

**HOME Investment Partnership Program (HOME)
Reference 24 CFR 91.220(l)(2)**

- 1. A description of other forms of investment being used beyond those identified in Section 92.205 is as follows:**

Lehigh County does not intend to use any other forms of investment other than those described in 24 CFR 92.205(b). Not Applicable.

- 2. A description of the guidelines that will be used for resale or recapture of HOME funds when used for homebuyer activities as required in 92.254, is as follows:**

See attached Resale/Recapture Policy in the Appendix Section of the FY 2025 Annual Action Plan.

- 3. A description of the guidelines for resale or recapture that ensures the affordability of units acquired with HOME funds? See 24 CFR 92.254(a)(4) are as follows:**

Not Applicable.

- 4. Plans for using HOME funds to refinance existing debt secured by multifamily housing that is rehabilitated with HOME funds along with a description of the refinancing guidelines required that will be used under 24 CFR 92.206(b), are as follows:**

Lehigh County does not intend to refinance any existing debt for multifamily housing that will be rehabilitated with HOME Funds. Not Applicable.

- 5. If applicable to a planned HOME TBRA activity, a description of how the preference for a specific category of individuals with disabilities (e.g. persons with HIV/AIDS or chronic mental illness) will narrow the gap in benefits and the preference is needed to narrow the gap in benefits and services received by such persons. (See 24 CFR 92.209 (c)(2)(iii) and 91.220(l)(2)(vii)).**

Lehigh County does not intend to fund a TBRA with HOME funds. Not Applicable.

- 6. If applicable to a planned HOME TBRA activity, a description of how the preference for a specific category of individuals with disabilities (e.g. persons with HIV/AIDS or chronic mental illness) will narrow the gap in benefits and the preference is needed to narrow the gap in benefits and services received by such persons. (See 24 CFR 92.209(c)(2)(ii) and 91.220(l)(2)(vii)).**

Lehigh County does not intend to fund a TBRA with HOME funds. Not Applicable.

- 7. If applicable, a description of any preference or limitation for rental housing projects. (See 24 CFR 92.253(d)(3) and CFR 91.220(l)(2)(vii)). Note: Preferences cannot be administered in a manner that**

limits the opportunities of persons on any basis prohibited by the laws listed under 24 CFR 5.105(a).

Not Applicable.

Discussion

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 HOME activities.

CDBG Program Income:

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

CDBG Percentages:

- Administrative Percentage: 20%
- Public Service Percentage: 12%
- Low- and Moderate-Income Percentage: 100%
- Slum and Blight Percentage: 0.0%

HOME Program:

Lehigh County became a new HOME Entitlement Community in FY 2022 and is in the process of preparing a HOME Funding Request Application to be completed by potential applicants for HOME funds. The Funding Request Application was released as part of the FY 2023 Annual Action Plan planning process. The County will continue to take applications based on projects use of HOME funds assist in the development of affordable housing in the County for owners and renters by assisting with acquisition, soft costs, construction, and rehabilitation.

HOME Program Income:

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

HOME Percentages:

- Administrative Percentage: 8.5%
- CHDO Set-A-Side: 15%

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-25-UC-42-0011

State Use Only:

6. Date Received by State:

7. State Application Identifier:

8. APPLICANT INFORMATION:

*** a. Legal Name:**

Lehigh County, Pennsylvania

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

23-1663078

*** c. UEI:**

GELSFAP79LT4

d. Address:

*** Street1:**

Government Center

Street2:

17 South 7th Street

*** 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 Econ. Dev.

Division Name:

Community Development

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

Prefix:

Ms.

*** First Name:**

Laurie

Middle Name:

*** Last Name:**

Moyer

Suffix:

Title:

Grants Management Specialist

Organizational Affiliation:

Department of Community and Economic Development

*** Telephone Number:**

(610) 871/1964

Fax Number:

*** 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 (HUD)

11. Assistance Listing Number:

14.218

Assistance Listing Title:

Community Development Block Grant Program for Entitlement Communities.

* 12. Funding Opportunity Number:

Not Applicable.

* Title:

Not Applicable.

13. Competition Identification Number:

Not Applicable.

Title:

Not Applicable.

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

Add Attachment

Delete Attachment

View Attachment

* 15. Descriptive Title of Applicant's Project:

The FY 2025 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.

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

* a. Federal	1,274,277.00
* b. Applicant	0.00
* c. State	0.00
* d. Local	0.00
* e. Other	0.00
* f. Program Income	0.00
* g. TOTAL	1,274,277.00

*** 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

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 18, 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:

**Applicant and Recipient
Assurances and Certifications**

U.S. Department of Housing
and Urban Development

OMB Number: 2501-0044
Expiration Date: 2/28/2027

Instructions for the HUD 424-B Assurances and Certifications

As part of your application for HUD funding, you, as the official authorized to sign on behalf of your organization or as an individual, must provide the following assurances and certifications. The Responsible Civil Rights Official has specified this form for use for purposes of general compliance with 24 CFR §§ 1.5, 3.115, 8.50, and 146.25, as applicable. The Responsible Civil Rights Official may require specific civil rights assurances to be furnished consistent with those authorities and will specify the form on which such assurances must be made. A failure to furnish or comply with the civil rights assurances contained in this form may result in the procedures to effect compliance at 24 CFR §§ 1.8, 3.115, 8.57, or 146.39.

By submitting this form, you are stating that all assertions made in this form are true, accurate, and correct.

As the duly representative of the applicant, I certify that the applicant: [Insert below the Name and title of the Authorized Representative, name of Organization and the date of signature]:

*Authorized Representative Name:

Phillips Armstrong

*Title: County Executive

*Applicant/Recipient Organization:

Lehigh County, PA

1. Has the legal authority to apply for Federal assistance, has the institutional, managerial and financial capability (including funds to pay the non-Federal share of program costs) to plan, manage and complete the program as described in the application and the governing body has duly authorized the submission of the application, including these assurances and certifications, and authorized me as the official representative of the application to act in connection with the application and to provide any additional information as may be required.

2. Will administer the grant in compliance with Title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000(d)) and implementing regulations (24 CFR part 1), which provide that no person in the United States shall, on the grounds of race, color or national origin, be excluded from participation in, be denied the benefits of, or otherwise be subject to discrimination under any program or activity that receives Federal financial assistance OR if the applicant is a Federally recognized Indian tribe or its tribally designated housing entity, is subject to the Indian Civil Rights Act (25 U.S.C. 1301-1303).

3. Will administer the grant in compliance with Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794), as amended, and implementing regulations at 24 CFR part 8, the American Disabilities Act (42 U.S.C. §§ 12101 et seq.), and implementing regulations at 28 CFR part 35 or 36, as applicable, and the Age Discrimination Act of 1975 (42 U.S.C. 6101-07) as amended, and implementing regulations at 24 CFR part 146 which together provide that no person in the United States shall, on the grounds of disability or age, be excluded from participation in, be denied the benefits of, or otherwise be subjected to discrimination under any program or activity that receives Federal financial assistance; except if the grant program authorizes or limits participation to designated populations, then the applicant will comply with the nondiscrimination requirements within the designated population.

4. Will comply with the Fair Housing Act (42 U.S.C. 3601-19), as amended, and the implementing regulations at 24 CFR part 100, which prohibit discrimination in housing on the basis of race, color, religion, sex, disability, familial status, or national origin and will affirmatively further fair housing; except an applicant which is an Indian tribe or its instrumentality which is excluded by statute from coverage does not make this certification; and further except if the grant program authorizes or limits participation to designated populations, then the applicant

will comply with the nondiscrimination requirements within the designated population.

5. Will comply with all applicable Federal nondiscrimination requirements, including those listed at 24 CFR §§ 5.105(a) and 5.106 as applicable.

6. Will not use Federal funding to promote diversity, equity, and inclusion (DEI) mandates, policies, programs, or activities that violate any applicable Federal anti-discrimination laws.

7. 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) and implementing regulations at 49 CFR part 24 and, as applicable, Section 104(d) of the Housing and Community Development Act of 1974 (42 U.S.C. 5304(d)) and implementing regulations at 24 CFR part 42, subpart A.

8. Will comply with the environmental requirements of the National Environmental Policy Act (42 U.S.C. 4321 et seq.) and related Federal authorities prior to the commitment or expenditure of funds for property.

9. That no Federal appropriated funds have been paid, or will be paid, by or on behalf of the applicant, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, and officer or employee of Congress, or an employee of a Member of Congress, in connection with the awarding of this Federal grant or its extension, renewal, amendment or modification. If funds other than Federal appropriated funds have or will be paid for influencing or attempting to influence the persons listed above, I shall complete and submit Standard Form-LLL, Disclosure Form to Report Lobbying. I certify that I shall require all subawards at all tiers (including sub-grants and contracts) to similarly certify and disclose accordingly. Federally recognized Indian Tribes and tribally designated housing entities (TDHEs) established by Federally-recognized Indian tribes as a result of the exercise of the tribe's sovereign power are excluded from coverage by the Byrd Amendment, but State-recognized Indian tribes and TDHEs established under State law are not excluded from the statute's coverage.

I/We, the undersigned, certify under penalty of perjury that the information provided above is true, accurate, and correct. **WARNING: Anyone who knowingly submits a false claim or makes a false statement is subject to criminal and/or civil penalties, including confinement for up to 5 years, fines, and civil and administrative penalties. (18 U.S.C. §§287, 1001, 1010, 1012, 1014; 31 U.S.C. §3729, 3802; 24 CFR §28.10(b)(1)(iii)).**

* Signature:



* Date: (mm/dd/yyyy):

08/04/2025

Public Reporting Burden Statement: The public reporting burden for this collection of information is estimated to average 0.5 hours per response, including the time for reviewing instructions, searching existing data sources, gathering, and maintaining the data needed, and completing and reviewing the collection of information. Comments regarding the accuracy of this burden estimate and any suggestions for reducing this burden can be sent to: U.S. Department of Housing and Urban Development, Office of the Chief Data Officer, R, 451 7th St SW, Room 4176, Washington, DC 20410-5000. **Do not send completed HUD 424-B forms to this address.** This agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless the collection displays a valid OMB control number. The Department of Housing and Urban Development is authorized to collect this information under the authority cited in the Notice of Funding Opportunity for this grant program. The information collected provides assurances and certifications for legal requirements related to the administration of this grant program. HUD will use this information to ensure compliance of its grantees. This information is required to obtain the benefit sought in the grant program. This information will not be held confidential and may be made available to the public in accordance with the Freedom of Information Act (5 U.S.C. §552).

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-25-UC-42-0011

State Use Only:

6. Date Received by State:

7. State Application Identifier:

8. APPLICANT INFORMATION:

*** a. Legal Name:** Lehigh County, Pennsylvania

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

23-1663078

*** c. UEI:**

GELSFAP79LT4

d. Address:

*** Street1:**

Government Center

Street2:

17 South 7th Street

*** 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 Econ. Dev.

Division Name:

Community Development

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

Prefix:

Ms.

*** First Name:**

Laurie

Middle Name:

*** Last Name:**

Moyer

Suffix:

Title:

Grants Management Specialist

Organizational Affiliation:

Department of Community and Economic Development

*** Telephone Number:**

(610) 871/1964

Fax Number:

*** 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 (HUD)

11. Assistance Listing Number:

14.239

Assistance Listing Title:

HOME Investment Partnership (HOME) Program

* 12. Funding Opportunity Number:

Not Applicable.

* Title:

Not Applicable.

13. Competition Identification Number:

Not Applicable.

Title:

Not Applicable.

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

Add Attachment

Delete Attachment

View Attachment

* 15. Descriptive Title of Applicant's Project:

The FY 2025 Annual Action Plan for the HOME Investment Partnership (HOME) 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

PA-7

* b. Program/Project

PA-7

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

Add Attachment

Delete Attachment

View Attachment

17. Proposed Project:

* a. Start Date:

10/01/2025

* b. End Date:

09/30/2026

18. Estimated Funding (\$):

* a. Federal	524,168.61
* b. Applicant	0.00
* c. State	0.00
* d. Local	0.00
* e. Other	0.00
* f. Program Income	0.00
* g. TOTAL	524,168.61

*** 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 18, 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:

Mr.

* First Name:

Phillips

Middle Name:

* Last Name:

Armstrong

Suffix:

* Title:

County Executive

* Telephone Number:

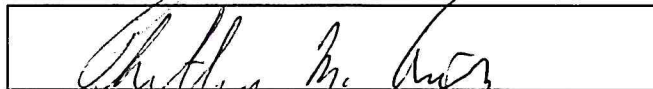
(610) 782-3001

Fax Number:

* Email:

phillipsarmstrong@leighcounty.gov

* Signature of Authorized Representative:



* Date Signed:

8-1-2025

**Applicant and Recipient
Assurances and Certifications**

**U.S. Department of Housing
and Urban Development**

OMB Number: 2501-0044
Expiration Date: 2/28/2027

Instructions for the HUD 424-B Assurances and Certifications

As part of your application for HUD funding, you, as the official authorized to sign on behalf of your organization or as an individual, must provide the following assurances and certifications. The Responsible Civil Rights Official has specified this form for use for purposes of general compliance with 24 CFR §§ 1.5, 3.115, 8.50, and 146.25, as applicable. The Responsible Civil Rights Official may require specific civil rights assurances to be furnished consistent with those authorities and will specify the form on which such assurances must be made. A failure to furnish or comply with the civil rights assurances contained in this form may result in the procedures to effect compliance at 24 CFR §§ 1.8, 3.115, 8.57, or 146.39.

By submitting this form, you are stating that all assertions made in this form are true, accurate, and correct.

As the duly representative of the applicant, I certify that the applicant: [Insert below the Name and title of the Authorized Representative, name of Organization and the date of signature]:

*Authorized Representative Name:

Phillips Armstrong

*Title: County Executive

*Applicant/Recipient Organization:

Lehigh County, PA

1. Has the legal authority to apply for Federal assistance, has the institutional, managerial and financial capability (including funds to pay the non-Federal share of program costs) to plan, manage and complete the program as described in the application and the governing body has duly authorized the submission of the application, including these assurances and certifications, and authorized me as the official representative of the application to act in connection with the application and to provide any additional information as may be required.

2. Will administer the grant in compliance with Title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000(d)) and implementing regulations (24 CFR part 1), which provide that no person in the United States shall, on the grounds of race, color or national origin, be excluded from participation in, be denied the benefits of, or otherwise be subject to discrimination under any program or activity that receives Federal financial assistance OR if the applicant is a Federally recognized Indian tribe or its tribally designated housing entity, is subject to the Indian Civil Rights Act (25 U.S.C. 1301-1303).

3. Will administer the grant in compliance with Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794), as amended, and implementing regulations at 24 CFR part 8, the American Disabilities Act (42 U.S.C. §§ 12101 et seq.), and implementing regulations at 28 CFR part 35 or 36, as applicable, and the Age Discrimination Act of 1975 (42 U.S.C. 6101-07) as amended, and implementing regulations at 24 CFR part 146 which together provide that no person in the United States shall, on the grounds of disability or age, be excluded from participation in, be denied the benefits of, or otherwise be subjected to discrimination under any program or activity that receives Federal financial assistance; except if the grant program authorizes or limits participation to designated populations, then the applicant will comply with the nondiscrimination requirements within the designated population.

