persons with special needs.</p> <p>Annual: Lehigh County did not fund any projects during this program year.</p>
9.	Goal Name	CD-1 Public Facilities and Infrastructure
	Goal Description	<p>The County's objectives are:</p> <p>Five Year: Assist municipalities with projects of community significance</p> <ul style="list-style-type: none"> • Clearance and demolition (2 units) • Sewer, water improvements (8 projects) • Storm sewer improvements (5 projects) • Sidewalk improvements, including handicap accessibility (10 projects) • Street improvements (5 projects) • Parks and recreation improvements (3 projects) <p>Annual:</p> <ul style="list-style-type: none"> • Sewer, Water Improvements (1 project, 785 people) • Curb Cuts and Accessibility Improvements (1 project, 200 people) • Street Improvements (1 project, 925 households) • Public and Community Facilities (1 project)
10.	Goal Name	CD-2 Economic Development
	Goal Description	<p>The County's objectives are:</p> <p>Five Year: Assist businesses to establish and grow in Lehigh County</p> <ul style="list-style-type: none"> • Provide loans to two (2) businesses • Promote façade improvements and downtown revitalization in borough and township business districts <p>Annual: Lehigh County did not fund any projects during this program year.</p>

11.	Goal Name	CD-3 Public Services
	Goal Description	<p>The County's objectives are:</p> <p>Five Year: Assist human service organizations to provide essential services to at-risk populations</p> <ul style="list-style-type: none"> • Homeless prevention services • Housing referral and counseling for the disabled • Literacy and English as a Second Language education • Subsistence services • Fair Housing outreach, education, and advocacy <p>Annual: Assist human service organizations to provide essential services to at-risk populations</p> <ul style="list-style-type: none"> • Provide rent and utility assistance to prevent homelessness (25 households) • Case management services for at-risk students (20 persons) • Scholarships for Section 3 residents (4 persons) • Locating and securing housing for people at-risk of homelessness (10 households) • Housing referral and counseling for the disabled (42 persons) • Literacy and English as a Second Language education (30 persons) • Subsistence services (51 persons) • Fair Housing outreach, education, and advocacy (40 persons)

AP-35 Projects – 91.220(d)

Introduction

Listed below are the FY 2018 CDBG activities for Lehigh County.

#	Project Name
1.	Alliance for Building Communities, Inc. – Mountain View Rehabilitation
2.	Catasauqua Borough – George Taylor Historic House – Roof Replacement
3.	Catholic Charities – Self-Sufficiency & Intervention Program
4.	Communities in Schools of the Lehigh Valley – School-to-Career Program
5.	Coopersburg Borough – Sanitary Sewer Rehabilitation
6.	County of Lehigh – County-Wide Housing Rehabilitation Program (CWHR)
7.	Lehigh County DCED – Blighted Property Renovation
8.	Lehigh Career Technical Institute – Scholarships for Section 3 Residents
9.	Lehigh Conference on Churches – Housing Navigator
10.	Lehigh Valley Center for Independent Living - People Living in Accessible Community Environments (PLACE) Program
11.	Lehigh Valley Community Land Trust (LVCLT) – Rehabilitation and Resale
12.	Macungie Borough – Removal of Architectural Barriers
13.	Meals on Wheels – Meal Preparation and Delivery
14.	North Penn Legal Services – LMI Legal Help
15.	Slatington Borough – Road Reconstruction – 4 th Street
16.	The Literacy Center – ESL & ABE Courses
17.	Administration

Table 8 – Project Information

Describe the reasons for allocation priorities and any obstacles to addressing underserved needs

Rationale for funding activities were based on the eligibility of the activity, if it met a national objective, who are the beneficiaries of the activity, and evidence of the need in the community or by the agency/organization. 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 2018 request was related to projects that, if not funded, would result in a special assessment against low-income homeowners. Finally, a

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 2018 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 are located in those census tracts or block groups that are 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 setting its priorities for CDBG projects:

- Meeting the statutory requirements of the CDBG program
- Meeting the needs of very low-, 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 does not anticipate any obstacles in the performance of the FY 2018 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 are limited. The primary obstacle to meeting the underserved needs are the limited resources available to address the identified priorities in the County. Lehigh County will continue to partner with other agencies when feasible, to leverage resources and maximize outcomes in housing, community, and economic development.

AP-38 Projects Summary**Project Summary Information**

1.	Project Name	Alliance for Building Communities, Inc. – Mountain View Rehabilitation
	Target Area	N/A
	Goals Supported	H-1 – Retain Existing Housing Stock
	Needs Addressed	Housing – H
	Funding	CDBG: \$143,000.00
	Description	Funding for an elevator replacement, driveway replacement, and renovation of four (4) apartments on the 1st floor.
	Target Date	9/30/2019
	Estimate the number and type of families that will benefit from the proposed activities	This project will rehabilitate four (4) renter-occupied housing units and serve 47 persons.
	Location Description	550 Main Street, Slatington, PA 18080.
	Planned Activities	The Regulatory Citation is Rehab, Multi-Unit Residential, 570.202(a)(1) The Matrix Code is 14B, Multi-Unit Residential The National Objective is Low/Mod Income Housing, 507.208(a)(3)
2.	Project Name	Catasauqua Borough – George Taylor Historic House – Roof Replacement
	Target Area	N/A
	Goals Supported	CD-1 Public Facilities and Infrastructure
	Needs Addressed	Non-Housing Community Development - CD
	Funding	CDBG: \$60,000.00
	Description	Funds for the removal and replacement of a deteriorated slate roof on a historic building.
	Target Date	9/30/2019

	Estimate the number and type of families that will benefit from the proposed activities	It is estimated that the project will benefit 1 public facility.
	Location Description	35 S. Front Street, Catasauqua, PA 18032; C.T. 5901, B.G. 4
	Planned Activities	The Regulatory Citation is Public Facilities and Improvements 570.201(c) The Matrix Code is 16B, Non-Residential Historic Preservation The National Objective is Prevention/Elimination of Slums and Blight, 570.208(b)(2)
3.	Project Name	Catholic Charities – Self-Sufficiency & Intervention Program
	Target Area	N/A
	Goals Supported	HA-1 Homeless Prevention CD-3 Public Services
	Needs Addressed	Homeless - HA Non-Housing Community Development - CD
	Funding	CDBG: \$29,700.00
	Description	Funds to assist 25 vulnerable Lehigh County low- to moderate-income households with utility and rental assistance for up to three (3) months.
	Target Date	9/30/2019
	Estimate the number and type of families that will benefit from the proposed activities	25 households.
	Location Description	County-wide, excluding Lower Milford Township and the cities of Allentown and Bethlehem; 900 South Woodward Street, Allentown, PA 18103
	Planned Activities	The Regulatory Citation is Public Services 570.201 (e) The Matrix Code is 05Q, Subsistence Payments The National Objective is Low/Mod Clientele Benefit, 570.208(a)(2)(i)(B)

4.	Project Name	Communities in Schools of the Lehigh Valley – School-to-Career Program
	Target Area	N/A
	Goals Supported	CD-3 Public Services
	Needs Addressed	Non-Housing Community Development - CD
	Funding	CDBG: \$25,000.00
	Description	Communities in Schools Career Supports at LCTI will target at-risk students who require truancy interventions and additional case managed support to overcome challenges while supporting marketable skill development.
	Target Date	9/30/2019
	Estimate the number and type of families that will benefit from the proposed activities	20 persons.
	Location Description	County-wide, excluding Lower Milford Township and the cities of Allentown and Bethlehem; 1501 Lehigh Street, Suite 206, Allentown, PA 18103
	Planned Activities	The Regulatory Citation is Public Services 570.201 (e) The project matrix code is 05D, Youth Services The National Objective is Low/Mod Clientele (LMC), 570.208(a)(2)(i)(B)
5.	Project Name	Coopersburg Borough – Sanitary Sewer Rehabilitation
	Target Area	N/A
	Goals Supported	CD-1 Public Facilities and Infrastructure
	Needs Addressed	Non-Housing Community Development - CD
	Funding	CDBG: \$163,130.00
	Description	Funds will provide for the repair of 22 manholes and over 2,100 feet of main line pipe to improve its sewer main lines and its active inflow and infiltration (I & I) program.
	Target Date	9/30/2019

	Estimate the number and type of families that will benefit from the proposed activities	785 persons.
	Location Description	Borough of Coopersburg, PA; C.T. 6902, B.G. 2
	Planned Activities	The Regulatory Citation is Public Facilities and Improvements 570.201(c) The Matrix Code is 03J, Water/Sewer Improvements The National Objective is Low/Mod Area Benefit, 570.208(a)(1)(i)
6.	Project Name	County of Lehigh – County-Wide Housing Rehabilitation Program (CWHR)
	Target Area	N/A
	Goals Supported	H-1 Retain Existing Housing Stock
	Needs Addressed	Housing – H
	Funding	CDBG: \$190,460.00
	Description	Funds will be used to rehabilitate owner-occupied LMI properties. Program delivery is also included.
	Target Date	9/30/2019
	Estimate the number and type of families that will benefit from the proposed activities	3 housing units
	Location Description	County-wide, excluding Lower Milford Township and the cities of Allentown and Bethlehem. 17 South Seventh Street, Allentown, PA 18101.
	Planned Activities	The Regulatory Citation is Rehabilitation, Single-Unit Residential, 570.202(a)(1) The Project Matrix Code is 14A, Rehabilitation (Single-Unit Residential) The National Objective is Low/Mod Housing, 570.208(a)(3)
7.	Project Name	Lehigh County DCED – Blighted Property Renovation
	Target Area	N/A
	Goals Supported	H-1 Retain Existing Housing Stock

	Needs Addressed	Housing – H
	Funding	CDBG: \$100,000.00
	Description	Renovation of blighted properties to create safe and affordable housing to LMI families.
	Target Date	9/30/2019
	Estimate the number and type of families that will benefit from the proposed activities	3 housing units
	Location Description	County-wide, excluding Lower Milford Township and the cities of Allentown and Bethlehem.
	Planned Activities	The Regulatory Citation is Rehabilitation, Single-Unit Residential, 570.202(a)(1) The Project Matrix Code is 14A, Rehabilitation (Single-Unit Residential) The National Objective is Low/Mod Housing, 570.208(a)(3)
8.	Project Name	Lehigh Career Technical Institute – Scholarships for Section 3 Residents
	Target Area	N/A
	Goals Supported	CD-3 Public Services
	Needs Addressed	Non-Housing Community Development - CD
	Funding	CDBG: \$19,500.00
	Description	Lehigh Career & Technical Institute (LCTI) proposes to provide four (4) scholarships for LMI individuals to attain a CDL-A and/or HEO certification.
	Target Date	9/30/2019
	Estimate the number and type of families that will benefit from the proposed activities	Four (4) persons.
	Location Description	County-wide, excluding Lower Milford Township and the cities of Allentown and Bethlehem; 4500 Education Park Drive, Schnecksville, PA 18079.
	Planned Activities	The Regulatory Citation is Public Services, 570.201(e) The Matrix Code is 05H, Employment Training (Public Services) The National Objective is Low/Mod Clientele (LMC), 570.208(a)(2)(i)(B)

9.	Project Name	Lehigh Conference of Churches – Housing Navigator
	Target Area	N/A
	Goals Supported	CD-3 Public Services
	Needs Addressed	Non-Housing Community Development - CD
	Funding	CDBG: \$10,000.00
	Description	Funding for a position to develop a housing network for those at-risk-of, or experiencing, homelessness. This position will work with a network of local landlords to locate and secure ten (10) housing units available to subject population in income-eligible areas.
	Target Date	9/30/2019
	Estimate the number and type of families that will benefit from the proposed activities	10 households
	Location Description	County-wide, excluding Lower Milford Township and the cities of Allentown and Bethlehem; 457 W. Allen Street, Allentown, PA 18101
	Planned Activities	The Regulatory Citation is Public Services, 570.201(e) The Matrix Code is 03T, Operating Costs of Homeless Services (Public Services) The National Objective is Low/Mod Limited Clientele, 507.208(a)(2)(i)(A)
10.	Project Name	Lehigh Valley Center for Independent Living - People Living in Accessible Community Environments (PLACE) Program
	Target Area	N/A
	Goals Supported	CD-3 Public Services
	Needs Addressed	Non-Housing Community Development - CD
	Funding	CDBG: \$15,062.00
	Description	Funding to provide housing location assistance to 42 disabled low- and moderate-income Lehigh County households in avoiding becoming homeless. Additionally, funding to be provided for fair housing workshops for landlords.

	Target Date	9/30/2019
	Estimate the number and type of families that will benefit from the proposed activities	42 households
	Location Description	County-wide, excluding Lower Milford Township and the cities of Allentown and Bethlehem; 713 N. 13th Street, Allentown, PA 18102
	Planned Activities	The Regulatory Citation is Public Services, 570.201(e) The Matrix Code is 05B, Handicapped Services (Public Services) The National Objective is Low/Mod Limited Clientele, 507.208(a)(2)(i)(A)
11.	Project Name	Lehigh Valley Community Land Trust (LVCLT) – Rehabilitation and Resale
	Target Area	N/A
	Goals Supported	H-1 Retain Existing Housing Stock
	Needs Addressed	Housing – H
	Funding	CDBG: \$75,000.00
	Description	Rehabilitation of an existing residential property and resale of unit to a low- to moderate-income household.
	Target Date	9/30/2019
	Estimate the number and type of families that will benefit from the proposed activities	1 household
	Location Description	County-wide, excluding Lower Milford Township and the cities of Allentown and Bethlehem.
	Planned Activities	The Regulatory Citation is Rehabilitation, Single-Unit Residential, 570.202(a)(1) The Project Matrix Code is 14A, Rehabilitation (Single-Unit Residential) The National Objective is Low/Mod Housing, 570.208(a)(3)
12.	Project Name	Macungie Borough – Removal of Architectural Barriers
	Target Area	N/A
	Goals Supported	CD-1 Public Facilities and Infrastructure

	Needs Addressed	Non-Housing Community Development - CD
	Funding	CDBG: \$25,460.00
	Description	Funds will be used for the construction costs to install two (2) ADA compliant ramps, sidewalks, and crosswalks on Race Street at the intersection of Main Street to provide ADA accessibility to cross the Norfolk Southern Railroad tracks.
	Target Date	9/30/2019
	Estimate the number and type of families that will benefit from the proposed activities	200 people
	Location Description	Intersection of Race Street and Main Street; C.T. 6303, B.G. 3.
	Planned Activities	The Regulatory Citation is Public Facilities and Improvements, 570.201(c) The Matrix Code is 03L, Sidewalks The National Objective is Low/Mod Limited Clientele, 507.208(a)(2)(ii)(A)
13.	Project Name	Meals on Wheels of Lehigh County – Meal Preparation and Delivery
	Target Area	N/A
	Goals Supported	CD-3 Public Services
	Needs Addressed	Non-Housing Community Development - CD
	Funding	CDBG: \$20,000.00
	Description	Funds will be used to subsidize meals for elderly and disabled households through the purchase of supplies and prepared food. Volunteers will deliver one or two meals to homebound seniors and adults with disabilities who meet project criteria.
	Target Date	9/30/2019
	Estimate the number and type of families that will benefit from the proposed activities	51 persons

