
LEHIGH COUNTY, PENNSYLVANIA

DEPARTMENT OF COMMUNITY & ECONOMIC DEVELOPMENT

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

FY 2016 Consolidated Annual Performance and Evaluation Report (CAPER)

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

Frank Kane, Director
Department of Community and
Economic Development



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CR-00 - Executive Summary

In accordance with the Federal regulations found in 24 CFR Part 570, Lehigh County, Pennsylvania has prepared this Consolidated Annual Performance and Evaluation Report (CAPER) for the period of October 1, 2016 to September 30, 2017. This is Lehigh County's 10th CDBG program year as a federal entitlement community. Lehigh County became a federal entitlement community receiving Community Development Block Grant (CDBG) funds from the U.S. Department of Housing and Urban Development (HUD) in 2007. The first Five Year Consolidated Plan was prepared for the program years FY 2007 through FY 2011. The second Five Year Consolidated Plan is for the current period of FY 2012 through FY 2016. This second Five Year Consolidated Plan sets the priorities for the use of CDBG funding. The Five Year Consolidated Plan allows a community to take a comprehensive approach to use resources granted to the community by HUD. Yearly, Lehigh County submits an Annual Action Plan containing the proposed activities outlining the use of CDBG funds for the upcoming program year. The Annual Action Plan relates the activities to goals and objectives outlined in the Five Year Consolidated Plan. This Consolidated Annual Performance and Evaluation Report (CAPER) describes the accomplishments for the fifth year under the FY 2012 – 2016 Five Year Consolidated Plan. The CAPER describes the activities undertaken during this time period for funding from the U.S. Department of Housing and Urban Development (HUD) under the CDBG Program. The projects/activities and accomplishments described in this CAPER principally benefit low- and moderate-income persons and the funding has been targeted to neighborhoods where there is the highest percentage of low- and moderate-income residents in Lehigh County.

The FY 2016 "draft CAPER" was made available for public review and comment for a 15-day period beginning Friday, December 1, 2017 and ending on Friday, December 15, 2017. The availability for review of the "draft CAPER" was advertised in the local newspaper and the CAPER was on display at the following locations in the County and on the County's website (<http://www.lehighcounty.org/>):

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

The following is the overall program narrative based on the Five Year Consolidated Plan and FY 2016 Annual Action Plan.

Grants Received –

Lehigh County has received the following grant amounts during the time period of October 1, 2016 through September 30, 2017:

	CDBG	TOTALS
Entitlement Grants	\$ 1,116,773.00	\$ 1,116,773.00
Program Income	\$ 0.00	\$ 0.00
Total Funds Received:	\$ 1,116,773.00	\$ 1,116,773.00

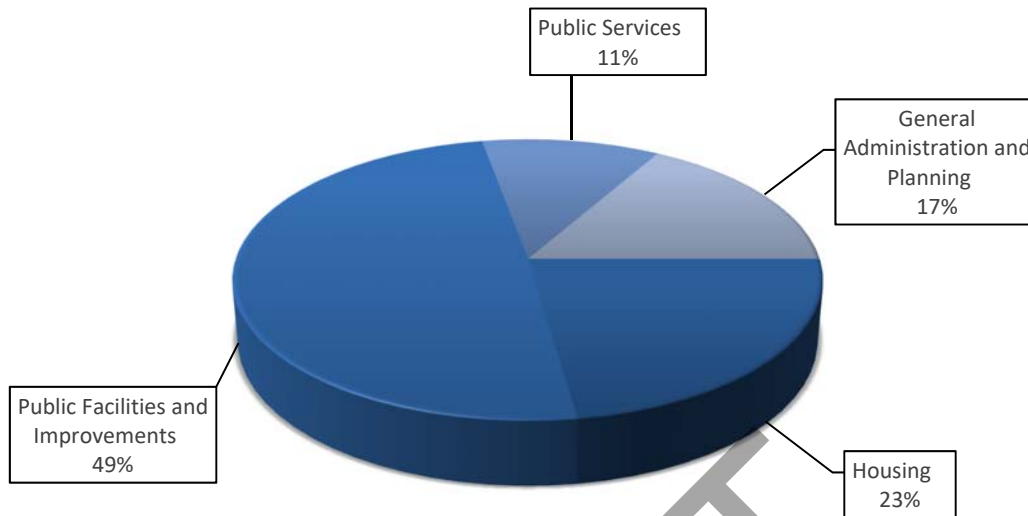
This chart above includes only grants received during October 1, 2016 through September 30, 2017. Any previous year’s grants are not included.

Funds Expended –

Amounts shown in the table below are funds that were expended during the time period of October 1, 2016 through September 30, 2017. These expenditures consist of previous year’s funds that were not used or expended as well as any reprogrammed funds from previous years.

Funding Sources	Total Funds Expended
Community Development Block Grant (CDBG)	\$ 1,262,366.86
Total:	\$ 1,262,366.86

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



Type of Activity	Expenditure	Percentage
Housing	\$ 286,387.58	22.69%
Public Facilities and Improvements	\$ 623,830.75	49.42%
Public Services	\$ 141,813.80	11.23%
General Administration and Planning	\$ 210,334.73	16.66%
Total:	\$ 1,262,366.86	100.00%

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

Regulatory Caps and Set-Asides –

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

	CDBG
FY 2016 Entitlement Grants	\$ 1,116,773.00
FY 2016 Program Income	\$ 0.00
Administrative Cap Allowance	20%
Maximum Allowable Expenditures	\$ 223,354.60

Administrative Disbursed in IDIS	\$ 210,354.73
Total Administrative Obligations	\$ 223,354.00
Administrative Percentage:	20.00%

Lehigh County’s CDBG Program administrative obligation for this reporting period was \$223,354.00, which is equal to the 20% cap on administrative expenditures.

CDBG Public Service Activity Cap –

	CDBG
FY 2016 Entitlement Grants	\$ 1,116,773.00
Prior Year Program Income	\$ 0.00
Public Service Cap Allowance	15%
Maximum Allowable Expenditures	\$ 167,515.95
Total Public Services Funds Disbursed in IDIS	\$ 141,813.80
Total Public Services Obligations	\$ 132,798.38
Public Service Percentage:	11.89%

Lehigh County obligated \$132,798.38 in funds for public services, which was 11.89% of the allowable expenditures that include the FY 2016 Entitlement Grant. This was under the 15% cap on expenditures for public services.

Performance Measurements –

During the FY 2016 CAPER period, the County addressed the following priority need categories identified in its Five Year Consolidated Plan:

GOAL: HOUSING - H

H-1: Retain Existing Housing Stock

The County met this goal by:

- Eleven (11) owner-occupied housing units were rehabilitated with CDBG funds.

H-2: Development of Affordable Housing

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

H-3: Homebuyer's Assistance

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

GOAL: HOMELESS - HA**HA-1: Homelessness Prevention**

The County met this goal by:

- Funded Catholic Charities, which assisted 17 households for a total of 31 people, to prevent homelessness.

HA-2: Services

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

HA-3: Shelter and Transitional Housing

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

HA-4: Permanent Housing

The County met this goal by:

- Lehigh County supported the Eastern Pennsylvania Continuum of Care Network with its FY 2016 CoC Application.

HA-5: Non-Homeless Special Needs

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

GOAL: NON-HOUSING COMMUNITY DEVELOPMENT - CD

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

CD-1: Public Facilities and Infrastructure

The County met this goal by funding the following activities in FY 2016:

- **Catasauqua Borough - Curb Cuts - \$39,600.00** - As of the end of fiscal year 2016, 100% of the construction was complete. Handicap ramps were installed at eight (8) corners; Faith Drive at Edward Lane (3 ramps), Faith Drive at High Street (3 ramps), and Circle Drive at Bethlehem Road (2 ramps). Project funds were not completely drawn down at the end of the fiscal year due to pending restitution.
- **Catasauqua Borough - George Taylor House - \$17,041.00 - Window Restoration** - Three (3) exterior 18th century windows on the first floor of the George Taylor House were conserved and restored.
- **Coplay Borough - Storm Sewer Rehabilitation - \$81,000.00** - Project construction was not complete by the end of the CAPER period. This was due to multiple postponements by UGI, whose presence was required to assist in managing the utilities during construction. This caused significant delays to the project. The project will be completed during the FY 2017 CAPER period.
- **Coplay-Whitehall Sewer Authority - Font Street Reconstruction and Curb Cuts - \$75,000.00** - Project has been postponed until next year due to multiple entities needed to complete construction on the street. Street replacement is the last phase of the project and due to the entities delaying their applicable phase, the CDBG-funded project is also delayed. The project will be completed during the FY 2017 CAPER period.
- **Emmaus Borough - Curb Cuts - \$36,000.00** - Handicap ramps were installed on North Street at the corners of N. 3rd (northeast and southeast corners), N 4th (southeast, northwest and southwest corners).
- **Fountain Hill Borough - Jeter Avenue Street Reconstruction and Curb Cuts - \$201,231.00** - 1,190 linear feet of Jeter Avenue was reconstructed. This included the intersection, 1,800 feet of curbing, 2 curb ramps, erosion and sedimentation control, pavement base drain, and adjustment of utilities.
- **Macungie Borough - Curb Cuts - \$37,800.00** - Ten (10) handicap curb ramps were installed in the Borough - Hay and Cedar Street (2 ramps), Fern and Fairview Street (4 ramps), Hickory and Sycamore Streets (2 ramps), and Hickory and Buttonwood Streets (2 ramps).
- **Slatington Borough - East Church Street Reconstruction and Curb Cuts - \$75,585.00** - 482 feet of East Church Street was reconstructed between South Walnut Street and Railroad Street, including three (3) curb cuts.

CD-2: Economic Development

- Lehigh County cancelled the Community First Fund – Lehigh Valley Small Business Development Program during this CAPER period and reprogrammed the funds.

CD-3: Public Services

The County met this goal by:

- **Catholic Charities - Self-sufficiency & Intervention Program - \$29,700.00** - Catholic Charities assisted seventeen (17) households and thirty-one (31) persons with this grant, which provided

up to 3 months of rental assistance. Two (2) households also received limited assistance with utility bills.

- **Lehigh Career & Technical Institute** - \$19,812.00 - Two (2) individuals completed training and one (1) other individual is currently enrolled in the program. All three (3) have taken new jobs or advanced their positions using their new CDL and/or HEO certification.
- **Lehigh Valley Center for Independent Living - People Living in Accessible Community Environments (PLACE) Program** - \$19,186.38 - LVCIL served twenty-three (23) persons (8 households) with this grant. Seven (7) households achieved housing stability during the program year, five (5) of which were still maintaining permanent housing at the end of the program. LVCIL also held twelve (12) consumer workshops during the year.
- **Lehigh Valley Workforce Development Board - Slatington Youth Works** - \$14,100.00 - Six (6) students completed a week-long Career Linking Academy (employability skills workshops) during the morning and paid work experiences with local businesses in the afternoon.
- **Meals on Wheels of Lehigh County - Meal Preparation and Delivery** - \$20,000.00 - Eight-two (82) persons were assisted with this grant, which served 9,259 meals for LMI homebound seniors and adults with disabilities. The meals were subsidized at an average subsidy of \$2.16 per meal.
- **North Penn Legal Services - LMI Legal Aide** - \$10,000.00 - NPLS provided forty-five (45) persons with free legal aide, especially to negate housing discrimination, over the course of the program.
- **The Literacy Center - Adult Literacy Instruction** - \$20,000.00 - Literacy Center assisted fifty (50) students with literacy instruction.

FY 2016 CDBG Budget –

The following chart lists the FY 2016 CDBG activities that were funded.