4. Will comply with the Fair Housing Act (42 U.S.C. 3601-19), as amended, and the implementing regulations at 24 CFR part 100, which prohibit discrimination in housing on the basis of race, color, religion, sex, disability, familial status, or national origin and will affirmatively further fair housing; except an applicant which is an Indian tribe or its instrumentality which is excluded by statute from coverage does not make this certification; and further except if the grant program authorizes or limits participation to designated populations, then the applicant

will comply with the nondiscrimination requirements within the designated population.

5. Will comply with all applicable Federal nondiscrimination requirements, including those listed at 24 CFR §§ 5.105(a) and 5.106 as applicable.

6. Will not use Federal funding to promote diversity, equity, and inclusion (DEI) mandates, policies, programs, or activities that violate any applicable Federal anti-discrimination laws.

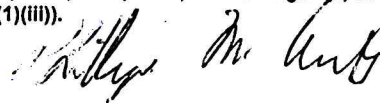
7. Will comply with the acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended (42 U.S.C. 4601) and implementing regulations at 49 CFR part 24 and, as applicable, Section 104(d) of the Housing and Community Development Act of 1974 (42 U.S.C. 5304(d)) and implementing regulations at 24 CFR part 42, subpart A.

8. Will comply with the environmental requirements of the National Environmental Policy Act (42 U.S.C. 4321 et seq.) and related Federal authorities prior to the commitment or expenditure of funds for property.

9. That no Federal appropriated funds have been paid, or will be paid, by or on behalf of the applicant, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, and officer or employee of Congress, or an employee of a Member of Congress, in connection with the awarding of this Federal grant or its extension, renewal, amendment or modification. If funds other than Federal appropriated funds have or will be paid for influencing or attempting to influence the persons listed above, I shall complete and submit Standard Form-LLL, Disclosure Form to Report Lobbying. I certify that I shall require all subawards at all tiers (including sub-grants and contracts) to similarly certify and disclose accordingly. Federally recognized Indian Tribes and tribally designated housing entities (TDHEs) established by Federally-recognized Indian tribes as a result of the exercise of the tribe's sovereign power are excluded from coverage by the Byrd Amendment, but State-recognized Indian tribes and TDHEs established under State law are not excluded from the statute's coverage.

I/We, the undersigned, certify under penalty of perjury that the information provided above is true, accurate, and correct. WARNING: Anyone who knowingly submits a false claim or makes a false statement is subject to criminal and/or civil penalties, including confinement for up to 5 years, fines, and civil and administrative penalties. (18 U.S.C. §§287, 1001, 1010, 1012, 1014; 31 U.S.C. §3729, 3802; 24 CFR §28.10(b)(1)(iii)).

* Signature:



* Date: (mm/dd/yyyy):

08/04/2025

Public Reporting Burden Statement: The public reporting burden for this collection of information is estimated to average 0.5 hours per response, including the time for reviewing instructions, searching existing data sources, gathering, and maintaining the data needed, and completing and reviewing the collection of information. Comments regarding the accuracy of this burden estimate and any suggestions for reducing this burden can be sent to: U.S. Department of Housing and Urban Development, Office of the Chief Data Officer, R, 451 7th St SW, Room 4176, Washington, DC 20410-5000. **Do not send completed HUD 424-B forms to this address.** This agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless the collection displays a valid OMB control number. The Department of Housing and Urban Development is authorized to collect this information under the authority cited in the Notice of Funding Opportunity for this grant program. The information collected provides assurances and certifications for legal requirements related to the administration of this grant program. HUD will use this information to ensure compliance of its grantees. This information is required to obtain the benefit sought in the grant program. This information will not be held confidential and may be made available to the public in accordance with the Freedom of Information Act (5 U.S.C. §552).

CERTIFICATIONS



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.

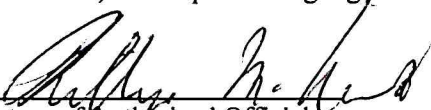
Anti-Lobbying --To the best of the jurisdiction's knowledge and belief:

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 75.


Signature of Authorized Official

Date 8-1-2025

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) 2025, 2026, 2027 [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

8-1-2025
Date

County Executive

Title

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

8-1-2025
Date

County Executive

Title

Specific HOME Certifications

The HOME participating jurisdiction certifies that:

Tenant Based Rental Assistance -- If it plans to provide tenant-based rental assistance, the tenant-based rental assistance is an essential element of its consolidated plan.

Eligible Activities and Costs -- It is using and will use HOME funds for eligible activities and costs, as described in 24 CFR §§92.205 through 92.209 and that it is not using and will not use HOME funds for prohibited activities, as described in §92.214.

Subsidy layering -- Before committing any funds to a project, it will evaluate the project in accordance with the guidelines that it adopts for this purpose and will not invest any more HOME funds in combination with other Federal assistance than is necessary to provide affordable housing;


Signature of Authorized Official

8-1-2025
Date

County Executive
Title

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.

RESALE AND RECAPTURE POLICY



RESALE/RECAPTURE POLICY FOR LEHIGH COUNTY, PA HOME INVESTMENT PARTNERSHIP PROGRAM (HOME)

Lehigh County has prepared the following policy which addresses the issues of sale or transfer of ownership of property financed with HOME assisted funding. This policy is in accordance with the HUD Regulations found in 24 CFR Part 92.254. The issue of recapture arises when a homeowner that received homebuyer assistance under the HOME Program decides to sell the property. If the property is sold after the period of affordability has expired, there are no restrictions in terms of recapture of HOME funds that apply to such a transaction. However, if the sale occurs before the period of affordability has expired, certain regulatory limitations apply.

The regulations at 24 CFR 92.254(a)(5) give the participating jurisdiction two (2) broad options relative to the treatment of properties that are sold before the period of affordability has expired:

- The owner that received HOME assistance must sell the home to a low-income household that will use the property as their principal residence; or
- The participating jurisdiction must recapture some or all of the HOME investment that was initially extended to the homeowner.

A low-income household is defined as a household whose gross annual income does not exceed 80% of the median household income.

A home is considered to be affordable if a household earns 80% or less of the median income and they do not pay more than 30% of their income for housing and related housing costs.

It is the policy of the County, wherever possible to recapture the appropriate amount of the HOME investment rather than restricting the sale to a qualified low-income household that will use the property as its principal residence. The guidelines for recapture for the homebuyer program that the Lehigh County has established, are as follows:

1. Sale of Property Before the End of the Period of Affordability - Lehigh County guidelines for recapture are:

- The County will place a lien on the property in its favor for the full amount of the HOME investment.
- Upon sale or transfer of ownership of the home by the HOME assisted household before the period of affordability expires, the County will make every effort to recapture its pro rata share of the HOME investment from the net proceeds of the sale.
- The County will give the homeowner credit for the amount of the homeowner's down payment, closing costs, principal payments made, and

any capital improvement investments, which will reduced from the net proceeds.

- After totaling the amounts above, if the net proceeds are not sufficient to recapture the full amount of the HOME investment, the HOME investment amount may be reduced and prorated based on the time the homeowner has owned and occupied the unit, measured against the required period of affordability.
- If the net proceeds are not sufficient to recapture the full HOME investment, the homeowner may not recover more than the amount of the homeowner's down payment, principal payments, and any capital improvements invested in the property.
- The County will use HOME funds that are recaptured to assist other income eligible homebuyers.

In the event the mortgaged property is sold or otherwise transferred prior to the expiration period of affordability, as established by the amount of HOME assistance received from the date of the initial sale, then the pro rata share of the net proceeds from the sale or transfer shall be paid to Lehigh County.

Lehigh County may reduce the amount of the direct HOME subsidy on a pro rata basis for the time the homebuyer has owned and occupied the house, measured against the required affordability period. The resulting ratio would be used to determine how much of the direct HOME subsidy the County would recapture. The pro rata amount recaptured by the County cannot exceed what is available from net proceeds.

The following formula will be used to determine the amount of the HOME Subsidy the County will recapture. The pro rata amount recaptured by the County cannot exceed what is available from the net proceeds.

$$\frac{\text{Number of Years Homebuyer Occupied the Home}}{\text{Number of Years Period of Affordability}} \times \text{Total Direct HOME Subsidy} = \text{Recapture Amount}$$

The total amount payable by the borrower under the following paragraphs shall never exceed the face amount of the HOME subsidy.

To the extent that the net proceeds are less than the outstanding principal balance of the lien, the remainder shall be forgiven.

If the net proceeds are not sufficient to recapture the full HOME investment [or a reduced amount as provided for in 24 CFR Sub-Part 92.254 (a)(5)(ii)(A)(2)] and also enable the homeowner to recover the amount of his/her down payment, closing costs, and any capital improvement investments made by the homeowner since the purchase, the County may share the net proceeds. The net proceeds are

the sales price minus loan repayments (other than HOME funds) and closing costs. The net proceeds may be divided proportionally as set forth in the following mathematical formulas:

$$\frac{\text{Direct HOME Subsidy Amount}}{\text{HOME Subsidy} + \text{Homeowner Investment}} \times \text{Net Proceeds} = \text{HOME Recapture Amount}$$

$$\frac{\text{Homeowner's Amount of Investment}}{\text{HOME Subsidy} + \text{Homeowner Investment}} \times \text{Net Proceeds} = \text{Amount to Homeowner}$$

Lehigh County will be responsible for ensuring that the homeowner maintains the house, assisted with HOME funds, as their principal residence for the duration of the period of affordability. If the house is sold or ownership is transferred, during the period of affordability, the County must be notified of the sale, or transfer, and the recapture provisions will be in effect. The County will enter into a written agreement with the homeowner, as well as a mortgage and lien document will be recorded that outlines the recapture provisions.

CITIZEN PARTICIPATION



CDBG/HOME/AHTF APPLICATIONS





COUNTY OF LEHIGH

Office of Community Development

Laurie A. Moyer
Grants Management Specialist

March 3, 2025

Dear Grant Applicant:

The County of Lehigh is accepting applications for the following grant programs:

- Community Development Block Grant (CDBG) program (Title I of the Housing and Community Development Act of 197, as amended). The 2025 CDBG allocation is estimated to be \$1,240,000.
- HOME Investment Partnerships Program (Title II of the National Affordable Housing Act of 1990, as amended). The 2025 HOME allocation is estimated to be \$500,000.
- Affordable Housing Trust Fund (AHTF) program. Available AHTF dollars is estimated to be \$1,000,000.

The CDBG, HOME, and AHTF applications are available for download via the Lehigh County Department of Community & Economic Development's webpage on Lehigh County's website (<https://www.lehighcounty.org/Departments/Community-Economic-Development>).

Enclosed you will find multiple grant applications. This packet includes program requirements, as well as the application forms that must be submitted for each project. If you will not be responsible for completing the application, please forward it to the appropriate person within your organization.

CDBG

The County of Lehigh is seeking applications from municipalities and non-profit organizations for projects benefiting Lehigh County residents living outside of the city limits of Allentown, Bethlehem, and Lower Milford Township.

Applications are being accepted for all projects as listed on the attached eligible CDBG activities list. Funding determinations will be made in accordance with Lehigh County's Annual Plan Process.

Of particular interest, please be aware of scoring criteria for the following types of CDBG projects.

- Construction Projects
 - Projects located in a low- to moderate-income (LMI) municipality will receive priority consideration for funding. Municipalities designated as LMI are Coplay, Hanover, Fountain Hill, Macungie, and Slatington.
 - Projects must meet at least one of Lehigh County's Five-Year Consolidated Plan goals.
 - Consideration will also be given to projects not located in an LMI community. Such projects should meet the following criteria:
 - Ability of the new project to be completed between January 1, 2026 and August 31, 2026.
 - Applicability to Lehigh County's Five-Year Consolidated Plan goals.
 - Hard cost match of 10% of request is dedicated by the applicant to completing project construction.
 - CDBG request doesn't exceed \$125,000.

*17 South Seventh Street
Allentown, Pennsylvania 18101
Phone: 610-871-1964*



COUNTY OF LEHIGH

Office of Community Development

Laurie A. Moyer
Grants Management Specialist

- Public Service Projects
 - Projects not funded via FY 2024: applications will be accepted for new or existing services. Applications for existing services must prove at least a 40% quantifiable increase in the need for the service over the past 12 months.
 - On the CDBG application webpage, there are examples illustrating public services and quantifiable increase in need. Please reference this page, entitled “Quantifiable Increase for Public Services” for details on satisfying the documentation requirements.
 - Projects funded via FY 2024 and asking for an increase in funding must provide data proving that there was at least a 40% quantifiable increase in the need for services over the past 12 months prior to application submittal.
 - Projects funded via FY 2024 and not asking for an increase in funding do not need to prove an increase in need.
 - All projects must fit into Lehigh County’s Five-Year Consolidated Plan goals and substantiate the ability to request reimbursement of the requested amount between October 1, 2025 and September 31, 2025.

Two separate CDBG applications are available. Except for agencies submitting a public service project, all applicants should complete the ‘Public Facility, Construction and Other Projects’ application. Applicants should also notice the other documents available for download from the webpage. Information within the documents will need to be referenced when completing the application.

All CDBG-funded projects are subject to an environmental review, which must be completed by the County before funds may be obligated by Grantees. Issues requiring remediation will need to be completed prior to the start of any project.

Therefore, knowledge of any possible issues should be disclosed at time of application.

HOME

The County of Lehigh is seeking applications from housing organizations for projects benefiting Lehigh County residents. Primary consideration will be given to projects benefiting households living outside of the city limits of Allentown, Bethlehem, and Lower Milford Township; however, projects may be based within Allentown and Bethlehem if the respective participating jurisdiction is also contributing significantly to the project.

Enclosed you will find a HOME application, as well as an application for CHDOs (Community and Housing Development Organizations). Each application includes program requirements, as well as the forms that must be submitted for each project. Funding determinations will be made in accordance with Lehigh County’s Annual Plan Process. HOME requires a 25% match.

*17 South Seventh Street
Allentown, Pennsylvania 18101
Phone: 610-871-1964*



COUNTY OF LEHIGH

Office of Community Development

Laurie A. Moyer
Grants Management Specialist

All HOME-funded projects are subject to an environmental review, which must be completed by the County before funds may be obligated by Grantees. Issues requiring remediation will need to be completed prior to the start of any project. Therefore, knowledge of any possible issues should be disclosed at time of application.

AHTF

The County of Lehigh is seeking applications from housing organizations for projects benefiting residents whose income does not exceed 100% of the median income for Lehigh County. Projects may benefit residents living anywhere within Lehigh County.

Applications are being accepted for projects impacting affordable housing. Such affordable housing efforts include, but are not limited to:

- Programs that increase homeownership;
- Programs that improve housing conditions and housing stock for homeowners and renters;
- Programs that increase the availability of affordable housing through development and/or preservation;
- Operating support for programs addressing the affordable housing needs of Lehigh County;
- Programs that need matching funds to secure HOME Investment Partnership funding;
- Second soft mortgage programs; and
- Employee assistance housing programs.