	Location Description	County-Wide, excluding Lower Milford Township and the cities of Allentown and Bethlehem; 4234 Dorney Park Road, Allentown, PA 18104
	Planned Activities	The Regulatory Citation is Public Services, 570.201(e) The Matrix Code is 05A, Senior Services The National Objective is Low/Mod Limited Clientele, 507.208(a)(2)(i)(A)
	14. Project Name	North Penn Legal Services – LMI Legal Help
	Target Area	N/A
	Goals Supported	CD-3 Public Services
	Needs Addressed	Non-Housing Community Development - CD
	Funding	CDBG: \$10,000.00
	Description	NPLS will provide advice, referrals, advocacy, and other housing-related legal aide to 40 low- and moderate-income people, as well as one (1) Fair Housing outreach session.
	Target Date	9/30/2019
	Estimate the number and type of families that will benefit from the proposed activities	40 persons
	Location Description	County-wide, excluding Lower Milford Township and the cities of Allentown and Bethlehem; 559 Main Street, Suite 100, Bethlehem, PA 18018
	Planned Activities	The Regulatory Citation is Public Services (General), 570.201(e) The Matrix Code is 05C, Legal Services The National Objective is Low/Mod Limited Clientele, 570.208(a)(2)(i)(B)
	15. Project Name	Slatington Borough – Road Reconstruction – 4th Street
	Target Area	N/A
	Goals Supported	CD-1 Public Facilities and Infrastructure
	Needs Addressed	Non-Housing Community Development - CD
	Funding	CDBG: \$80,445.00

	Description	Funds will be used for the reconstruction of Fourth Street from West Center Avenue to West Church Street, including base repair/replacement, wearing course, stormwater improvements, and ADA ramps and curb cuts.
	Target Date	9/30/2019
	Estimate the number and type of families that will benefit from the proposed activities	Fourth Street serves a Low-Moderate Income (LMI) area, with 925 people served, and 495 at or below 80% of median income.
	Location Description	Fourth Street between West Center Avenue and West Church Street. C.T. 5100, B.G. 4.
	Planned Activities	The Regulatory Citation is Public Facilities and Improvements 570.201(c) The Matrix Code is 03K, Street Improvements The National Objective is Low/Mod Income Area Benefit, 507.208(a)(1)(i)
16.	Project Name	The Literacy Center – ESL & ABE Courses
	Target Area	N/A
	Goals Supported	CD-3 Public Services
	Needs Addressed	Non-Housing Community Development – CD
	Funding	CDBG: \$15,000.00
	Description	Funding to prepare 30 Lehigh County adults to successfully pursue their professional and educational goals through literacy instruction.
	Target Date	9/30/2019
	Estimate the number and type of families that will benefit from the proposed activities	The project will assist thirty (30) low- and moderate-income persons.
	Location Description	County-wide, excluding Lower Milford Township and the cities of Allentown and Bethlehem; 1132 West Hamilton Street, Suite 300, Allentown, PA 18101
	Planned Activities	The Regulatory Citation is Public Services, 570.201(e) The Matrix Code is 05H, Employment Training The National Objective is Low/Mod Limited Clientele, 570.208(a)(2)(i)(B)

17.	Project Name	Administration
	Target Area	N/A
	Goals Supported	N/A
	Needs Addressed	N/A
	Funding	CDBG: \$245,439.00
	Description	Funds for oversight, management, and administration of the CDBG Program.
	Target Date	9/30/2019
	Estimate the number and type of families that will benefit from the proposed activities	48,944 low- and moderate-income persons and 1 organization.
	Location Description	County-Wide; 17 South Seventh Street, Allentown, PA 18101
	Planned Activities	The Regulatory Citation is General Program Administration, 570.206 The Matrix Code is 21A, General Program Administration

AP-50 Geographic Distribution – 91.220(f)**Description of the geographic areas of the entitlement (including areas of low-income and minority concentration) where assistance will be directed**

The following information provides a profile of the population, age, and racial/ethnic composition of Lehigh County. This information was obtained from the U.S. Census Bureau American Factfinder website, <http://factfinder.census.gov>. The 2012-2016 American Community Survey 5-Year Estimates were used to analyze the social, economic, housing, and general demographic characteristics of Lehigh County. The 5-year estimates are the most recent data available for the County. The 2010 U.S. Census data is included where possible.

Lehigh County's overall population:

- Between 1980 and 2010, the population increased by approximately 28.3%, rising from 272,349 to 349,497.
- Between 2000 and 2016, the population increased by approximately 15.0%, rising from 312,090 to 358,792.

Lehigh County's age of population:

- Median age in Lehigh County is 39.5 years old.
- Youth under age 18 account for 22.8% of the population.
- Adults between the ages of 35 and 60 account for 33.2% of the population.
- Adults that are 62 years and older account for 19.4% of the population.

Racial/ethnic composition of Lehigh County from the 2010 U.S. Census:

- 79.1% are White
- 18.8% are Hispanic
- 6.1% are Black or African American

The median income for a family of four (4) in the Allentown-Bethlehem-Easton, PA HUD Metro FMR Area is \$73,400 for 2018. At the time of the 2012-2016 American Community Survey, median household income in Lehigh County was \$57,685 which was higher than the Commonwealth of Pennsylvania (\$54,895).

In Lehigh County, the overall percentage of low- and moderate-income (LMI) persons was 28.07% in 2010, while the First Quartile Low/Mod rate established by HUD is 38.92%. A total of 21 census tract and block groups across the County had a majority (i.e., more than 51.0%) of persons with incomes at or below 80% of the Median Family Income (MFI). A total of 36 block groups in the County had a Low/Mod rate equal to or greater than the First Quartile Low/Mod rate of 38.92%.

According to the U.S. Labor Department, the non-seasonally adjusted preliminary unemployment rate for Lehigh County in May 2018 was 4.1%, which was slightly lower than the seasonally adjusted preliminary

rate of 4.5% for the Commonwealth of Pennsylvania. The seasonally adjusted national unemployment rate for May 2018 was 3.8%, which was down from the 2017 rate of 4.3%.

Lehigh County will provide CDBG funds to activities principally benefitting low/mod income persons in the participating jurisdictions of the Urban County. Such assistance is not directed to any specific geographic area, but based on income benefit.

Areas of primary concern are those where race and income concentrations overlap. Low-income census tracts with concentration of Hispanic residents occur in: Whitehall Township, Catasauqua Borough, and Hanover Township.

Geographic Distribution

Target Area	Percentage of Funds
N/A	NA

Table 9 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

Rationale for funding activities were based on the eligibility of the activity, the activity must meet a national objective, and evidence must be presented on the need in the community or by the agency/organization. Additional consideration was given based on the community's or the agency/organization's past history of expenditure of the CDBG funds, the ability to leverage other funds for this activity, and whether the FY 2018 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's or agency's/organization's ability to complete the project in a timely manner. Lehigh County will provide CDBG funds to activities principally benefitting low/mod income persons in the participating jurisdictions of the Urban County. Such assistance is not directed to any specific geographic area, but based on income benefit.

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-, 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 does not anticipate any obstacles in the performance of the FY 2018 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 jurisdiction under the HOME program. Therefore, resources for housing activities are limited. The primary obstacle to meeting the underserved needs is the limited resources available to address the identified priorities in the County. Lehigh County will continue to partner with other agencies when feasible to leverage resources and maximize outcomes in housing and community development needs.

Discussion

The geographic locations and the public benefit for the FY 2018 CDBG Activities/Projects are as follows:

- **Alliance for Building Communities, Inc. – Mountain View Rehabilitation** – 550 Main Street, Slatington, PA 18080; C.T. 5100, B.G. 1, 2, and 4; Low/Mod Income Housing.
- **Catasauqua Borough – George Taylor Historic House – Roof Replacement** – 35 S. Front Street, Catasauqua, PA 18032; C.T. 5901, B.G. 4; Prevention/Elimination of Slums and Blight.
- **Catholic Charities – Self-Sufficiency & Intervention Program** – County-wide, excluding Lower Milford Township and the cities of Allentown and Bethlehem; 900 South Woodward Street, Allentown, PA 18103; Low/Mod Clientele (LMC).
- **Communities in Schools of the Lehigh Valley – School-to-Career Program** – County-wide, excluding Lower Milford Township and the cities of Allentown and Bethlehem; 1501 Lehigh Street, Suite 206, Allentown, PA 18103; Low/Mod Clientele (LMC).
- **Coopersburg Borough – Sanitary Sewer Rehabilitation** – Borough of Coopersburg, PA; C.T. 6902, B.G. 2, Low/Mod Area Benefit (LMA).
- **County of Lehigh – County-Wide Housing Rehabilitation Program** – County-wide, excluding Lower Milford Township and the cities of Allentown and Bethlehem; 17 South Seventh Street, Allentown, PA 18101; Low/Mod Housing (LMH).
- **Lehigh County DCED – Blighted Property Renovation** – County-wide, excluding Lower Milford Township and the cities of Allentown and Bethlehem; Catasauqua, Coplay, Fountain Hill, Hanover Township, Slatington, Whitehall Township; Low/Mod Housing (LMH).
- **Lehigh Career Technical Institute – Scholarships for Section 3 Residents** – County-wide, excluding Lower Milford Township and the cities of Allentown and Bethlehem; 4500 Education Park Drive, Schnecksville, PA 18078; Low/Mod Clientele (LMC).
- **Lehigh Conference of Churches – Housing Navigator** – County-wide, excluding Lower Milford Township and the cities of Allentown and Bethlehem; 457 W. Allen Street, Allentown, PA 18101; Low/Mod Limited Clientele (LMC).
- **Lehigh Valley Center for Independent Living – People Living in Accessible Community Environments (PLACE) Program** – County-wide, excluding Lower Milford Township and the cities of Allentown and Bethlehem; 713 N. 13th Street, Allentown, PA 18102; Low/Mod Clientele (LMC).

- **Lehigh Valley Community Land Trust (LVCLT) – Rehabilitation and Resale** – County-wide, excluding Lower Milford Township and the cities of Allentown and Bethlehem; Low/Mod Housing (LMH).
- **Macungie Borough – Removal of Architectural Barriers** – Intersection of Race Street and Main Street; C.T. 6303, B.G. 3.; Low/Mod Clientele (LMC).
- **Meals on Wheels of Lehigh County – Meal Preparation and Delivery** – County-wide, excluding Lower Milford Township and the cities of Allentown and Bethlehem; 4234 Dorney Park Road, Allentown, PA 18104; Low/Mod Clientele (LMC).
- **North Penn Legal Services – LMI Legal Aide** – County-wide, excluding Lower Milford Township and the cities of Allentown and Bethlehem; Low/Mod Clientele (LMC).
- **Slatington Borough – Road Reconstruction – 4th Street** – Fourth Street between West Center Avenue and West Church Street. C.T. 5100, B.G. 4; Low/Mod Income Area Benefit (LMA).
- **The Literacy Center – Adult Literacy Instruction** – County-wide, excluding Lower Milford Township and the cities of Allentown and Bethlehem; 1132 West Hamilton Street, Suite 300, Allentown, PA 18101; Low/Mod Clientele (LMC).
- **Administration** – County-wide; 17 South Seventh Street, Allentown, PA 18101.

DRAFT

AP-55 Affordable Housing – 91.220(g)

Introduction

Lehigh County will utilize its CDBG funds to rehabilitate housing units and provide subsistence payments. The one year goals for affordable housing in Lehigh County for FY 2018 are as follows:

One Year Goals for the Number of Households to be Supported	
Homeless	25
Non-Homeless	6
Special-Needs	0
Total:	31

Table 10 - One Year Goals for Affordable Housing by Support Requirement

One Year Goals for the Number of Households Supported Through	
Rental Assistance	25
The Production of New Units	0
Rehab of Existing Units	6
Acquisition of Existing Units	0
Total:	31

Table 11 - One Year Goals for Affordable Housing by Support Type

Discussion

During the FY 2018 CDBG program year, Lehigh County will not be able to fund any projects that support the production of new units. In addition, the County does not have any projects that are dedicated to homeless and special-needs households. All the projects are open to all income eligible residents of the County.

Lehigh County will assist Catholic Charities – Self-Sufficiency & Intervention Program. This program will assist twenty-five (25) households with emergency subsistence payments which include rent and utilities for up to three (3) months.

Lehigh County will continue to fund the County-wide Housing Rehabilitation Program (CWHRP) for owner occupied housing, which is anticipated to help six (6) owner occupied households.

Lehigh County will not allocate funds in FY 2018 from the Affordable Housing Trust Fund to allow the funds to grow and be used for future projects. The current balance of the AHTF is \$387,756.00. Eligible future activities for the AHTF funds include using the revenues as the local matching funds to secure HOME funds from the State, construction or rehabilitation financing, housing related services, match for other State or Federal funds, and supporting first-time homebuyer second mortgage programs.

AP-60 Public Housing – 91.220(h)

Introduction

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 (HUD), the Commonwealth of Pennsylvania, the County of Lehigh and/or any other entity providing funding for affordable housing programs. This is 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.

Actions planned during the next year to address the needs to public housing

Each year, the Lehigh County Housing Authority (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. The Lehigh County Housing Authority anticipates that it will receive \$488,870.00 under a HUD Capital Fund grant for FY 2018 that it will use to replace 15 heat pumps at George Diliard Manor and 15 heat pumps at Ridge Manor. LCHA will also be making extensive repairs and painting to 4000 square feet of the fire stairwell and 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 will be used for the following activities:

- Operations \$48,887.00
- Administration \$48,887.00
- Fees and Costs \$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 98.1% occupancy rate. The public housing waiting list contains 1,477 applications, of which 591 are from seniors and 886 are from families. The family housing waiting lists were closed as of August 16, 2016, but the senior housing list remains open. The waiting lists are open for both currently, with the family Public Housing list having limited criteria to be eligible to apply.

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

Lehigh County supports the Housing Authority's efforts to work with tenants of public housing and Section 8 Housing Choice Vouchers to achieve self-sufficiency. There are no joint projects planned for the FY 2018 program year.

Family Self-Sufficiency (FSS) programs are provided to Section 8 Housing Choice Voucher holders and public housing tenants. FSS program residents work with a case manager to develop goals that will, over a five (5) year period, lead to self-sufficiency. These goals may include education, specialized training, job readiness, job placement activities, and career advancement objectives. The goals for each participating family member are set out in Individual's Training and Service Plan. LCHA has a baseline of 1,650 Section 8 Housing Choice Vouchers, with 1,252 applications on the waiting list. The Lehigh County Housing Authority has selected residents to access and review the Annual Action Plan when available.

If the PHA is designated as troubled, describe the manner in which financial assistance will be provided or other assistance

The Lehigh County Housing Authority is not designated as "troubled" by HUD and is performing satisfactorily according to HUD guidelines and standards.

Discussion

Not applicable.

AP-65 Homeless and Other Special Needs Activities – 91.220(i)

Introduction

In the past year, PA-507 CoC merged with PA-509 to create the Eastern PA CoC, serving 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. 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 includes 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 will be 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 include the following:

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

The Funding Committee is responsible for project selection and ranking for submission through the annual application to HUD. In this capacity, it reviews all documents from the previous funding round; sets a schedule and time line for the current funding round; develops and edits forms for new project and renewal evaluations; develops ranking criteria; collaborates with the Data Management, Collection, and Outcomes Committee, as necessary; and provides ranking reports to the CoC. In addition, in order to increase CoC-wide performance, ensure the strategic use of HUD funds, and develop new resources, this Committee will also be charged with developing the CoC's reallocation strategy. This includes setting policy to make any funding cuts or allocate new resources, based on the NOFA for the Continuum of Care.

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 CoC's Coordinated Entry pilot program was initiated in the Lehigh Valley in December 2016 and expanded to all 33 counties in January 2018.

Lehigh County will not allocate funds in FY 2018 from the Affordable Housing Trust Fund to allow the funds to grow and be used for future projects. The current balance of the AHTF is \$387,756.00.

Describe the jurisdictions one-year goals and actions for reducing and ending homelessness including Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs

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

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.

CoC policies require all Permanent Supportive Housing (PSH) projects to prioritize beds based on 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”, which directs Permanent Supportive Housing resources to those with the greatest “Length of Time Homeless” (LOTH). However, some PSH projects have had very little turnover since the adoption of the policy.

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 correctional facility. The Data points to the need to identify which institutions within the 33-County Eastern PA 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.