Project ID Number	Project Title/Description	2016 CDBG Budget	2016 CDBG Expenditures	Comments
CD-16-01	Catasauqua Borough – Curb Cuts – This is a multi-year activity that will install up to 20 handicap-accessible curb cuts in areas that are low- to moderate-income.	\$ 39,600.00	\$ 34,600.00	The remaining funds will be expended during the FY 2017 CAPER period.
CD-16-02	Catasauqua Borough – George Taylor House Window Restoration – Funds will be used to repair and reinstall six (6) windows, including repair of the trim stone wall supporting the windows.	\$ 17,041.00	\$ 17,041.00	Completed

CD-16-03	Coplay Borough – Storm Sewer Rehabilitation – The Borough proposes to replace 14 storm sewer inlet boxes in predominantly low- and moderate-income areas of the borough.	\$ 81,000.00	\$ 46,248.75	The remaining funds will be expended during the FY 2017 CAPER period.
CD-16-04	Coplay-Whitehall Sewer Authority – Front Street Reconstruction and Curb Cuts – Funds will be used for street reconstruction with curb cuts on Front Street from Keystone Alley, south to Hohl Alley.	\$ 75,000.00	\$ 0.00	The funds will be expended during the FY 2017 CAPER period.
CD-16-05	Emmaus Borough – Curb Cuts – This is a multi-year activity that will install 18 handicap-accessible curb cuts in areas that are low- to moderate-income.	\$ 36,000.00	\$ 36,000.00	Completed
CD-16-06	Fountain Hill Borough – Jeter Avenue Street Reconstruction and Curb Cuts – Funds will be used for the reconstruction of Jeter Avenue, starting at the Fountain Hill/Salisbury border and continuing east for 1,000 feet, and the installation of curb cuts.	\$ 201,231.00	\$ 201,231.00	Completed
CD-16-07	Macungie Borough – Curb Cuts – The Borough will construct and upgrade a total of 20 handicap ramps. Four (4) ramps will be at the intersection of Walnut and Main Streets, and an additional sixteen (16) ramps will be installed Borough-wide.	\$ 37,800.00	\$ 37,800.00	Completed
CD-16-08	Slatington Borough – East Church Street Reconstruction and Curb Cuts – Funds will be used for reconstruction of East Church Street between Walnut Street and Railroad	\$ 75,585.00	\$ 75,585.00	Completed

	Street, including curb cuts and stormwater improvements.			
CD-16-09	County-wide Housing Rehab – Housing Rehabilitation Financing – Funds will be used to rehabilitate owner-occupied LMI properties. Program delivery is also included.	\$ 200,000.00	\$ 7,992.00	The remaining funds will be expended during the FY 2017 CAPER period.
CD-16-10	Community First Fund – Lehigh Valley Small Business Development Program – Provide loan funds for small business enterprises and technical assistance services for start-up and job creating microenterprises in Low/Mod income areas in Lehigh County.	Cancelled		The project was cancelled through a Substantial Amendment. The funds were reallocated to Coplay Borough - Storm Sewer Rehabilitation.
CD-16-11	Catholic Charities – Self-sufficiency & Intervention Program – Funds will be used for rent and utility assistance along with case management for approximately 30 households.	\$ 29,700.00	\$ 29,700.00	Completed
CD-16-12	Lehigh Career & Technical Institute – There (3) short-term career programs for low- and moderate-income residents of Lehigh County.	\$ 19,812.00	\$ 17,989.50	The remaining funds will be expended during the FY 2017 CAPER period.
CD-16-13	Lehigh Valley Center for Independent Living – People Living in Accessible Community Environments (PLACE) Program – Housing location assistance to 30 households to avoid being homeless. Subsistence payments to those that need it. Fair Housing workshops for landlords.	\$ 19,186.38	\$ 19,186.38	Completed
CD-16-14	Lehigh Valley Workforce Development Board – Slatington Youth Works – High School students will be	\$ 14,100.00	\$ 11,724.29	The remaining funds will be expended during the FY 2017 CAPER period.

	provided the opportunity to increase their educational, technical, vocational, and work force skills. The goal is to develop career pathways leading to continued education, sustainable wages, and self-sufficiency.			
CD-16-15	Meals on Wheels of Lehigh County Meal Preparation and Delivery – Funds for subsidized meals to homebound seniors and adults with disabilities, all with income below \$39,900.	\$ 20,000.00	\$ 20,000.00	Completed
CD-16-16	North Penn Legal Services – LMI Legal Aide – Funds for advice, referrals, advocacy, and some direct representation of LMI people being evicted, denied housing, or who are forced to live in uninhabitable conditions.	\$ 10,000.00	\$ 8,318.63	The remaining funds will be expended during the FY 2017 CAPER period.
CD-16-17	The Literacy Center – Adult Literacy Instruction – Funds for adult Basic Education, GED instruction, and ESL classes for County residents.	\$ 20,000.00	\$ 20,000.00	Completed
CD-16-18	Administration – Funds for oversight, management, and administration of the CDBG Program.	\$223,354.00	\$210,334.73	The remaining funds will be expended during the FY 2017 CAPER period.

The County spent \$707,159.11, or 63.32% of its FY 2016 CDBG allocation. Additionally, during the FY 2016 CAPER period, the County expended \$555,207.75 from previous fiscal years.

Housing Performance Measurements –

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

Objectives	Outcomes						Total by Objective	
	Availability/ Accessibility		Affordability		Sustainability			
	Units	\$	Units	\$	Units	\$	Units	\$
Suitable Living	0	\$0.00	0	\$0.00	6	\$124,120.60	6	\$124,120.60
Decent Housing	0	\$0.00	8	\$154,594.86	0	\$0.00	8	\$154,594.86
Economic Opportunity	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00
Total by Outcome	0	\$0.00	8	\$154,594.86	6	\$124,120.60	14	\$278,715.46

Substantial Amendment –

In FY 2016, Lehigh County determined that it was necessary to amend the previously approved FY 2014, 2015, and 2016 Community Development Block Grant (CDBG) Program year's budgets in order to reallocate funds. A letter was sent to the HUD Philadelphia Office on August 5, 2017 to notify them of the changes. The amendments to FY 2014, 2015, and 2016 CDBG Annual Action Plans were proposed as follows:

FY 2014

- **Alburtis Borough – Curb Cuts** – Allocation decreased from \$40,000 to \$36,150.
- **Fountain Hill Borough – Curb Cuts** – Project created at \$3,850.
- **Unprogrammed Funds** – Allocation decreased from \$85,000 to \$0.
- **Coplay Borough – Storm Sewer Replacement** – Allocation increased from \$0 to \$85,000.

FY 2015

- **Coopersburg Borough – Sanitary Sewer Rehabilitation** – Allocation decreased from \$69,608 to \$69,477.50.
- **North Penn Legal Services – LMI Legal Aid** – Allocation decreased from \$10,000 to \$9,999.72.
- **County Wide House Rehab – Construction** – Allocation increased from \$96,000 to \$96,130.78.

FY 2016

- **Community First Fund – Economic Development Technical Assistance** – Allocation decreased from \$25,000 to \$0.
- **Coplay Borough – Storm Sewer Rehabilitation** – Allocation increased from \$56,000 to \$81,000.

CR-05 - Goals and Outcomes

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

91.520(a)

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

This is Lehigh County's fifth year of the FY 2012-2016 Five-Year Consolidated Plan designed to address the housing and non-housing needs of County residents. This year's CAPER reports on the actions and achievements the County accomplished in Fiscal Year 2016.

The CAPER for the FY 2016 Annual Action Plan for Lehigh County encompasses the County's CDBG Program and outlines which activities the County undertook during the program year beginning October 1, 2016 and ending September 30, 2017. The Lehigh County Department of Community and Economic Development is the lead entity and administrator for the CDBG funds.

The CDBG Program and the activities outlined in this FY 2016 CAPER principally benefited low- and moderate-income persons and funding was targeted to communities where there is the highest percentage of low- and moderate-income residents.

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

- **Housing Goal – H** – Budgeted \$200,000.00, expended \$7,992.00.
- **Homeless Goal – HA** – Budgeted \$29,700.00, expended \$29,700.00.
- **Non-Housing Community Development Goal – CD** – Budgeted \$663,719.00, expended \$545,724.55.

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

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

Goal	Category	Source / Amount	Indicator	Unit of Measure	Expected – Strategic Plan	Actual – Strategic Plan	Percent Complete	Expected – Program Year	Actual – Program Year	Percent Complete
CD-1 Public Facilities and Infrastructure	Non-Housing Community Development	CDBG: \$559,407	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	9,107	8,454	92.83%	9,107	8,454	92.83%
CD-1 Public Facilities and Infrastructure	Non-Housing Community Development	CDBG: \$559,407	Other	Other	0	1	100.0%	1	1	100.0%
CD-3 Public Services	Non-Housing Community Development	CDBG: \$104,312	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	161	237	100.0%	161	237	100.0%

H-1 Retain Existing Housing Stock	Affordable Housing	CDBG: \$200,000	Homeowner Housing Rehabilitated	Household Housing Unit	6	11	100.0%	6	11	100.0%
HA-1 Homeless Prevention	Homeless	CDBG: \$29,700	Public service activities for Low/Moderate Income Housing Benefit	Households Assisted	30	31	100.0%	30	31	100.0%

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

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

During the FY 2016 CDBG Program Year, Lehigh County addressed the following goals from the Five Year Consolidated Plan:

Overview:

During the FY 2016 CDBG Program Year, Lehigh County addressed the following goals from the Five Year Consolidated Plan:

GOAL HOUSING – H:

H-1: Retain Existing Housing Stock

The County met this goal by:

- Eleven (11) owner-occupied housing units were rehabilitated with CDBG funds.

H-2: Development of Affordable Housing

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

H-3: Homebuyer's Assistance

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

GOAL: HOMELESS - HA

HA-1: Homelessness Prevention

The County met this goal by:

- Funded Catholic Charities, which assisted 17 households for a total of 31 people, to prevent homelessness.

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HA-4: Permanent Housing

The County met this goal by:

- Lehigh County supported the Eastern Pennsylvania Continuum of Care Network with its FY 2016 CoC Application.

HA-5: Non-Homeless Special Needs

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GOAL NON-HOUSING COMMUNITY DEVELOPMENT – CD:**CD-1: Public Facilities and Infrastructure**

The County met this goal by funding the following activities in FY 2016:

- **Catasauqua Borough - Curb Cuts - \$39,600.00** - As of the end of fiscal year 2016, 100% of the construction was complete. Handicap ramps were installed at eight (8) corners; Faith Drive at Edward Lane (3 ramps), Faith Drive at High Street (3 ramps), and Circle Drive at Bethlehem Road (2 ramps). Project funds were not completely drawn down at the end of the fiscal year due to pending restitution.
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curbing, 2 curb ramps, erosion and sedimentation control, pavement base drain, and adjustment of utilities.

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CD-2: Economic Development

- Lehigh County cancelled the Community First Fund – Lehigh Valley Small Business Development Program during this CAPER period and reprogrammed the funds.

CD-3: Public Services

The County met this goal by:

- **Catholic Charities - Self-sufficiency & Intervention Program** - \$29,700.00 - Catholic Charities assisted seventeen (17) households and thirty-one (31) persons with this grant, which provided up to 3 months of rental assistance. Two (2) households also received limited assistance with utility bills.
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- **Lehigh Valley Workforce Development Board - Slatington Youth Works** - \$14,100.00 - Six (6) students completed a week-long Career Linking Academy (employability skills workshops) during the morning and paid work experiences with local businesses in the afternoon.
- **Meals on Wheels of Lehigh County - Meal Preparation and Delivery** - \$20,000.00 - Eight-two (82) persons were assisted with this grant, which served 9,259 meals for LMI homebound seniors and adults with disabilities. The meals were subsidized at an average subsidy of \$2.16 per meal.
- **North Penn Legal Services - LMI Legal Aide** - \$10,000.00 - NPLS provided forty-five (45) persons with free legal aide, especially to negate housing discrimination, over the course of the program.
- **The Literacy Center - Adult Literacy Instruction** - \$20,000.00 - Literacy Center assisted fifty (50) students with literacy instruction.

During this CAPER period, the County assisted eleven (11) owner-occupied housing units through the County-wide Rehabilitation program

The County assisted thirty-one (31) persons from becoming homeless, along with supporting the Northeast Pennsylvania Continuum of Care Network FY 2016 CoC Application. The County also assisted with administering the Commonwealth ESG Contract.

Lehigh County assisted 237 persons by funding the human service organizations. Through this funding, the following type of services were provided: homeless prevention; housing referral and counseling; adult literacy education; job training; subsistence services; Fair Housing outreach, education, and advocacy.

In addition, like all older communities, there is a great need for infrastructure improvements. This was done through funding seven (7) activities. These activities included curb cuts, sanitary and storm sewer rehabilitation, and street reconstruction.

DRAFT

CR-10 - Racial and Ethnic composition of families assisted

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

91.520(a)

	CDBG
White	3,608
Black or African American	37
Asian	26
American Indian or American Native	2
Native Hawaiian or Other Pacific Islander	0
Hispanic	116
Not Hispanic	3,557
Total	3,673

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

Narrative

Lehigh County's programs benefitted 3,608 (98.23%) White families, 37 (1.01%) Black or African American families, and 28 (0.76%) Other Minorities families. Also, 116 families (3.16%) were Hispanic, versus 3,557 families (96.84%) who were not Hispanic.

CR-15 - Resources and Investments 91.520(a)

Identify the resources made available

Source of Funds	Source	Expected Amount Available	Actual Amount Expended Program Year 2016
CDBG	HUD	\$1,116,773.00	\$793,751.28

Table 3 - Resources Made Available

Narrative

Lehigh County received the following grant amounts during the time period of October 1, 2016 through September 30, 2017:

- CDBG Allocation - \$1,116,773.00
- CDBG Program Income - \$0.00

Total Funds Received - \$1,116,773.00

During this CAPER period, Lehigh County expended \$793,751.28 of FY 2016 CDBG funds. In addition, the County expended \$1,262,366.86 in CDBG funds from FY 2016, program income, and prior fiscal year allocations. Under the FY 2016 Program Year, Lehigh County received the above amounts of Federal Entitlement Grants.

Identify the geographic distribution and location of investments

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

Table 4 – Identify the geographic distribution and location of investments

Narrative

Lehigh County does not have any identified Target Areas as part of the FY 2012-2016 Five Year Consolidated Plan. Each year, Lehigh County selects projects, activities, and programs it would fund with its CDBG grant.

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

the ability to leverage other funds for the activity, past performance outcomes, and whether the FY 2016 request was related to projects that if not funded, would result in a special assessment against low-income homeowners. Finally, a high priority was given to activities based on the community or agency/organization's ability to complete the project in a timely manner. Lehigh County allocated its FY 2016 CDBG funds to provide assistance with activities that met the underserved needs of the communities participating in the program. The projects that meet the HUD criteria for benefit to low- and moderate-income households were located in those census tracts or block groups that were defined as low/mod areas. In selecting projects, consideration was given to the communities with concentrations of racial or ethnic groups and disproportionate needs standards.