Enclosed you will find an AHTF application, as well as a Notice of Funding Availability (NOFA). Each application includes program requirements, as well as the forms that must be submitted for each project, while the NOFA includes additional details on application criteria and submittal. Funding determinations will be made in accordance with Lehigh County Ordinance 2007-182.

PUBLIC HEARINGS

The Lehigh County Department of Community & Economic Development will hold two (2) public hearings in March. The public hearings are duplicate sessions which will include discussion on the application process for CDBG and HOME, provide information on project eligibility and fundability, and collect comments about needs of the communities to be included in the Annual Plan. Participation in the public hearings is not a prerequisite for submittal of an application.

- **March 25, 2025 at 3:00 pm** via Zoom
 - For an invitation to the Zoom, please contact Cyndi King at cyndiking@lehighcounty.org.
- **March 27, 2025 at 10:00 am** in Room 524 of the Lehigh County Government Center

The Lehigh County Department of Community & Economic Development will hold another public hearing on **July 15, 2025 at 12:00 pm** in Room 524 of the Lehigh County Government Center to announce the CDBG and HOME awards.

*17 South Seventh Street
Allentown, Pennsylvania 18101
Phone: 610-871-1964*



COUNTY OF LEHIGH
Office of Community Development

Laurie A. Moyer
Grants Management Specialist

The due date for all applications is **April 15, 2025**. Applications can be submitted via mail or email. Emails shall be directed to cyndiking@lehighcounty.org. **Applicants who choose to mail their submissions must include one original and one copy of the primary application**. Multiple copies of sundry supporting documents are not desired. Please do **not** use binders (three-ring or plastic binding). Mailed applications must be postmarked by April 15, 2025 in order to be considered for funding.

It is important to make CDBG and HOME applicants aware that the *submittal* of an application triggers federal regulations for the project. The applicant should assume, for planning purposes, that from the time of submittal of the application, federal regulations will apply to the project (e.g. procurement, environmental clearances, federal prevailing wages, providing documentation, etc.) Furthermore, applicants are not able to commit any funding, regardless of source, to the *overall* project until the applicant receives a certification from Lehigh County that the environmental review is clear. Committing funding to a project prior to receiving the certification can jeopardize an award of federal funding. Should the application ultimately not be funded, compliance with federal regulations will no longer apply to the project.

In the meantime, should you have questions please do not hesitate to call me at (610) 871-1964.

Sincerely,

A handwritten signature in cursive script that reads "Laurie A. Moyer".

Laurie Moyer
Grants Management Specialist

*17 South Seventh Street
Allentown, Pennsylvania 18101
Phone: 610-871-1964*



COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM

Section 1:

Project Name:

Name of Agency or Municipality:

Address of Project Site:

Type of agency: 501(c)(3) ☐ Gov't./Public ☐ For Profit ☐ Faith-Based Other

UEID # (Unique Identity Identification):

Chief Official's Name and Title:

Address 1:

Address 2:

Phone:

Email:

Contact Person's Name and Title:

Address 1:

Address 2:

Phone:

Email:

Funding Request:

Total CDBG funding requested (column B on budget form): \$

Funds committed to project from other sources (column C on budget form): \$

Total project cost (column E on budget form): \$

Project Summary: Please provide a two-sentence description of the project.



2025 CDBG APPLICATION

Public Service Projects



Public Service Project Worksheet:

1. Was this project funded via 2024 CDBG?
Yes – go to Question 2.
No – go to Question 3.
2. Are you requesting the same amount (or less than) the amount awarded via 2024 CDBG for the same project?
Yes – skip the rest of this Public Service Project Worksheet section. (The Public Service eligibility requirements have been met.)
No – go to question 3.
3. Is this a new project being offered by your agency?
Yes - skip the rest of this Public Service Project Worksheet section. (The Public Service eligibility requirements have been met.)
No – go to question 4.
4. Are you able to prove a quantifiable increase in need over the past 12 months, enabling the proposed project to be funded?
Yes – go to question 5.
No – If the project was funded via 2024 CDBG, the project can only request the same amount as previously awarded. If the project is not new, and did not receive 2024 CDBG, then the project is ineligible. (Stop here – and do not submit an application.)
5. Please describe the need for the project 12 months ago vs. the current need. Also, describe how the quantifiable data was collected. Qualitative support will not be accepted. If only qualitative support exists, stop here and do not submit an application.



2025 CDBG APPLICATION

Public Service Projects



Section 2:

Project Narrative: Provide a detailed narrative describing the project in a separate, Word document. See Checklist of Required Documents for required components of the narrative.

Eligibility Determination - All projects must meet one (1) national objective.

A. Under which national objective will your project qualify? *Choose only one:*

Benefits residents with low or moderate incomes (LMI);

Aids in the elimination of slums and blight; or

Meets community needs having a particular urgency because conditions pose an immediate threat to public health or welfare (*Use only in consultation with Lehigh County*).

B. If qualifying your project under the LMI national objective, how will you determine benefit to low- and moderate-income residents? *Choose only one:*

☐ The project will exclusively serve a group of persons who are presumed to be LMI because they are in one of the following categories: seniors, severely disabled adults, homeless, battered spouses, abused/neglected children and youth, illiterate adults, migrant farm workers, or persons with HIV/AIDS.

☐ Income surveys will be collected from participating households, proving that at least 51% of the households are LMI. (100% of the households must live outside of Allentown, Bethlehem, and Lower Milford Township.)

☐ The project will serve specific persons or households (i.e., housing assistance). Lehigh County will verify the incomes of individuals or households before approving their participation.

Project activities will occur exclusively within, or by household living within, LMI block groups. LMI block group maps can be located at <https://www.lehighcounty.org/Departments/Community-Economic-Development/CDBG-HOME-and-CHDO-Applications>

Project Beneficiaries

Estimated total number of individuals to be served by this project? _____

Is the project intended to primarily benefit residents described as:

Extremely low incomes (30% of area median income [AMI] or less)

Very low incomes (50% of AMI or less)

Low/moderate incomes (80% of AMI or less)

Belonging to a Minority Group

☐ Senior Citizens

Persons with Disabilities

☐ Veterans

Other Underserved Constituency (describe):



2025 CDBG APPLICATION

Public Service Projects



Section 3: Agency Capacity

Who will be the person responsible for the overall oversight of the proposed project?

Name:			
Title:			
Telephone Number:		Email Address:	

Who will be the alternate person responsible for the overall oversight of the proposed project?

Name:			
Title:			
Telephone Number:		Email Address:	

Who will be the person responsible for the day-to-day operations and management of the proposed project?

Name:			
Title:			
Telephone Number:		Email Address:	

Who will be the person responsible for the financial oversight of the CDBG expenditures and fiscal compliance?

Name:			
Title:			
Telephone Number:		Email Address:	

List the evaluation tools your agency plans to employ to track and monitor the progress of the project.

Identify the duties to be performed by each listed individual relative to the CDBG-funded project.



2025 CDBG APPLICATION

Public Service Projects



EXHIBIT A - NON-PROFIT CERTIFICATION

I, _____, hereby certify that all parts of this application and all required attached documents are accurate to the best of my knowledge. I am also certifying that:

- ☐ The proposed project will not result in permanent involuntary displacement of any family, individual, business, non-profit organization or farm, or any of their personal property.
- ☐ If selected to receive Community Development Block Grant (CDBG) funding, the project will be operated in accordance with all applicable laws and regulations, including the CDBG Entitlement Grant Regulations at 24 CFR Part 570, Civil Rights Acts, the Fair Housing Act and the Americans with Disabilities Act.
- ☐ I am authorized by the municipality or organization identified within to submit this application. *
- ☐ Reimbursement of Funds – The applicant agrees to reimburse the County of Lehigh for any expenditures paid to the applicant that are found to be ineligible under the CDBG program guidelines.
- ☐ Allocations – The applicant agrees that all projections of funds assume the continuation of the federal CDBG program and that the County is not responsible for costs incurred should the program be discontinued.

Signature

Date

Title

Electronic or digital signature on this form is acceptable.





2025 CDBG APPLICATION

Public Service Projects



EXHIBIT B - FAIR HOUSING STATEMENT

By signing this page, you attest that your organization has agreed to adhere to the regulations set forth by the Fair Housing Act:

Title VIII of the Civil Rights Act of 1968 (Fair Housing Act), as amended, prohibits discrimination in the sale, rental, and financing of dwellings, and in other housing-related transactions, based on race, color, national origin, religion, sex, familial status (including children under the age of 18 living with parents or legal custodians, pregnant women, and people securing custody of children under the age of 18), and handicap (disability).

Signature:

Organization Signature

Date

Electronic or digital signature on this form is acceptable.





2025 CDBG APPLICATION

Public Service Projects



EXHIBIT C – Certification of Non-Delinquency to Lehigh County

By signing this page, you certify that your organization is not delinquent on taxes or other obligations owed to Lehigh County. According to Ordinance 2017-131 under Tax Delinquency:

Grants shall not be given to an organization that is delinquent on any taxes due to Lehigh County until taxes are paid in full.

If an organization becomes delinquent on taxes owed to Lehigh County during a year when said organization is budgeted to receive a grant, the County shall withhold grant funds in lieu of taxes until taxes are paid in full.

The County shall not give grants to an organization that is also a lessee of Lehigh County until the rent due to the County is paid in full as provided for in the terms of the lease agreement.

Signature: _____

Organization Signature

Date

Electronic or digital signature on this form is acceptable.





2025 CDBG APPLICATION

Public Service Projects



Checklist of Required Documents

All applicants must include:

1. ☐ Application cover sheet - Section 1
2. ☐ Project Narrative, Eligibility, and Beneficiaries – Section 2

The project narrative shall be provided in a separate Word document. The narrative shall describe the project, and address all of the following details:

The need addressed by the project

The benefit to low-income residents (how will the project improve the lives of low-income residents)

A description of the project service area (you may also attach a map of the service area)

The activities to be undertaken, including the scope of work and timeframe/implementation schedule

The goals and objectives of the program, and how they will be monitored during the activity.

Data to be collected in order to measure achievement of goals.

Five Year Consolidated Plan Goals: which local priority does the project address?

3. ☐ Agency Capacity - Section 3
4. ☐ Budget Form and Budget Narrative

Provide an explanation of how the estimated cost of each category listed on the budget form was calculated. Take into consideration recordkeeping responsibilities and other supportive services when creating the project budget. Address whether or not the matching dollars are secured at time of CDBG application submittal.

5. ☐ EXHIBIT A – Non-Profit Certification
6. ☐ EXHIBIT B – Fair Housing Statement
7. ☐ EXHIBIT C – Certification to Pay Taxes and Other Obligations to Lehigh County
8. ☐ A copy of all in-take documentation and procedures used to determine client income
9. ☐ Job descriptions of requested staff positions, if any. Identify eligible duties.

Submit the application via email to cyndiking@lehighcounty.org. Hard copy applications are also acceptable if postmarked by the application deadline.



2025 CDBG APPLICATION

Public Service Projects



Additionally, **you must include ALL of the following as attachments.** These documents are required per Lehigh County's grant ordinance. Documents will be posted on Lehigh County's website soon after application submission and removed after ordinance approval:

1. ☐ The current and previous fiscal year's budget, including the actual revenues and expenditures for the previous year
2. ☐ Audited financial statements for the two (2) previous fiscal years
3. ☐ The positions of all employees, officers and board members who receive \$50,000.00 or more in annual compensation, including bonuses, from the requesting organization
4. ☐ The total compensation of the organization's five (5) highest compensated individuals
5. ☐ A list of all funding sources and the total amount received from each funding source for the previous year
6. ☐ A list of all funding sources for the current year, and a list of all pending applications for funding, including the amount requested

If your organization is a first-time CDBG applicant, the following documents are also required:

1. Certification of nonprofit status [Letter from IRS 501 (c)(3)]
2. Articles of Incorporation
3. By - Laws
4. Annual operating budget
5. Information on new program or quantifiable increase in need of existing program
6. Agency information including:
 - a brief history, description of mission/purpose, services provided
 - a description of the staff, volunteers, consultants, and/or board members who will be directly associated with this project and their responsibilities
 - a description of the overall program delivery strategy



2025 CDBG APPLICATION

Public Facility, Construction and “Other” Projects



COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM

Section 1:

Project Name:

Name of Agency or Municipality:

Address of Project Site:

Type of agency: ☐ 501(c)(3) ☐ Gov't./Public ☐ For Profit ☐ Faith-Based ☐ Other

Unique Entity Identifier (UEID) #:

Chief Official's Name and Title:

(This is the person who will sign the subrecipient agreement)

Address 1:

Address 2:

Phone:

Email:

Contact Person's Name and Title:

(This person will be the main contact for project delivery)

Address 1:

Address 2:

Phone:

Email:

Funding Request:

Total CDBG funding requested (column B on budget form): \$ _____

Funds committed to project from other sources (column C on budget form): \$ _____

Total project cost (column E on budget form): \$ _____

Project Summary: Please provide a two-sentence description of the project.



2025 CDBG APPLICATION

Public Facility, Construction and "Other" Projects



Section 2:

Fundability Determination - All projects must meet one national objective.

A. Under which national objective will your project qualify? *Choose only one:*

- ☐ Benefits residents with low or moderate incomes (LMI);
- ☐ Aids in the elimination of slums and blight; or
- ☐ Meets community needs having a particular urgency because conditions pose an immediate threat to public health or welfare (*Use only in consultation with Lehigh County*).

B. If qualifying your project under the LMI national objective, how will you determine benefit to low- and moderate-income residents? *Choose only one:*

- ☐ The project benefits an entire census block group in which 44.50 % or more of residents have low or moderate incomes. List census tract: _____ and block group: ____.

Total population in this block group: _____

Total low- to moderate-income population in this block group: _____

Percent of population is low- to moderate-income: _____%

- ☐ The project benefits multiple census block groups in which the average number of low- to moderate-income residents is 44.50% or more. Please include the following information within the project narrative: applicable census block group(s), universe population for each block group, and LMI population for each block group.

- ☐ The project will benefit a group of persons who are presumed eligible for assistance because they are in one of the following categories: seniors; severely disabled adults; homeless; battered spouses; abused/neglected children and youth; illiterate adults; migrant farm workers; persons with HIV/AIDS.

- ☐ The project will serve specific persons or households (i.e.: housing assistance). We will verify the incomes of individuals or households before approving their participation.