Addressing the emergency shelter and transitional housing needs of homeless persons

While the County did not apply for any ESG funds in FY 2016, the County applied for a PA-DCED Emergency Solutions Grant (ESG) in FY 2016 in the amount of \$177,101 for renovations to 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 County was approved for \$154,483 which included: administration (\$5,783/ Lehigh County staff hours only), HMIS (\$1,500) and renovations (\$147,200) at the

Sixth Street Shelter only. The Sixth Street Shelter matched the ESG funds with Human Services Block Grant (HSBG) funds.

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

- Community Action Committee of the Lehigh Valley - Sixth Street Shelter (Emergency Shelter)
- Community Action Committee of 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.

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.

Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: 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); or, 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 2018 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, thirty (30) 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 2018 CDBG funds for the Lehigh Valley Center for Independent Living - People Living in Accessible Community Environments (PLACE) Program, which will assist forty-two (42) 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 2018 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.

AP-75 Barriers to affordable housing – 91.220(j)

Introduction

Lehigh County, in cooperation with the Lehigh County Housing Authority, is currently in the process of preparing an Analysis of Impediments to Fair Housing Choice (AI). The AI will examine any impediments to fair housing choice throughout Lehigh County and will focus on the status and interaction of six (6) fundamental conditions within the County:

- The sale or rental of dwellings (public or private);
- The provision of housing brokerage services;
- The provision of financial assistance for dwellings;
- Public policies and actions affecting the approval of sites and other building requirements used in the approval process for the construction of publicly assisted housing;
- The administrative policies concerning community development and housing activities, which affect opportunities of minority households to select housing inside or outside areas of minority concentration; and

Where there is a determination of unlawful segregation or other housing discrimination by a court or a finding of noncompliance by HUD regarding assisted housing in a recipient's jurisdiction, an analysis of the actions which could be taken by the recipient to remedy the discriminatory condition, including actions involving the expenditure of funds made available under 24 CFR Part 570.

Lehigh County held stakeholder meetings with local officials, agencies, firms, and non-profit organizations concerned about housing issues in the County to help identify barriers to fair housing choice. These meetings were held on Monday, June 5, 2017 and Tuesday, June 6, 2017. There were also two (2) Public Meetings held in Lehigh County to assemble information for the AI. The first Public Meeting was held on Monday, June 5, 2017 at 6:00 PM at the Lehigh Valley Planning Commission, and the second Public Meeting was held on Tuesday, June 6, 2017 at 4:30 PM at the Whitehall Municipal Building.

Lehigh County is currently in the process of summarizing its findings and analyzing data obtained through phone interviews and agency surveys for any agency/organization that was unable to attend the stakeholder or public meetings. The County also created a confidential resident survey which was distributed to the residents of Lehigh County in both English and Spanish. The Resident Survey was available online through Survey Monkey in both English and Spanish. The County requested that agencies/organizations print out the resident surveys and place them in their offices or lobbies, and emailed the link for the online surveys to their staff and clientele.

The most pressing need to come out of the meetings was an overall shortage of housing in Lehigh County to house the growing population. What is especially needed is affordable housing, particularly in light of the increase in low- and moderate-income jobs in Lehigh County, and a need for transportation to these new job sites. The County plans to submit its Analysis of Impediments to Fair Housing Choice in the Fall of 2018.

Actions it planned 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

North Penn Legal Services (NPLS) is a sub-recipient of FY 2018 CDBG funds from Lehigh County. NPLS is funded as a public service activity and provides legal aid related to affordable housing, serving low- and moderate-income residents living in Lehigh County outside of Allentown and Bethlehem. NPLS staff provides assistance to residents who face eviction, are denied housing, or are forced to live in uninhabitable conditions. This activity is conducted through workshops held at local social service agencies and in mobile home parks. Information on foreclosures, consumer issues, and fair housing is also provided to the residents of Lehigh County.

In addition, NPLS monitors housing practices and counsels victims of discrimination. NPLS policies and activities promote the awareness of fair housing requirements. They provide consultation to developers and municipalities to ensure that rental and for-sale units are marketed in accordance with the affirmative marketing rules of the U.S. Department of Housing and Urban Development. NPLS ensures that all housing programs and services provided by Lehigh County, its municipalities, and NPLS itself, are administered in a way that promotes fair housing on the basis of race, national origin, religion, gender, disability, and familial status. NPLS' fundamental mission is to increase access to affordable housing for all persons.

The Community Action Committee of Lehigh Valley (CACLV) implements the Community Action Financial Service Program, which will be funded through the Affordable Housing Trust Funds. The program provides homebuyer education, counseling, foreclosure prevention and recovery counseling to LMI persons living within the targeted area of Lehigh County. These areas include Whitehall, Coopersburg, Orefield, Emmaus, Fountain Hill, Coplay, and Slatington. Program outreach is conducted in all of these areas. In addition to the housing counseling services provided to income-eligible persons, at least one (1) home ownership seminar will be conducted within the targeted areas.

The Lehigh Valley Planning Commission's plans to continue to offer the "Beyond Codes: Fair Housing and Inclusionary Zoning" presentation in partnership with North Penn Legal Services to municipalities, their officials, planning commissions and chief administrators. The presentation explains the differences between the Fair Housing Act, inclusionary zoning, and the Uniform Construction Code (PA's building code), as well as what the rights and the obligations are of the municipalities in abiding by the federal and state fair housing regulations. It also offers examples of what municipalities can and cannot do in zoning practice, subdivision and land development regulations, and zoning administration.

Discussion

The Lehigh Valley Planning Commission (LVPC) developed and is promoting the use of their model ordinances for inclusionary zoning. The model ordinances were made public and are available through the LVPC website (www.lvpc.org) and the LVPC office. They have been praised by HUD as the standard for

Pennsylvania communities to adopt. The titles of the model ordinance and guidance documents include the following: Conservation Subdivisions, Cottage Housing Development, Density Bonuses/Minimum Density, Inclusionary Zoning, Street Connectivity, Traditional Neighborhood Development, and Mixed Use Zoning and Development.

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

1. A Fair Housing Officer has been appointed to administer (responsibilities include accepting complaints, record keeping and investigation in conjunction with NPLS).
2. Continue to enlist NPLS in the enforcement of fair housing through public education and outreach.
3. Continue to fund fair housing providers to report housing discrimination complaints.
4. Continue to investigate testing and auditing of fair housing practices through its regional fair housing providers.
5. Educate and attempt to overcome the “Not in My Back Yard” (NIMBY) attitude throughout the County through its fair housing providers.
6. Make every attempt to increase geographic choice in housing by providing links on its website for its low-income households.
7. Promote desegregation of public housing.
8. Update 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. Assist 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 will declare, via proclamation, April to be Fair Housing Month.
11. Outreach to public – provide updated Housing Discrimination information.

AP-85 Other Actions – 91.220(k)

Introduction

Lehigh County has developed the following actions planned to: address obstacles to meeting underserved needs, foster, and maintain affordable housing, reduce lead-based hazards, reduce the number of poverty-level families, develop institutional structures, and enhance coordination between public and private housing and social service agencies.

Actions planned to address obstacles to meeting underserved needs

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 will use 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 is a considerable lack of public and private finances 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 is also challenging. In the Lehigh Valley Housing Needs Assessment, the following findings were identified:

- There are 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 are also 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 multi-family 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 lesser-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.

The Lehigh Valley Planning Commission has developed various model zoning and land use controls to encourage affordable housing. Lehigh County will continue its work with the Lehigh Valley Planning Commission (LVPC) to develop and promote model ordinances for inclusionary zoning.

Lehigh County has an Affordable Housing Trust Fund. The fund provides support for affordable housing projects in the County.

Actions planned to foster and maintain affordable housing

Under its FY 2018 CDBG Program, Lehigh County proposes to foster and maintain affordable housing through the following Five Year goals and strategies:

GOAL: HOUSING - H

- **H-1: Retain Existing Housing Stock** - rehabilitate and stabilize the housing stock of both owner- and renter-occupied housing.

The County's objectives to meet this goal are:

Five year:

- Rehabilitate 50 owner-occupied housing units.
- Encourage the rehabilitation of 150 rental units that are affordable to lower income households.
- Provide 150 homeowners facing foreclosure with access to foreclosure mitigation counseling services.

Annual:

- Rehabilitate four (4) renter-occupied housing units and replace an elevator and driveway (47 persons).
- Rehabilitate seven (7) owner-occupied housing units for low- and moderate-income families.

- **H-3: Homebuyer's Assistance** - Provide down payment and closing cost assistance for low- and moderate-income homebuyers.

The County's objectives are:

Five year: Assist 20 lower income households achieve homeownership.

Annual: Assist lower-income households to achieve homeownership through the Affordable Housing Trust Funds.

Actions planned to reduce lead-based paint hazards

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 are addressed during housing rehabilitation efforts. All homes built prior to 1978 that receive rehabilitation assistance are tested for the presence of lead-based paint. When evidence of the paint is found, the paint surfaces are removed or the material is 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 hazard and to perform work in a lead safe manner. Contractors must be trained and registered with EPA to do work in older homes that disturbs painted surfaces. Local building code officers will be 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.

Actions planned to reduce the number of poverty-level families

Approximately 13.0% of Lehigh County's residents live in poverty, which is slightly less than the Commonwealth of Pennsylvania, where 13.3% of residents live in poverty. Female-headed households with children in the County are particularly affected by poverty, at 36.8%. This information is taken from the 2012-2016 American Community Survey Five-Year Estimates. The County's goal is to reduce the extent of poverty by actions the County can control and through work with other agencies/organizations.

Poverty is 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 can be a destabilizing element in communities.

In Lehigh County, the Community Action Committee of the Lehigh Valley (CACLV) is the official anti-poverty agency. CACLV provides 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 various programs that empower low-income households by assisting them to develop the skills needed for independent living.

Lehigh County provides CDBG funds to public service agencies to assist households below the poverty level with services and program support. The County will work with service providers to pursue resources and innovative partnerships to support the development of affordable housing, homelessness prevention, and emergency food and shelter. Lehigh County funded several projects with FY 2018 CDBG funds to assist residents and families living in poverty:

- 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 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 – ESL & ABE Courses – \$15,000.00
- Meals on Wheels – Meal Preparation and Delivery – \$20,000.00
- North Penn Legal Services – LMI Legal Help – \$10,000.00

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

- Lehigh County works 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 County Economic Development Corporation (LVEDC) is 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, CareerLink offers a multi-faceted approach to the job market.

Actions planned to develop institutional structure

The primary responsibility for the administration of the Annual Action Plan is assigned to the Lehigh County Department of Community and Economic Development. This agency coordinates activities among local municipal governments, public and private organizations, in their efforts to implement different elements and 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 an extensive public-private partnership aimed at revitalization in the County. In 2018, the partnership includes the following agencies:

- North Penn Legal Services
- Catholic Charities, Diocese of Allentown
- Lehigh Career & Technical Institute
- Meals on Wheels of Lehigh County, Inc.
- Lehigh Valley Center for Independent Living (LVCIL)
- The Literacy Center
- Lehigh Conference of Churches
- Lehigh Valley Regional Homeless Advisory Board
- Lehigh Valley Community Land Trust (LVCLT)
- Communities in Schools of the Lehigh Valley

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

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

The Department of Community and Economic Development has been working closely with CACLV and the Lehigh Valley Community Land Trust (LVCLT). The LVCLT plays a major role in the implementation of the NSP I program.

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

Lehigh County is 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 will require regional support. Lehigh County has been supportive of this initiative.

The Lehigh Valley Planning Commission will also be the entity responsible for performing project oversight required under Executive Order 12372. HUD has acknowledged that the Commonwealth 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 will be carried out by the Lehigh Valley Planning Commission.

Actions planned to enhance coordination between public and private housing and social service agencies

The primary responsibility for the administration of the Annual Action Plan is assigned to Lehigh County's Department of Community and Economic Development. This agency will coordinate activities among local municipalities, public, and private organizations in their efforts to implement different elements and to realize the prioritized goals of the Annual Action Plan. The County is committed to continuing its participation and coordination with public, housing, and social service organizations. The County solicits 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 an application or which have expressed an interest in submitting an application. The applications are reviewed by the Department of Community and Economic Development staff and any questions are discussed with the applicant.

Lehigh County will continue 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 will partner with the PA 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 \$19,500.00 in FY 2018 for the Lehigh Career & Technical Institute – Scholarships for Section 3 Residents project, which will provide four (4) scholarships for low- and moderate-income individuals to attain a CDL-A and/or HEO certification.

The Affordable Housing Task Force is a regional group that includes Lehigh County. This group is 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 Five Year Consolidated Plan period (2012-2016). 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 consist of:

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

Discussion

Monitoring

Performance monitoring is an important component in the long-term success of the County's Community Development Block Grant (CDBG) Program. The County, through the Department of Community and Economic Development (DCED), has developed standards and procedures for ensuring that the recipients of CDBG funds meet the regulations and that funds are disbursed in a timely fashion. The County has

promulgated sub-recipient monitoring procedures and developed checklists to ensure that each activity is completed in a manner consistent with the requirements of the Community Development Block Grant Program. Municipal sub-recipients are desk audited through submission of quarterly and annual reports.

The DCED staff regularly monitors the progress of every activity to ensure timeliness. Municipal projects and sub-recipients are held to a performance schedule through contract obligations. When these milestones are 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 are designed to ensure that:

- Objectives of the National Affordable Housing Act are met,
- Program activities are progressing in compliance with the specifications and schedule for each program, and
- Recipients are 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 will be closely monitored and will include 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 will also occur through on-site monitoring visits. These visits will occur as necessary, but will be conducted at least once a year.

All sub-recipients must identify the personnel working on the project, keep accurate records and filing systems to document program benefits and compliance, maintain an appropriate financial management system and submit an audit.

There are 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 is 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). If it appears that proposed goals are not being addressed, the County will re-evaluate the goals, project performance and determine the course of action needed to bring the program into compliance.

AP-90 Program Specific Requirements – 91.220(I)(1,2,4)

Introduction

Lehigh County receives an annual allocation of CDBG funds. The County does not expect to generate program income from any CDBG funded activities in FY 2018. The County-wide Housing Rehabilitation program has a five (5) year forgivable loan period. However, should the owner of the residence sell, move, or the residence is no longer its principal residence, the owner would have to repay a prorated portion of the loan to the County. Repayment is based on the time the homeowner resided in the residence during the lien period. Since the County receives a CDBG Federal allocation, the questions below have been completed, as applicable.

Community Development Block Grant Program (CDBG) Reference 24 CFR 91.220(I)(1)

Projects planned with all CDBG funds expected to be available during the year are identified in the Projects Table. The following identifies program income that is available for use that is included in projects to be carried out.

1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed	\$0.00
2. The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan.	\$0.00
3. The amount of surplus funds from urban renewal settlements	\$0.00
4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan	\$0.00
5. The amount of income from float-funded activities	\$0.00
Total Program Income:	\$0.00

Other CDBG Requirements

1. The amount of urgent need activities	\$0.00
2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low- and moderate-income. Specify the years covered that include this Annual Action Plan.	89.8%

Discussion

Lehigh County has allocated \$245,439.00 for general administration of the CDBG Program, which is at the 20% administrative cap. The County has allocated \$144,262.00 to public service activities, which is below the 15% public service cap at 14.7%. The balance of funds will be allocated to activities which principally benefit low- and moderate-income persons in the amount of \$881,757.00 (89.8%) and \$100,000 for an activity which prevents or removes slum and blighting conditions (10.2%).

CDBG Program Income:

- Lehigh County does not anticipate the receipt of Program Income during this program year.

CDBG Percentages:

- Administrative Percentage: 20.0%
- Public Service Percentage: 14.7%
- Low- and Moderate-Income Percentage: 89.8%
- Slum and Blight Percentage: 10.2%

Does the County plan to limit beneficiaries or give preferences to a particular segment of the low-income population?