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

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

Lehigh County did not anticipate any obstacles in the performance of the FY 2016 CDBG activities. Affordable housing was identified as the largest underserved need in Lehigh County in the Five Year Consolidated Plan. Lehigh County is not a HUD entitlement community under the HOME program. Therefore, resources for housing activities were limited. The primary obstacle to meeting the underserved needs were the limited resources available to address the identified priorities in the County. Lehigh County continued to partner with other agencies when feasible, to leverage resources and maximize outcomes in housing and community and economic development.

Leveraging

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

The following public (non-federal) and private financial resources were made available to Lehigh County and its agencies and organizations to address the needs identified in the FY 2016 Annual Action Plan:

- Lehigh County received \$500,000 of PA-DCED HOME funds to expand the housing rehabilitation program from May 2012 until May 2017.
- During this CAPER period, Lehigh County expended funds received from a PA-DCED Emergency Solutions Grant (ESG) in the amount of \$154,483 for renovations to the Sixth Street Shelter operated by the Community Action Committee of the Lehigh Valley. The County was approved for \$154,483 for administration (\$5,783/ Lehigh County staff hours only), and renovations (\$147,200) at the Sixth Street Shelter only. Sixth Street Shelter is matching the ESG funds with Human Services Block Grant (HSBG) funds.
- Affordable Housing Trust Funds have been created by Lehigh County from document recording fees to be used for affordable housing projects. During this CAPER period, the County expended part of the \$432,217.00 of the AHTF that were awarded in 2014 to support affordable housing projects.
- Lehigh County Housing Authority received \$303,199.00 in FY 2016 Capital Funds for renovations and improvements to public housing to support affordable housing in the County. The Housing Authority received another \$319,849.00 for FY 2017 during this CAPER period.

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

Lehigh County is a member of the PA Eastern Continuum of Care Network - Lehigh Valley Regional Homeless Advisory Board (RHAB). The RHAB covers two (2) counties in the region. These counties are Lehigh and Northampton. The following agencies in Lehigh County received FY 2016 CoC funds for Permanent Supportive Housing (PSH), Supportive Services (SS), and Transitional Housing (TH):

- **The Salvation Army, a New York Corporation - Allentown Hospitality House Permanent Housing Program (PSH) - \$153,591**
- **Catholic Charities of Diocese of Allentown, Inc. (PSH) - \$75,799**
- **Lehigh County Conference of Churches – Outreach and Case Management for the Disabled Chronically Homeless - \$97,559.00**
- **Lehigh County Conference of Churches - Pathways Housing (PSH) - \$190,634.00**
- **Lehigh County Conference of Churches - Pathways Housing 2 (PSH) - \$176,735.00**
- **Lehigh County Conference of Churches - Pathways TBRA for Families, Youth, and Veterans (PSH) - \$280,284.00**

- **Lehigh County Conference of Churches - Tenant Based Rental Assistance for the Disabled, Chronically Homeless (PSH) - \$214,433.00**
- **Lehigh County Housing Authority - Shelter Plus Care (PSH) - \$188,326**
- **Resources for Human Development, Inc. - LV ACT Housing Supports (PSH) - \$179,200.00**
- **Valley Housing Development Corporation - SHP for Persons with Mental Illness # 2 (PSH) - \$193,248.00**
- **Valley Housing Development Corporation - SHP for Persons with Mental Illness # 3 (PSH) - \$124,637.00**
- **Valley Housing Development Corporation - SHP for Persons with Mental Illness # 4 (PSH) - \$108,746.00**
- **Lehigh County Conference of Churches – LV-RHAB (PSH) - \$163,567.00**
- **Valley Youth House Committee, Inc. – LV-RHAB (RRH) - \$276,068.00**
- **Valley Youth House Committee, Inc. - Supportive Housing for Families (TH) - \$465,624.00**
- **Third Street Alliance for Women and Children – LV-RHAB (RRH) - \$142,332.00**

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

DRAFT

CR-20 - Affordable Housing 91.520(b)

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

	One-Year Goal	Actual
Number of homeless households to be provided affordable housing units	0	0
Number of non-homeless households to be provided affordable housing units	36	42
Number of special-needs households to be provided affordable housing units	0	0
Total:	36	42

Table 5 – Number of Households

	One-Year Goal	Actual
Number of households supported through rental assistance	30	31
Number of households supported through the production of new units	0	0
Number of households supported through the rehab of existing units	6	11
Number of households supported through the acquisition of existing units	0	0
Total:	36	42

Table 6 – Number of Households Supported

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

During this CAPER period, Lehigh County supported thirty-one (31) households through rental assistance, which was just slightly more than the proposed thirty (30) households. Lehigh County also funded the Countywide Housing Rehabilitation Program during this CAPER period. The County proposed to rehabilitate six (6) housing units, and the County rehabilitated eleven (11) housing units in FY 2016 through the County-wide Owner-Occupied Rehabilitation Program using CDBG funds.

Discuss how these outcomes will impact future annual action plans.

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

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

Number of Persons Served	CDBG Actual
Extremely Low-income	11
Low-income	18
Moderate-income	4
Total	33

Table 7 – Number of Persons Served

Narrative Information

Based on the PR 23 IDIS Report, Lehigh County during this CAPER period used its CDBG funds to assist 33 households, of which 33.3% (11) were Extremely Low-Income, 54.5% (18) were Low-Income, and 12.2% (4) were Moderate-Income. For non-housing activities, CDBG funds were used to assist a total of 3,730 persons, of which 3.2% (119) were Extremely Low-Income, 96.17% (3,587) were Low-Income, and 0.43% (16) were Moderate-Income.

Lehigh County provided CDBG funds to rehabilitate owner-occupied housing in the County. There were eleven (11) owner-occupied housing units rehabilitated with CDBG funds during this CAPER period.

CR-25 - Homeless and Other Special Needs 91.220(d, e); 91.320(d, e); 91.520(c)**Evaluate the jurisdiction's progress in meeting its specific objectives for reducing and ending homelessness through: Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs**

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

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

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

The Continuum of Care completes a regular "Point in Time Count Survey" each January to determine the number of homeless individuals and families in the Eastern Pennsylvania Region. Based on the Point in Time Count (PITC) conducted during January 2017, the following numbers of homeless persons were reported in Lehigh County:

- **Unsheltered** - 405 individuals, 7 families with children, and 1 children only
- **Transitional Housing** - 761 individuals, 165 families with children, and 0 children only
- **Emergency Shelter** – 1,004 individuals, 134 families with children, and 17 children only

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

The Point in Time Count for the Lehigh Valley, which reported data from both Lehigh and Northampton Counties, identified 158 people experiencing homelessness, with only thirty-eight (38) persons were unsheltered. Of the unsheltered individuals, thirty-one (31) were male. The preliminary PITC numbers do not include the sheltered count of people in the Lehigh Valley's homeless shelters. The official PIT Count data will be available later this year. It will include data on all sheltered and unsheltered people experiencing homelessness in the Lehigh Valley.

Chronic Homeless:

On October 18, 2015, the CoC Board approved a policy requiring all permanent supportive housing projects to follow the prioritization order outlined in CPD Notice 14-012, "Notice on Prioritizing Persons Experiencing Chronic Homelessness and Other Vulnerable Homeless Persons in Permanent Supportive Housing and Recordkeeping Requirements for Documenting Chronic Homeless Status". Effective immediately, all CoC-funded PSH beds were required to prioritize chronic homelessness in all new and turnover beds that became available.

Risk Factors for Homelessness:

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

Affordable Housing Trust Funds (AHTF):

Lehigh County engaged in the following activities in the FY 2016 program year through the Lehigh County Affordable Housing Trust funds to reduce and end homelessness in the jurisdiction:

- **Valley Youth House:** The Valley Youth House provided homeless youth, families, and children with support in gaining the skills necessary for transitioning to stable housing and self-sufficiency. Specifically, the Valley Youth House used AHTF funds for on-site life skills counseling, mental health therapy, and stipends for food, transportation, and furnishings.
- **Catholic Charities:** Catholic Charities provided emergency rent and mortgage assistance to prevent homelessness.

Addressing the emergency shelter and transitional housing needs of homeless persons

During this CAPER period, Lehigh County received funds from PA-DCED Emergency Solutions Grant (ESG) in the amount of \$177,101 for renovations to the Sixth Street Shelter operated by the Community

Action Committee of the Lehigh Valley, and homeless prevention and Rapid Re-housing services through Catholic Charities. The County was approved for \$154,483 for administration (\$5,783/ Lehigh County staff hours only), HMIS (\$1,500) and renovations (\$147,200) at the Sixth Street Shelter only. Sixth Street Shelter matched the ESG funds with Human Services Block Grant (HSBG) funds. The project was completed during this CAPER period. The Catholic Charities portion of the request was denied.

The cost estimates for the Sixth Street Shelter renovations were as follows:

- ADA accessibility for the Family Resource Center - \$38,600.00
- ADA kitchen in one unit - \$14,000.00
- Parking lot paving - \$38,500.00
- Fire escape repairs - \$6,786.20
- Repair of window well leaks - \$49,313.00
- **Total renovations - \$147,199.20**

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

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

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

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

Committee which met quarterly to review CoC Performance and identify needed interventions. The strategies to reduce the length of time of homelessness include: 1) Coordinated Entry through the Vulnerability Index & Service Prioritization Decision Assistance Tool (VI-SPDAT) which included LOTH as a prioritization factor; 2) the CoC adopted a protocol that mirrors CPD 14-012, "Notice on Prioritizing Persons Experiencing Chronic Homelessness and Other Vulnerable Homeless Persons in Permanent Supportive Housing and Recordkeeping Requirements for Documenting Chronic Homeless Status", which directs Permanent Supportive Housing resources to those with the greatest LOTH; and 3) The CoC increased its Rapid Re-Housing inventory with the goal of housing people within 30 days of becoming homeless; and 4) Data Committee reviewed aggregate and project level performance data quarterly to identify where LOTH was not decreasing.

Through the use of the VI-SPDAT, the CoC prioritized the most vulnerable families. Rapid Re-Housing (RRH) programs, along with all project types, will be expected to serve families based on their vulnerability score, while utilizing a Housing First approach. The use of RRH has increased throughout the CoC. ESG funds were prioritized for RRH over homeless prevention services. An increase in Supportive Services for Veteran Families (SSVF) resources were being utilized to rapidly rehouse veteran families.

The CoC also aimed to reduce the rate of individuals and families who return to homelessness. HMIS was used to develop a Performance Report comparing the baseline year with the first full reporting year. The rates of return stayed roughly the same between years, 11% at 6 months and 13% at 12 months. The data committee reviewed CoC level and program level data quarterly to monitor returns to homelessness upon exit from Transitional Housing, Rapid Re-Housing, and Permanent Supportive Housing with the goal of determining patterns and to identify projects with high rates of returns.

The local CareerLink and Community Action Agencies (CAA) operated a Ready-to-Work program for persons receiving Temporary Assistance for Needy Families (TANF) benefits, in collaboration with PA Workforce Investment Board (WIB) and PA CareerLink. The purpose of the program was to increase pre-employment skills. 81% of all CoC-funded projects were connecting with the above referenced employment partners, or others in their local communities.

Chronic Homeless:

To improve access to Chronic Homeless beds across the CoC in counties with an excess of Chronic Homeless prioritized beds, the strategy was to implement the recently adopted "Bed Turnover Policy" in which a bed will first be filled through the project's waiting list, then within the County, then CoC-wide.

Veterans:

The state's ESG program prioritized funding for programs providing homeless services to veterans. Supportive Services for Veteran Families (SSVF) funded organizations providing outreach throughout the 33-countywide CoC. This included street outreach, marketing, and providing information to shelter

residents/staff. SSVF staff worked with veterans to determine eligibility.

VASH Vouchers:

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

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

The CoC did not have coordination with health care providers throughout the geographic area. However, there were examples of coordination in specific communities, but this was conducted mostly on an as-needed basis, versus higher level discharge policies. Two (2) changes are occurring on the state level that will have a major impact on future coordination of discharge planning:

1. PA-DCED, the Collaborative Applicant, in collaboration with the PA Department of Human Services (DHS), is re-organizing the PA Interagency Council. The re-organization included adding partners from health care providers. Establishing new and enhancing current discharge policies to prevent homelessness will be a focus of the "new" PA Interagency Council.
2. A Legislative Task Force that has been charged with studying the causes and effects of homelessness in PA submitted their report in April 2016, entitled "Homelessness in Pennsylvania: Causes, Impacts, and Solutions: A Task Force and Advisory Committee Report." The report presents a comprehensive review of impacts of homelessness on various populations and discusses public and private agencies' actions to mitigate those impacts, and to secure safe and stable housing for people in need. The report included the task force's and advisory committee's recommendations for effective, efficient, and compassionate means for ending homelessness in the State of Pennsylvania.

Coordinated Entry:

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

Most communities lack the resources needed to meet all of the needs of people experiencing homelessness.

Lack of resources, combined with the lack of a well-developed coordinated entry process, resulted in severe hardships for persons experiencing homelessness who often face long wait times to receive assistance or were screened out of needed assistance. Coordinated entry processes helped communities prioritize assistance based on vulnerability and severity of service needs to ensure that people who need assistance the most can receive it in a timely manner. Coordinated entry processes also provided information about service needs and identified gaps to help communities plan their assistance and resources.