Project Beneficiaries

Provide the total number of people who will benefit from the project:

For infrastructure/construction projects, list *total number of individuals* who will benefit _____
(total population in census tract/block group or specific neighborhood to be served)

For economic development projects, list *number of businesses* expected to be served _____
and *number of jobs expected to be created/retained*, if applicable _____



2025 CDBG APPLICATION

Public Facility, Construction and “Other” Projects



Will the project primarily benefit residents described as:

- ☐ Extremely low incomes (30% of area median income [AMI] or less)
- ☐ Very low incomes (50% of AMI or less)
- ☐ Low/moderate incomes (80% of AMI or less)
- ☐ Belonging to a Minority Group
- ☐ Senior Citizens
- ☐ Persons with Disabilities
- ☐ Veterans
- ☐ Other Underserved Constituency (describe): _____

Does your project affirmatively further fair housing choice (to take meaningful actions to overcome historic patterns of segregation, promote fair housing choice, and foster inclusive communities that are free from discrimination)? ☐ Yes ☐ No If yes, describe how:

Section 3

Project Narrative: In a separate document, provide a project narrative. The narrative shall describe the project, and address all of the following details:

- ☐ The need addressed by the project.
- ☐ The benefit to low-income residents (how will the project improve the lives of low-income residents)
- ☐ The goals and objectives of the program, and how they will be achieved
- ☐ Is the project located within a historic area or have impact on a historic site? If historic, attach pictures of the historic site and describe potential impact.
- ☐ If the project addresses State or Federal mandates
- ☐ Which Lehigh County Consolidated Plan goal(s) does this project address?
- ☐ The activities to be undertaken, including the scope of work and timeframe/implementation schedule.
- ☐ A description of the project’s construction footprint as well as the project’s area of benefit.
- ☐ Provide a census block group map clearly depicting the project footprint and the project’s area of benefit. Block group maps can be found at <https://www.lehighcounty.org/Departments/Community-Economic-Development/CDBG-HOME-and-CHDO-Applications>
- ☐ Provide a neighborhood map (Google or suitable alternative) depicting the project footprint.
- ☐ Provide color photographs or JPG files of the project area. Include pictures of specific areas of need, the project footprint, as well as adjacent housing and landscape pictures.
- ☐ If the project involves acquisition, rehabilitation, and/or demolition of a building, provide photographs of the building (inside, if possible, and outside) and adjacent buildings/structures in a digital/electronic format. State the year the building was constructed: _____



2025 CDBG APPLICATION

Public Facility, Construction and "Other" Projects



Section 4

Environmental Review

All CDBG-funded projects are subject to an environmental review, which must be completed by Lehigh County prior to funds being committed. Issues requiring remediation would need to be completed prior to the start of any project. Please check all that apply to the project:

- ☐ Project involves acquisition, alteration, construction, or demolition of a building more than 50 years old. If so, describe the building in the project narrative, including the year the building was constructed. Provide photographs of the building and adjacent buildings/structures in a digital/electronic format.
- ☐ Project location is in a possible historic district.
- ☐ Project is adjacent to highways or railroad tracks.
- ☐ Project is within 2,500 feet of a civilian airport (ABE, Queen City, local airfield).
- ☐ Project will affect endangered species identified in a nearby area.
- ☐ The project is in a 100-year floodplain. Note – flood insurance is required for insured property located within a 100-year floodplain.
- ☐ The project is in a 500-year floodplain.
- ☐ There is evidence of an underground storage tank on the property. Address the issue within the project narrative, and provide photos and a map depicting the affected area.
- ☐ Project is close to commercial enterprises storing hazardous materials.
- ☐ Onsite or nearby, there are toxic, hazardous, or radioactive substances that could affect the health and safety of project occupants or will conflict with the intended use of the property. Address the issue within the project narrative, and provide a map depicting the presence of the contamination.

Within 1 mile of the project site, current or planned stationary aboveground storage containers exist:

- ☐ Of more than 100-gallon capacity, containing common liquid industrial fuels
- ☐ Of any capacity, containing hazardous liquids or gases that are not common liquid industrial fuels

****Submit a FEMA Firm Panel map (in color) with the project location clearly marked. This is a requirement regardless of whether or not the project is located within a flood plain.**



2025 CDBG APPLICATION

Public Facility, Construction and “Other” Projects



Section 5

Davis Bacon Wages

All construction projects valued above \$2,000 that are funded in whole or in part with CDBG funds are subject to Davis-Bacon Federal Wage Rates. There are three exceptions to federal wage rate applicability: Projects that use force account (municipality’s own or another municipality’s workforce); demolition projects; and housing projects under a certain threshold. Please note - Projects not subject to David-Bacon Federal Wage Rates may still be subject to State (PA) prevailing wage rates. *Choose one:*

- ☐ The project will go out to bid, subject to Davis-Bacon Federal Wage Rates.
- ☐ The project will be done by force account or involves demolition or housing rehabilitation.
- ☐ The project will not include construction.

Section 6

Economic Opportunities (Section 3 Projects)

The Section 3 program requires recipients of HUD funding to direct employment, training, and contracting opportunities to low-income individuals and the businesses that employ these persons within their community. Section 3 is a provision of the HUD Act of 1968 and is found at 12 U.S.C. 1701u. The regulations are found at 24 CFR Part 75.

Per this statutory language, recipients of HUD funds (grantees, subrecipients, and contractors) shall ensure that “to the greatest extent feasible,” when certain HUD funds are used to assist housing and community development projects, preference for construction-related training, jobs, and contracting opportunities go to low- and very low-income people (Section 3 workers) and to businesses that are owned by low- and very low-income persons or businesses that hire them. These opportunities are both gender and race neutral.

Section 3 projects are housing rehabilitation, housing construction, and other public construction projects assisted under HUD programs that provide housing and community development financial assistance when the total amount of assistance to the project exceeds a threshold of \$200,000. Subrecipients will be required to assist non-Section 3 firms in hiring of Section 3 workers if the lowest, responsible bidder is not a certified Section 3 firm. Section 3 projects must meet or exceed Section 3 benchmarks for total number of labor hours worked on the CDBG-funded project by Section 3 workers (25%) and by Targeted Section 3 workers (5%).

Please check all that apply to the project:

- ☐ This is a housing or community development project of which the amount of HUD assistance will exceed \$200,000.
- ☐ This is a housing or community development project which will NOT have HUD assistance exceeding \$200,000.
- ☐ This is a housing or community development project not involving construction.



2025 CDBG APPLICATION

Public Facility, Construction and “Other” Projects



Applicant Certification

Electronic or digital signature is acceptable on this application form.

I hereby certify that all parts of this application and all required attached documents are accurate to the best of my knowledge. I also certify that:

- The proposed project will not result in permanent involuntary displacement of any family, individual, business, non-profit organization or farm, or any of their personal property.
- If selected to receive CDBG funding, the project will be operated in accordance with all applicable laws and regulations, include the CDBG Entitlement Grant Regulations at 24 CFR Part 570, Civil Rights Acts, the Fair Housing Act and the Americans with Disability Act.
- I am authorized by the municipality or organization identified within to submit this application.
- Reimbursement of Funds – The applicant agrees to reimburse Lehigh County for any expenditures paid to the applicant that are found to be ineligible under the CDBG program guidelines.
- Environmental Review Clearance – The applicant agrees not to obligate funding (CDBG and non-CDBG) for this project until Lehigh County certifies that the environmental review is clear and accepted by HUD.
- Allocations – The applicant agrees that all projections of funds assume the continuation of the federal CDBG program and that the County is not responsible for costs incurred should the program be discontinued.

Name

Date

Title



2025 CDBG APPLICATION

Public Facility, Construction and "Other" Projects



Lehigh County does not require an original signature for the Fair Housing Statement and Non-Delinquency Certification. Electronic or digital signature is acceptable on this application form.

Fair Housing Statement

I, as representative of the applicant, attest that the applicant has agreed to adhere to the regulations set forth by the Fair Housing Act:

Title VIII of the Civil Rights Act of 1968 (Fair Housing Act), as amended, prohibits discrimination in the sale, rental, and financing of dwellings, and in other housing-related transactions, based on race, color, national origin, religion, sex, familial status (including children under the age of 18 living with parents or legal custodians, pregnant women, and people securing custody of children under the age of 18), and handicap (disability).

Signature: _____

Name and Position

Date

Certification of Non-Delinquency

By signing this page, you certify that your organization is not delinquent on taxes or other obligations owed to Lehigh County. According to Ordinance 2017-131 under Tax Delinquency:

Grants shall not be given to an organization that is delinquent on any taxes due the County until taxes are paid in full.

If an organization becomes delinquent on taxes owed the County during a year when said organization is budgeted to receive a grant, the County shall withhold grant funds in lieu of taxes until taxes are paid in full. The County shall not give grants to an organization that is also a lessee of the County until the rent due the County is paid in full as provided for in the terms of the lease agreement.

Signature: _____

Name and Position

Date



2025 CDBG APPLICATION

Public Facility, Construction and “Other” Projects



Checklist of Required Documents

To be considered for an award, all applications must include the following documents:

1. ☐ Application cover sheet with project summary - Section 1
2. ☐ Project Fundability and Beneficiaries – Section 2
3. ☐ Project Narrative with Supporting Documentation – Section 3
4. ☐ Environmental Review Information with FEMA Floodplain Map – Section 4
5. ☐ Davis Bacon Wages – Section 5
6. ☐ Section 3 Regulations – Section 6
7. ☐ Budget Narrative and Budget Form – Section 7
8. ☐ Applicant Certification
9. ☐ Fair Housing Statement
10. ☐ Certification of Non-Delinquency

Email applications to cyndiking@lehighcounty.org by 4:00 pm on April 15, 2025. Applications can also be mailed to Cyndi King, but must be postmarked by April 15, 2025 to be considered for award.

Additionally, as required per Lehigh County’s grant ordinance, all of the following documents must be EMAILED to cyndiking@lehighcounty.org. **No hard copies will be accepted.** Documents will be posted on Lehigh County’s website soon after application submission and removed after ordinance approval:

1. ☐ The current and previous fiscal year’s budget, including the actual revenues and expenditures for the previous year
2. ☐ Audited financial statements for the two (2) previous fiscal years
3. ☐ The positions of all employees, officers and board members who receive \$50,000.00 or more in annual compensation, including bonuses, from the requesting organization
4. ☐ The total compensation of the organization’s five (5) highest compensated individuals
5. ☐ A list of all funding sources and the total amount received from each funding source for the previous year
6. ☐ A list of all funding sources for the current year, and a list of all pending applications for funding, including the amount requested



2025 HOME APPLICATION



HOME INVESTMENT PARTNERSHIPS PROGRAM

2025

Section 1:

Project Name:

Name of Agency or Municipality: _____

Address of Project Site: _____

Type of agency: ☐ 501(c)(3) ☐ Gov't./Public ☐ For Profit ☐ Faith-Based

☐ Other

Federal Tax ID # (FEIN): _____

UEID #: _____

Chief Official's Name and Title

(This is the person who will sign the subrecipient agreement): _____

Address 1: _____

Address 2: _____

Phone: _____

Email: _____

Contact Person's Name and Title

(This person will be the main contact for project delivery): _____

Address 1: _____

Address 2: _____

Phone: _____

Email: _____

Funding Request:

Total HOME funding requested (column B on budget form): \$ _____

Funds committed to project from other sources (column C on budget form): \$ _____

Total project cost (column E on budget form): \$ _____

Project Summary: Please provide a two-sentence description of the project.



2025 HOME APPLICATION



Section 2:

Fundability Determination – Eligible activities are described in 24 CFR 92 Subpart E

A. Which of the following activities will be included in this project? (Check all that apply)

- ☐ Housing Rehabilitation (to convert existing structures into affordable housing)
- ☐ Housing Acquisition (intended to provide affordable housing)
- ☐ New Construction of affordable housing
- ☐ Homebuyer Assistance
- ☐ Tenant-Based Assistance

B. At least 15% of HOME funds must be set aside for Community-Based Housing Organizations (CHDO's) as described in 24 CFR 92 Subpart G. Is your agency applying for CHDO certification? See attached CHDO application.

- ☐ Yes
- ☐ No

Project Beneficiaries

Provide the number of people who will benefit from the project:

For rehab/acquisition/construction projects, list *total number of individuals* who will benefit ____
(number of residents in census tract/block group or specific neighborhood to be served)

For homebuyer/tenant-based assistance projects, list *number of households* expected to be served

Will the project primarily benefit residents described as:

- ☐ Extremely low incomes (30% of area median income [AMI] or less)
- ☐ Very low incomes (50% of AMI or less) (**Households receiving tenant-based assistance must be at or below 60% AMI**)
- ☐ Low/moderate incomes (80% of AMI or less)
- ☐ Belonging to a Minority Group
- ☐ Senior Citizens
- ☐ Persons with Disabilities
- ☐ Veterans
- ☐ Other Underserved Constituency (describe): _____



2025 HOME APPLICATION



Projects involving 5 or more HOME-assisted units must develop an affirmative marketing plan as described in 24 CFR 92.351.

Does your project affirmatively further fair housing choice (to take meaningful actions to overcome historic patterns of segregation, promote fair housing choice, and foster inclusive communities that are free from discrimination)? ☐ Yes ☐ No If yes, describe how:

Section 3

Project Narrative: In a separate document, provide a project narrative. The narrative shall describe the project, and address all of the following details:

- ☐ The need addressed by the project.
- ☐ The benefit to low-income residents (how will the project improve the lives of low-income residents)
- ☐ The goals and objectives of the program, and how they will be achieved
- ☐ If the project is located within a historic area or impacts a historic site. If historic, attach pictures of the historic site and potential impact.
- ☐ If the project addresses State or Federal mandates
- ☐ Which Lehigh County Consolidated Plan goal(s) does this project address?
- ☐ The activities to be undertaken, including the scope of work and timeframe/implementation schedule.
- ☐ A description of the project's construction footprint as well as the project's area of benefit.
- ☐ Provide a census block group map clearly depicting the project footprint and the project's area of benefit.
- ☐ Provide a neighborhood map (Google or suitable alternative) depicting the project footprint.
- ☐ Provide color photographs or JPG files of the project area. Include pictures of specific areas of need, the project footprint, as well as adjacent housing and landscape pictures.
- ☐ If the project involves acquisition, rehabilitation, and/or demolition of a building, provide photographs of the building (inside, if possible, and outside) and adjacent buildings/structures in a digital/electronic format. State the year the building was constructed: ____



2025 HOME APPLICATION



Section 4

Environmental Review

All HOME-funded projects are subject to an environmental review, which must be completed by Lehigh County prior to funds being committed. Issues requiring remediation would need to be completed prior to the start of any project. Please check all that apply to the project:

- ☐ Project involves acquisition, alteration, construction, or demolition of a building more than 50 years old. If so, describe the building in the project narrative, including the year the building was constructed. Provide photographs of the building and adjacent buildings/structures in a digital/electronic format.
- ☐ Project location is in a possible historic district.
- ☐ Project is adjacent to highways or railroad tracks.
- ☐ Project is within 2,500 feet of a civilian airport (ABE, Queen City, local airfield).
- ☐ Project will affect endangered species identified in a nearby area.
- ☐ The project is in a 100-year floodplain. Note – flood insurance is required for insured property located within a 100-year floodplain.
- ☐ The project is in a 500-year floodplain.
- ☐ There is evidence of an underground storage tank on the property. Address the issue within the project narrative, and provide photos and a map depicting the affected area.
- ☐ Project is close to commercial enterprises storing hazardous materials.
- ☐ Onsite or nearby, there are toxic, hazardous, or radioactive substances that could affect the health and safety of project occupants or will conflict with the intended use of the property. Address the issue within the project narrative, and provide a map depicting the presence of the contamination.