Lehigh County does not limit the beneficiaries or give preferences to a particular segment of the low-income population. The County assists on a first come, first serve basis for its Housing Rehabilitation Program.

SF 424 FORM



Application for Federal Assistance SF-424

*** 1. Type of Submission:**

- ☐ Preapplication
☒ Application
☐ Changed/Corrected Application

*** 2. Type of Application:**

- ☒ New
☐ Continuation
☐ Revision

*** If Revision, select appropriate letter(s):**

*** Other (Specify):**

*** 3. Date Received:**

4. Applicant Identifier:

5a. Federal Entity Identifier:

5b. Federal Award Identifier:

B-18-UC-42-0011

State Use Only:

6. Date Received by State:

7. State Application Identifier:

8. APPLICANT INFORMATION:

*** a. Legal Name:**

Lehigh County

*** b. Employer/Taxpayer Identification Number (EIN/TIN):**

23-1663078

*** c. Organizational DUNS:**

0736186050000

d. Address:

*** Street1:**

17 South Seventh Street

Street2:

*** City:**

Allentown

County/Parish:

Lehigh County

*** State:**

PA: Pennsylvania

Province:

*** Country:**

USA: UNITED STATES

*** Zip / Postal Code:**

18101-2401

e. Organizational Unit:

Department Name:

Community and Economic Devel.

Division Name:

f. Name and contact information of person to be contacted on matters involving this application:

Prefix:

Ms.

*** First Name:**

Laurie

Middle Name:

A.

*** Last Name:**

Moyer

Suffix:

Title:

Grant & Housing Manager

Organizational Affiliation:

Department of Community and Economic Development

*** Telephone Number:**

610-871-1964

Fax Number:

610-820-8257

*** Email:**

lauriemoyer@lehighcounty.org

Application for Federal Assistance SF-424

* 9. Type of Applicant 1: Select Applicant Type:

B: County Government

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

* Other (specify):

* 10. Name of Federal Agency:

U.S. Department of Housing and Urban Development

11. Catalog of Federal Domestic Assistance Number:

14.218

CFDA Title:

Community Development Block Grant (CDBG)

* 12. Funding Opportunity Number:

CPD-18-01

* Title:

Guidance on Submitting Consolidated Plans and Annual Action Plan for Fiscal Year (FY) 2018.

13. Competition Identification Number:

Title:

14. Areas Affected by Project (Cities, Counties, States, etc.):

Add Attachment

Delete Attachment

View Attachment

* 15. Descriptive Title of Applicant's Project:

FY 2018 Annual Action Plan for the Community Development Block Grant (CDBG) Program

Attach supporting documents as specified in agency instructions.

Add Attachments

Delete Attachments

View Attachments

Application for Federal Assistance SF-424**16. Congressional Districts Of:*** a. Applicant * b. Program/Project

Attach an additional list of Program/Project Congressional Districts if needed.

Add Attachment

Delete Attachment

View Attachment

17. Proposed Project:* a. Start Date: * b. End Date: **18. Estimated Funding (\$):**

* a. Federal	<input type="text" value="1,227,196.00"/>
* b. Applicant	<input type="text" value="0.00"/>
* c. State	<input type="text" value="0.00"/>
* d. Local	<input type="text" value="0.00"/>
* e. Other	<input type="text" value="0.00"/>
* f. Program Income	<input type="text" value="0.00"/>
* g. TOTAL	<input type="text" value="1,227,196.00"/>

*** 19. Is Application Subject to Review By State Under Executive Order 12372 Process?**

- ☐ a. This application was made available to the State under the Executive Order 12372 Process for review on .
- ☐ b. Program is subject to E.O. 12372 but has not been selected by the State for review.
- ☒ c. Program is not covered by E.O. 12372.

*** 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)**☐ Yes ☒ No

If "Yes", provide explanation and attach

Add Attachment

Delete Attachment

View Attachment

21. *By signing this application, I certify (1) to the statements contained in the list of certifications and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances** and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)**

☒ ** I AGREE

** The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

Authorized Representative:

Prefix: * First Name:

Middle Name:

* Last Name:

Suffix:

* Title: * Telephone Number: Fax Number: * Email: * Signature of Authorized Representative: * Date Signed:

ASSURANCES - CONSTRUCTION PROGRAMS

OMB Number: 4040-0009
Expiration Date: 01/31/2019

Public reporting burden for this collection of information is estimated to average 15 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0042), Washington, DC 20503.

PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET. SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.

NOTE: Certain of these assurances may not be applicable to your project or program. If you have questions, please contact the Awarding Agency. Further, certain Federal assistance awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

As the duly authorized representative of the applicant, I certify that the applicant:

1. Has the legal authority to apply for Federal assistance, and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project costs) to ensure proper planning, management and completion of project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, the right to examine all records, books, papers, or documents related to the assistance; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
3. Will not dispose of, modify the use of, or change the terms of the real property title or other interest in the site and facilities without permission and instructions from the awarding agency. Will record the Federal awarding agency directives and will include a covenant in the title of real property acquired in whole or in part with Federal assistance funds to assure non-discrimination during the useful life of the project.
4. Will comply with the requirements of the assistance awarding agency with regard to the drafting, review and approval of construction plans and specifications.
5. Will provide and maintain competent and adequate engineering supervision at the construction site to ensure that the complete work conforms with the approved plans and specifications and will furnish progressive reports and such other information as may be required by the assistance awarding agency or State.
6. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
7. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
8. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards of merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).
9. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.
10. Will comply with all Federal statutes relating to non-discrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681 1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 dd-3 and 290 ee 3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.

11. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal and federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.
12. Will comply with the provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.
13. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327-333) regarding labor standards for federally-assisted construction subagreements.
14. Will comply with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
15. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).
16. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
17. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. §470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§469a-1 et seq.).
18. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."
19. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.
20. Will comply with the requirements of Section 106(g) of the Trafficking Victims Protection Act (TVPA) of 2000, as amended (22 U.S.C. 7104) which prohibits grant award recipients or a sub-recipient from (1) Engaging in severe forms of trafficking in persons during the period of time that the award is in effect (2) Procuring a commercial sex act during the period of time that the award is in effect or (3) Using forced labor in the performance of the award or subawards under the award.

SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL	TITLE
	County Executive
APPLICANT ORGANIZATION	DATE SUBMITTED
Lehigh County, PA	08/14/2018

CERTIFICATIONS

DRAFT



CERTIFICATIONS

In accordance with the applicable statutes and the regulations governing the consolidated plan regulations, the jurisdiction certifies that:

Affirmatively Further Fair Housing --The jurisdiction will affirmatively further fair housing.

Uniform Relocation Act and Anti-displacement and Relocation Plan -- It will comply with the acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, (42 U.S.C. 4601-4655) and implementing regulations at 49 CFR Part 24. It has in effect and is following a residential anti-displacement and relocation assistance plan required under 24 CFR Part 42 in connection with any activity assisted with funding under the Community Development Block Grant or HOME programs.

Anti-Lobbying --To the best of the jurisdiction's knowledge and belief:

1. No Federal appropriated funds have been paid or will be paid, by or on behalf of it, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement;
2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, it will complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions; and
3. It will require that the language of paragraph 1 and 2 of this anti-lobbying certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

Authority of Jurisdiction --The consolidated plan is authorized under State and local law (as applicable) and the jurisdiction possesses the legal authority to carry out the programs for which it is seeking funding, in accordance with applicable HUD regulations.

Consistency with plan --The housing activities to be undertaken with Community Development Block Grant, HOME, Emergency Solutions Grant, and Housing Opportunities for Persons With AIDS funds are consistent with the strategic plan in the jurisdiction's consolidated plan.

Section 3 -- It will comply with section 3 of the Housing and Urban Development Act of 1968 (12 U.S.C. 1701u) and implementing regulations at 24 CFR Part 135.

Signature of Authorized Official

08/14/2018

Date

County Executive

Title

Specific Community Development Block Grant Certifications

The Entitlement Community certifies that:

Citizen Participation -- It is in full compliance and following a detailed citizen participation plan that satisfies the requirements of 24 CFR 91.105.

Community Development Plan -- Its consolidated plan identifies community development and housing needs and specifies both short-term and long-term community development objectives that have been developed in accordance with the primary objective of the CDBG program (i.e., the development of viable urban communities, by providing decent housing and expanding economic opportunities, primarily for persons of low and moderate income) and requirements of 24 CFR Parts 91 and 570.

Following a Plan -- It is following a current consolidated plan that has been approved by HUD.

Use of Funds -- It has complied with the following criteria:

1. Maximum Feasible Priority. With respect to activities expected to be assisted with CDBG funds, it has developed its Action Plan so as to give maximum feasible priority to activities which benefit low- and moderate-income families or aid in the prevention or elimination of slums or blight. The Action Plan may also include CDBG-assisted activities which the grantee certifies are designed to meet other community development needs having particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community, and other financial resources are not available (see Optional CDBG Certification).

2. Overall Benefit. The aggregate use of CDBG funds, including Section 108 guaranteed loans, during program year(s) 2016, 2017, and 2018 [a period specified by the grantee of one, two, or three specific consecutive program years], shall principally benefit persons of low and moderate income in a manner that ensures that at least 70 percent of the amount is expended for activities that benefit such persons during the designated period.

3. Special Assessments. It will not attempt to recover any capital costs of public improvements assisted with CDBG funds, including Section 108 loan guaranteed funds, by assessing any amount against properties owned and occupied by persons of low and moderate income, including any fee charged or assessment made as a condition of obtaining access to such public improvements.

However, if CDBG funds are used to pay the proportion of a fee or assessment that relates to the capital costs of public improvements (assisted in part with CDBG funds) financed from other revenue sources, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than CDBG funds.

In addition, in the case of properties owned and occupied by moderate-income (not low-income) families, an assessment or charge may be made against the property for public improvements financed by a source other than CDBG funds if the jurisdiction certifies that it lacks CDBG funds to cover the assessment.

Excessive Force -- It has adopted and is enforcing:

1. A policy prohibiting the use of excessive force by law enforcement agencies within its jurisdiction against any individuals engaged in non-violent civil rights demonstrations; and
2. A policy of enforcing applicable State and local laws against physically barring entrance to or exit from a facility or location which is the subject of such non-violent civil rights demonstrations within its jurisdiction.

Compliance with Anti-discrimination laws -- The grant will be conducted and administered in conformity with title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d) and the Fair Housing Act (42 U.S.C. 3601-3619) and implementing regulations.

Lead-Based Paint -- Its activities concerning lead-based paint will comply with the requirements of 24 CFR Part 35, Subparts A, B, J, K and R.

Compliance with Laws -- It will comply with applicable laws.

Signature of Authorized Official

08/14/2018
Date

County Executive
Title

DRAFT

OPTIONAL Community Development Block Grant Certification

Submit the following certification only when one or more of the activities in the action plan are designed to meet other community development needs having particular urgency as specified in 24 CFR 570.208(c):

The grantee hereby certifies that the Annual Plan includes one or more specifically identified CDBG-assisted activities which are designed to meet other community development needs having particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community and other financial resources are not available to meet such needs.

Signature of Authorized Official

08/14/2018
Date

County Executive
Title

DRAFT

APPENDIX TO CERTIFICATIONS

INSTRUCTIONS CONCERNING LOBBYING CERTIFICATION:

Lobbying Certification

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

DRAFT

CITIZEN PARTICIPATION



Proof of Publication Notice in the *Morning Call*

Under Act No. 587, Approved May 16, 1929 and its amendments

STATE OF PENNSYLVANIA
COUNTY OF LEHIGH

)
)

SS:

Copy of Notice or Advertisement

of THE MORNING CALL, LLC. of the County and State aforesaid, being duly sworn, deposes and says that THE MORNING CALL is a newspaper of general circulation as defined by the aforesaid Act, whose place of business is 101 North Sixth Street, City of Allentown, County and State aforesaid, and that the said newspaper was established in 1888 since which date THE MORNING CALL has regularly issued in said County, and that the printed notice or advertisement attached hereto is exactly the same as was printed and published in regular editions and issues of the said THE MORNING CALL on the following dates, viz.:

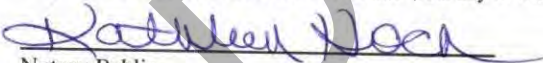
Mar 16, 2018.

Affiant further deposes that he is the designated agent duly authorized by THE MORNING CALL, LLC., a corporation, publisher of said THE MORNING CALL, a newspaper of general circulation, to verify the foregoing statement under oath, and the affiant is not interested in the subject matter of the aforesaid notice or advertisement, and that all allegations in the foregoing statements as to time, place and character of publication are true.



Designated Agent, THE MORNING CALL, LLC.

Sworn to and subscribed before me on this 16th day of March, 2018



Notary Public

COMMONWEALTH OF PENNSYLVANIA

NOTARIAL SEAL

Kathleen Hoch, Notary Public

City of Allentown, Lehigh County

My Commission Expires March 3, 2020

MEMBER, PENNSYLVANIA ASSOCIATION OF NOTARIES

PUBLISHER'S RECEIPT FOR ADVERTISING COSTS

THE MORNING CALL, LLC., a Corporation, publisher of THE MORNING CALL, a newspaper of general circulation, hereby acknowledges receipt of the aforesaid notice and publication costs and certifies that the same have been duly paid.

THE MORNING CALL, LLC. a Corporation,
Publishers of THE MORNING CALL
A Newspaper of General Circulation

By: _____

Order # - 5506450

Proof of Publication Notice in the *Morning Call*

Sold To:

LC Office of Comm Dev - CU00164605
Government Ctr-Laurie Moyer 17 S 7th St
ALLENTOWN, PA 18101-2401

Bill To:

LC Office of Comm Dev - CU00164605
Government Ctr-Laurie Moyer 17 S 7th St
ALLENTOWN, PA 18101-2401

**LEHIGH COUNTY, PENNSYLVANIA
COMMUNITY DEVELOPMENT BLOCK
GRANT (CDBG)**

**PUBLIC HEARING NOTICE AND
REQUESTS FOR PROPOSALS
FROM NON-PROFITS AND MUNICIPAL
AGENCIES**

Notice is hereby given by Lehigh County, PA that it will hold public hearings, on March 26, 2018 at 5:30 pm and March 29, 2018 at 2:00 pm, prevailing time, in the Public Hearing Room of the Lehigh County Government Center, 17 South 7th Street, Allentown, PA 18101. The Government Center is accessible to persons with physical disabilities. If special arrangements need to be made to accommodate citizens in order for them to participate in the public hearing, please call the Office of Community Development, at (610) 871-1964 (PA Relay Center TDD, 7-1-1) to make those arrangements.

The purpose of the public hearings is to discuss the County's Community Development Block Grant Program (CDBG), and the community development, housing, and economic development needs of Lehigh County. The County will afford non-profits and municipal jurisdictions and agencies the opportunity to request funds for projects and activities. This information will be utilized by the County in its preparation of the FY 2018 Annual Action Plan. The actual allocation of funds that Lehigh County is eligible to receive is not known at this time since it has not been determined by HUD. In FY 2017, Lehigh County received \$1,118,857 in CDBG funds. In order to receive these funds, Lehigh County must prepare a One Year Annual Action Plan for the use of the CDBG funds. At least 70% of the CDBG funds must benefit low- and moderate-income persons. The County intends to afford citizens, local agencies, and interested parties the opportunity to become involved in the planning process.