The Eastern PA CoC undertook a comprehensive Coordinated Entry planning process including stakeholder input across the CoC via survey and public meetings. Coordinated Entry is currently piloted in the Lehigh Valley. It will be rolled out to the entire CoC in FY 2017 CAPER period. The Lehigh Valley Coordinated Entry Pilot Project will coordinate access, assessment and referral to housing and services for families and individuals in Lehigh and Northampton Counties experiencing or at imminent risk for homelessness. The pilot project is funded through a grant from the US Department of Housing & Urban Development and in-kind contributions from the Housing Alliance of Pennsylvania, Lehigh Conference of Churches, Third Street Alliance and Valley Youth House. The pilot launched in December 2016. The pilot is specific to the Lehigh Valley and includes outreach services through Valley Youth House and three walk-in sites. Those walk-in sites are operated by the Lehigh Conference of Churches in Allentown and Bethlehem, and the Third Street Alliance in Easton.

FY 2016 CDBG Program:

Lehigh County used its FY 2016 CDBG funds for the Catholic Charities - Self-Sufficiency & Intervention Program in the amount of \$29,700, which assisted seventeen (17) households and thirty-one (31) persons. This program provided counseling, short-term rental assistance, and utility payments to assist in the prevention of homelessness. Lehigh County, through its various human services programs, provided support to all the categories of non-homeless special needs populations. The County also funded the Lehigh Valley Center for Independent Living - People Living in Accessible Community Environments (PLACE) Program in the amount of \$20,400, which assisted eight (8) households and twenty-three (23) persons, where a member of the household was living with a disability. These households were assisted with case management and counseling.

The Lehigh County Department of Human Services provided a wide range of programs for its elderly, substance abusers, people with mental health and intellectual disabilities, children and youth, and veterans. During this program year, the County used FY 2016 CDBG funds for the Meals on Wheels of Lehigh County - Meal Preparation and Delivery project in the amount of \$20,000. The project provided funds for meals to homebound seniors and adults with disabilities, all with incomes below \$39,900. The County assisted eighty-two (82) persons with 9,259 meals to low- and moderate-income homebound seniors and adults with disabilities.

CR-30 - Public Housing 91.220(h); 91.320(j)**Actions taken to address the needs of public housing**

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

Each year, LCHA receives an allocation of funds from HUD under the Capital Fund Program to undertake physical improvements. In addition, the LCHA receives operating subsidies to offset the operating deficits associated with public housing units and to carry out maintenance. During this CAPER period, the following Capital Fund Improvements were undertaken by the Lehigh County Housing Authority: Installation of new kitchens in Coplay Apartments; and new entrance doors to apartments and parking lot improvements at Delaware Apartments.

The Lehigh County Housing Authority received \$303,199.00 under a HUD Capital Fund grant for FY 2016, which it used to install new kitchens in Coplay apartments, and exterior doors at 910 Delaware Avenue, Fountain Hill. The FY 2016 allocation was used for the following activities:

- **Operations** - \$29,264.00
- **Administration** - \$29,264.00
- **Architectural/Engineering Fees** - \$25,000.00
- **Dwelling Structures** - \$209,110.00
- **Total = \$292,638.00**

The Lehigh County Housing Authority (LCHA) maintains 289 units of public housing and has a 99% occupancy rate. The public housing waiting list contains 1,735 persons. The Family Housing lists were closed as of August 16, 2016, but the Senior Housing list remains open. LCHA has a baseline of 1,652 Section 8 Housing Choice Vouchers, with 1,212 in use as of September 30, 2017. There are 1,256 individual households on the waiting list as of September 30, 2017. The Section 8 Housing Choice waiting list was closed as of August 16, 2016.

Lehigh County Housing Authority continues to have a position for multi-lingual staff to better communicate with all residents. LCHA continued to provide Fair Housing training for staff members. LCHA also continued to strive to reach out to residents and prospective residents with special needs, and other minority populations.

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

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

Lehigh County supported the Housing Authority's efforts to work with tenants of public housing and Section 8 Housing Choice Vouchers to achieve self-sufficiency. There were no joint projects planned for the 2016 program year.

Family Self-Sufficiency (FSS) programs were provided to Section 8 Housing Choice Voucher holders and public housing tenants. FSS program residents worked with a case manager to develop goals for a five (5) year period to lead to self-sufficiency. These goals included education, specialized training, job readiness, job placement activities, and career advancement objectives. The goals for each participating family member were laid out in Individual Training and Services Plans. Lehigh County Housing Authority (LCHA), the County of Lehigh, and Lehigh Career & Technical Institute (LCTI), continued to partner in improving the Section 3 eligible program participants' access to education and job training. The Housing Authority has been partnering with Lehigh County and PA CareerLink to offer scholarships to eligible individuals wishing to participate in training offered by LCTI. There were 31 families participating with 4 graduating and leaving the FSS program, and all were Section 8 voucher holders. In addition, there was a Family Savings Account program which was available to residents who participate in the FSS Program. This program enables families to save funds to help with larger purchases, such as education or homeownership.

Lehigh County Housing Authority has residents of its public housing communities which serve as representatives to review the LCHA Annual Action Plan. The LCHA senior citizen developments in both Emmaus and Slatington have active resident advisory boards that focus on social programs in these communities.

Actions taken to provide assistance to troubled PHAs

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

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

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

The Lehigh Valley Planning Commission (LVPC) has written a municipal guidance document on Fair Housing. The document, which was released in December 2015, explains Fair Housing as it relates to municipal zoning and code enforcement and the responsibilities of the region's communities to provide for inclusive residential opportunities. As part of the work, the LVPC has updated a series of model municipal ordinances to address fair housing accommodation in the region's typical community and housing types. The region's development pattern ranged from urban, to suburban, to rural, necessitating a suite of model ordinances to address the region's fair housing needs. The package of model ordinances included: mixed use development, conservation subdivision, cottage housing, traditional neighborhoods, street connectivity, density bonuses, and inclusionary zoning.

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

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

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

- There were opportunities available for more collaborative initiatives between for-profit developers and non-profit organizations in the Lehigh Valley. By partnering with an experienced for profit developer, a smaller non-profit can enhance its capacity in budgeting, planning, financing, and construction management skills.
- There were opportunities for public housing authorities to create new affordable housing outside of HOPE VI funding.

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

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

Lehigh County receives Affordable Housing Trust Funds (AHTF). The fund provides support for affordable housing projects in the County. During this CAPER period, the County sub recipients were still spending funds from its FY 2014 allocation of the AHTF to support affordable housing projects.

FY 2016 CDBG Program:

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

- **Catholic Charities - Self-Sufficiency & Intervention Program:** \$29,700.00
- **Lehigh Career and Technical Institute:** \$19,812.00
- **Lehigh Valley Center for Independent Living - People Living in Accessible Community Environments:** \$20,400.00
- **Lehigh Valley Workforce Development Board – Slatington Youth Works:** \$14,100.00
- **Meals on Wheels of Lehigh County - Meal Preparation and Delivery:** \$20,000.00
- **North Penn Legal Services - LMI Legal Aide:** \$10,000.00
- **The Literacy Center - Adult Literacy Instruction:** \$20,000.00

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

Lead-based paint poses a particular hazard to children under the age of six, and is the focus of efforts by the U.S. Department of Housing and Urban Development (HUD) to raise awareness of the problem and mitigate or eliminate the hazard. Lead-based paint was banned in 1978, but housing constructed prior to

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

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

During this CAPER period, nine (9) housing units were cleared of lead based paint hazards with CDBG funds. None were abated for lead based paint hazards.

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

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

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

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

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

prevention, and emergency food and shelter.

During this CAPER period, Lehigh County funded the Catholic Charities - Self-Sufficiency & Intervention Program, which provided rent and utility assistance along with case management for 17 households consisting of 31 people. All households are currently in stable housing and continued to receive case management services. The County also funded the Lehigh Career and Technical Institute, which provided scholarships to three (3) Section 3 residents of Lehigh County Housing Authority programs in Heavy Equipment Operations, with CDL-A License. All three (3) persons achieved employment or advancement at their current place of employment.

The County also funded the Lehigh Valley Workforce Development Board – Slatington Youth Works, which provided high school students with the opportunity to increase their educational, technical, vocational, and work force skills. The goal is to develop career pathways leading to continued education, sustainable wages, and self-sufficiency. Six (6) students completed a week long Career Linking Academy (employability skills workshop) during the morning and paid work experience with local businesses in the afternoon.

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

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

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

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

In order to address the County's housing and community development needs, the County has established extensive public/private partnerships aimed at revitalization in the County. In 2016, the

partnership included the following agencies:

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

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

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

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

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

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

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

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

Lehigh County continued efforts to enhance coordination between agencies by creating partnerships such as in the implementation of the Section 3 and MBE-WBE outreach initiatives. The Section 3 outreach effort partnered with the Pennsylvania CareerLink, the Lehigh County Housing Authority and LCTI to identify Section 3 residents and businesses and to provide feedback on available job opportunities. Such partnerships help to develop a better understanding of community needs. The County budgeted \$19,812 in FY 2016 for the Lehigh Career & Technical Institute – scholarships for Section 3 Residents project, which will provide three (3) short-term training options that will lead to industry certifications and immediate job placements at sustainable wages.

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

The Lehigh Valley Economic Development Corporation (LVEDC) was awarded a Sustainable Communities Regional Planning Grant from HUD during Lehigh County's Five Year Consolidated Plan period (2012-2016). Through this effort, the Five-Year Strategic Plan and the larger regional plan was being prepared. As described in Prosper Lehigh Valley, a blog on economic development in the Lehigh Valley, eleven (11) agencies came together to apply for this grant through the U.S. Department of Housing and Urban Development (HUD). This grant was one of a few programs that was made possible through the Federal Office of Sustainable Communities, a historic collaboration among HUD, U.S. Department of Transportation, and the U.S. Environmental Protection Agency. Locally, the eleven (11) partners applied through the Lehigh Valley Economic Development Corporation as the Lehigh Valley Sustainability Consortium (LVSC).

The members of the LVSC were:

1. Lehigh County Department of Community and Economic Development

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

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

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

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

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

Impediment #2: Continue Support of Affordable Housing Programs

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

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

- Fair Housing Proclamation for the County of Lehigh, PA dated April 1, 2016.
- Fair Housing Proclamation signed by the mayors of Allentown, Bethlehem, and Easton, as well as the executives for Lehigh and Northampton Counties, as part of the Lehigh Valley Fair Housing Project.
- A press release entitled "NPLS and LVCIL to Hold Press Conference and Outreach Event to Publicize April as Fair Housing Awareness Month", advertising a press conference held on Friday, April 21, 2016.
- Covers and Tables of Contents for the North Penn Legal Services Self-Help Handbook for Tenants in both English and Spanish

CR-40 - Monitoring 91.220 and 91.230

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

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

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

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

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

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

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

There were monitoring responsibilities that go beyond the time of completion of various activities. The overall performance of the program relative to the Five-Year Strategic Plan goals was monitored at least

bi-annually through the selection of the annual activities and again during the preparation of the Comprehensive Annual Performance and Evaluation Report (CAPER).

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

- **Lehigh Career and Technical Institute** – August 2, 2017
- **Lehigh Valley Workforce Development Board** – August 3, 2017 and September 12, 2017
- **North Penn Legal Services** – August 8, 2017
- **Lehigh Valley Center for Independent Living** – August 15, 2017
- **Meals on Wheels** – August 15, 2017
- **Catholic Charities of the Diocese of Allentown** – August 22, 2017
- **Literacy Center** – August 22, 2017, August 28, 2017, and August 31, 2017

The County had no findings based on its on-site monitoring. The County did have a couple concerns noted during on-site monitoring:

- **Lehigh Career and Technical Institute:** There was a concern raised with the purchase of course material. Only one provider. This was a sole source activity.
- **Lehigh Valley Workforce Development Board:** 22 students were not assisted and the Subrecipient did not expend all of its allocated funds.
- **North Penn Legal Services:** There were issues with the completion of the self-income verification form. This was reviewed and NPLS is fixing this concern and will complete the forms correctly in the future.
- **The Literacy Center:** The Subrecipient had no Executive Director. There were issues with the completion of the self-income verification form. This was reviewed and The Literacy Center is fixing this concern and will complete the forms correctly in the future.

Lehigh County had no concerns from the on-site monitoring of Lehigh Valley Center for Independent Living, Meals on Wheels, and Catholic Charities of the Diocese of Allentown.

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

Lehigh County placed the FY 2016 CAPER document on public display for a period of 15 days beginning on Friday, December 1, 2017 through Friday, December 15, 2017. A copy of the Public Notice was published in "The Morning Call" on Thursday, November 30, 2017, a copy of which is attached in the Citizen Participation Section of this CAPER document.

The "Draft" FY 2016 CAPER was on display at the following locations in Lehigh County:

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

CR-45 - CDBG 91.520(c)

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

Lehigh County has not made any changes to the FY 2012-2016 Five Year Consolidated Plan and its program objectives during this reporting period.

Describe accomplishments and program outcomes during the last year.

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

- **Housing** - \$286,387.58, which was 22.69% of the total expenditures.
- **Public Facilities and Improvements** - \$623,830.75, which was 49.42% of the total expenditures.
- **Public Services** - \$141,813.80, which was 11.23% of the total expenditures.
- **General Administration and Planning** - \$210,334.73, which was 16.66% of the total expenditures.
- **Total = \$1,262,366.86**

The Lehigh County Timeliness Ratio of unexpended funds as a percentage of the FY 2016 CDBG allocation was 0.99, which was under the maximum 1.5 drawdown ratio.