Within 1 mile of the project site, current or planned stationary aboveground storage containers exist:

- ☐ Of more than 100-gallon capacity, containing common liquid industrial fuels
- ☐ Of any capacity, containing hazardous liquids or gases that are not common liquid industrial fuels

****Submit a FEMA Firm Panel map (in color) with the project location clearly marked. This is a requirement regardless of whether or not the project is located within a flood plain.**



2025 HOME APPLICATION



Section 5

Davis Bacon Wages

All construction projects involving 12 or more units that are funded in whole or in part with HOME funds are subject to Davis-Bacon Federal Wage Rates. Davis-Bacon Federal Wage Rates may be superceded by State (PA) prevailing wage rates. *Choose one:*

- ☐ The project will go out to bid, subject to Davis-Bacon Federal Wage Rates.
- ☐ The project will include less than 12 housing units.
- ☐ The project does not involve construction.

Section 6

Economic Opportunities (Section 3 Projects)

The Section 3 program requires recipients of HUD funding to direct employment, training, and contracting opportunities to low-income individuals and the businesses that employ these persons within their community. Section 3 is a provision of the HUD Act of 1968 and is found at 12 U.S.C. 1701u. The regulations are found at 24 CFR Part 75.

Per this statutory language, recipients of HUD funds (grantees, subrecipients, and contractors) shall ensure that "to the greatest extent feasible," when certain HUD funds are used to assist housing and community development projects, preference for construction-related training, jobs, and contracting opportunities go to low- and very low-income people (Section 3 workers) and to businesses that are owned by low- and very low-income persons or businesses that hire them. These opportunities are both gender and race neutral.

Section 3 projects are housing rehabilitation, housing construction, and other public construction projects assisted under HUD programs that provide housing and community development financial assistance when the total amount of assistance to the project exceeds a threshold of \$200,000. Subrecipients will be required to assist non-Section 3 firms in hiring of Section 3 workers if the lowest, responsible bidder is not a certified Section 3 firm. Section 3 projects must meet or exceed Section 3 benchmarks for total number of labor hours worked on the HUD-funded project by Section 3 workers (25%) and by Targeted Section 3 workers (5%).

Please check all that apply to the project:

- ☐ This is a housing or community development project of which the amount of HUD assistance will exceed \$200,000.
- ☐ This is a housing or community development project which will NOT have HUD assistance exceeding \$200,000.
- ☐ This is a housing or community development project not involving construction.

EQUAL HOUSING
OPPORTUNITY



2025 HOME APPLICATION



Applicant Certification

Lehigh County requires an original signature for the Applicant Certification. Electronic or digital signature is acceptable on this application form. Original must be mailed to Cyndi King and received by May 2, 2023 in order to be considered for an award.

I hereby certify that all parts of this application and all required attached documents are accurate to the best of my knowledge. I also certify that:

- The proposed project will not result in permanent involuntary displacement of any family, individual, business, non-profit organization or farm, or any of their personal property.
- If selected to receive HOME funding, the project will be operated in accordance with all applicable laws and regulations, include 24 CFR 92 Subpart E , Civil Rights Acts, the Fair Housing Act and the Americans with Disability Act.
- I am authorized by the municipality or organization identified within to submit this application.
- Reimbursement of Funds – The applicant agrees to reimburse Lehigh County for any expenditures paid to the applicant that are found to be ineligible under the HOME program guidelines.
- Environmental Review Clearance – The applicant agrees not to obligate funding for this project until Lehigh County certifies that the environmental review is clear and accepted by HUD.
- Allocations – The applicant agrees that all projections of funds assume the continuation of the federal HOME program and that the County is not responsible for costs incurred should the program be discontinued.

Name

Date

Title



2025 HOME APPLICATION



Lehigh County does not require an original signature for the Fair Housing Statement and Non-Delinquency Certification. Electronic or digital signature is acceptable on this application form.

Fair Housing Statement

I, as representative of the applicant, attest that the applicant has agreed to adhere to the regulations set forth by the Fair Housing Act:

Title VIII of the Civil Rights Act of 1968 (Fair Housing Act), as amended, prohibits discrimination in the sale, rental, and financing of dwellings, and in other housing-related transactions, based on race, color, national origin, religion, sex, familial status (including children under the age of 18 living with parents or legal custodians, pregnant women, and people securing custody of children under the age of 18), and handicap (disability).

Signature: _____

Name and Position

Date

Certification of Non-Delinquency

By signing this page, you certify that your organization is not delinquent on taxes or other obligations owed to Lehigh County. According to Ordinance 2017-131 under Tax Delinquency:

Grants shall not be given to an organization that is delinquent on any taxes due the County until taxes are paid in full.

If an organization becomes delinquent on taxes owed the County during a year when said organization is budgeted to receive a grant, the County shall withhold grant funds in lieu of taxes until taxes are paid in full. The County shall not give grants to an organization that is also a lessee of the County until the rent due the County is paid in full as provided for in the terms of the lease agreement.

Signature: _____

Date

Name and Position



2025 HOME APPLICATION



Checklist of Required Documents

To be considered for an award, all applications must include the following documents:

1. ☐ Application cover sheet with project summary - Section 1
2. ☐ Project Fundability and Beneficiaries – Section 2
3. ☐ Project Narrative with Supporting Documentation – Section 3
4. ☐ Environmental Review Information with FEMA Floodplain Map – Section 4
5. ☐ Davis Bacon Wages – Section 5
6. ☐ Section 3 Regulations – Section 6
7. ☐ Budget Narrative and Budget Form – Section 7
8. ☐ Applicant Certification – electronic or digital signature on form
9. ☐ Fair Housing Statement
10. ☐ Affirmative Marketing Plan (if project involves 5 or more units)
11. ☐ Certification of Non-Delinquency
12. ☐ CHDO Application (if answer is “yes” to question 2B)

Email applications to cyndiking@lehighcounty.org by April 15, 2025. Applications can also be mailed to Cyndi King, but must be postmarked by April 15, 2025 to be considered for award.

Additionally, as required per Lehigh County’s grant ordinance, all of the following documents must be EMAILED to cyndiking@lehighcounty.org. **No hard copies will be accepted.** Documents will be posted on Lehigh County’s website soon after application submission and removed after ordinance approval:

1. ☐ The current and previous fiscal year’s budget, including the actual revenues and expenditures for the previous year
2. ☐ Audited financial statements for the two (2) previous fiscal years
3. ☐ The positions of all employees, officers and board members who receive \$50,000.00 or more in annual compensation, including bonuses, from the requesting organization
4. ☐ The total compensation of the organization’s five (5) highest compensated individuals
5. ☐ A list of all funding sources and the total amount received from each funding source for the previous year
6. ☐ A list of all funding sources for the current year, and a list of all pending applications for funding, including the amount requested



2025 AHTF APPLICATION



AFFORDABLE HOUSING TRUST FUND APPLICATION

Section 1:

Project Name:

Name of Agency:

Address of Project Site:

Type of agency: ☐ 501(c)(3) ☐ Gov't./Public ☐ For Profit ☐ Faith-Based ☐ Other

UEID #:

Chief Official's Name and Title

(This is the person who will sign the subrecipient agreement)

Address 1:

Address 2:

Phone:

Email:

Contact Person's Name and Title

(This person will be the main contact for project delivery)

Address 1:

Address 2:

Phone:

Email:

Funding Request:

Total AHTF funding requested (column B on budget form): \$ _____

Funds committed to project from other sources (column C on budget form): \$ _____

Total project cost (column E on budget form): \$ _____

Project Summary: Provide a snapshot description of the project.



2025 AHTF APPLICATION



Section 2

Project Narrative: In a separate document, provide a project narrative. The narrative shall describe the project and address, at a minimum, all of the following details:

- ☐ The activities to be undertaken and the need addressed by the project.
- ☐ The benefit to lower-income residents (income not exceeding 100% of the median for Lehigh County).
- ☐ The goals and objectives of the program or project, and how they will be achieved.
- ☐ The affordable housing efforts addressed by the project. See application cover letter for priorities of Lehigh County's AHTF program.
- ☐ Number of individuals or groups served
- ☐ Opportunities for long-term housing solutions.
- ☐ Organization's experience with the type of project being applied for.
- ☐ Ability to complete the project within a 2-year timeframe from date of application.
- ☐ For service-related projects, provide an outline of goals and the method to be used to determine success.
- ☐ For construction projects, include the scope of work and timeframe/implementation schedule.
- ☐ Provide a neighborhood map (Google or suitable alternative) depicting the project footprint.
- ☐ If the project involves acquisition, rehabilitation, and/or demolition of a building, provide color photographs of the building (inside, if possible, and outside) in a digital/electronic format.

Section 3

PA Prevailing Wages

All construction projects valued above \$25,000 are subject to the Pennsylvania Prevailing Wage Act. If the project meets the \$25,000 threshold, please choose one of the following:

- ☐ The project is not funded by federal sources and will go out to bid subject to the PA Prevailing Wage Act.
- ☐ The project is funded by federal sources and doesn't qualify for an exemption from the Davis Bacon Wage Act.
- ☐ The project is funded by federal sources and does qualify for an exemption from the Davis Bacon Wage Act. Project is subject to the PA Prevailing Wage Act.

Section 4

Budget Narrative – Specify how the AHTF funds will be used. Projects which leverage additional funding will receive priority consideration. Address how receipt of other funds, if any, may be contingent upon receipt of an AHTF award. Indicate if match sources have been secured or are pending. AHTF is primarily a reimbursement program; describe bridge funding.

LINE ITEM BUDGET FORM –
PUBLIC FACILITY AND “OTHER” PROJECTS

Name of Agency:	Project Name:
------------------------	----------------------

Instructions: Please use the following format to present your proposed line-item budget. Project cost estimates prepared by architectural/engineering firms can be submitted in addition to, but not in lieu of, the budget form.

In Column A, list all expense categories associated with the AHTF-funded project. In Column B, provide the AHTF amount associated with the expense category. In Column C, provide the amount of match associated with the expense category. Record keeping responsibilities and other supportive services should be taken into consideration when calculating match. In Column D, name the source of the match dollars. In Column E, sum cells B & C in each line. Please also sum column B, C & E at the bottom of the form. Further detail should be provided within the Budget Narrative.

A CATEGORY	B AHTF REQUEST	C MATCH	D MATCH SOURCE	E TOTAL
TOTAL	\$	\$	N/A	\$



2025 AHTF APPLICATION



Applicant Certification

Electronic or digital signature is acceptable on this application form.

I hereby certify that all parts of this application and all required attached documents are accurate to the best of my knowledge. I also certify that:

- I am authorized by the organization identified within to submit this application.
- Reimbursement of Funds – The applicant agrees to reimburse Lehigh County for any expenditures paid to the applicant that are found to be ineligible under the AHTF program guidelines.

Name

Date

Title

Electronic or digital signature is acceptable on this application form.



2025 AHTF APPLICATION



Fair Housing Statement

I, as representative of the applicant, attest that the applicant has agreed to adhere to the regulations set forth by the Fair Housing Act:

Title VIII of the Civil Rights Act of 1968 (Fair Housing Act), as amended, prohibits discrimination in the sale, rental, and financing of dwellings, and in other housing-related transactions, based on race, color, national origin, religion, sex, familial status (including children under the age of 18 living with parents or legal custodians, pregnant women, and people securing custody of children under the age of 18), and handicap (disability).

Signature: _____

Name and Position

Date

Certification of Non-Delinquency

By signing this page, you certify that your organization is not delinquent on taxes or other obligations owed to Lehigh County. According to Ordinance 2017-131 under Tax Delinquency:

Grants shall not be given to an organization that is delinquent on any taxes due the County until taxes are paid in full.

If an organization becomes delinquent on taxes owed the County during a year when said organization is budgeted to receive a grant, the County shall withhold grant funds in lieu of taxes until taxes are paid in full. The County shall not give grants to an organization that is also a lessee of the County until the rent due the County is paid in full as provided for in the terms of the lease agreement.

Signature: _____

Name and Position

Date

Electronic or digital signature is acceptable on this application form.



2025 AHTF APPLICATION



Checklist of Required Documents

To be considered for an award, all applications must include the following documents:

1. ☐ Application cover sheet with project summary - Section 1
2. ☐ Project Narrative with Supporting Documentation – Section 2
3. ☐ PA Prevailing Wages – Section 3
4. ☐ Budget Narrative and Budget Form – Section 4
5. ☐ Applicant Certification
6. ☐ Fair Housing Statement
7. ☐ Certification of Non-Delinquency
8. ☐ Checklist of Required Documents

Email applications to cyndiking@lehighcounty.org by 4:00 pm on April 15, 2025. Applications can also be mailed to Cyndi King, but must be postmarked by April 15, 2025 to be considered for award.

Additionally, as required per Lehigh County's grant ordinance, all of the following documents must be EMAILED to cyndiking@lehighcounty.org. **No hard copies will be accepted.** Documents will be posted on Lehigh County's website soon after application submission and removed after ordinance approval:

1. ☐ The current and previous fiscal year's budget, including the actual revenues and expenditures for the previous year
2. ☐ Audited financial statements for the two (2) previous fiscal years
3. ☐ The positions of all employees, officers and board members who receive \$50,000.00 or more in annual compensation, including bonuses, from the requesting organization
4. ☐ The total compensation of the organization's five (5) highest compensated individuals
5. ☐ A list of all funding sources and the total amount received from each funding source for the previous year
6. ☐ A list of all funding sources for the current year, and a list of all pending applications for funding, including the amount requested

Laurie A Moyer

Contact Group Name 2025 NOFA EMAIL LIST

Members:

Abigail Goldfarb	agoldfarb@lehighchurches.org
AL GEOSITS	ageosits@northwhitehall.org
Allison Ludlow	aludlow@lccc.edu
AMY BURKHART	boroughmgr@fhhboro.org
Andrea Neagle	aneagle@allentowndiocese.org
ANGELA ASHBROOK	ashbrook@uppermilford.net
Arelis Torres	atorres@allentownhousing.org
Ashley Coleman	acoleman@bradburysullivancenter.org
BARBARA SCHLEGEL	mayor@catasauqua.org
BOB IBACH	ribach@uppermac.org
BRIAN CARL	Brian@weisenbergtownship.org
Brian Higgins	bhiggins@lowermac.com
Briana McGonagle	bmcgonagle@caclv.org
Brooke Lichtenwalter	Brooke@washingtonlehigh.org
BRUCE BEITEL	bbeitel@lowermac.com
BRUCE PAULUS	bp44@verizon.net
BUD CARTER	ecarter@uppermilford.net
Casa Guadalupe	bajen.njie@casalv.org
CATHY BONASKIEWICH	cbonaskiewich@salisburytownship.org
CHAD CHRISTMAN	emeraldpga@gmail.com
Charley Myers, PE	cmyers@barryisett.com
Chris Gulotta	gulottagroup@gmail.com
CHUCK WEISS	cweiss@caclv.org
Commissioners	commissionersoffice@lehighcounty.org
CURTIS DIETRICH	cdietrich@lowhilltp.org
DAN BOSKET	dbosket@caclv.org
Dave Schnaars	dschnaars@slatington.org
DAVID FINK	hhollow@heidelhollowfarm.com
DAWN DIDRA	ddidra@heidelberghigh.org
Debra Brinton	dbrinton@salisburytownship.org
Dennis Klusaritz	dennisklusaritz@gmail.com
Dennis Zehner	dennis@sightsforhope.org
DIANE ELLIOTT	diane@catalyst4.org
DIANE KELLY	kellyd@southwhitehall.com
DICK POOT	dterlaakpoot@gmail.com
Dipal Kapadia	kapadiad@lcti.org
DONALD SABO	dsabo@salisburytownship.org
ED HOZZA	edhozza@lehighcounty.org
EDWARD CRONIN	edc@mowglv.org
ELLEN LARMER	ellen@lcha-vhdc.org
Enid Santiago	enid@self-reentry.org
ERIC KELLYN	eric@kellyn.org
ERIK McGAUGHEY	erikm@mowglv.org
Family Promise - Development Director	devdirector@fplehighvalley.org
Family Promise - Director	director@fplehighvalley.org
Frank Kane	FrankKane@lehighcounty.org
GARY HOVIS	GHOVIS3065@AOL.COM
GLENN ECKARDT	manager@catasauqua.org
glong@ingerman.com	glong@ingerman.com
HOWARD CUNNINGHAM	hcunningham@catasauqua.org