The following types of activities may be eligible for funding under the CDBG

Evan Severs

From: Stacy Milo <StacyMilo@lehighcounty.org>
Sent: Monday, June 4, 2018 12:53 PM
To: Evan Severs
Subject: FW: SCHEDULE REVISION FOR 2018 CDBG Application - Due Friday, April 13, 2018 by 4:00pm EST

Stacy C. Milo
CDBG Program Coordinator
County of Lehigh, Department of Community and Economic Development
17 S. Seventh St., 5th Floor, Room 519
Allentown, PA 18101-2401
Phone: 610-782-3855
Fax: 610-820-8257
Email: stacymilo@lehighcounty.org



Confidentiality Notice

This message is intended only for the use of the individual or entity to which it is addressed and may contain information that is privileged, confidential, and exempt from disclosure under applicable law if the reader of this message is not the intended recipient. You are hereby notified that any retention, use, dissemination, copying, distribution or the taking of any action in reliance on the contents of this communication is strictly prohibited. If you have received this communication in error, please notify the sender immediately by reply email and immediately and permanently delete the message and any attachments.

Please consider the environment before printing this email.



From: Stacy Milo
Sent: Monday, March 12, 2018 2:54 PM
To: Aging Adult Services I-mail <AgingAdultServices@lehighcounty.org>; ajennings@cacvl.org; amybeck@lvcil.org; Ann Marie Ganchoso <ganchoso@rcn.com>; Anthony Branco <abranco@fhboro.org>; Barbara Schlegel, Catasauqua DIG-IN <mayor@catasauqua.org>; Barry Moyer <bmoayer@uppermac.org>; Beam, George E <gebeam@pplweb.com>; Ben Bowen <bbowen@keystoneconsultingengineers.com>; bfosselman@lowermac.com; bnorder@northwhitehall.org; Brandon Szoke <szokebrandon@yahoo.com>; Brian Carl <brian@weisenbergtownship.org>; Brian Dietrich <lynnzone@ptd.net>; Bruce Paulus <bp44@verizon.net>; Bryon Reed <reedbc@verizon.net>; Carol Halper <carol.halper@mail.house.gov>; Carolyn Clark <offmgr@cmslv.org>; Casey Gatchel <casey@habitatlv.org>; Cassidy, Chris <ccassidy@cacvl.org>; Cathy Bonaskiewish <cbonaskiewich@salisburytownship.pa.org>; Charles Volk <charlesvolk@lehighcountyauthority.org>; Chris Becker <cbecker@macungie.pa.us>; clboehm@macungie.pa.us; Cnthia

Sopka <csopka@salisburytownship.org>; dan@lcha-vhdc.org; daniellej@lehighvalleychamber.org; David Fink <jbortz@ptd.net>; ddelong@uppermilford.net; Deanne Best (dbest@lehighchurches.org) <dbest@lehighchurches.org>; dharleman@cwsauthority.org; Diana Frank <dianabalotfrank@yahoo.com>; dlamb@lvcconline.org; Doug Yingling <doug.yingling@centerforvisionloss.org>; Drew Sonntag <dsonntag@urdc.com>; Elisa Zaehringer <ezaehringer@cacv.org>; Ellen Larmer <elarmer@cacv.org>; Fred Hay <fhay@hanleco.org>; Gary Hovis <mail@coopersburgborough.org>; Gwen Pongracz <gwen.pongracz@gmail.com>; Howard Lieberman <howard@bcfsol.com>; informationandreferral <informationandreferral@lehighcounty.org>; Jan Brna <brnaj@lcti.org>; Janice Meyers <jmeyers75@ptd.net>; jason.newhard@ssmgroup.com; Jeff Bartlett <jbartlett@northwhitehall.org>; Jeffrey Fields (jeff@sdhp.org) <jeff@sdhp.org>; jfarns@borough.emmaus.pa.us; Jim Buerger <jbuerger@commfirstfund.org>; John Donches <homework@rcn.com>; John Felch <council@felch.org>; Joseph Bundra <mayor@coplayborough.org>; Joseph McMahon III <whitehalladmin@whitehalltownshipauthority.org>; Justin Smith <justinsmithn@gmail.com>; Kathi Krablin (kkrablin@valleyyouthhouse.org) <kkrablin@valleyyouthhouse.org>; Kathy Rader <krader@uppermac.org>; Kermit DeLong <delongkermit@yahoo.com>; Lawrence Rapp <lrapp@fhboro.org>; Lee Lichtenwalner <llichtenwalner@lowermac.com>; Lee Rackus, Whitehall Twshp <lrackus@whitehalltownship.com>; Lehigh Valley Faces <lvfaces@lvfaces.com>; Lupe Pearce <lpearce@hao-lv.org>; manager@catasauqua.org; Marta Gabriel <Marta_Gabriel@toomey.senate.gov>; Matthew D. Szuchyt (mszuchyt@pasen.gov) <mszuchyt@pasen.gov>; Mayor Robert Mader <mayor@alburtis.org>; Mayor Walter Niedermeyer <waltsnest@aol.com>; melanie@weisenbergtownship.org; mgrasso@mealsonwheelslc.org; mhandzo@cacv.org; Michelle Raber <n1communitycenter@gmail.com>; Nanse Wolfington <nwolfington@lvwib.org>; Nathan Brown <brownn@ptd.net>; Pam Bechtel (pbechtel@mealsonwheelslc.org) <pbechtel@mealsonwheelslc.org>; Pam Russo <prusso@allentowndiocese.org>; Patty Vahey <vahey.p@whitehallpl.org>; Philip Siebert <psiebert@urdc.com>; Rebecca Strobel <rebeccastrobel@lvil.org>; rick@lehighseniors.org; rnicolella@allentowndiocese.org; Jessica Dreistadt, ED <jdreistadt@theliteracycenter-lv.org>; Ron Heintzelman <rheintzelman@northwhitehall.org>; Rosemary Shokunbi <rshokunbi@gmail.com>; samanthac@lehighvalleychamber.org; Sandy Gycsek (sandyg@coplayborough.org) <sandyg@coplayborough.org>; Shane Pepe <spepe@borough.emmaus.pa.us>; Sharol Lilly (slilly@cacv.org) <slilly@cacv.org>; sharon@alburtis.org; Slatinton Manager <manager@slatinton.org>; spudliner@hanleco.org; Steven Bachman <scbachman@juno.com>; Tammy White <tammyw@ptd.net>; tbeil@uppersaucon.org; Terri Keefe <tkeefe@lccc.edu>; Terry L. Hollinger <TerryHollinger@lehighcounty.org>; Thomas Applebach <ThomasApplebach@lehighcounty.org>; Thomas Mulderick (tmulderick@lccc.edu) <tmulderick@lccc.edu>; Tim Mulligan (mulligant@cislv.org) <mulligant@cislv.org>; Tim Paashaus <tpaashaus@coopersburgborough.org>; Todd Weidman <tweidman@washingtonlehigh.com>; Tracy Fehnel <fehnel@southwhitehall.com>; Tracy MacDonald <TracyMacDonald@lehighcounty.org>; vcoyle@northpennlegal.org; Virginia Haas <VirginiaHaas@lehighcounty.org>; Wendy Carter <wcarter@pathstone.org>; Wendy Seiffert <seiffertw@cislv.org>; Wes Barrett <wes@wesleyworks.com>; William Erdman (werdman@keystoneconsultingengineers.com) <werdman@keystoneconsultingengineers.com>; Zach Graves <zgraves@lowermac.com>; Brad Fatzinger <bfatzinger@housing-abc.org>; Lori Sywensky <loris@turningpointlv.org>

Cc: Laurie A Moyer <LaurieMoyer@lehighcounty.org>; Paulette Gilfoil <paulettegilfoil@lehighcounty.org>; frank kane-gmail <fkane257@gmail.com>; Commissioners Office <CommissionersOffice@lehighcounty.org>; Clary Peralta <ClaryPeralta@lehighcounty.org>

Subject: SCHEDULE REVISION FOR 2018 CDBG Application - Due Friday, April 13, 2018 by 4:00pm EST

Dear Prospective 2018 CDBG Applicants:

Please note the change in the schedule for the public hearing dates for our CDBG PY 2018 Action Plan process:

Public hearings are scheduled for **March 26, 2018 at 5:30pm and March 29, 2018 at 2:00pm**. Both hearings will be held in the Public Hearing Room in the Lehigh County Government Center. These public hearings are held to hear the needs of applicants and the general public. Applicants are able to discuss project ideas, voice local priorities, and receive guidance on project administration. Attendance by applicants is suggested but not mandatory.

If you should have any questions, please do not hesitate to contact me. Thank you.

Sincerely,

Stacy C. Milo

CDBG Program Coordinator

County of Lehigh, Department of Community and Economic Development

17 S. Seventh St., 5th Floor, Room 519

Allentown, PA 18101-2401

Phone: 610-782-3855

Fax: 610-820-8257

Email: stacymilo@lehighcounty.org



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From: Stacy Milo

Sent: Friday, February 23, 2018 3:54 PM

To: Aging Adult Services I-mail <AgingAdultServices@lehighcounty.org>; ajennings@cacvl.org; Alison Norton <anorton@northpennlegal.org>; amybeck@lvcl.org; Ann Marie Ganchoso <ganchoso@rcn.com>; Anthony Branco <abranco@fhboro.org>; Barbara Schlegel, Catasauqua DIG-IN <mayor@catasauqua.org>; Barry Moyer <bmoyer@uppermac.org>; Beam, George E <gebeam@pplweb.com>; Ben Bowen <bbowen@keystoneconsultingengineers.com>; bfosselman@lowermac.com; bnorder@northwhitehall.org; Brandon Szoke <szokebrandon@yahoo.com>; Brian Carl <brian@weisenbergtownship.org>; Brian Dietrich <lynnzone@ptd.net>; Bruce Paulus <bp44@verizon.net>; Bryon Reed <reedbc@verizon.net>; Carol Halper <carol.halper@mail.house.gov>; Carolyn Clark <offmgr@cmslv.org>; Casey Gatchel <casey@habitatlv.org>; Cassidy, Chris <ccassidy@cacvl.org>; Cathy Bonaskiewich <cbonaskiewich@salisburytownship.pa.us>; Charles Volk <charlesvolk@lehighcountyauthority.org>; Chris Becker <cbecker@macungie.pa.us>; clboehm@macungie.pa.us; Cnthia Sopka <csopka@salisburytownship.pa.us>; dan@lcha-vhdc.org; Daniel Olpere <dolpere@uppermac.org>; danield@lehighvalleychamber.org; daniellej@lehighvalleychamber.org; David Fink <jbortz@ptd.net>; ddelong@uppermilford.net; Deanne Best <dbest@lehighchurches.org>; dharleman@cwsauthority.org; Diana Frank <dianabalotfrank@yahoo.com>; dlamb@lvconline.org; Doug Yingling <doug.yingling@centerforvisionloss.org>; Drew Sonntag <dsonntag@urdc.com>; Edward Earley <uppermac@uppermac.org>; Elisa Zaehring <ezaehring@cacvl.org>;

Ellen Larmer <elarmer@cacvl.org>; Fred Hay <fhay@hanleco.org>; Gary Hovis <mail@coopersburgborough.org>; Gerry Alfano (galfano@housing-abc.org) <galfano@housing-abc.org>; Gwen Pongracz <gwen.pongracz@gmail.com>; Howard Lieberman <howard@bcfsol.com>; informationandreferral <informationandreferral@lehighcounty.org>; Jan Brna <brnaj@lcti.org>; Janice Meyers <jmeyers75@ptd.net>; jason.newhard@ssmgroup.com; Jeff Bartlett <jbartlett@northwhitehall.org>; Jeffrey Fields (jeff@sdhp.org) <jeff@sdhp.org>; jfarns@borough.emmaus.pa.us; Jim Buerger <jbuerger@commfirstfund.org>; John Donches <homework@rcn.com>; John Felch <council@felch.org>; Joseph Bundra <mayor@coplayborough.org>; Joseph McMahon III <whitehalladmin@whitehalltownshipauthority.org>; Justin Smith <justinsmithn@gmail.com>; Kathi Krablin (kkrablin@valleyyouthhouse.org) <kkrablin@valleyyouthhouse.org>; Kathy Rader <krader@uppermac.org>; Kermit DeLong <delongkermit@yahoo.com>; Kristen Lenhart <kristenlenhart@lvcil.org>; Lawrence Rapp <lrapp@fhboro.org>; Lee Lichtenwalner <llichtenwalner@lowermac.com>; Lee Rackus, Whitehall Twshp <lrackus@whitehalltownship.com>; Lehigh Valley Faces <lvfaces@lvfaces.com>; Lupe Pearce <lpearce@hao-lv.org>; manager@catasauqua.org; Marta Gabriel <Marta_Gabriel@toomey.senate.gov>; MaryAnn Przekurat (mprzekurat@theliteracycenter-lv.org) <mprzekurat@theliteracycenter-lv.org>; Matthew D. Szuchyt (mszuchyt@pasen.gov) <mszuchyt@pasen.gov>; Mayor Ed Hozza Jr <ehozza@whitehalltownship.com>; Mayor Robert Mader <mayor@alburtis.org>; Mayor Walter Niedermeyer <waltsnest@aol.com>; melanie@weisenbergtownship.org; mgrasso@mealsonwheelslc.org; mhandzo@cacvl.org; Michelle Raber <nlcommunitycenter@gmail.com>; Nanse Wolfington <nwolfington@lvwib.org>; Nathan Brown <brownn@ptd.net>; Pam Bechtel (pbechtel@mealsonwheelslc.org) <pbechtel@mealsonwheelslc.org>; Pam Russo <prusso@allentowndiocese.org>; Patty Vahey <vahey.p@whitehallpl.org>; Philip Siebert <psiebert@urdc.com>; Randy Soriano (rsoriano@salisburytownship.pa.org) <rsoriano@salisburytownship.pa.org>; Rebecca Strobel <rebeccastrobel@lvcil.org>; rick@lehighseniors.org; rnicoella@allentowndiocese.org; Robin Flores <rflores@theliteracycenter-lv.org>; Ron Heintzelman <rheintzelman@northwhitehall.org>; Rosemary Shokunbi <rshokunbi@gmail.com>; samanthac@lehighvalleychamber.org; Sandy Gycsek (sandyg@coplayborough.org) <sandyg@coplayborough.org>; Shane Pepe <spepe@borough.emmaus.pa.us>; Sharol Lilly (slilly@cacvl.org) <slilly@cacvl.org>; sharon@alburtis.org; Slatington Manager <manager@slatington.org>; spudliner@hanleco.org; Steven Bachman <scbachman@juno.com>; Tammy White <tammyw@ptd.net>; tbeil@uppersaucon.org; Terri Keefe <tkeefe@lccc.edu>; Terry L. Hollinger <TerryHollinger@lehighcounty.org>; Thomas Applebach <ThomasApplebach@lehighcounty.org>; Thomas Mulderick (tmulderick@lccc.edu) <tmulderick@lccc.edu>; Tim Mulligan (mulligant@cislv.org) <mulligant@cislv.org>; Tim Paashauss <tpaashauss@coopersburgborough.org>; Todd Weidman <tweidman@washingtonlehigh.com>; Tracy Fehnel <fehnel@southwhitehall.com>; Tracy MacDonald <TracyMacDonald@lehighcounty.org>; vcoyle@northpennlegal.org; Virginia Haas <VirginiaHaas@lehighcounty.org>; Wendy Carter <wcarter@pathstone.org>; Wendy Seiffert <seiffertw@cislv.org>; Wes Barrett <wes@wesleyworks.com>; William Erdman (werdman@keystoneconsultingengineers.com) <werdman@keystoneconsultingengineers.com>; Zach Graves <zgraves@lowermac.com>

Cc: Stacy Milo <StacyMilo@lehighcounty.org>; Laurie A Moyer <LaurieMoyer@lehighcounty.org>; Paulette Gilfoil <paulettgilfoil@lehighcounty.org>; frank kane-gmail <fkane257@gmail.com>; Commissioners Office <CommissionersOffice@lehighcounty.org>; Clary Peralta <ClaryPeralta@lehighcounty.org>

Subject: 2018 CDBG Application - Due Friday, April 13, 2018 by 4:00pm EST

Dear Prospective 2018 CDBG Applicants:

Lehigh County is once again beginning the process of accepting applications for its Community Development Block Grant (CDBG) Program. Lehigh County anticipates receiving an award of \$1,100,000.00 for the 2018 CDBG allocation.