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

- **FY 2016 Percentage of Expenditures Assisting Low- and Moderate-Income Persons and Households Either Directly or On an Area Basis = 96.33%**
- **FY 2016 Percentage of Expenditures that Benefit Low- and Moderate-Income Areas = 37.36%**
- **FY 2016 Percentage of Expenditures that Aid in the Prevention or Elimination of Slum or Blight = 3.67%**

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

- **Extremely Low Income (<=30%) = 3.45%**
- **Low Income (30-50%) = 95.80%**
- **Moderate Income (50-80%) = 0.53%**

- **Total Low and Moderate Income (<=80%) = 99.79%**
- **Non Low and Moderate Income (>80%) = 0.21%**

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

- **Actual Jobs Created or Retained – 0**
- **Households Receiving Housing Assistance – 33**
- **Persons Assisted Directly, Primarily by Public Services and Public Facilities – 3,730**
- **Persons for Whom Services and Facilities were Available – 7,125**
- **Units Rehabilitated - Single Units – 11**
- **Units Rehabilitated - Multi Units Housing – 0**

During this CAPER period, the County leveraged \$792,426.13 for CDBG Activities based on the PR54 CDBG Community Development Block Grant Performance Profile Report.

During this CAPER period, all of the CDBG funds were used to meet a National Objective. The County did not make any lump sum agreements during this CAPER period. The County did not have any float-funded activities during this FY 2016 CAPER period. Lehigh County did not have any disallowed expenditures, nor did the County return any funds to the line-of-credit.

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

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

No.

CR-50 – Section 3 Report

The Section 3 Summary Report HUD – 60002 for the CDBG Program was submitted in the SPEARS System.

DRAFT

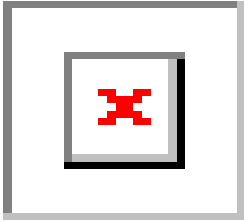
CR-55 – IDIS Reports

Attached are the following U.S. Department of Housing and Urban Development (HUD) Reports from IDIS for the period from October 1, 2016 through September 30, 2017.

Attached are the following IDIS reports:

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

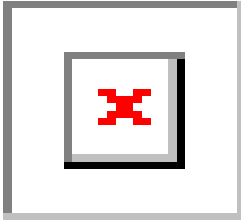
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Office of Community Planning and Development
U.S. Department of Housing and Urban Development
Integrated Disbursement and Information System
PR26 - CDBG Financial Summary Report
Program Year 2016
LEHIGH COUNTY , PA

DATE: 11-22-17
TIME: 16:16
PAGE: 1

PART I: SUMMARY OF CDBG RESOURCES	
01 UNEXPENDED CDBG FUNDS AT END OF PREVIOUS PROGRAM YEAR	619,861.18
02 ENTITLEMENT GRANT	1,116,773.00
03 SURPLUS URBAN RENEWAL	0.00
04 SECTION 108 GUARANTEED LOAN FUNDS	0.00
05 CURRENT YEAR PROGRAM INCOME	0.00
05a CURRENT YEAR SECTION 108 PROGRAM INCOME (FOR SI TYPE)	0.00
06 FUNDS RETURNED TO THE LINE-OF-CREDIT	0.00
06a FUNDS RETURNED TO THE LOCAL CDBG ACCOUNT	0.00
07 ADJUSTMENT TO COMPUTE TOTAL AVAILABLE	0.00
08 TOTAL AVAILABLE (SUM, LINES 01-07)	1,736,634.18
PART II: SUMMARY OF CDBG EXPENDITURES	
09 DISBURSEMENTS OTHER THAN SECTION 108 REPAYMENTS AND PLANNING/ADMINISTRATION	1,052,032.13
10 ADJUSTMENT TO COMPUTE TOTAL AMOUNT SUBJECT TO LOW/MOD BENEFIT	0.00
11 AMOUNT SUBJECT TO LOW/MOD BENEFIT (LINE 09 + LINE 10)	1,052,032.13
12 DISBURSED IN IDIS FOR PLANNING/ADMINISTRATION	210,334.73
13 DISBURSED IN IDIS FOR SECTION 108 REPAYMENTS	0.00
14 ADJUSTMENT TO COMPUTE TOTAL EXPENDITURES	0.00
15 TOTAL EXPENDITURES (SUM, LINES 11-14)	1,262,366.86
16 UNEXPENDED BALANCE (LINE 08 - LINE 15)	474,267.32
PART III: LOWMOD BENEFIT THIS REPORTING PERIOD	
17 EXPENDED FOR LOW/MOD HOUSING IN SPECIAL AREAS	0.00
18 EXPENDED FOR LOW/MOD MULTI-UNIT HOUSING	0.00
19 DISBURSED FOR OTHER LOW/MOD ACTIVITIES	1,013,391.13
20 ADJUSTMENT TO COMPUTE TOTAL LOW/MOD CREDIT	0.00
21 TOTAL LOW/MOD CREDIT (SUM, LINES 17-20)	1,013,391.13
22 PERCENT LOW/MOD CREDIT (LINE 21/LINE 11)	96.33%
LOW/MOD BENEFIT FOR MULTI-YEAR CERTIFICATIONS	
23 PROGRAM YEARS(PY) COVERED IN CERTIFICATION	PY: 2016 PY: 2017 PY: 2018
24 CUMULATIVE NET EXPENDITURES SUBJECT TO LOW/MOD BENEFIT CALCULATION	1,052,032.13
25 CUMULATIVE EXPENDITURES BENEFITING LOW/MOD PERSONS	1,013,391.13
26 PERCENT BENEFIT TO LOW/MOD PERSONS (LINE 25/LINE 24)	96.33%
PART IV: PUBLIC SERVICE (PS) CAP CALCULATIONS	
27 DISBURSED IN IDIS FOR PUBLIC SERVICES	141,813.80
28 PS UNLIQUIDATED OBLIGATIONS AT END OF CURRENT PROGRAM YEAR	5,879.58
29 PS UNLIQUIDATED OBLIGATIONS AT END OF PREVIOUS PROGRAM YEAR	14,895.00
30 ADJUSTMENT TO COMPUTE TOTAL PS OBLIGATIONS	0.00
31 TOTAL PS OBLIGATIONS (LINE 27 + LINE 28 - LINE 29 + LINE 30)	132,798.38
32 ENTITLEMENT GRANT	1,116,773.00
33 PRIOR YEAR PROGRAM INCOME	0.00
34 ADJUSTMENT TO COMPUTE TOTAL SUBJECT TO PS CAP	0.00
35 TOTAL SUBJECT TO PS CAP (SUM, LINES 32-34)	1,116,773.00
36 PERCENT FUNDS OBLIGATED FOR PS ACTIVITIES (LINE 31/LINE 35)	11.89%
PART V: PLANNING AND ADMINISTRATION (PA) CAP	
37 DISBURSED IN IDIS FOR PLANNING/ADMINISTRATION	210,334.73
38 PA UNLIQUIDATED OBLIGATIONS AT END OF CURRENT PROGRAM YEAR	13,019.27
39 PA UNLIQUIDATED OBLIGATIONS AT END OF PREVIOUS PROGRAM YEAR	0.00
40 ADJUSTMENT TO COMPUTE TOTAL PA OBLIGATIONS	0.00
41 TOTAL PA OBLIGATIONS (LINE 37 + LINE 38 - LINE 39 +LINE 40)	223,354.00
42 ENTITLEMENT GRANT	1,116,773.00
43 CURRENT YEAR PROGRAM INCOME	0.00
44 ADJUSTMENT TO COMPUTE TOTAL SUBJECT TO PA CAP	0.00
45 TOTAL SUBJECT TO PA CAP (SUM, LINES 42-44)	1,116,773.00
46 PERCENT FUNDS OBLIGATED FOR PA ACTIVITIES (LINE 41/LINE 45)	20.00%



Office of Community Planning and Development
 U.S. Department of Housing and Urban Development
 Integrated Disbursement and Information System
 PR26 - CDBG Financial Summary Report
 Program Year 2016
 LEHIGH COUNTY , PA

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LINE 17 DETAIL: ACTIVITIES TO CONSIDER IN DETERMINING THE AMOUNT TO ENTER ON LINE 17

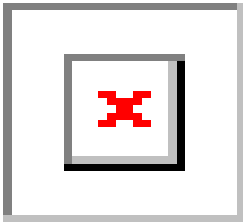
Report returned no data.

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

Report returned no data.

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

Plan Year	IDIS Project	IDIS Activity	Voucher Number	Activity Name	Matrix Code	National Objective	Drawn Amount
2016	3	221	6083472	Coplay Storm Sewers	03J	LMA	\$46,248.75
					03J	Matrix Code	\$46,248.75
2015	4	206	6006358	Coplay Street Reconstruction	03K	LMA	\$70,000.00
2016	6	224	6083472	Fountain Hill Street Reconstruction	03K	LMA	\$201,231.00
2016	8	226	6083472	Slatington - East Church Street Reconstruction	03K	LMA	\$75,585.00
					03K	Matrix Code	\$346,816.00
2015	1	203	6006358	Catasauqua Curb Cuts	03L	LMC	\$68,085.00
2015	1	203	6060216	Catasauqua Curb Cuts	03L	LMC	\$15,640.00
2016	1	219	6083472	Catasauqua Curb Cuts	03L	LMC	\$34,600.00
2016	5	223	6081633	Emmaus Curb Cuts	03L	LMC	\$36,000.00
2016	7	225	6081633	Macungie Curb Cuts	03L	LMC	\$37,800.00
					03L	Matrix Code	\$192,125.00
2016	15	231	6006378	Meals on Wheels	05	LMC	\$11,872.99
2016	15	231	6060223	Meals on Wheels	05	LMC	\$8,127.01
					05	Matrix Code	\$20,000.00
2016	13	229	6006378	LVCIL PLACE Program	05B	LMC	\$7,767.71
2016	13	229	6036924	LVCIL PLACE Program	05B	LMC	\$4,343.33
2016	13	229	6066221	LVCIL PLACE Program	05B	LMC	\$4,663.45
2016	13	229	6081633	LVCIL PLACE Program	05B	LMC	\$2,411.89
					05B	Matrix Code	\$19,186.38
2015	10	211	6006358	LCTI - Scholarships	05H	LMC	\$2,440.00
2015	10	211	6036923	LCTI - Scholarships	05H	LMC	\$5,638.00
2015	10	211	6047471	LCTI - Scholarships	05H	LMC	\$6,817.00
2016	12	228	6047459	LCTI CDL & HEO Scholarships	05H	LMC	\$2,993.00
2016	12	228	6060223	LCTI CDL & HEO Scholarships	05H	LMC	\$14,996.50
2016	14	230	6081633	Slatington Youth Works	05H	LMC	\$4,644.49
2016	14	230	6093061	Slatington Youth Works	05H	LMC	\$7,079.80
2016	17	233	6022171	Adult Literacy Instruction	05H	LMC	\$7,707.20
2016	17	233	6036924	Adult Literacy Instruction	05H	LMC	\$3,416.10
2016	17	233	6047459	Adult Literacy Instruction	05H	LMC	\$3,960.02
2016	17	233	6066221	Adult Literacy Instruction	05H	LMC	\$4,916.68
					05H	Matrix Code	\$64,608.79
2016	16	232	6022171	LMI Legal Aid Program	05J	LMC	\$1,042.45
2016	16	232	6047459	LMI Legal Aid Program	05J	LMC	\$1,033.12
2016	16	232	6081633	LMI Legal Aid Program	05J	LMC	\$4,613.32
2016	16	232	6093061	LMI Legal Aid Program	05J	LMC	\$1,629.74
					05J	Matrix Code	\$8,318.63
2016	11	227	6022171	Catholic Charities SSIP	05Q	LMC	\$5,198.42
2016	11	227	6036924	Catholic Charities SSIP	05Q	LMC	\$10,998.32
2016	11	227	6060223	Catholic Charities SSIP	05Q	LMC	\$7,499.45
2016	11	227	6081633	Catholic Charities SSIP	05Q	LMC	\$5,778.04
2016	11	227	6083472	Catholic Charities SSIP	05Q	LMC	\$225.77
					05Q	Matrix Code	\$29,700.00
2012	16	156	6006364	CWHR Program Construction Costs	14A	LMH	\$14,600.00
2012	16	156	6020561	CWHR Program Construction Costs	14A	LMH	\$8,800.00
2012	16	156	6036922	CWHR Program Construction Costs	14A	LMH	\$31,127.86
2012	16	156	6066231	CWHR Program Construction Costs	14A	LMH	\$1,336.86