JANET HENRITZY	janet@weisenbergtownship.org
JAY DUNCAN	jduncan@hao-lv.org
Jeff Fleischaker	jfleischaker@uppermac.org
Jeff Mouer	jmouer@northwhitehall.org
JENNIFER DOYLE	jdoyle@theliteracycenter-lv.org
JERALYN E. SCHOCH	mayor1@slatington.org
Jill Lipovsky Smith	jsmith@hanovereng.com
JILL SEYMOUR	jseymour@lowhilltpw.org
JOE GEIB	jgeib@uppersaucon.org
JOHN BROWN	manager@macungie.pa.us
Jonathan Strauss	jonathan@cortexres.com
Joseph Bundra	coplaymayor2226@gmail.com
JOSEPH MARX JR.	mayor@whitehalltownship.org
Josh Friebolin	jfrieb@ptd.net
Julie Scheck	j.scheck@vianet.org
Julio Guridy	jguridy@allentownhousing.org
Kaitlyn Wise	kwise@caclv.org
KAL SOSTARECZ	ksostarecz@uppermac.org
KATHY PALMER	kathleenpalmer@lehighcounty.org
KATRINA SUNDSTROM	katrina@parklandcaresfp.org
KAY ACHENBACH	kayachenbach@lehighcounty.org
KEISHA MCCOLLIN-BULLUCK	KeishaMcCollin-Bulluck@lehighcounty.org
Kelsey Miller	K.miller@caclv.org
Kevin Easterling	ke@lvbnn.com
KRIS CHIU	kchiu@caclv.org
Larry Geiger	lgigotone@ptd.net
LCA - Jason Peters	JasonPeters@lehighcountyauthority.org
LCHA-VHDC	Chris@lcha-vhdc.org
LCTI	rexa@mylcti.org
LEE RACKUS	lrackus@whitehalltownship.com
LeeAnn Gilbert	gilbert@borough.emmaus.pa.us
Lehigh Conservation	info@lehighconservation.org
Lehigh Valley Black Heritage Association	info@lvbnn.com
Levi Walbert	leviwalbert@lvcil.org
LINDA GORGAS	linda@weisenbergtownship.org
LISA SCHADT	Equus@ptd.net
Lori Molloy	LMolloy@northpennlegal.org
Lou Bodish	LouBodish@rcn.com
Maddie Tillem	maddie@self-reentry.org
MELISSA WEHR	mwehr@hanleco.org
Michael Johnson	mayor@fhboro.org
Monica McCandless	monicam@mowglv.org
New Bethany Ministries	ccassidy@newbethanyministries.org
Path To Autonomy	amber@pathtoautonomy.org
Patricia Lang	plang@uppersaucon.org
PATRICK LEONARD	pleonard@uppersaucon.org
Rainie Campagna	rcampagna@allentowndiocese.org
RANDY COPE	rcope@northwhitehall.org
RENEA FLEXER	rflexer@lowermac.com
RON KARBOSKI	rkarboski@macungie.pa.us
RONALD CONRAD	rconrad@macungie.pa.us
Roy Hambrecht	rhambrecht@slatington.org

SEAN MORROW	smorrow@northpennlegal.org
Sean Roth	sroth47@gmail.com
SETH HODEREWski	sethhoderewski@lvcil.org
SHANE PEPE	spepe@borough.emmaus.pa.us
SHARI NOCTOR	whitehallcoplayhunger@gmail.com
Stephanie Helbling	stephanie.helbling@valleyhealthpartners.org
STEVE NEMETH	snemeth@alburtis.org
STEWART McCANDLESS	smccandless@fhboro.org
Susan Bartels	sbartels@bbbslv.org
Susan Gottwald	sgottwald@caclv.org
SUSAN MAZZA	smazza@allentowndiocese.org
TAMMY WHITE	tammyw@ptd.net
TANYA HOOK	TanyaHook@lehighcounty.org
THOMAS SLONAKER	tslonaker@whitehalltownship.com
TIFFANY BENSON	tbenson@coplayborough.org
TIM MULLIGAN	mulligant@cisl.org
TIM PAASHAUS	tpaashaus@coopersburgborough.org
TOM BEIL	tbeil@uppersaucon.org
TOM PETRUCCI	petruccit@southwhitehall.com
Tomas Rodriguez	tommy@operationaddressthehomeless.org
Tony Galanti	tgalanti@caclv.org
TRISH BURKHARDT	trishb@ptd.net
Vince Tranguch	vtranguch@lowermac.com
Virginia Haas	virginiahaas@lehighcounty.org
Vito Gallo	vvgallo1@gmail.com
WADE MARLATT	wade@washingtonlehigh.org

PUBLIC NEEDS HEARING # 1 & 2



**LEHIGH COUNTY, PENNSYLVANIA
FY 2025 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)
And HOME INVESTMENT PARTNERSHIPS PROGRAM**

**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 two (2) public hearings on March 25, 2025, at 3:00 pm, via Zoom, and March 27, 2025, at 10:00 am, prevailing time in Room 524 of the Lehigh County Government Center, 17 South 7th Street, Allentown, PA. To participate in the virtual public hearing on March 25, 2025, please email the Dept. of Community Development at LCommDev@lehighcounty.org, or call (610) 782-3565. If special arrangements need to be made to accommodate residents in order for them to participate in either public hearing, please call the Office of Community Development, at (610) 782-3565 (PA Relay Center TDD, 7-1-1) to make those arrangements.

The purpose of the public hearings is to gather information on the Annual Action Plan for FY 2025, which the County must submit to the U.S. Department of Housing and Urban Development for the Community Development Block Grant (CDBG) Entitlement Funds and the HOME Investment Partnership Program. The County will afford non-profits, housing developers, municipal jurisdictions, and public service agencies the opportunity to request funds for projects and activities.

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. It is anticipated that the FY 2025 allocations will be comparable to FY 2024. In FY 2024, Lehigh County received \$1,182,005 in CDBG funds and \$457,582.73 in HOME funds. In order to receive funds, Lehigh County must prepare a One Year Annual Action Plan for the use of the funding. 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.

Persons, organizations, or municipalities that wish to request funding should obtain a copy of the request for funding applications which can be found at <https://www.lehighcounty.org/Departments/Community-Economic-Development>. Applications must be received by April 15, 2025 via email to LCommDev@lehighcounty.org, or via mail (postmark deadline of April 15, 2025) to the Lehigh County Office of Community Development, Government Center, Room 519, 17 South 7th Street, Allentown, PA 18101.

All interested persons are encouraged to attend the public hearings and to present oral or written testimony concerning the needs of Lehigh County residents and the use of CDBG and HOME funds over the next year. Written comments may be addressed to LCommDev@lehighcounty.org or given by telephone, (610) 871-1964.

Run Ad 3/14/24, legal section

Proof of Publication Notice in the *Morning Call*

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

Sold To:

Lehigh County Community Development - CU00164605
17 S 7th St
Allentown, PA 18101-2401

Bill To:

Lehigh County Community Development - CU00164605
17 S 7th St
Allentown, PA 18101-2401

STATE OF PENNSYLVANIA)
COUNTY OF LEHIGH) SS:

Jim Feher

of THE MORNING CALL, LLC. of the County of Lehigh and State of Pennsylvania, 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 in the City of Allentown, County of Lehigh and State of Pennsylvania, 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 14, 2025.

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.

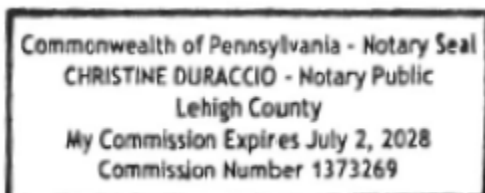


Designated Agent, THE MORNING CALL, LLC.

Sworn to and subscribed before me on this 15 day of March, 2025



Notary Public



Order # - 7782389

Proof of Publication Notice in the *Morning Call*

LEHIGH COUNTY, PENNSYLVANIA FY 2025 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)

And HOME INVESTMENT PARTNERSHIPS PROGRAM

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 two (2) public hearings on March 25, 2025, at 3:00 pm, via Zoom, and March 27, 2025, at 10:00 am, prevailing time in Room 524 of the Lehigh County Government Center, 17 South 7th Street, Allentown, PA. To participate in the virtual public hearing on March 25, 2025, please email the Dept. of Community Development at LCommDev@lehighcounty.org, or call (610) 782-3565. If special arrangements need to be made to accommodate residents in order for them to participate in either public hearing, please call the Office of Community Development, at (610) 782-3565 (PA Relay Center TDD, 7-1-1) to make those arrangements.

The purpose of the public hearings is to gather information on the Annual Action Plan for FY 2025, which the County must submit to the U.S. Department of Housing and Urban Development for the Community Development Block Grant (CDBG) Entitlement Funds and the HOME Investment Partnership Program. The County will afford non-profits, housing developers, municipal jurisdictions, and public service agencies the opportunity to request funds for projects and activities.

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. It is anticipated that the FY 2025 allocations will be comparable to FY 2024. In FY 2024, Lehigh County received \$1,182,005 in CDBG funds and \$457,582.73 in HOME funds. In order to receive funds, Lehigh County must prepare a One Year Annual Action Plan for the use of the funding. 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

Proof of Publication Notice in the *Morning Call*

involved in the planning process.

Persons, organizations, or municipalities that wish to request funding should obtain a copy of the request for funding applications which can be found at <https://www.lehighcounty.org/Departments/Community-Economic-Development>. Applications must be received by April 15, 2025 via email to LCommDev@lehighcounty.org, or via mail (postmark deadline of April 15, 2025) to the Lehigh County Office of Community Development, Government Center, Room 519, 17 South 7th Street, Allentown, PA 18101.

All interested persons are encouraged to attend the public hearings and to present oral or written testimony concerning the needs of Lehigh County residents and the use of CDBG and HOME funds over the next year. Written comments may be addressed to LCommDev@lehighcounty.org or given by telephone, (610) 871-1964.

7782389 3/14/25

Order # - 7782389

Attendees registered for PH 1 Zoom

Laurie A Moyer

From: Cyndi King
Sent: Tuesday, March 25, 2025 2:12 PM
To: 'Julie Shoults'; 'Vito Gallo'; 'Jason M. Peters'; 'Candace Young'; Melanie Faure; LEE RACKUS; Briana McGonagle; 'Casey Zelena'; 'Laurie Newman-Mankos, M.Ed'; Kevin Easterling; 'shari@ptd.net'; Roy Hambrecht
Cc: Laurie A Moyer
Subject: Slides for Today's ZOOM Meeting
Attachments: PH 1, Application-Workshop-Presentation-32025.pdf

Cyndi King
Executive Assistant, Community & Economic Development
County of Lehigh
17 South 7th Street
Allentown, PA 18101
610-782-3565



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.

2025 CDBG and HOME

Public Hearing #1

March 27, 2025, 10 am, Room 524, Government Center

Name

Contact Information

Norberto Dominguez

contactnorberto@gmail.com
484-538-6256

Laurie Moyre

Lehigh County

PUBLIC HEARING 1 and APPLICATION WORKSHOP

March 2025

Lehigh County
Department of Community &
Economic Development

Frank Kane, Director

Agenda



- Introductions
- Purpose of the Public Hearings
- Anticipated Funding
 - Annual Plan Schedule
- Application & Evaluation Process
 - Consolidated Plan Goals
 - Scoring for CDBG
- Funding Overview
 - Eligible Activities for HOME
 - Detailed overview with project discussion available by request
 - CDBG Overview
 - Eligible Activities
 - National Objectives
- Grant Requirements
- Q & A and Comments on Lehigh County's CDBG Program

INTRODUCTIONS



Meet the Team

- **Department Director** – Frank Kane
- **Grants Management Specialist** – Laurie Moyer
- **Grants and Projects Manager** – George Samuelson
- **Executive Assistant** – Cyndi King



PUBLIC HEARINGS - PURPOSE



Public Hearings

- The purpose of the public hearings:
 - Collect comments from citizens, municipalities, and public service providers on the needs of LMI individuals and communities in Lehigh County, and how CDBG and HOME can help.
 - Discuss the application process, including eligibility and fundability.
 - Bring awareness of administration requirements to potential applicants.



ANTICIPATED FUNDING



Anticipated Funding

- The County receives “entitlement” funding from the U.S. Dept. of HUD on an annual basis.
 - Community Development Block Grant (CDBG): \$1,182,005
- As of FY 2022, Lehigh County is also a “PJ”
 - HOME Investment Partnerships (HOME): \$457,582



Annual Plan Schedule – FY 2025

- **Process Timeline**

- Application Deadline: April 15, 2025
- Awards to be Determined by May 30th
- 30 Day Comment Period begins June 30th
- Public Hearing July 15th at 12 pm in Room 524
- Annual Plan Submitted to HUD by August 15, 2025
- HUD Review of Action Plan: +/- 45 Days
- HUD Release of Funds

Program Year: October 1, 2025 thru September 30, 2026



APPLICATION & EVALUATION PROCESS



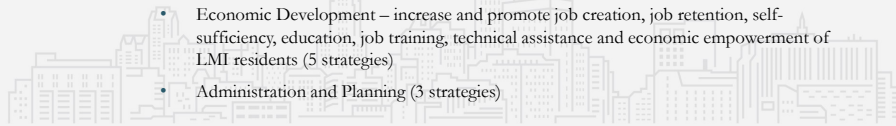
Application Process

- Application forms for grants can be found at: <https://www.lehighcounty.org/Departments/Community-Economic-Development/CDBG-HOME-and-CHDO-Applications>
- Lehigh County solicits proposals for federally-funded initiatives in accordance with identified priorities & needs, and are awarded on a competitive basis.