The primary objective of Lehigh County's CDBG Program is the development of viable communities by providing decent housing and a suitable living environment as well as expanding economic opportunities, principally for low- to moderate-income persons. Lehigh County CDBG dollars are reserved for Lehigh County communities and residents living outside of the cities of Allentown and Bethlehem.

Attached please find Lehigh County's 2018 Community Development Block Grant (CDBG) applications' cover letter along with supporting documentation. Guidelines for completing the appropriate application forms are provided within the cover letter. The application forms are pdf fillable forms and may be found on our webpage. For your convenience,

here is a link to the webpage: <https://www.lehighcounty.org/Departments/Community-Economic-Development/CDBG-Grant-Application>. The 2018 CDBG application forms, documents and upload functions will be available by close of business on Monday, February 26, 2018.

For those applicants considering a construction project, please be sure to perform an adequate amount of due diligence to propose an accurate work scope and project footprint within your application. Lehigh County realizes that applicants wish to keep expenses low at the time of application, but we ask that an engineer be consulted when determining a project's scope and footprint. After Lehigh County announces the project awards (May), please do a thorough analysis of the project to determine any necessary changes. Any modification to the project which changes the scope, impact and/or location, must be presented to Lehigh County prior to the initiation of the environmental review process (late August). Should there be additional modifications reported after August, the environmental review will need to be modified, which will significantly delay your project. For projects funded with 2018 CDBG or after, environmental reviews, once complete, will not be modified until the following year.

Applications are due by 4:00pm EST on April 13, 2018. Applications can be uploaded via the Lehigh County Department of Community & Economic Development webpage on Lehigh County's website. Applications may also be mailed or delivered by courier to my attention. Applicants must submit 5 copies plus one original of the entire proposal. No binders, please.

Public hearings are scheduled for March 15, 2018 at 5:30pm and March 21, 2018 at 2:00pm. Both hearings will be held in the Public Hearing Room in the Lehigh County Government Center. These public hearings are held to hear the needs of applicants and the general public. Applicants are able to discuss project ideas, voice local priorities, and receive guidance on project administration. Attendance by applicants is suggested but not mandatory.

If you should have any questions, please do not hesitate to contact me. Thank you.

Sincerely,

Stacy C. Milo
CDBG Program Coordinator
County of Lehigh, Department of Community and Economic Development
17 S. Seventh St., 5th Floor, Room 519
Allentown, PA 18101-2401
Phone: 610-782-3855
Fax: 610-820-8257
Email: stacymilo@lehighcounty.org



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DRAFT

Evan Severs

From: Stacy Milo <StacyMilo@lehighcounty.org>
Sent: Monday, June 4, 2018 12:54 PM
To: Evan Severs
Subject: FW: MANDATORY TRAINING FOR 2018 CDBG Application: APRIL 5TH

Stacy C. Milo
CDBG Program Coordinator
County of Lehigh, Department of Community and Economic Development
17 S. Seventh St., 5th Floor, Room 519
Allentown, PA 18101-2401
Phone: 610-782-3855
Fax: 610-820-8257
Email: stacymilo@lehighcounty.org



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From: Stacy Milo
Sent: Wednesday, March 14, 2018 2:31 PM
To: Anthony Branco <abranco@fhboro.org>; bfosselman@lowermac.com; Alburtis <office@alburtis.org>; Barry Moyer <bmoyer@uppermac.org>; 'Ben Bowen' <bbowen@kceinc.com>; Bob Ibach <Ribach@uppermac.org>; Brian Carl <brian@weisenbergtownship.org>; Bud Carter <ecarter@uppermilford.net>; Cathy Bonaskiewish <cbonaskiewich@salisburytownship.pa.us>; clboehm@macungie.pa.us; coopersburg@enter.net; Dan Stevens <dstevens@slatington.org>; Darlene Uherick <duherick@northwhitehall.org>; dharleman@cwsauthority.org; Ellen Koplin <ekoplin@lowermilford.net>; Gary Hovis <mail@coopersburgborough.org>; jason.newhard@ssmgroup.com; Jeff Bartlett <jbartlett@northwhitehall.org>; 'James Farnsworth' <jfarns@borough.emmaus.pa.us>; Joseph Bundra <mayor@coplayborough.org>; Joseph McMahon III <whitehalladmin@whitehalltownshipauthority.org>; Howard Lieberman <howard@bcfsol.com>; Lee Rackus, Whitehall Twshp <lrackus@whitehalltownship.com>;

manager@catasauqua.org; Mayor Robert Mader <mayor@alburtis.org>; Renee Bickel <BickelR@southwhitehalltpw.org>; Sandy Gycsek (sandyg@coplayborough.org) <sandyg@coplayborough.org>; Shane Pepe <spepe@borough.emmaus.pa.us>; sharon@alburtis.org; Slatington Manager <manager@slatington.org>; tbeil@uppersaucon.org; Tim Paashaus <tpaashaus@coopersburgborough.org>; 'tweidman@washingtonlehigh.com' <tweidman@washingtonlehigh.com>; spudliner@hanleco.org; ddelong@uppermilford.net; Mayor Walter Niedermeyer <waltsnest@aol.com>; Daniel Witczak, P.E. <dwitczak@acelaeng.com>; 'Jill Smith' <jsmith@hanovereng.com>; 'Rich Fain, CSI, CCCA' <rfain@barryisett.com>; Janice Meyers <jmeyers75@ptd.net>; 'jmeyers@whitehalltownship.com' <jmeyers@whitehalltownship.com>

Cc: Paulette Gilfoil <paulettegilfoil@lehighcounty.org>; Clary Peralta <ClaryPeralta@lehighcounty.org>

Subject: MANDATORY TRAINING FOR 2018 CDBG Application: APRIL 5TH

Dear Prospective 2018 CDBG Applicant:

Lehigh County will be having a mandatory training for all those municipalities who will be submitting an application in April 2018. In order to apply, someone from your municipality must attend this training. Listed below are the details for this mandatory training session:

Date: April 5, 2018
Time: 11 AM to 4PM – Lunch will be provided
Location: Lehigh County Government Center
Public Hearing Room – 1st floor
17 S. 7th St., Allentown, PA 18101

There is no fee to attend this training. **Please register by Monday, April 2, 2018** by sending an email to Lehigh County's Fair Housing Officer, Paulette Gilfoil, at paulettegilfoil@lehighcounty.org.

If you should have any additional questions about this training, please feel free to email or call Paulette Gilfoil. Thank you.

Regards,

Stacy C. Milo
CDBG Program Coordinator
County of Lehigh, Department of Community and Economic Development
17 S. Seventh St., 5th Floor, Room 519
Allentown, PA 18101-2401
Phone: 610-782-3855
Fax: 610-820-8257
Email: stacymilo@lehighcounty.org



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DRAFT

PUBLIC NEEDS HEARING #1



Attendance Sheet

COUNTY OF LEHIGH

CDBG PY 2018

PUBLIC HEARING FOR CDBG FUNDING APPLICATION

March 26, 2018

5:30 PM

<u>Name</u>	<u>Title</u>	<u>Organization</u>	<u>Phone / Email</u>
Mary Ellen Herzog	Grant Specialist	ABC	(610) 322-0754 maryellenherzog@rcu.com
Sharon Lilly	Assoc. Exec. Director for Planning	CACLV	484. 893. 1048 / slilly@caclv.org
STACY C. MILO	CDBG Program Coordinator	County of Lehigh CD	(610) 782-3855 stacy.milo@lehighcounty.org

First Public Hearing for FY 2018 CDBG
March 26, 2018 & March 29, 2018
Agenda

CDBG Application

- Applications due April 13, 2018 at 4:00 pm
- Submittal Methods
 - 1 original, 5 copies mailed or delivered
 - Upload application
- Project Selection
 - Does the project fit within an eligible category?
 - List of CDBG eligible activities
 - Does the “eligible” project meet a national objective?
 - Is the project fundable?
 - Does it benefit low-to-moderate income households and in what way?
 - Is the activity addressing blight?
 - Is the activity addressing an immediate public health emergency?
- Annual Plan Process Guidelines
 - Scoring criteria used to determine award amounts – Section III E
 - Planning
 - Public Services
 - Demolition
 - Housing Rehab
 - Economic Development
 - Municipal Construction Projects
- Questions about Application Forms?

Discuss Project Ideas

March 26, 2018 PUBLIC HEARING NOTES:

The public hearing was opened at 5:30pm with two people in attendance from the public.

Stacy C. Milo, CDBG Program Coordinator, discussed HUD's budget year versus the County's Budget Year and CDBG Program Year, what dollar amount of entitlement the County estimates receiving for PY 2018-2019, and why the County estimated an amount of entitlement. Also discussed was the application deadline of April 13, 2018 by 4pm in the County's office and not based on a post-marked date and the ways to submit an application.

Review of items on the CDBG Grant application webpage on the Lehigh County website occurred, including review of the newly added "Quantifiable Increase for Public Services" document, the two application forms that are now fillable pdf documents, the national objective and eligible activity documents, the Consolidated Plan goals document, and the low- to moderate-income listing of census tracts and block groups. Lehigh County's Annual Plan Process Guidelines were also referred to and recommended to be read.

Also discussed was how a new public service program is different than an existing public service program in its allowable funding amount, how an existing program may request additional funding compared to the previous year and what the program would need to show, discussed how specific Con. Plan goal of "Housing" for new construction is not listed, explained Public Service section of the Annual Plan Process Guidelines regarding 15% cap, explained the timeline for the CDBG Annual Funding process including the mandatory Fair Housing training on April 5th for those applicants whose application involve housing, and alerted attendees to be aware of the upcoming Con. Plan creation process for the County's next Con. Plan.

A representative from CACLV asked if soft costs/pre-development costs for new construction of 3-7 units of affordable housing in Lehigh County would be an eligible use of CDBG dollars. The project has already received Lehigh County AHTF dollars for acquisition costs. Ms. Milo said that new construction of affordable housing is not listed in the County's Con. Plan goals and planning costs are not funded.

Finally, the next public hearing #1 on March 29 at 2pm was discussed as well as the July 18, 2018 public hearing #2. The hearing ended at 6:00pm.

PUBLIC NEEDS HEARING #2



Attendance Sheet
COUNTY OF LEHIGH
CDBG PY 2018
PUBLIC HEARING FOR CDBG FUNDING APPLICATION
March 29, 2018
2:00 PM

<u>Name</u>	<u>Title</u>	<u>Organization</u>	<u>Phone / Email</u>
Stacy C. Milo	CDBG Program Coordinator, LC	County of Lehigh	(610) 782-3855 stacymilo@lehighcounty.org
Jessica R. Dreistadt	Development Director	The Literacy Center	484-225-4929 jdreistadt@theliteracy-lv.org
Rebecca Strobel	Waiver & Housing Program Manager	LVCIL	610 770 9781 x12 rebecca.strobel@LVCIL.org
Anthony Branco	Executive Administration	Fountain Hill Borough	610-867-0301 ABRANCO@FHBORO.ORG
Brad Fatzinger	Executive Director	Alliance for Building Communities	610-439-7007 bfatzinger@housing-abc.org
JAN BRNA	Director Postsecondary & Workforce Education	LCTI	brnaj@lcti.org 610-799-1318
Virginia Haas		Lehigh County	

First Public Hearing for FY 2018 CDBG
March 26, 2018 & March 29, 2018
Agenda

CDBG Application

- Applications due April 13, 2018 at 4:00 pm
- Submittal Methods
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 - Is the project fundable?
 - Does it benefit low-to-moderate income households and in what way?
 - Is the activity addressing blight?
 - Is the activity addressing an immediate public health emergency?
- Annual Plan Process Guidelines
 - Scoring criteria used to determine award amounts – Section III E
 - Planning
 - Public Services
 - Demolition
 - Housing Rehab
 - Economic Development
 - Municipal Construction Projects
- Questions about Application Forms?

Discuss Project Ideas

March 29, 2018 PUBLIC HEARING NOTES:

The public hearing was opened at 2:00pm with six people in attendance from the public.

Stacy C. Milo, CDBG Program Coordinator, discussed what dollar amount of entitlement the County estimates receiving for PY 2018-2019 and why the County estimated an amount of entitlement. Also discussed was the application deadline of April 13, 2018 by 4pm in the County's office and not based on a post-marked date and the ways to submit an application.

Review of items on the CDBG Grant application webpage on the Lehigh County website occurred, including review of the newly added "Quantifiable Increase for Public Services" document, the two application forms that are now fillable pdf documents, the national objective and eligible activity documents, the Consolidated Plan goals document, and the low- to moderate-income listing of census tracts and block groups. Lehigh County's Annual Plan Process Guidelines were also referred to.

Also discussed was how a new public service program is different than an existing public service program in its allowable funding amount, how an existing program may request additional funding compared to the previous year and what the program would need to show, explained the timeline for the CDBG Annual Funding process including the mandatory Fair Housing training on April 5th for those applicants whose application involve housing, and alerted attendees to be aware of the upcoming Con. Plan creation process for the County's next Con. Plan.

A representative from ABC asked if an elevator in a building for low-income seniors in Slatington would be an eligible project. Ms. Milo stated that it would be an eligible cost but would probably require paying federal prevailing wage rates for the project. A representative from Fountain Hill asked about when a project is delayed and how that would affect the funding. Ms. Milo asked if the project could be phased over the course of multiple years to avoid "tying up" CDBG funds.

Finally, the remaining steps to the Action Plan process were discussed. The hearing ended at 2:03pm.

2ND PUBLIC HEARING



NOTICE OF PUBLIC HEARING

LEHIGH COUNTY'S FY 2018 ANNUAL ACTION PLAN

Notice is hereby given that Lehigh County, Pennsylvania will hold a public hearing on **Wednesday, July 18, 2018 at 12:00 PM**, prevailing time, in the **Public Hearing Room of the Government Center**, 17 South Seventh Street, Allentown, PA on the proposed Annual Action Plan for FY 2018.

The Government Center and the Public Hearing Room are accessible to persons with physical disabilities. If special arrangements need to be made to accommodate residents in order for them to participate in the public hearing, please call Ms. Laurie A. Moyer, Grants & Housing Manager, at (610) 871-1964 to make those arrangements. Persons with hearing and/or speech impediments may contact Lehigh County through the "Pennsylvania Relay Service" by dialing "7-1-1" or going online to www.parelay.net. If requested, a foreign language and/or sign language interpreter will be provided if the County is notified three (3) days in advance of the meeting.

The purpose of this public hearing is to present the FY 2018 Lehigh County Annual Action Plan which shows the proposed use of the CDBG funds. Lehigh County has been notified by the U.S. Department of Housing and Urban Development (HUD) that it is eligible to receive a Federal Community Development Block Grant in the amount of \$1,227,196. The FY 2018 Annual Action Plan is to be submitted to the U.S. Department of Housing and Urban Development (HUD) on or before August 15, 2018.

In order to obtain the views of residents, public agencies and other interested parties, Lehigh County has placed the FY 2018 Annual Action Plan on display beginning July 13, 2018 at the following locations in Lehigh County, as well as the Lehigh County website <http://www.LehighCounty.org>:

- **Lehigh County Department of Community and Economic Development** - Lehigh County Government Center, 17 South 7th Street, Allentown, PA 18101
- **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

These documents will be available to the public during normal hours of operation for a period of thirty (30) days until August 13, 2018 after which time the FY 2018 Annual Action Plan will be submitted to HUD on or before August 15, 2018 for approval.

The proposed FY 2018 Annual Action Plan was prepared in accordance with the County's extended Five Year Consolidated Plan and after conducting public hearings on housing and community development needs in Lehigh County.

The County's FY 2018 CDBG Program Year begins October 1, 2018 and ends September 30, 2019.