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Plan Year	IDIS Project	IDIS Activity	Voucher Number	Activity Name	Matrix Code	National Objective	Drawn Amount
2014	7	192	6006362	County -Wide Housing Rehabilitaiton Program CONSTRUCTION COSTS	14A	LMH	\$11,700.00
2014	7	192	6022160	County -Wide Housing Rehabilitaiton Program CONSTRUCTION COSTS	14A	LMH	\$37,130.00
2014	7	192	6036928	County -Wide Housing Rehabilitaiton Program CONSTRUCTION COSTS	14A	LMH	\$472.14
2014	7	192	6047480	County -Wide Housing Rehabilitaiton Program CONSTRUCTION COSTS	14A	LMH	\$10,900.00
2014	7	192	6060210	County -Wide Housing Rehabilitaiton Program CONSTRUCTION COSTS	14A	LMH	\$6,479.00
2014	7	192	6066228	County -Wide Housing Rehabilitaiton Program CONSTRUCTION COSTS	14A	LMH	\$945.46
2015	8	217	6036923	CWHR Construction	14A	LMH	\$8,670.00
2015	8	217	6047471	CWHR Construction	14A	LMH	\$17,477.44
2015	8	217	6060216	CWHR Construction	14A	LMH	\$14,988.94
2015	8	217	6066223	CWHR Construction	14A	LMH	\$12,857.68
2015	8	217	6081620	CWHR Construction	14A	LMH	\$40,651.00
2015	8	217	6083456	CWHR Construction	14A	LMH	\$12,375.00
					14A	Matrix Code	\$230,511.38
2010	15	110	6020544	County Wide Housing Rehab Program Delivery	14H	LMH	\$36.00
2010	15	110	6047485	County Wide Housing Rehab Program Delivery	14H	LMH	\$36.00
2010	15	110	6059854	County Wide Housing Rehab Program Delivery	14H	LMH	\$36.00
2010	15	110	6081598	County Wide Housing Rehab Program Delivery	14H	LMH	\$579.83
2012	17	157	6006364	CWHR Program Delivery Costs	14H	LMH	\$7,492.50
2012	17	157	6020561	CWHR Program Delivery Costs	14H	LMH	\$535.50
2012	17	157	6036922	CWHR Program Delivery Costs	14H	LMH	\$2,142.30
2012	17	157	6047481	CWHR Program Delivery Costs	14H	LMH	\$1,035.00
2012	17	157	6059857	CWHR Program Delivery Costs	14H	LMH	\$36.00
2014	7	191	6006362	County Wide Housing Rehabilitation - DELIVERY COSTS	14H	LMH	\$7,872.60
2014	7	191	6022160	County Wide Housing Rehabilitation - DELIVERY COSTS	14H	LMH	\$1,037.70
2014	7	191	6036928	County Wide Housing Rehabilitation - DELIVERY COSTS	14H	LMH	\$1,332.00
2015	8	218	6006358	CWHR Program Delivery	14H	LMH	\$3,707.40
2015	8	218	6022166	CWHR Program Delivery	14H	LMH	\$7,004.10
2015	8	218	6036923	CWHR Program Delivery	14H	LMH	\$6,027.30
2015	8	218	6047471	CWHR Program Delivery	14H	LMH	\$2,677.80
2015	8	218	6060216	CWHR Program Delivery	14H	LMH	\$3,407.70
2015	8	218	6066223	CWHR Program Delivery	14H	LMH	\$1,945.20
2015	8	218	6081620	CWHR Program Delivery	14H	LMH	\$907.27
2015	8	218	6083456	CWHR Program Delivery	14H	LMH	\$36.00
2016	9	236	6047459	CWHR - Delivery Costs	14H	LMH	\$1,698.30
2016	9	236	6060223	CWHR - Delivery Costs	14H	LMH	\$1,431.90
2016	9	236	6066221	CWHR - Delivery Costs	14H	LMH	\$2,697.30
2016	9	236	6081633	CWHR - Delivery Costs	14H	LMH	\$1,875.90
2016	9	236	6093061	CWHR - Delivery Costs	14H	LMH	\$288.60
					14H	Matrix Code	\$55,876.20
Total							\$1,013,391.13

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

Plan Year	IDIS Project	IDIS Activity	Voucher Number	Activity Name	Matrix Code	National Objective	Drawn Amount
2016	15	231	6006378	Meals on Wheels	05	LMC	\$11,872.99
2016	15	231	6060223	Meals on Wheels	05	LMC	\$8,127.01
					05	Matrix Code	\$20,000.00
2016	13	229	6006378	LVCIL PLACE Program	05B	LMC	\$7,767.71
2016	13	229	6036924	LVCIL PLACE Program	05B	LMC	\$4,343.33
2016	13	229	6066221	LVCIL PLACE Program	05B	LMC	\$4,663.45

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IDIS

Program	Fund Type	Grantee Name	Grant Number	Authorized Amount	Suballocated Amount	Amount Committed to Activities	Net Drawn Amount	FY YTD Net Draw Amount	Available to Commit	Available to Draw	Recapture Amount			
CDBG	EN	LEHIGH COUNTY	B07UC420011	\$1,432,485.00	\$0.00	\$1,432,485.00	\$1,432,485.00	\$0.00	\$0.00	\$0.00	\$0.00			
			B08UC420011	\$1,383,561.00	\$0.00	\$1,383,561.00	\$1,383,561.00	\$0.00	\$0.00	\$0.00	\$0.00			
			B09UC420011	\$1,400,232.00	\$0.00	\$1,400,232.00	\$1,400,232.00	\$0.00	\$0.00	\$0.00	\$0.00			
			B10UC420011	\$1,572,129.00	\$0.00	\$1,572,129.00	\$1,572,129.00	\$0.00	\$0.00	\$0.00	\$0.00			
			B11UC420011	\$1,312,671.00	\$0.00	\$1,312,671.00	\$1,312,671.00	\$0.00	\$0.00	\$0.00	\$0.00			
			B12UC420011	\$1,139,549.00	\$0.00	\$1,139,549.00	\$1,139,549.00	\$0.00	\$0.00	\$0.00	\$0.00			
			B13UC420011	\$1,151,731.00	\$0.00	\$1,151,731.00	\$1,151,731.00	\$0.00	\$0.00	\$0.00	\$0.00			
			B14UC420011	\$1,152,713.00	\$0.00	\$1,067,713.00	\$1,067,713.00	\$0.00	\$85,000.00	\$85,000.00	\$0.00			
			B15UC420011	\$1,128,880.00	\$0.00	\$1,128,880.00	\$1,121,482.05	\$0.00	\$0.00	\$7,397.95	\$0.00			
			B16UC420011	\$1,116,773.00	\$0.00	\$1,115,559.38	\$789,901.28	\$58,719.22	\$1,213.62	\$326,871.72	\$0.00			
			LEHIGH COUNTY Subtotal:				\$12,790,724.00	\$0.00	\$12,704,510.38	\$12,371,454.33	\$58,719.22	\$86,213.62	\$419,269.67	\$0.00
			EN Subtotal:				\$12,790,724.00	\$0.00	\$12,704,510.38	\$12,371,454.33	\$58,719.22	\$86,213.62	\$419,269.67	\$0.00
			SU	LEHIGH COUNTY	B99DC420001	\$1,660,276.38	\$0.00	\$1,660,276.38	\$1,660,276.38	\$0.00	\$0.00	\$0.00	\$0.00	
					B00DC420001	\$643,105.00	\$0.00	\$643,105.00	\$643,105.00	\$0.00	\$0.00	\$0.00	\$0.00	
B01DC420001	\$689,936.00	\$0.00			\$689,936.00	\$689,936.00	\$0.00	\$0.00	\$0.00	\$0.00				
B02DC420001	\$708,455.00	\$0.00			\$708,455.00	\$708,455.00	\$0.00	\$0.00	\$0.00	\$0.00				
B03DC420001	\$720,632.00	\$0.00			\$720,632.00	\$720,632.00	\$0.00	\$0.00	\$0.00	\$0.00				
B04DC420001	\$743,226.00	\$0.00			\$743,226.00	\$743,226.00	\$0.00	\$0.00	\$0.00	\$0.00				
B05DC420001	\$697,246.00	\$0.00			\$697,246.00	\$697,246.00	\$0.00	\$0.00	\$0.00	\$0.00				
B06DC420001	\$581,844.00	\$0.00			\$581,844.00	\$581,844.00	\$0.00	\$0.00	\$0.00	\$0.00				
LEHIGH COUNTY Subtotal:				\$6,444,720.38	\$0.00	\$6,444,720.38	\$6,444,720.38	\$0.00	\$0.00	\$0.00	\$0.00			
SU Subtotal:				\$6,444,720.38	\$0.00	\$6,444,720.38	\$6,444,720.38	\$0.00	\$0.00	\$0.00	\$0.00			
PI	LEHIGH COUNTY	B09UC420011	\$19,960.00	\$0.00	\$19,960.00	\$19,960.00	\$0.00	\$0.00	\$0.00	\$0.00				
		B11UC420011	\$6,375.30	\$0.00	\$6,375.30	\$6,375.30	\$0.00	\$0.00	\$0.00	\$0.00				
		B14UC420011	\$25,750.00	\$0.00	\$25,750.00	\$25,750.00	\$0.00	\$0.00	\$0.00	\$0.00				
		LEHIGH COUNTY Subtotal:				\$52,085.30	\$0.00	\$52,085.30	\$52,085.30	\$0.00	\$0.00	\$0.00		
PI Subtotal:				\$52,085.30	\$0.00	\$52,085.30	\$52,085.30	\$0.00	\$0.00	\$0.00				
GRANTEE				\$12,842,809.30	\$0.00	\$19,201,316.06	\$18,868,260.01	\$58,719.22	\$86,213.62	\$419,269.67	\$0.00			

U.S. DEPARTMENT OF HOUSING AND URBAN
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PR06 - Summary of Consolidated Plan Projects for Report
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IDIS

Plan IDIS Year Project	Project Title and Description		Program	Project Estimate	Committed Amount	Amount Drawn Thru Report Year	Amount Available to Draw	Amount Drawn in Report Year
2016 1	Catasauqua Borough - Curb Cuts	This is a multi-year activity that will install up to 20 handicap-accessible curb cuts in areas that are low- to moderate-income.	CDBG	\$39,600.00	\$39,600.00	\$34,600.00	\$5,000.00	\$34,600.00
2	Catasauqua Borough - George Taylor House - Window Restoration	Funds will be used to repair and reinstall six (6) windows, including repair of the trim stone wall supporting the windows.	CDBG	\$17,041.00	\$17,041.00	\$17,041.00	\$0.00	\$17,041.00
3	Coplay Borough - Storm Sewer Rehabilitation	The Borough proposes to replace 14 storm sewer inlet boxes in predominantly low- and moderate-income areas of the Borough.	CDBG	\$56,000.00	\$81,000.00	\$46,248.75	\$34,751.25	\$46,248.75
4	Coplay-Whitehall Sewer Authority - Font Street Reconstruction and Curb Cuts	Funds will be used for street reconstruction with curb cuts on Front Street from Keystone Alley, south to Hohl Alley.	CDBG	\$75,000.00	\$75,000.00	\$0.00	\$75,000.00	\$0.00
5	Emmaus Borough - Curb Cuts	This is a multi-year activity that will install 18 handicap-accessible curb cuts in areas that are low- to moderate-income.	CDBG	\$36,000.00	\$36,000.00	\$36,000.00	\$0.00	\$36,000.00
6	Fountain Hill Borough - Jeter Avenue Street Reconstruction and Curb Cuts	Funds will be used for the reconstruction of Jeter Avenue, starting at the Fountain Hill/Salisbury border and continuing east for 1,000 feet, and the installation of curb cuts.	CDBG	\$197,381.00	\$201,231.00	\$201,231.00	\$0.00	\$201,231.00
7	Macungie Borough - Curb Cuts	The Borough will construct and upgrade a total of 20 handicap ramps. Four (4) ramps will be at the intersection of Walnut and Main Streets, and an additional sixteen (16) ramps will be installed Borough-wide.	CDBG	\$37,800.00	\$37,800.00	\$37,800.00	\$0.00	\$37,800.00
8	Slatington Borough - East Church Street Reconstruction and Curb Cuts	Funds will be used for reconstruction of East Church Street between Walnut Street and Railroad Street, including curb cuts and stormwater improvements.	CDBG	\$75,585.00	\$75,585.00	\$75,585.00	\$0.00	\$75,585.00
9	County-wide Housing Rehab - Housing Rehabilitation Financing	Funds will be used to rehabilitate owner-occupied LMI properties. Program delivery is also included.	CDBG	\$200,000.00	\$200,000.00	\$7,992.00	\$192,008.00	\$7,992.00
10	Community First Fund - Lehigh Valley Small Business Development Program	Provide loan funds for small business enterprises and technical assistance services for start-up and job creating microenterprises in Low/Mod income areas in Lehigh county.	CDBG	\$25,000.00	\$0.00	\$0.00	\$0.00	\$0.00
11	Catholic Charities - Self-sufficiency & Intervention Program	Funds will be used for rent and utility assistance along with case management for approximately 30 households.	CDBG	\$29,700.00	\$29,700.00	\$29,700.00	\$0.00	\$29,700.00
12	Lehigh Career & Technical Institute	Three (3) short-term career programs for low- and moderate-income residents of Lehigh County.	CDBG	\$19,812.00	\$19,812.00	\$17,989.50	\$1,822.50	\$17,989.50

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IDIS

Plan IDIS Year Project	Project Title and Description	Program	Project Estimate	Committed Amount	Amount Drawn Thru Report Year	Amount Available to Draw	Amount Drawn in Report Year	
2016 13	Lehigh Valley Center for Independent Living - People Living in Accessible Community Environments (PL	Housing location assistance to 30 households to avoid being homeless. Subsidence payments to those that need it. Fair Housing workshops for landlords.	CDBG	\$20,400.00	\$19,186.38	\$19,186.38	\$0.00	\$19,186.38
14	Lehigh Valley Workforce Development Board - Slatington Youth Works	High School students will be provided the opportunity to increase their educational, technical, vocational and work force skills. The goal is to develop career pathways leading to continued education, sustainable wages and self-sufficiency.	CDBG	\$14,100.00	\$14,100.00	\$11,724.29	\$2,375.71	\$11,724.29
15	Meals on Wheels of Lehigh County - Meal Preparation and Delivery	Funds for subsidized meals to homebound seniors and adults with disabilities, all with income below \$39,900.	CDBG	\$20,000.00	\$20,000.00	\$20,000.00	\$0.00	\$20,000.00
16	North Penn Legal Services - LMI Legal Aide	Funds for advice, referrals, advocacy and some direct representation of LMI people being evicted, denied housing or who are forced to live in uninhabitable conditions.	CDBG	\$10,000.00	\$10,000.00	\$8,318.63	\$1,681.37	\$8,318.63
17	The Literacy Center - Adult Literacy Instruction	Funds for adult Basic Education, GED instruction, and ESL classes for County residents.	CDBG	\$20,000.00	\$20,000.00	\$20,000.00	\$0.00	\$20,000.00
18	Administration	Funds for oversight, management, and administration of the CDBG Program.	CDBG	\$223,354.00	\$223,354.00	\$210,334.73	\$13,019.27	\$210,334.73

CR-60 – Fair Housing

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

- Fair Housing Proclamation for the County of Lehigh, PA dated April 1, 2017.
- Fair Housing Proclamation signed by the mayors of Allentown, Bethlehem, and Easton, as well as the executives for Lehigh and Northampton Counties, as part of the Lehigh Valley Fair Housing Project.
- A press release entitled “NPLS and LVCIL to Hold Press Conference and Outreach Event to Publicize April as Fair Housing Awareness Month”, advertising a press conference held on Friday, April 8, 2016.
- Covers and Tables of Contents for the North Penn Legal Services Self-Help Handbook for Tenants in both English and Spanish.