Consolidated Plan Goals

- **Projects must fit into a goal and a strategy**
 - <https://www.lehighcounty.org/Departments/Community-Economic-Development/CDBG-Grant-Application>
 - Find the list on the left of the page
 - “FY 2024-2028 Consolidated Plan Goals”
 - Goals
 - Housing – improve, preserve, and expand affordable housing supply (6 strategies)
 - Homeless – improve living conditions and services for the homeless (4 strategies)
 - Other Special Needs – improve, preserve, and expand facilities for persons with special needs and the disabled (5 strategies)
 - Community Development – improve, preserve, and create new public and community facilities, infrastructure, and public services (7 strategies)
 - Economic Development – increase and promote job creation, job retention, self-sufficiency, education, job training, technical assistance and economic empowerment of LMI residents (5 strategies)
 - Administration and Planning (3 strategies)



Scoring Criteria - CDBG Applications

Construction Projects

- Projects located in a low- to moderate-income (LMI) municipality will receive priority consideration for funding. Municipalities designated as LMI are Coplay, Hanover, Fountain Hill, Macungie, and Slatington. The percent of LMI individuals living within the census block groups of these municipalities averages at least 44.5%.
 - Projects must meet one of Lehigh County's Five-Year Consolidated Plan goals.
- Consideration will also be given to projects not located in an LMI community. Such projects should meet the following criteria:
 - Ability of the new project to be completed between January 1, 2026 and August 31, 2026.
 - Applicability to Lehigh County's Five-Year Consolidated Plan goals.
 - Hard cost match of 10% of request is dedicated by the applicant to completing project construction.
 - CDBG request doesn't exceed \$125,000.

Public Services

- Projects not funded via FY 2024: applications will be accepted for new or existing services. Applications for existing services must prove at least a 40% quantifiable increase in the need for the service over the past 12 months.
 - On the CDBG application webpage, there are examples illustrating public services and quantifiable increase in need. Please reference this page, entitled "Quantifiable Increase for Public Services" for details on satisfying the documentation requirements.
- Projects funded via FY 2024 and asking for an increase in funding must provide data proving that there was at least a 40% quantifiable increase in the need for services over the past 12 months.
- Projects funded via FY 2024 and not asking for an increase in funding do not need to prove an increase in need.
- All projects must fit into Lehigh County's Five-Year Consolidated Plan goals and substantiate the ability to spend down the requested amount between October 1, 2025 and September 31, 2026.

CDBG – Eligible Activities

Public Service Eligibility Worksheet

1. Was this project funded via 2024 CDBG?
 - ☐ Yes – go to Question 2.
 - ☐ No – go to Question 3.
2. Are you requesting the same amount (or less than) the amount awarded via 2024 CDBG for the same project?
 - ☐ Yes – skip the rest of this Public Service Project Worksheet section. (The Public Service eligibility requirements have been met.)
 - ☐ No – go to question 3.
3. Is this a new project being offered by your agency?
 - ☐ Yes - skip the rest of this Public Service Project Worksheet section. (The Public Service eligibility requirements have been met.)
 - ☐ No – go to question 4.
4. Are you able to prove a quantifiable increase in need over the past 12 months, enabling the proposed project to be funded?
 - ☐ Yes – go to question 5.
 - ☐ No – If the project was funded via 2024 CDBG, the project can only request the same amount as previously awarded. If the project is not new, and did not receive 2024 CDBG, then the project is ineligible. (Stop here – and do not submit an application.)
5. Please describe the need for the project 12 months ago vs. the current need. Also, describe how the quantifiable data was collected. Qualitative support will not be accepted. If only qualitative support exists, stop here; do not submit an application.

FUNDING OVERVIEW

HOME Investment Partnerships

Eligible HOME Activities and Costs:

- **Hard Costs**
 - New construction of affordable housing
 - Rehabilitation of affordable housing
 - Reconstruction of affordable housing
 - Conversion to affordable housing
 - Site Improvements related to the development of affordable housing
- **Refinancing of existing debt secured by a housing project that is being rehabilitated w/ HOME Funds**
- **Acquisition Costs** – Improved or unimproved
 - Purchase of property by home buyers

HOME Investment Partnerships

Eligible HOME Activities and Costs Continued:

- **Soft Costs necessary for the financing, development, rehabilitation or acquisition of housing using HOME Funds**
 - Architectural, engineering, and related professional services
- **Community Housing Development Organization (CHDO) Costs**
- **Relocation costs for displaced households**
- **Administrative and planning costs**



HOME Investment Partnerships

Eligible HOME Activities and Costs Continued:

- **Other Costs**
 - Fair housing activities to affirmatively further fair housing
 - Downpayment and closing cost assistance
 - Indirect costs as part of a cost allocation plan
 - Preparation of the consolidated plan
 - Compliance and reporting in reference to Federal requirements
 - Tenant-based rental assistance (TBRA)
 - Rental assistance and security deposit payments
 - Utility deposit assistance only if rental or security deposit payments are made
 - Cost of inspecting the housing and determining income eligibility of the household



HOME Investment Partnerships

Ineligible HOME Activities:

- Provide project reserve accounts, except for new construction or rehabilitation of an initial operating deficit reserve during the period of project read-up (not to exceed 18 months)
- Provide tenant-based rental assistance for the special purpose of the existing Section 8 Program
- Provide non-Federal matching contribution required under another Federal Programs
- Provide assistance for uses authorized by Public Housing Capital and Operating Funds
- Prepayment of Low Income Housing Mortgages
- Provide assistance to a homebuyer to acquire housing previously assisted with HOME funds during the period of affordability
- Provide funds for the acquisition of property owned by the participating jurisdiction (P.J.) except for property acquired by the P.J. with HOME funds, or property acquired in anticipation of carrying out a HOME project
- Pay for delinquent taxes, fees or charges on properties to be assisted with HOME funds



CDBG - Overview

HUD Funding – Resources

- CDBG Guide to National Objectives & Eligible Activities:
 - https://www.hudexchange.info/resources/documents/CDBG_Guide_National_Objectives_Eligible_Activities.pdf
- Playing by the Rules: A Handbook for CDBG Subrecipients on Administrative Systems:
 - <https://www.hudexchange.info/resource/687/playing-by-the-rules-a-handbook-for-cdbg-subrecipients-on-administrative-systems/>
- Managing CDBG: A Guidebook for Grantees on Subrecipient Oversight:
 - <https://www.hudexchange.info/resource/6577/managing-cdbg-guidebook-for-cdbg-grantees-on-subrecipient-oversight/>



CDBG - Overview

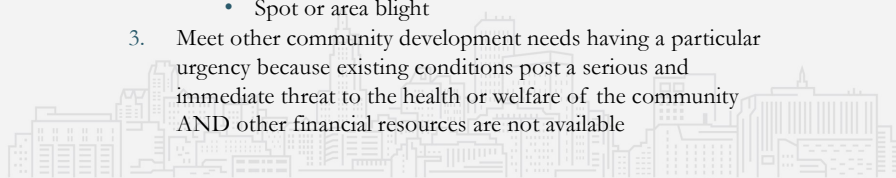
- **History:** CDBG funded via Title I of Housing & Community Development Act of 1974.
- **Primary Purpose:**
 - Provide Quality Affordable Housing
 - Create Suitable Living Environments
 - Expand Economic Opportunities



CDBG - Overview

National Objectives of the CDBG Program

1. Benefit low- and moderate-income (LMI) persons
 - Minimum 70% of allocation annually
 - Determined by area (census block group or household surveys)
 - Limited Clientele – at least 51% of households served were documented as LMI
 - LMI Household – the individual household is documented as LMI
 - LMI Jobs – an LMI individual holds or will be placed in a job
2. Prevent or eliminate slums or blight
 - Spot or area blight
3. Meet other community development needs having a 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



CDBG – “Low/Mod”

- “Low and Moderate Income” (LMI) means a family or household with an annual income less than 80 percent of the area median income.
- Income Limits for CDBG are updated annually. Subrecipients are responsible for ensuring they use the current income limit to capture beneficiary data.

<http://www.huduser.org/portal/datasets/il.html>

FY 2024 Income Limits Documentation System -- Summary for Lehigh County, Pennsylvania

File Edit View Window Help

Home Tools FY 2024 Income Li... x

125%

5/2/24, 10:59 AM

FY 2024 Income Limits Documentation System -- Summary for Lehigh County, Pennsylvania

HUD USER

FY 2024 INCOME LIMITS DOCUMENTATION SYSTEM

[HUD.gov](#) [HUD User Home](#) [Data Sets](#) [Fair Market Rents](#) [Section 8 Income Limits](#) [NTSP Income Limits](#) [HUD LHMTC Database](#)

FY 2024 Income Limits Summary

FY 2024 Income Limit Area	Median Family Income Click for More Detail	FY 2024 Income Limit Category	Persons in Family							
			1	2	3	4	5	6	7	8
Allentown-Bethlehem-Easton, PA HUD Metro FMR Area	\$98,300	Very Low (50%) Income Limits (\$) Click for More Detail	34,450	39,350	44,250	49,150	53,100	57,050	60,950	64,900
		Extremely Low Income Limits (\$)* Click for More Detail	20,650	23,600	26,550	31,200	36,580	41,960	47,340	52,720
		Low (80%) Income Limits (\$) Click for More Detail	55,100	62,950	70,800	78,650	84,950	91,250	97,550	103,850

NOTE: Lehigh County is part of the Allentown-Bethlehem-Easton, PA HUD Metro FMR Area, so all information presented here applies to all of the Allentown-Bethlehem-Easton, PA HUD Metro FMR Area. HUD generally uses the Office of Management and Budget (OMB) area definitions in the calculation of income limit program parameters. However, to ensure that program parameters do not vary significantly due to area definition changes, HUD has used custom geographic definitions for the Allentown-Bethlehem-Easton, PA HUD Metro FMR Area.

The Allentown-Bethlehem-Easton, PA HUD Metro FMR Area contains the following areas: Carbon County, PA; Lehigh County, PA; and Northampton County, PA.

CDBG – National Objective

- **Low/Mod Area Benefit (LMA)**
 - Activities must be open to and benefit all residents of the area
 - Agency must determine service area of activity
 - Area must be primarily residential
 - At least 44.5% of project beneficiaries must be LMI; determined by Census block group
 - Activity Examples:
 - Street Reconstruction
 - Neighborhood cleanups
 - Water/sewer improvements
 - Creation of a neighborhood park

CDBG – National Objective

- **Where are the LMI Areas?**
 - Go to <https://www.lehighcounty.org/Departments/Community-Economic-Development/CDBG-HOME-and-CHDO-Applications>
 - “Low Mod Income Data”
 - Lists all Lehigh County block groups’ LMI percentage
 - Block Group Maps
 - Map of each municipality illustrating block group boundaries
- To determine information on specific addresses:
 - <https://hud.maps.arcgis.com/home/item.html?id=ffd0597e8af24f88b501b7e7f326bedd>
 - Click on “View”, search for a particular address, then click on the map. A box pops up with lots of info, most importantly the census tract, block group, and “lowmod_pct”.

CDBG – National Objective

- **Low/Mod Limited Clientele (LMC):**
 - Activities benefit specific populations of clients
 - Agencies must document that at least 51% of participants are Low/Mod individuals
 - Income Certification/Intake Form
 - Activity Examples:
 - Subsistence Services – max 3 months of rent/utilities
 - Legal services
 - Workforce training for the formerly incarcerated
 - Food pantry

CDBG – National Objective

- **Limited Clientele Presumed Benefit (LMPB):**
 - Activities benefit specific population groups that are presumed to be LMI:
 - Senior Citizens (62+)
 - Homeless Individuals/Families
 - Severely Disabled Adults
 - Person with HIV/AIDS
 - Victims of Domestic Violence
 - Migrant Farm Workers
 - Note: Presumed benefit relates **only** to income.
 - Data regarding race, ethnicity, gender, disability status, veteran status, and the total number of unduplicated clients served in the program **must still comply with HUD regulations.**

CDBG – National Objective

- **Low/Mod Job Creation (LMJ):**
 - Activities to generate economic opportunities
 - Job Creation: Documentation must indicate that at least 51% of the jobs will be held by, or made available to, LMI persons
 - Job Retention: Documentation must indicate that the jobs would have been lost without the CDBG assistance and that at least 51% of the jobs are held by LMI persons and/or the job can “reasonably be expected” to turn over within the following two years and steps will be taken to ensure that the job will be filled by, or made available to, a LMI person
 - Public Benefit Standard: Create or retain at least one full-time, permanent job per \$35,000 of CDBG funds used
 - Typical activities:
 - Business loans, commercial rehabilitation, business technical assistance

CDBG – National Objective

- **Low/Mod Housing (LMH):**
 - Activities to acquire, construct, or improve permanent, residential structures which are/will be occupied by LMI persons.
 - Typical activities:
 - Acquisition of property to be used for permanent housing
 - Rehabilitation of permanent housing, rental or owner-occupied
 - Conversion of nonresidential structures into permanent housing
 - Assistance to a household to enable it to acquire ownership of a home (homeownership assistance).

CDBG - Overview

- **Eligible Activities:**

- Projects must benefit those living in Lehigh County but outside the cities of Allentown and Bethlehem, as well as Lower Milford Township.
- CDBG can support a variety of project types
- Most activities that benefit low- and moderate-income individuals and meet the needs of the community are eligible; **however, the regulations make funding complicated to use.**



CDBG - Overview

- **Primary Eligibility Categories**

- Public Service – maximum of 15% of net allocation
- Public Facility or Infrastructure Improvements
- Affordable Housing



CDBG – Eligible Activities

Public Services: Direct, quantifiable social service delivery to eligible clients.

Activities eligible under this category include (but are not limited to):

- Job Training
- Child Care
- Health Services
- Senior Services
- Afterschool Programs
- Homeless Services
- Domestic Violence Prevention
- Legal Services
- Housing Counseling
- Food Banks

CDBG – Eligible Activities

Public Facility Improvements - improvements to publicly-owned facilities and infrastructure such as streets, playgrounds, and underground utilities, and buildings owned by non-profits that are open to the general public.

Activities eligible under this category include (but are not limited to):

- Rehabilitation or construction of a neighborhood community center
- Rehabilitation or construction of a homeless shelter
- Rehabilitation or construction of facilities serving persons with disabilities
- Improvements to public libraries
- ADA modifications
- Installation of broadband infrastructure
- Housing Authority improvements

CDBG – Eligible Activities

Housing: activities to foster safe, affordable housing opportunities for low/moderate income households.

Activities eligible include:

- Housing rehabilitation programs
- Energy efficiency & weatherization programs
- Conversion of closed buildings to residential use
- Rehabilitation of housing for rent or sale
- Acquisition & site improvements for housing



CDBG – Eligible Activities

Other Eligible Activities

- **Economic Development:** activities to foster economic opportunity, including microenterprise and small business development, commercial and industrial development, and job creation, job retention, and job training activities.
 - Technical assistance and workshops for small businesses
 - Grant programs for small businesses
 - Façade improvement programs
 - Lending programs to for-profits
- **Real Property**
 - Acquisition – fundability based on reuse of property
 - Relocation – expenses to relocate residents during a project
 - Demolition
- **Administration & Planning**



GRANT REQUIREMENTS



Grant Requirements

- Receiving a federal grant through Lehigh County means:
 - Complying with all applicable federal and local requirements
 - Keeping records for at least 5 years after program/project completion
 - Maintaining a strong fiscal management system
 - Agreeing to be monitored by HUD & Lehigh County at any time
 - Submitting timely quarterly and annual reports
 - Complying with contract terms;
- Commitments can be canceled or contracts terminated due to non-compliance.