The County proposes to use the FY 2018 HUD funds it receives as described below, subject to public comments received and the approval by the Board of Commissioners of the County of Lehigh:

Summary of FY 2018 Annual Action Plan

1. Alliance for Building Communities, Inc. – Mountain View Rehabilitation	\$ 143,000.00
2. Catasauqua Borough – George Taylor Historic Roof Replacement	\$ 60,000.00
3. Catholic Charities – Self-Sufficiency & Intervention Program	\$ 29,700.00
4. Communities in Schools of the Lehigh Valley – School-to-Career Program	\$ 25,000.00
5. Coopersburg Borough – Sanitary Sewer Rehabilitation	\$ 163,130.00
6. County of Lehigh – County-Wide Housing Rehabilitation Program (CWHR)	\$ 190,460.00
7. Lehigh County DCED – Blighted Property Renovation	\$ 100,000.00
8. Lehigh Career & Technical Institute – Scholarships for Section 3 Residents	\$ 19,500.00
9. Lehigh Conference of Churches – Housing Navigator	\$ 10,000.00
10. Lehigh Valley Center for Independent Living – PLACE Program	\$ 15,062.00
11. Lehigh Valley Community Land Trust – Rehabilitation & Resale	\$ 75,000.00
12. Macungie Borough – Removal of Architectural Barriers	\$ 24,460.00
13. Meals on Wheels – Meal Prep and Delivery	\$ 20,000.00
14. North Penn Legal Services – LMI Legal Help	\$ 10,000.00
15. Slatington Borough – Road Reconstruction – 4 th Street	\$ 80,445.00
16. The Literacy Center – ESL & ABE Courses	\$ 15,000.00
17. Administration, Management, & Planning	\$ 245,439.00
Total:	\$ 1,227,196.00

All interested residents are encouraged to attend this public hearing and they will be given the opportunity to present oral or written testimony concerning the proposed use of CDBG funds under the FY 2018 Annual Action Plan. 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 or oral comments may be made by calling (610) 871-1964. All comments must be received by August 13, 2018.

Lehigh County Government Center
17 South Seventh Street
Allentown, Pennsylvania 18101

Mr. Phillips Armstrong
County Executive

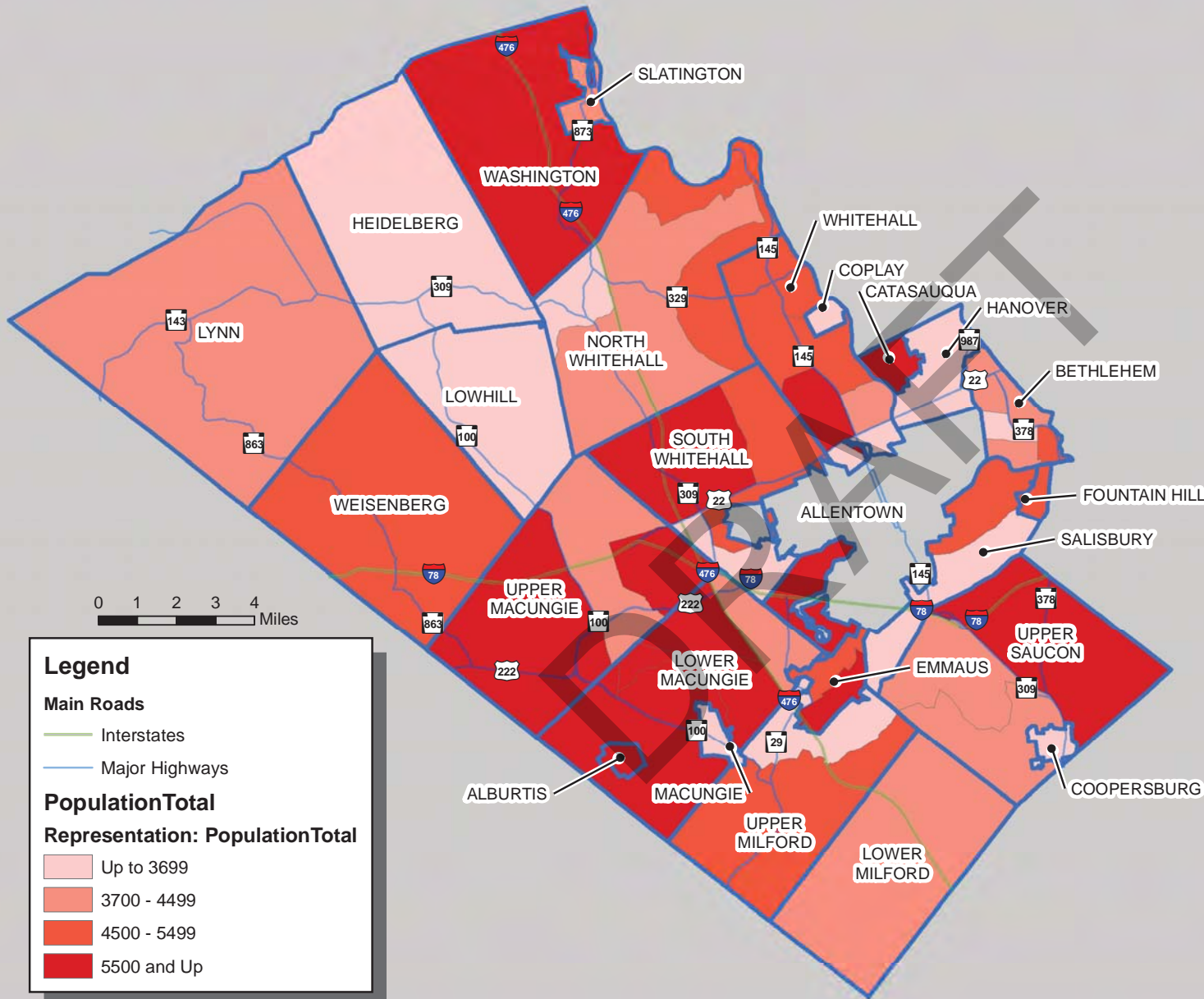
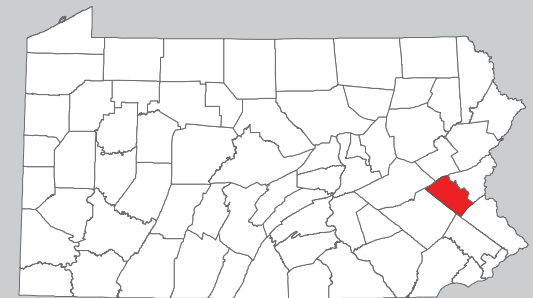
Published: July 12, 2018

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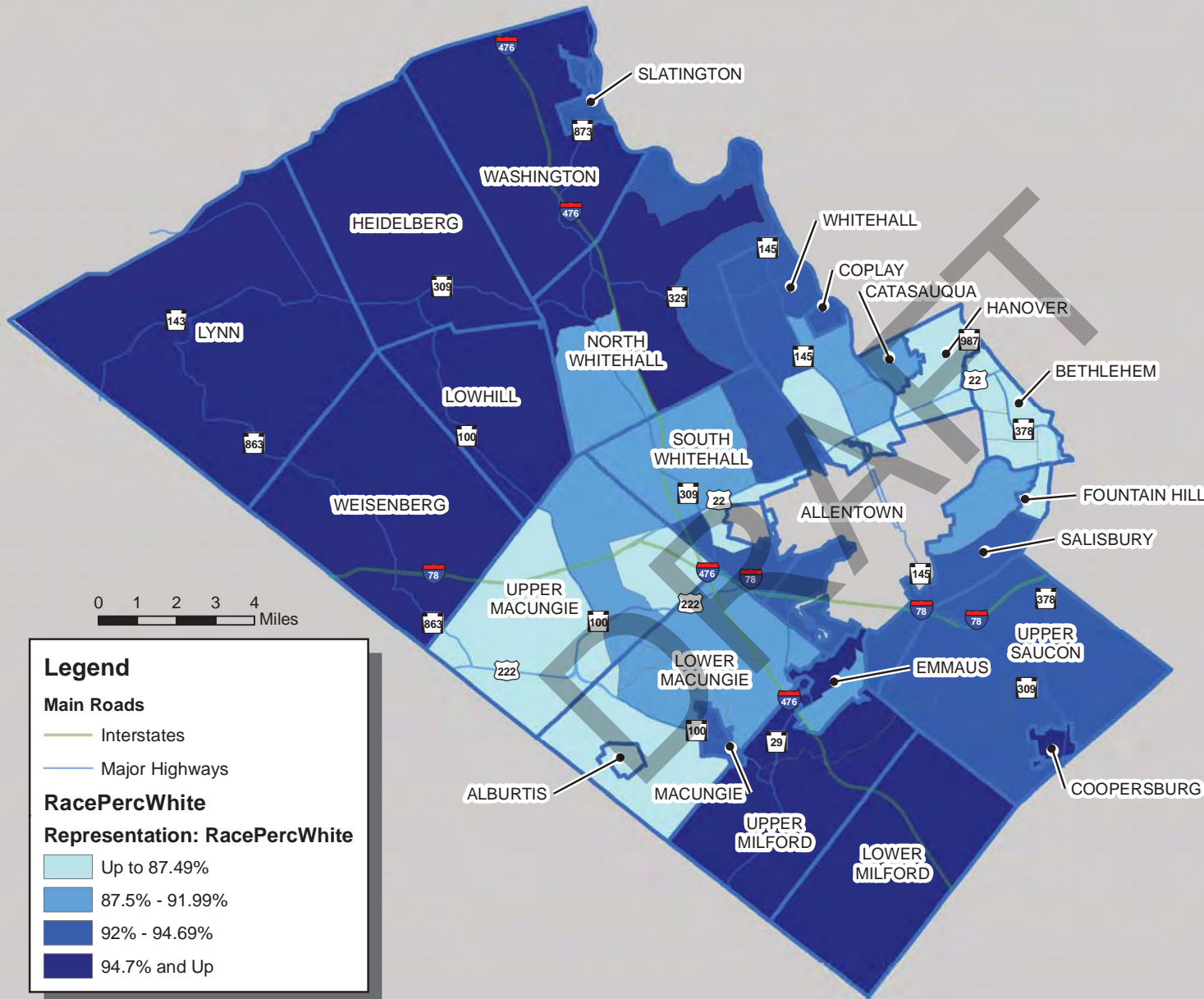
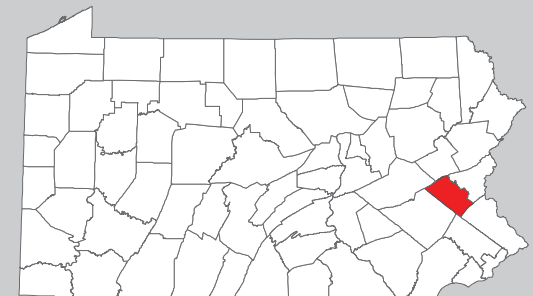
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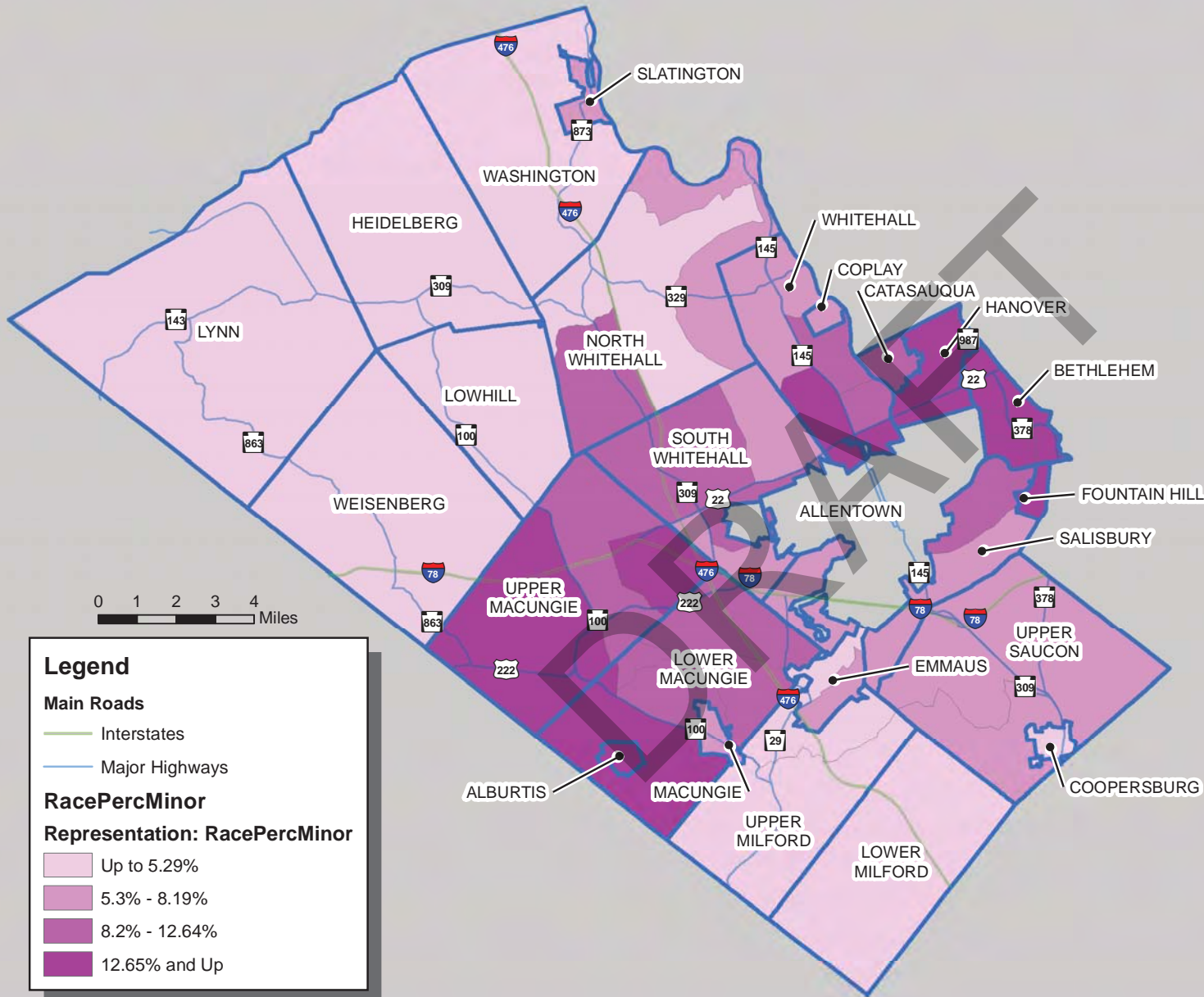
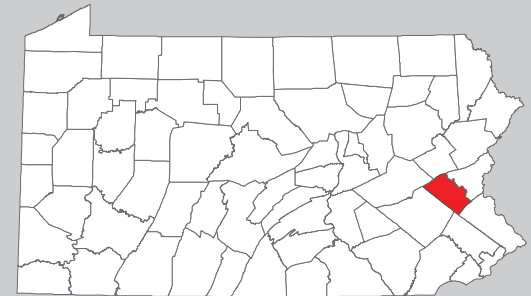
Total Population by Census Tract 2010