During this CAPER period, Lehigh County’s Community and Economic Development staff participated in the region’s Fair Housing Consortium, the Lehigh Valley Fair Housing Project, whose members included, North Penn Legal Services, representatives from Northampton County and the cities of Allentown, Bethlehem, and Easton. Meetings were held on a quarterly basis.

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

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

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

During this program year Lehigh County began working on its new Affirmatively Furthering Fair Housing Plan. The following tasks were completed during this program year:

- Developed a paper copy of the resident survey form in both English and Spanish.
- Developed a paper copy of the agency/organization survey form.
- Met with the staff of the Department of Community and Economic Development.
- Met with County Housing Authority Director and staff.
- Consulted with the Housing Authority Resident Advisory Boards.
- Held Stakeholder and agency/organization roundtable meetings.
- Held a public meeting to obtain fair housing concerns in the County.
- Followed-up with phone interviews for agencies/organizations and key stakeholders that were not able to attend roundtable meetings.
- Completed the Community Participation Process narrative in the Assessment tool.
- Summarized the fair housing issues and local capacity.
- Completed the Assessment of Past Goals, Activities and Strategies in the Assessment Tool.
- Analyzed the HUD data, local data, and local knowledge.
- Measured the trends and changes that have occurred in the County over the past 20 years.
- Outlined the Fair Housing Analysis Section in the Assessment Tool.
- Completed the analysis of the HUD provided maps, tables, and data sets.
- Prepared additional maps to supplement the HUD data based on local data and knowledge, if needed.
- Completed the Fair Housing Analysis Section in the Assessment Tool.
- Identified and prioritized the contributing local factors for fair housing.
- Identified strategies, actions, and policy responses to fair housing issues.

2009 Analysis of Impediments to Fair Housing Choice

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

IMPEDIMENT 1: INCREASE AND ENHANCE FAIR HOUSING OUTREACH AND EDUCATION**1. Facilitate fair housing training for real estate sales persons, municipal officials and planners, landlords, low-income housing developers, housing authority staff, and local mortgage lenders.*****Accomplishments:***

- *Lehigh County's Community and Economic Development staff continued to participate in the region's Fair Housing Consortium, the Lehigh Valley Fair Housing Project. Members of this consortium include North Penn Legal Services, representatives from Northampton County, and the Cities of Allentown, Bethlehem, and Easton. Meetings were held on a quarterly basis.*
- *Lehigh County Community and Economic Development Staff has attended Fair Housing Conferences on zoning since 2014.*
- *North Penn Legal Services has completed a Fair Housing activity every year since 2010, including conferences, seminars, and workshops.*
- *Lehigh County has partnered with Northampton County and North Penn Legal Services to present two (2) educational events on Fair Housing Implementation.*
- *Lehigh county awarded \$30,000 in AHTF to the Community Action Committee of Lehigh Valley (CACLV) to implement its Community Action Financial Services Program; this program provides homebuyer education, counseling, foreclosure prevention, and recovery counseling to low- and moderate-income persons.*

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

- *North Penn Legal Services continued to provide assistance to residents facing eviction, were denied housing, and/or were forced to live in uninhabitable conditions.*
- *Lehigh Valley Center for Independent Living (as a designated housing counseling organization) conducted one (1) outreach session on fair housing issues to housing professionals and community service organizations. LVCIL received CDBG funds to carry out public service activities, which included locating housing case management, housing search, placement, and specialized support services.*
- *Lehigh County continued to participate in the regions Fair Housing Consortium, the Lehigh Valley Fair Housing Project. Meetings were held on a quarterly basis.*

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

- *Lehigh County updated its fair housing section on the County website with news and items regarding fair housing, contact information, and complaint filing procedures.*

- *The County continued to increase geographic choice in housing by providing links on its website for low-income households.*
- *The Lehigh Valley Planning Commission has written a municipal guidance document on Fair Housing; this document was released in December of 2015 and explains Fair Housing as it relates to municipal zoning and code enforcement and the responsibilities of the region's communities to provide for inclusive residential opportunities. LVPC has updated a series of model municipal ordinances to address fair housing accommodation in the region's typical community and housing types.*
- *Lehigh County has posted HUD's Spanish-language fair housing video on the County's website.*

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

Accomplishments:

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

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

Accomplishments:

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

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

Accomplishments:

- *Fair Housing information was posted at Lehigh and Northampton Transportation Authority bus shelters and on the buses themselves.*
- *LVCIL and NPLS co-sponsored a training to encourage landlords to rent to people with disabilities. The Landlords for All program offers educational workshops on what is needed to build successful rental relationships.*

7. Appoint a Fair Housing Officer for Lehigh County.

Accomplishments:

- *Lehigh County appointed a Fair Housing Officer to accept complaints, keep records on existing housing issues, and investigate in conjunction with North Penn Legal Services.*

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

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

Accomplishments:

- *Lehigh County continued to allocate funds from its Affordable Housing Trust Fund (AHTF). The Pennsylvania Optional County Affordable Housing Trust Funds Act of 1992 (Act 137) allows counties to raise revenues for affordable housing efforts by increasing the fees charged by the Recorder of Deeds Office for recording deeds and mortgages. Lehigh County recently raised the fee from \$13 to \$26 per document. The Affordable Housing Trust Funds revenue is used to fund affordable housing initiatives and up to 15% may be used for the administrative costs to implement the initiatives.*

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

Accomplishments:

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

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

Accomplishments:

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

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

Accomplishments:

- *The LC endorsed and allocated \$50,000 of its Affordable Housing Trust Funds for a LIHTC Application by the Valley Housing Development Corporation for a \$1.2 million project in the Borough of Fountain Hill; this development would have created 91 one-bedroom apartments for 55 years and older persons, but the application was denied for a third time in March 2016.*

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

Accomplishments:

- *Lehigh County continued to support affordable housing through the use of the County's Affordable Housing Trust Fund dollars.*
- *Lehigh County previously funded an activity that assisted 21 renter-occupied units through rehabilitation of a fire escape.*

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

Accomplishments:

- *Lehigh continued to annually proclaim April as Fair Housing Month. See attached 2017 Fair Housing Month Proclamation. The County also held an Annual Fair Housing Workshop in conjunction with the Proclamation.*

DRAFT

Proclamation

Fair Housing Awareness Month

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

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

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

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

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

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

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

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

NOW, THEREFORE BE IT RESOLVED, that we, Ed Pawlowski, Mayor of Allentown, Robert J. Donchez, Mayor of Bethlehem, Salvatore J. Panto, Jr, Mayor of Easton, Thomas S. Muller, Lehigh County Executive, and John A. Brown, Northampton County Executive, do hereby proclaim April 2017 as Fair Housing Month. We encourage all agencies, institutions and individuals, public and private, in Lehigh and Northampton Counties to abide by the letter and spirit of the Fair Housing law.



Ed Pawlowski, Mayor of Allentown



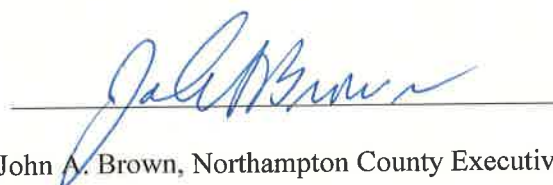
Robert J. Donchez, Mayor of Bethlehem



Salvatore J. Panto, Jr, Mayor of Easton



Thomas S. Muller, Lehigh County Executive



John A. Brown, Northampton County Executive

**TODAY'S MATERIALS ARE POSTED ON THE
NPLS WEBSITE. USE THIS LINK TO ACCESS
THE RESOURCES.**

**[http://northpennlegal.org/get-
help/fair-housing-housing-
discrimination](http://northpennlegal.org/get-help/fair-housing-housing-discrimination)**

Stacy Milo

From: Stacy Milo
Sent: Monday, March 13, 2017 2:59 PM
To: Laurie A Moyer
Subject: FW: Registration Now Open for Fair Housing Forum

Laurie,

Is it alright if I register for this Fair Housing forum on April 21st at NCC?

Stacy

From: Paulette Gilfoil
Sent: Thursday, March 09, 2017 10:27 AM
To: sunger@allentownedc.com; office@alburtis.org; mayor@alburtis.org; folkwerks@gmail.com; sharon@alburtis.org; jdreistadt@caclv.org; vince@bierysport.com; manager@catasauqua.org; christineweaver@yahoo.com; guridy@allentowncity.org; pawlowski@allentowncity.org; brossmanj@allentowncity.org; akarner@bethlehem-pa.gov; dfahr@bethlehem-pa.gov; aburkhart@bethlehem-pa.gov; cityclerk@bethlehem-pa.gov; dheller@bethlehem-pa.gov; rdonchez@bethlehem-pa.gov; carol.halper@mail.house.gov; council@felch.org; tpaashaus@coopersburgborough.org; mail@coopersburgborough.org; sandyg@coplayborough.org; mayor@coplayborough.org; butchii@aol.com; Tom Muller <tommuller@lehighcounty.org>; Virginia Haas <VirginiaHaas@lehighcounty.org>; Kay Achenbach <KayAchenbach@lehighcounty.org>; Clary Peralta <ClaryPeralta@lehighcounty.org>; Laurie A Moyer <LaurieMoyer@lehighcounty.org>; Paulette Gilfoil <paulettegilfoil@lehighcounty.org>; Stacy Milo <StacyMilo@lehighcounty.org>; Frank Kane <frankkane@lehighcounty.org>; Jill Orosky <JillOrosky@lehighcounty.org>; David Jones <DavidJones@lehighcounty.org>; Dan Hartzell <DanHartzell@lehighcounty.org>; Brad Osborne <BradOsborne@lehighcounty.org>; Tom Creighton <TomCreighton@lehighcounty.org>; Geoff Brace <GeoffBrace@lehighcounty.org>; Marty Nothstein <MartyNothstein@lehighcounty.org>; Joseph Shadid <JosephShadid@lehighcounty.org>; Rick Molchany <RickMolchany@lehighcounty.org>; Judith M Johnston <JudithJohnston@lehighcounty.org>; Glenn Eckhart <glenneckhart@lehighcounty.org>; Melanie Hahn <MelanieHahn@lehighcounty.org>; Rosie Burdier <rosieburdier@lehighcounty.org>; Bob Kennedy <robertkennedy@lehighcounty.org>; wmcfadden@lehighconservation.org; wes@wesleyworks.com; brownn@ptd.net; spepe@borough.emmaus.pa.us; abranco@fhboro.org; lrapp@fhboro.org; cbennick@rcn.com; ddtjr3@gmail.com; michelley@lehighvalleychamber.org; jessicao@lehighvalleychamber.org; spudliner@hanleco.org; bp44@verizon.net; scbachman@juno.com; jmeyers75@ptd.net; bfosselman@lowermac.com; dbrown@lowermac.com; bgaliardo@lowermac.com; rbeitler@lowermac.com; rhiggins@lowermac.com; Richard Somach <rsomach@nmmlaw.com>; zgraves@lowermac.com; spandl@lowermac.com; ekoplin@lowermilford.net; dlwright@ptd.net; hydrex@ptd.net; publicworks@lowermilford.net; brian@weisenbergtownship.org; emcafee@lvpc.org; tlo@lvpc.org; bab@lvpc.org; akleiner@lehighvalley.org; dcunningham@lehighvalley.org; lynnzone@ptd.net; tammyw@ptd.net; justinsmithn@gmail.com; clboehm@macungie.pa.us; cbecker@macungie.pa.us; cborick@muhlenberg.edu; jbartlett@northwhitehall.org; rheintzelman@northwhitehall.org; bnorder@northwhitehall.org; vlightcap@yahoo.com; mrebert@state.pa.us; RONYOUNG@pa.gov; jmarin@renewlv.org; rsoriano@salisburytownship.pa.us; cbonaskiewich@salisburytownship.pa.us; csopka@salisburytownship.pa.us; snicolo@salisburytownship.pa.us; ekern@pasen.gov; mszuchyt@pasen.gov; Marta_Gabriel@toomey.senate.gov; slatebor@ptd.net; waltsnest@aol.com; christinamorgan@southwhitehalltpa.org; davidbond@southwhitehalltpa.org; fehnelts@southwhitehalltpa.org; BickelR@southwhitehalltpa.org; coper@southwhitehalltpa.org; dolpere@uppermac.org; bmoyer@uppermac.org; jbrunell@uppermac.org; krader@uppermac.org; dmartocci@uppermac.org; ddelong@uppermilford.net; ecarter@uppermilford.net; info@uppermilford.net; tbeil@uppersaucon.org; sfalcone@ptd.net; jgeib@uppersaucon.org; plang@uppersaucon.org; tsear@uppersaucon.org; tweidman@washingtonlehigh.com; washington_lehigh@yahoo.com; friebolinj@lcti.org;

brian@weisenbergtownship.org; janet@weisenbergtownship.org; Chemflo2650@cs.com;
lrackus@whitehalltownship.com; Ehozza@whitehalltownship.com; mdee@pahouse.net; mlago@pasenate.com;
jnestor@pahousegop.com; cwilliam@pahousegop.com; Jcreedon@pahouse.net; emartinez@pahouse.net;
knavitsk@pahousegop.com

Subject: Registration Now Open for Fair Housing Forum

Good morning all:

Attached below is the registration to attend the regional Fair Housing Forum. Come out and learn what is going on in the Lehigh Valley, such as the impact of evictions and foreclosures in our communities and its connection to fair housing.