Grant Requirements

- NEPA Environmental Review:
 - Lehigh County will conduct an Environmental Review and Historic Review of all projects for Subrecipients.
 - NO WORK can start until you have been notified in writing that the Environmental Review is complete
 - After your application has been submitted, DO NOT:
 - Acquire, rehabilitate, convert, repair, begin or continue any construction
 - Solicit bids for the project (but you can get estimates)
 - Enter into a purchase and sale agreement
 - Finalize a closing of sale

Grant Requirements

- Davis Bacon Act:
 - Construction projects >\$2,000 funded in whole or in part with federal funds
 - All laborers and mechanics employed by contractors or subcontractors are to be paid federal prevailing wages
 - May increase cost of project
 - Requires weekly payment of wages
 - Each contractor must:
 - Submit weekly certified payrolls reflecting all hours worked

Grant Requirements

- Lehigh County Grant Ordinance
 - Financial documentation must be submitted at the time of application.
 - Documentation will be placed on Lehigh County's website and removed after processing of the CDBG award ordinance.

1. The current and previous fiscal year's budget, including the actual revenues and expenditures for the previous year
2. Audited financial statements for the two (2) previous fiscal years
3. The positions of all employees, officers and board members who receive \$50,000.00 or more in annual compensation, including bonuses, from the requesting organization
4. The total compensation of the organization's five (5) highest compensated individuals
5. A list of all funding sources and the total amount received from each funding source for the previous Year
6. A list of all funding sources for the current year, and a list of all pending applications for funding, including the amount requested

Grant Requirements

- Procurement:
 - Procurement must comply with local, state, & federal requirements.
 - Non-profits shall follow their agency's formal procurement guidelines. Lehigh County Administrative Code shall be adhered to if an agency doesn't have formal procurement guidelines.
 - Typically a minimum of three written quotes or estimates is required. Sealed bids required on larger projects.
- MBE/WBE:
 - Requires reasonable efforts to be made to solicit bids from and procure goods and services from minority and woman-owned business enterprises for construction contracts in excess of \$25,000.
 - Will require documentation that you actively solicited bids from a minimum number of MBE/WBE firms.

Grant Requirements

- **Section 3 of the HUD Act of 1968** – A requirement to ensure that economic opportunities generated by certain HUD assistance is directed to low- and very-low income persons.
 - Applicable to housing rehabilitation, housing construction, and other public construction or demolition projects that are funded with \$200,000 or more of CDBG and/or HOME funding.
 - Requirements apply to the entire project regardless of whether the project is fully or partially funded with HUD funding.
 - Subrecipients must include the [Section 3 clause](#) in their contracts, ensure that the lowest bidder authorizes the affirmative action plan, and also ensure that the contractor meets labor hour benchmarks or demonstrates qualitative efforts attempting to meet the benchmarks.



Grant Requirements

Build America, Buy America Act (BABA) – A requirement to ensure that all iron, steel, manufactured products, and construction materials used in covered infrastructure projects are produced in the United States.

- Covered infrastructure
 - Buildings and real property (includes housing)
 - Utilities
 - Drinking and wastewater systems
 - Electrical transmission facilities and systems
 - Broadband infrastructure
 - Transportation infrastructure
- Construction materials
 - All raw materials used in construction (metals, plastic materials, glass, lumber and drywall)
 - Does NOT include cement and aggregates
- De minimis waiver
 - Waiver for projects where total federal financial assistance is below \$250,000.



Grant Requirements

- Public Service Projects:
 - Failure to submit quarterly or annual reports on a timely basis may result in forfeiture of CDBG award or agency ineligibility for future CDBG funding.
 - Failure to complete the project within 60 days past the close of the program year will result in relinquishment of unused funding.



Grant Requirements

- Payments are made on a reimbursement basis
- Request for Payment requires:
 - Letter Requesting Funds on Signed Letterhead or signed Agency Invoice
 - Based on expenditures outlined in budget; budget is memorialized by contract
 - For salaries – employee timesheets reflecting actual time worked on CDBG-funded project
 - For supplies, equipment, construction services – receipts / copies of invoices and canceled checks to prove payment of those invoices.
- Costs billed to the grant must be reasonable and proportional; need “cost allocation plan” if billing rent or operating expenses, or 15% of modified total direct costs.



Grant Requirements

- Expect to retain files for 5+ years after grant close-out.
- Program files should contain:
 - Original executed copy of the agreement with Lehigh County
 - Any amendments to the application and agreement
 - Correspondence relating to the grant award
 - Copies of requests for reimbursement and all supporting documentation
 - Any other information pertinent to the Grant (Intake Forms, Client Income Verifications, income documentation, etc.)
 - Documentation of procurement (if applicable)

Grant Requirements

- Monitoring is not a “one-time” event, it’s ongoing throughout the entire lifespan of the funds
- Review occurs onsite and remotely
- Risk-based approach may be utilized when needed to determine which agencies should be prioritized for monitoring
- Technical assistance may be requested prior to or in conjunction with monitoring effort
- Monitoring reports reviewed by HUD
- Goal is to ensure your success

THANK YOU!



Q & A and Comments



Public Hearings
2025 CDBG

March 25th – 1st Public Hearing, Session 1, 3:00 pm, Zoom

- No comments voiced or emailed.

March 27th – 1st Public Hearing, Session 2, 10:00 am, Room 524

- No comments voiced or emailed.

2ND PUBLIC HEARING



NOTICE OF PUBLIC HEARING LEHIGH COUNTY, PENNSYLVANIA FY 2025 ANNUAL ACTION PLAN

Notice is hereby given that Lehigh County, Pennsylvania will hold a public hearing on **Tuesday, July 15, 2025, at 12:00 p.m.**, prevailing time, in Room 524 of the Government Center, 17 South Seventh Street, Allentown, PA.

The Government Center and the Public Hearing Room are accessible to persons with physical disabilities. If special arrangements are needed 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 or by email at LCCOMMDEV@LEHIGHCOUNTY.ORG to make 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 2025 Lehigh County Annual Action Plan which shows the proposed use of the Community Development Block Grant (CDBG) and HOME Investment Partnership (HOME) 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 CDBG allocation of \$1,274,277 and HOME allocation of \$524,168.61. The FY 2025 Annual Action Plan must be submitted to HUD on or before August 15, 2025, to receive FY 2025 Federal funds.

In order to obtain the views of residents, public agencies and other interested parties, Lehigh County has placed the FY 2025 Annual Action Plan on display from July 1, 2025 through July 31, 2025 at the following locations in Lehigh County, as well as the Lehigh County website - <http://www.lehighcounty.org/Departments/Community-Economic-Development>:

- **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 July 31, 2025, after which time the FY 2025 Annual Action Plan will be submitted to HUD on or before August 15, 2025, for HUD approval.

The proposed FY 2025 Annual Action Plan was prepared in accordance with the County's Five-Year Consolidated Plan for FY 2024-2028 and after conducting public hearings on the housing and community development needs in Lehigh County.

The County's FY 2025 CDBG Program Year begins October 1, 2025, and ends September 30, 2026.

The County proposes to use the FY 2025 HUD funds it receives as described below, subject to public comments received and the approval by the Lehigh County Board of Commissioners:

Summary of FY 2025 Annual Action Plan

FY 2025 CDBG Allocation	\$ 11,274,277.00
FY 2025 HOME Allocation	\$ 524,168.61
Total:	\$ 1,798,455.61

FY 2025 CDBG Program Budget:

Lehigh County proposes to undertake the following activities with the FY 2025 CDBG funds:

1. Black Heritage Association of the Lehigh Valley - Section 3 Training - \$20,000.00
2. North Penn Legal Services - Fair Housing Outreach - \$4,000.00
3. CDBG Administration - \$230,855.00
4. Aspire - Mental Health Therapy - \$15,000.00
5. Big Brothers Big Sisters - Bigs Mentoring Program - \$20,000.00
6. Communities in Schools - LCTI Support - \$20,000.00
7. LVCIL - PLACE - \$18,913.00
8. Manito - Therapeutic Riding - \$20,000.00
9. North Penn Legal Services - Legal Help Project - \$15,000.00
10. Parkland CARES - Food Pantry - \$12,000.00
11. CALV - Second Harvest Food Bank - \$32,000.00
12. CACLV - Roof and HVAC Replacement - \$176,000.00
13. Catasauqua Borough - Street Reconstruction - \$70,000.00
14. Coplay Borough - Fire Equipment Replacement - \$45,379.53
15. Emmaus Borough - Curb Cuts - \$100,000.00
16. Fountain Hill Borough - Street Reconstruction - \$199,900.00
17. Slatington Borough - Street Reconstruction - \$79,000.00
18. Slatington Borough - Road Reconstruction - \$196,229.47

Total CDBG: \$1,274,227.00

FY 2025 HOME Program Budget:

Lehigh County proposes to undertake the following activities with the FY 2025 HOME funds:

1. HOME Administration - \$44,553.61
2. CHDO Set-Aside - \$78,626.00
3. Soteria / Cortex - Urban Place Apartments - \$200,989
4. Calvary Temple - Willows at Calvary - \$200,000.00

Total HOME: \$524,168.61

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 2025 Annual Action Plan. Written comments may be addressed to Ms. Laurie A. Moyer, Grants Management Specialist, Government Center, 17 South Seventh Street, Allentown, PA 18101, or by email at LCCOMMDEV@LEHIGHCOUNTY.ORG or oral comments may be made by calling (610) 871-1964.

Laurie A Moyer
Grants Management Specialist
Lehigh County

Publish on: June 30, 2025

Proof of Publication Requested

Proof of Publication Notice in the *Morning Call*

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

Sold To:

Lehigh County Community Development - CU00164605
17 S 7th St
Allentown, PA 18101-2401

Bill To:

Lehigh County Community Development - CU00164605
17 S 7th St
Allentown, PA 18101-2401

**STATE OF PENNSYLVANIA)
COUNTY OF LEHIGH) SS:**

Jim Feher

of THE MORNING CALL, LLC. of the County of Lehigh and State of Pennsylvania, 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 in the City of Allentown, County of Lehigh and State of Pennsylvania, 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.:

Jun 30, 2025.

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.

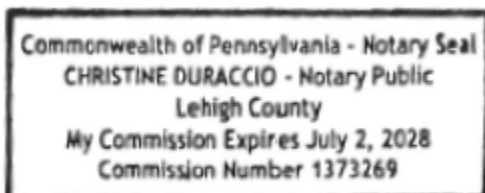


Designated Agent, THE MORNING CALL, LLC.

Sworn to and subscribed before me on this 1 day of July, 2025



Notary Public



Order # - 7833173

Proof of Publication Notice in the *Morning Call*

NOTICE OF PUBLIC HEARING LEHIGH COUNTY, PENNSYLVANIA FY 2025 ANNUAL ACTION PLAN

Notice is hereby given that Lehigh County, Pennsylvania will hold a public hearing on Tuesday, July 15, 2025, at 12:00 p.m., prevailing time, in Room 524 of the Government Center, 17 South Seventh Street, Allentown, PA.

The Government Center and the Public Hearing Room are accessible to persons with physical disabilities. If special arrangements are needed to accommodate residents in order for them to participate in the public hearing, please call Ms. Laurie A. Moyer, Grants Management Specialist, at (610) 871-1964 or by email at LCCOMMDEV@LEHIGHCOUNTY.ORG to make 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 2025 Lehigh County Annual Action Plan which shows the proposed use of the Community Development Block Grant (CDBG) and HOME Investment Partnership (HOME) 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 CDBG allocation of \$1,274,277 and HOME allocation of \$524,168.61. The FY 2025 Annual Action Plan must be submitted to HUD on or before August 15, 2025, to receive FY 2025 Federal funds.

In order to obtain the views of residents, public agencies and other interested parties, Lehigh County has placed the FY 2025 Annual Action Plan on display from July 1, 2025 through July 31, 2025 at the following locations in Lehigh County, as well as the Lehigh County website -

<http://www.lehighcounty.org/Departments/Community-Economic-Development>:

- 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 July 31, 2025, after which time the FY 2025 Annual Action Plan will be submitted to HUD on or before August 15, 2025, for HUD approval.

The proposed FY 2025 Annual Action Plan was prepared in accordance with the County's Five-Year Consolidated Plan for FY 2024-2028 and after conducting public hearings on the housing and community development needs in Lehigh County.

The County's FY 2025 CDBG Program Year begins October 1, 2025, and ends September 30, 2026.

The County proposes to use the FY 2025 HUD funds it receives as described below, subject to public comments received and the approval by the Lehigh County Board of Commissioners:

Summary of FY 2025 Annual Action Plan

FY 2025 CDBG Allocation \$ 11,274,277.00

FY 2025 HOME Allocation \$ 524,168.61

Total: \$ 1,798,455.61

FY 2025 CDBG Program Budget:

Lehigh County proposes to undertake the following activities with the FY 2025 CDBG funds:

1. Black Heritage Association of the Lehigh Valley - Section 3 Training - \$20,000.00
2. North Penn Legal Services - Fair Housing Outreach - \$4,000.00
3. CDBG Administration - \$230,855.00
4. Aspire - Mental Health Therapy - \$15,000.00
5. Big Brothers Big Sisters - Bigs Mentoring Program - \$20,000.00

Proof of Publication Notice in the *Morning Call*

6. Communities in Schools - LCTI Support - \$20,000.00
7. LVCIL - PLACE - \$18,913.00
8. Manito - Therapeutic Riding - \$20,000.00
9. North Penn Legal Services - Legal Help Project - \$15,000.00
10. Parkland CARES - Food Pantry - \$12,000.00
11. CALV - Second Harvest Food Bank - \$32,000.00
12. CACLV - Roof and HVAC Replacement - \$176,000.00
13. Catasauqua Borough - Street Reconstruction - \$70,000.00
14. Coplay Borough - Fire Equipment Replacement - \$45,379.53
15. Emmaus Borough - Curb Cuts - \$100,000.00
16. Fountain Hill Borough - Street Reconstruction - \$199,900.00
17. Slatington Borough - Street Reconstruction - \$79,000.00
18. Slatington Borough - Road Reconstruction - \$196,229.47
Total CDBG: \$1,274,227.00

FY 2025 HOME Program Budget:

Lehigh County proposes to undertake the following activities with the FY 2025 HOME funds:

1. HOME Administration - \$44,553.61
2. CHDO Set-Aside - \$78,626.00
3. Soteria / Cortex - Urban Place Apartments - \$200,989
4. Calvary Temple - Willows at Calvary - \$200,000.00
Total HOME: \$524,168.61

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 2025 Annual Action Plan. Written comments may be addressed to Ms. Laurie A. Moyer, Grants Management Specialist, Government Center, 17 South Seventh Street, Allentown, PA 18101, or by email at LCCOMMDEV@LEHIGHCOUNTY.ORG or oral comments may be made by calling (610) 871-1964. Laurie A Moyer
Grants Management Specialist
Lehigh County
7833173 6/30/25

Order # - 7833173

Public Hearing

2025 CDBG

July 15, 2025

12:00 pm, Room 524, Lehigh County Government Center

Agenda:

- Distribute grant application worksheet
- Review selection criteria
- Discuss awards and denials
- Questions

Attendance: Laurie Moyer, Grants Management Specialist

Public Comment Period

July 1 – 31, 2025

No Comments Received during the public comment period.