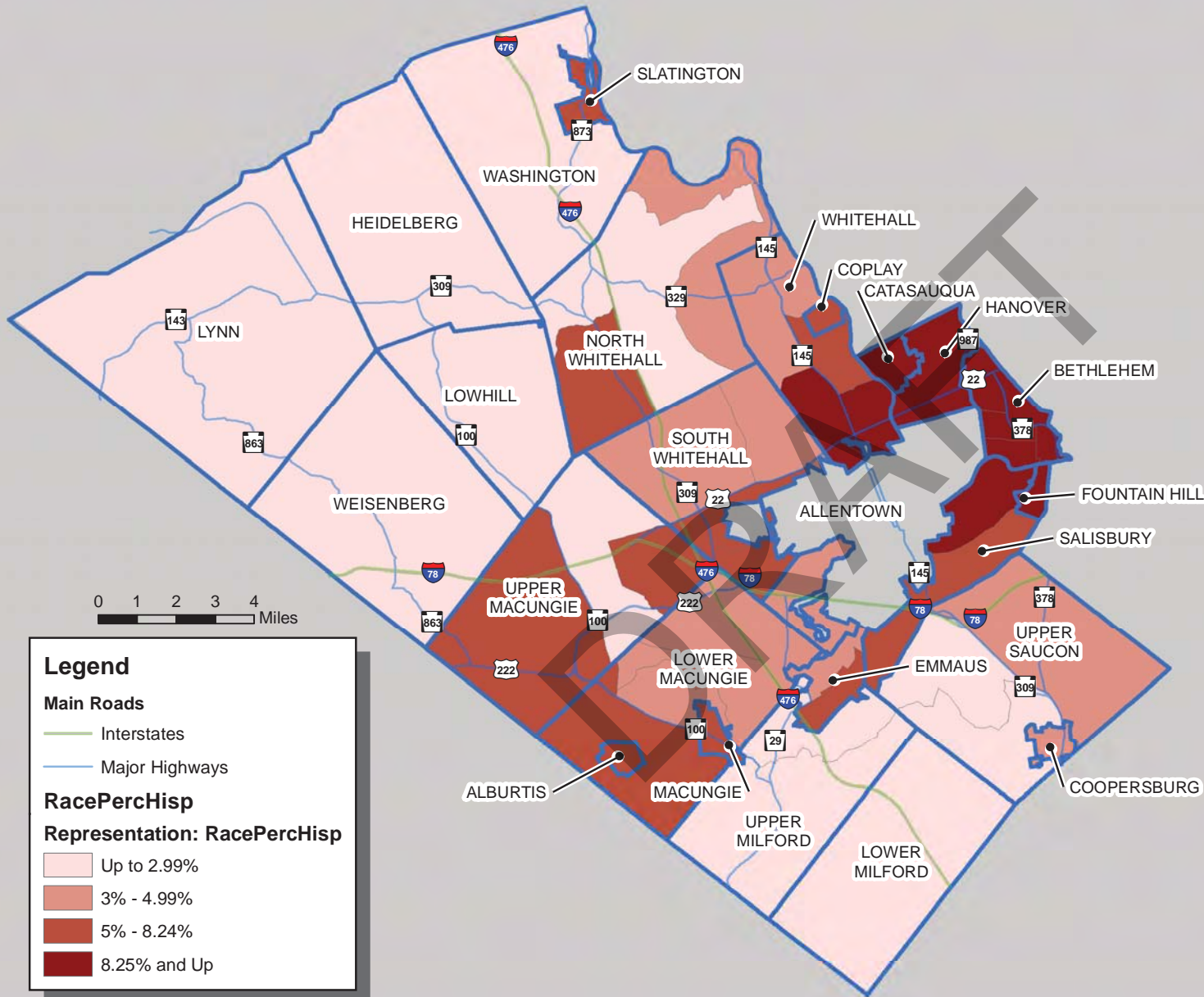
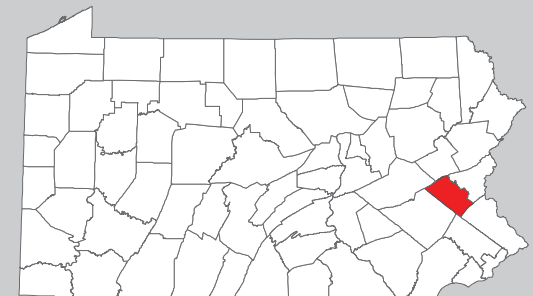
Race: % White by Census Tract 2010



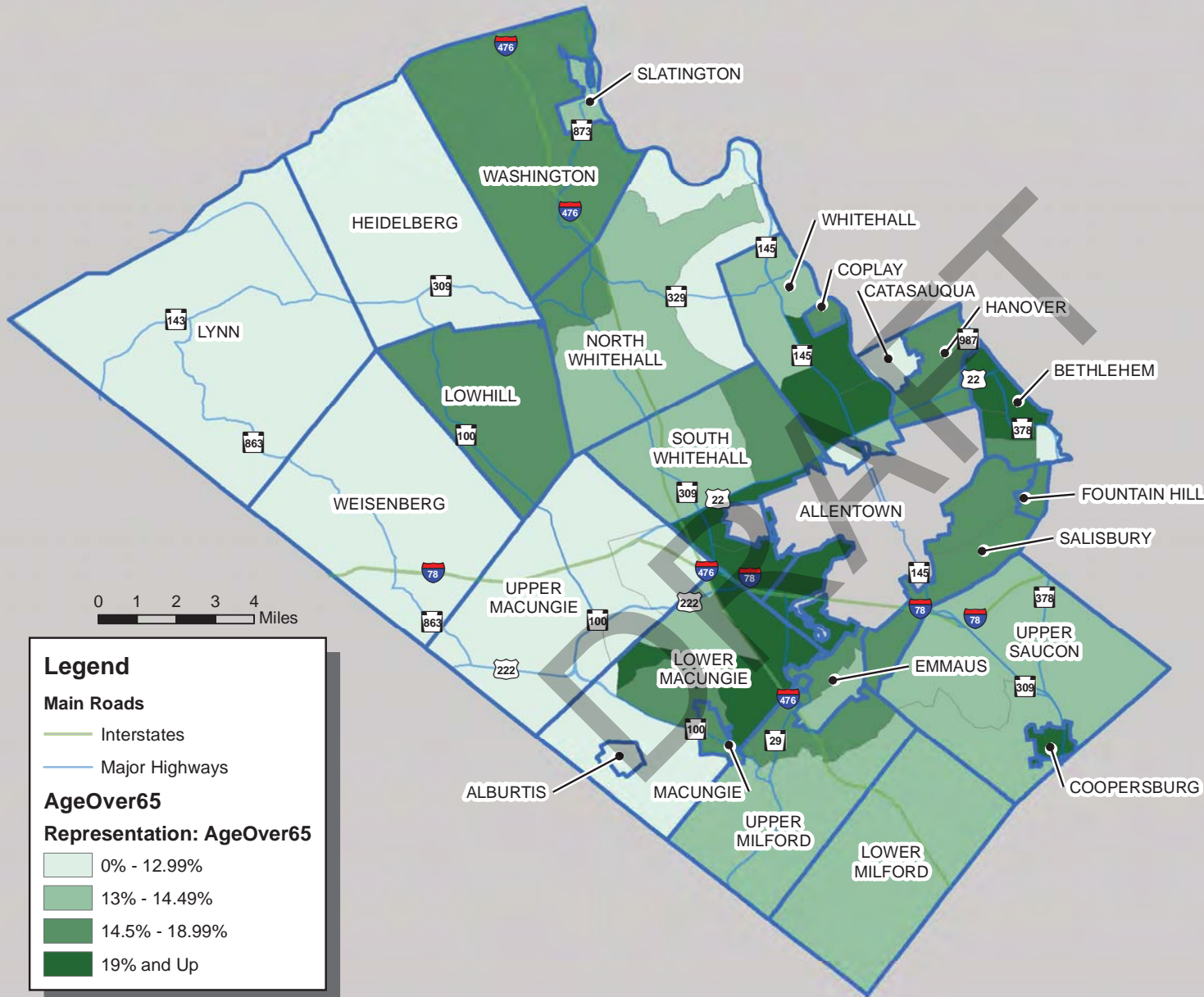
Race: % Minorities by Census Tract 2010



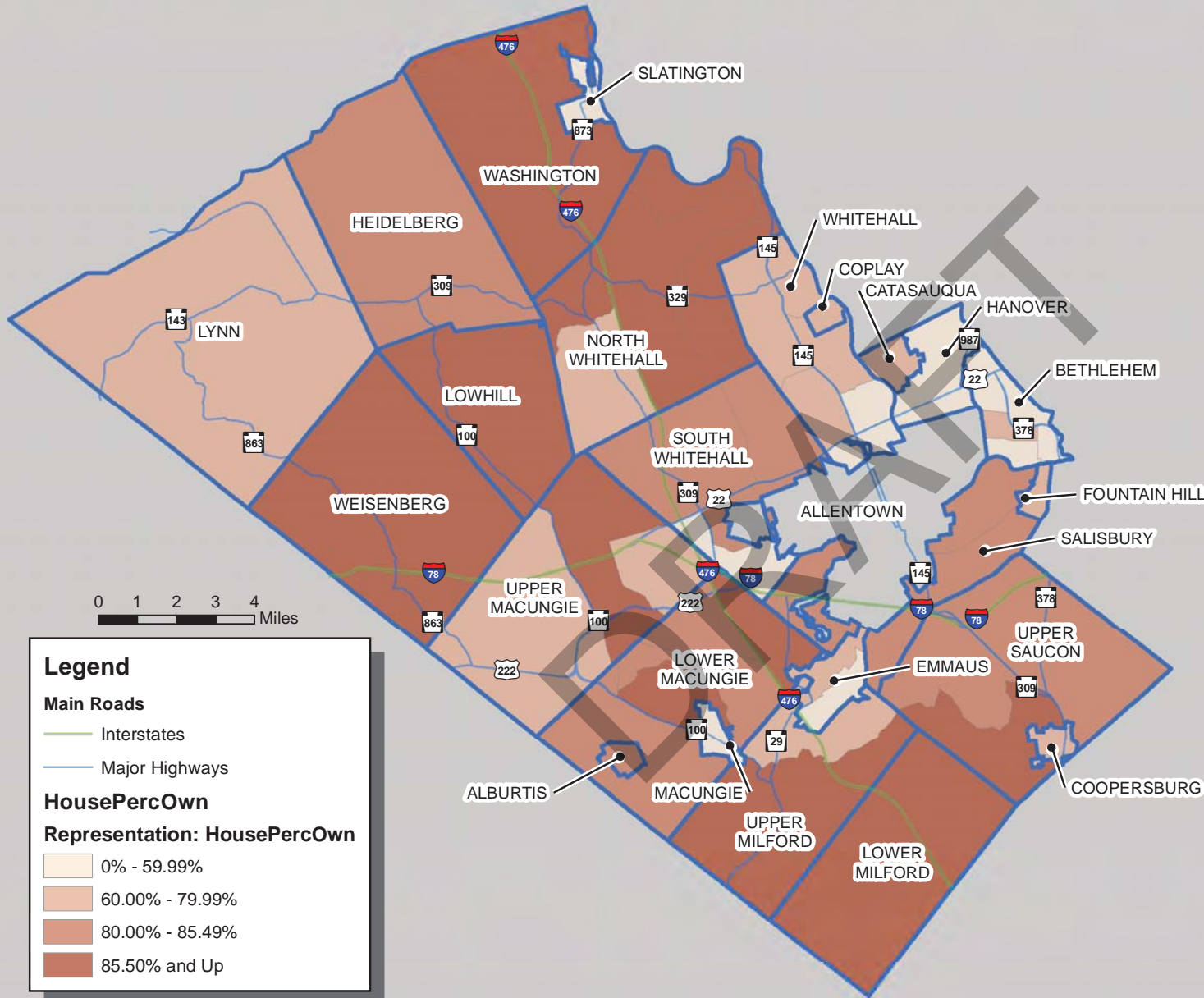
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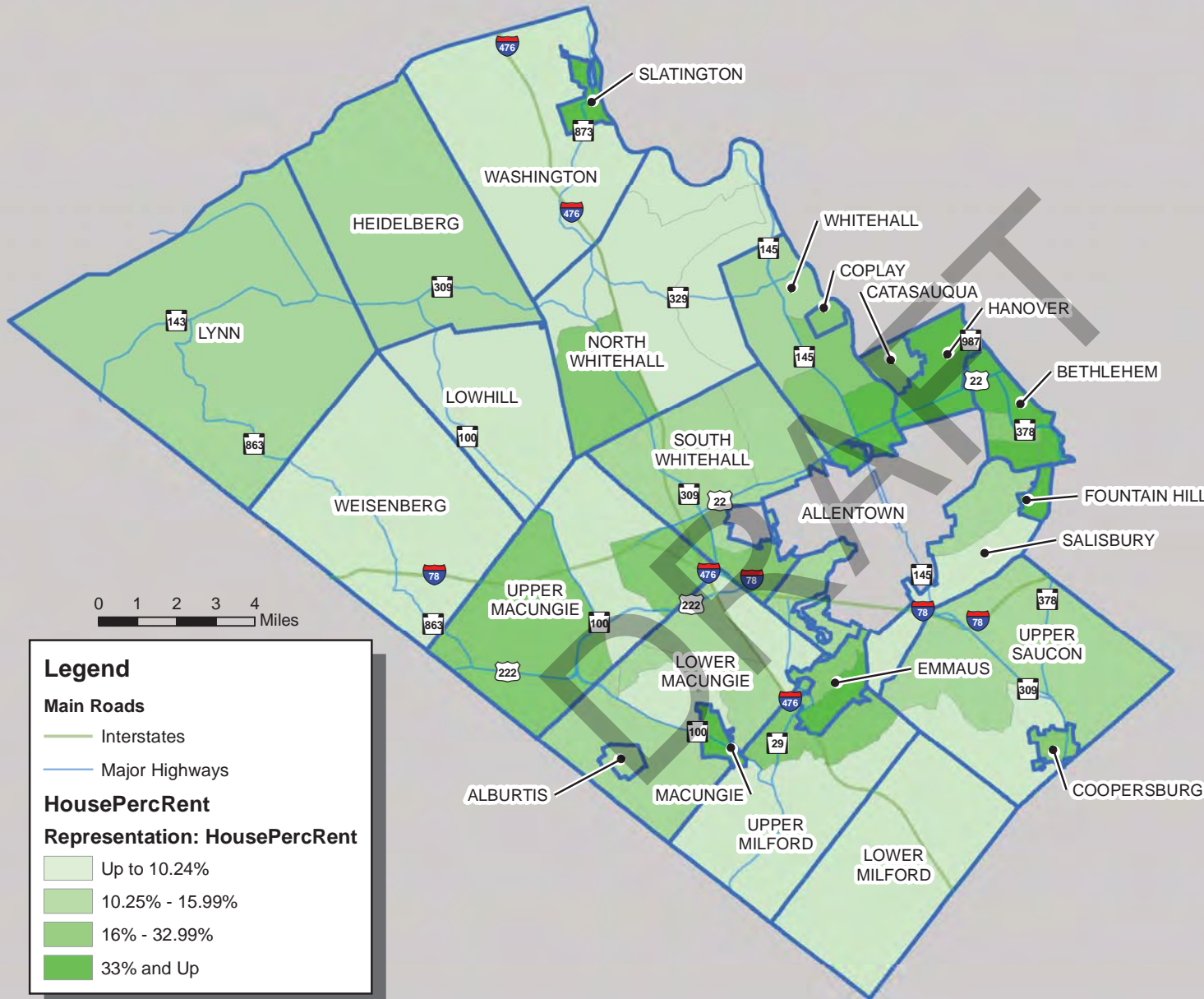
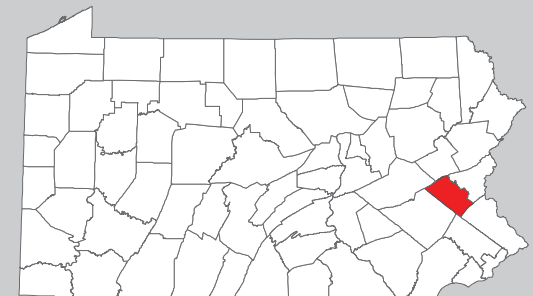
Age: % Over 65 Years by Census Tract 2010



Housing: % Owner Occupied by Census Tract 2010



Housing: % Renter Occupied by Census Tract 2010



Low to Moderate-Income by Block Groups