This event provides a free lunch and is centrally located at Northampton Community College.

Hope to see you all there!

Paulette Gilfoil
Fair Housing Officer
County of Lehigh
17 S. Seventh St.
Allentown, PA 18101-2401
Phone: 610-782-3566
Fax: 610-871-2893
Email: paulettegilfoil@lehighcounty.org



DRAFT



REGISTER NOW FOR THE FAIR HOUSING FORUM: UNDERSTANDING AND ENFORCING FAIR HOUSING



Hi Paulette,

North Penn Legal Services is excited to offer a day of education and awareness about fair housing. Registration is open for our **Fair Housing Forum: Understanding and Enforcing Fair Housing**. The forum will be held on **Friday, April 21 at**

Northampton Community College - Alumni Hall. A light breakfast and lunch will be provided to all participants. There is no cost to attend the forum. However, the forum is limited to 100 people.



Please use the [link below](#) to register via Eventbrite. Once you complete your registration, a free ticket will be emailed to you. Print the ticket and bring it with you on the day of the forum. You can also select to receive an electronic ticket that can be viewed on your phone when you arrive at the forum. The agenda is included below.

AGENDA:

8:15 - 8:45 AM - Registration and light breakfast

8:45 - 9:00 AM - Welcome and Reading of the Lehigh Valley Fair Housing Proclamation

9:00 - 9:30 AM - Overview of Fair Housing – Lori Molloy, Esq., and Marybeth Saporita, North Penn Legal Services. .5 CLE credit. Review of applicable federal, state and local fair housing laws, and protected classes. Who is protected, what types of housing is included and where are cases filed?

9:30 - 11:00 AM - Understanding Fair Housing and the Loss of Housing - Ira Goldstein, Ph.D., President, Policy Solutions, Reinvestment Fund. 1.5 CLE credit. Professor Goldstein, former Mid-Atlantic Director and Fair Housing and Equal Opportunity at HUD, will review the impact of the loss of housing and lending practices on fair housing. He will discuss the impact of evictions and foreclosures on our communities and the connection with fair housing. Reinvestment Fund is a results-oriented, socially responsible community investment group.

11:00 - 11:15 AM - Break

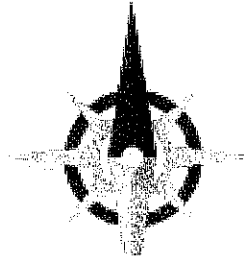
11:15 AM - 12:15 PM – Enforcing Fair Housing Laws - Rachel Wentworth, Executive Director, Housing Equality Center of Pennsylvania. 1 CLE credit. Rachel Wentworth has been working at the Housing Equal Center for 17 years, providing fair housing education, testing and enforcement. Rachel will highlight current issues in fair housing enforcement, including national origin, familial status and disability discrimination. Recent local issues include zoning issues raised about group homes in residential communities.

12:30 - 1:15 PM - Lunch

1:15 - 2:30 PM - Panel discussion: Case Studies in Understanding and Addressing Fair Housing Violations - Moderated panel discussion highlighting issues facing real estate professionals, service and support animals in housing and national origin discrimination. Opportunities for Q & A from participants.

To register for the Fair Housing Forum, [click on this link](#). You will be redirected to the event page on Eventbrite.

Funding for the Fair Housing Forum is made possible by the five funders of the Lehigh Valley Fair Housing Project - City of Allentown, City of Bethlehem, City of Easton, County of Lehigh, and Northampton County. The food sponsor for this year's Fair Housing event is the Greater Lehigh Valley Realtors.



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- **Counseling Sites (<https://www.lehighcounty.org/Departments/Human-Services/Aging-and-Adult-Services/Programs/Apprise-Program/Counseling-Sites>)**

Aging and Adult Services Dept. Programs

PROGRAMS AND SERVICES:

- **Information and Assistance ([/LinkClick.aspx?link=57&tabid=58&language=en-US](#))** is available to answer questions about specific programs and services. Assistance with benefit applications such as **PACE (http://www.aging.pa.gov/aging-services/prescriptions/Pages/default.aspx#.Vz3x7ibD_cs)**, **Property Tax/Rent Rebate (http://www.revenue.state.pa.us/portal/server.pt/community/property_tax_rent_rebate_program/11410/sign-up_to_receive_a_form/581708)**, and other applications are also available. Information and listings of **Subsidized Apartment ([/LinkClick.aspx?link=645&tabid=58&language=en-US](#))** buildings, **Home Health Care Agencies (http://www.health.pa.gov/facilities/consumers/health%20facilities/home%20health%20services%20amp%3B%20hospices/pages/home-health-agencies.aspx#.WaVyzCbD_cs)**, **Assisted Living Facilities (http://www.dhs.pa.gov/citizens/searchforprovider/humanservicesproviderdirectory/#.Vz3yqybD_cs)**, **Personal Care Homes (http://www.dhs.pa.gov/citizens/searchforprovider/humanservicesproviderdirectory/#.Vz3yqybD_cs)**, **Nursing Homes (<http://sais.health.pa.gov/commonpoc/nhlocator.asp>)**, **Retirement Communities ([/LinkClick.aspx?link=646&tabid=58&language=en-US](#))** and **health insurance counseling ([/LinkClick.aspx?link=640&tabid=58&language=en-US](#))** are also available.
- **Adult Service programs ([/LinkClick.aspx?link=621&tabid=58&language=en-US](#))** assist those who are 18 to 59 years of age. Programs are targeted towards low income adults, adults who have a disability, and other under-served, vulnerable populations.
- **Assessment & Care Management ([/LinkClick.aspx?link=622&tabid=58&language=en-US](#))** is provided by trained and experienced staff. The needs of each individual are assessed in order to develop a care plan that suggests a wide range of programs and services designed to keep you living independently in the community.
- **Protective Services ([/LinkClick.aspx?link=623&tabid=58&language=en-US](#))** provides investigations and interventions to protect the health, safety and welfare of adults who are unable to protect themselves. Often such adults are at imminent risk of being physically and/or mentally abused, neglected, financially exploited or abandoned.
- **Nursing Home Transition ([/LinkClick.aspx?link=624&tabid=58&language=en-US](#))** (NHT) is for individuals 18 years or older who currently reside in a nursing facility and would like to transition back into their home and community.
- **Caregiver Support Program ([/LinkClick.aspx?link=625&tabid=58&language=en-US](#))** is designed to reduce caregiver stress and strengthen the care being given to frail adults in their homes. Supportive and helpful choices are selected from available services that would best meet the needs of the older adult needing care and the caregiver.

- The **[Grandparenting Program \(/LinkClick.aspx?link=626&tabid=58&language=en-US\)](/LinkClick.aspx?link=626&tabid=58&language=en-US)** helps to reduce the stress and financial burden of caregivers over 60 years of age who are primary caregivers for a child under 18 years of age with a developmental disability.
- **[Homemaker/Home Support \(/LinkClick.aspx?link=627&tabid=58&language=en-US\)](/LinkClick.aspx?link=627&tabid=58&language=en-US)** consist of activities provided to eligible adults who are in need of support to keep them living independently at home.
- Home and community based supportive services can be provided to you in your own home as an alternative to placement in a nursing facility. The **[Aging Waiver Program \(/LinkClick.aspx?link=631&tabid=58&language=en-US\)](/LinkClick.aspx?link=631&tabid=58&language=en-US)** is designed for individuals who require nursing home level care and meet the financial requirements as determined by the local County Assistance Office.
- **[Neighborhood Senior Centers \(/LinkClick.aspx?link=340&tabid=58&language=en-US\)](/LinkClick.aspx?link=340&tabid=58&language=en-US)** are strategically located throughout the County and designed to be a community focal point primarily for persons 60 years of age and older and their spouse. Each center is a resource for education, health screenings, exercise programs, social/recreational activities, nutritional needs, as well as volunteer opportunities. Daily hot lunches are provided and are able to be modified for dietary restrictions.
- **[Adult Day Centers \(/LinkClick.aspx?link=633&tabid=58&language=en-US\)](/LinkClick.aspx?link=633&tabid=58&language=en-US)** is a specialized and therapeutic day program of activities within a protective, non-residential setting for adults. Adult Day Centers offer caregiver relief to families caring for an adult. Adult Day Center is especially appropriate for individuals with memory deficits or physical deficits.
- **[Personal Care \(/LinkClick.aspx?link=635&tabid=58&language=en-US\)](/LinkClick.aspx?link=635&tabid=58&language=en-US)** provides "hands on" care in a person's home that is related to personal hygiene or functional activity of daily living that an individual cannot meet independently.
- Agency staff is available to investigate complaints made by or on behalf of older persons in long-term care facilities such as Nursing Homes and Personal Care Assisted Living Facilities through the **[Ombudsman Program.](#)**
[\(/LinkClick.aspx?link=636&tabid=58&language=en-US\)](/LinkClick.aspx?link=636&tabid=58&language=en-US)
- **[Housing Case Management/Housing Assistance \(/LinkClick.aspx?link=638&tabid=58&language=en-US\)](/LinkClick.aspx?link=638&tabid=58&language=en-US)** assists homeless or near homeless individuals and families. A caseworker works closely with individuals in service planning, establishing links with appropriate services and advocacy with landlords.
- Minor household repairs to maintain health and safety in the home can be provided through **[Home Modification.](#)** **[\(/LinkClick.aspx?link=639&tabid=58&language=en-US\)](/LinkClick.aspx?link=639&tabid=58&language=en-US)** As needed, work includes the installation of handrails, bathroom safety devices, ramps and non-cosmetic repairs.
- Health Insurance Counselors are available, through a program called **[Apprise](#)** **[\(/LinkClick.aspx?link=640&tabid=58&language=en-US\)](/LinkClick.aspx?link=640&tabid=58&language=en-US)**, to help you understand your health insurance options, answer questions about Medicare, Medigap and Medicaid. Counselors will assist you in making informed choices, help with medical insurance paperwork and inform you of benefits, entitlements and insurance appeals.
- **[Cedar View Apartments \(/LinkClick.aspx?link=642&tabid=58&language=en-US\)](/LinkClick.aspx?link=642&tabid=58&language=en-US)** consist of 200 one-bedroom apartments for low to moderate-income residents 62 years of age or older, as well as qualified persons who are physically challenged. All applicants must be self-sufficient as Cedar View staff does not provide medical or personal care services.

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DRAFT

The **Homeless Assistance Program (HAP)** makes available a continuum of services to homeless or near homeless individuals and families. Rental assistance and housing case management is available to individuals and families who are qualified.

Housing Case Management is overseen by Lehigh County Office of Aging and Adult Services. **Community Action Committee of the Lehigh Valley (CACLV)** is the clearinghouse for rental assistance payments. The agencies that provide Housing Case Management are:

Catholic Charities

900 S. Woodard Street
Allentown, PA 18103
(610) 435-1541

Hispanic American Organization

462 Walnut Street
Allentown, PA 18102
(610) 435-5334

Lehigh County Conference of Churches

Pathways

1031 West Linden Street
Allentown, PA 18102
(610) 439-8653

To qualify for rental assistance, clients are required to be homeless or near homeless and

- i. have an agreement with the landlord to rent to them, **and**
- ii. have sustainable income sufficient to pay rent in the future or have no income, but have reasonable expectations for sufficient income in the next 90 days to maintain rental agreements, **and**
- iii. have an income at or below 200 percent of the poverty level.

Individuals and families are **homeless** if they:

- i. are residing in a group shelter; domestic violence shelter; hotel or motel paid for with public or charitable funds; a mental health, drug or alcohol facility; jail; or hospital with no place to reside or living in a home, but due to domestic violence needs a safe place to reside,
- ii. have received verification that they are facing foster care placement of their children solely because of lack of adequate housing, or need housing to allow reunification with children who are in foster care placement,
- iii. are living in a "doubled-up" arrangement for six months or less on a temporary basis,
- iv. are living in a condemned building,
- v. Are living in housing in which the physical plant presents life and/or health threatening conditions (ex. Having dangerous structural defects or lacking plumbing, heat, or utilities),
- vi. are living on the streets, in cars, doorways, etc.

Individuals and families are **near homeless** if they:

- i. are facing eviction. (Written or verbal notification from the landlord that they will lose their housing unless some type of payment is received. Verbal notification must be followed up with written notification.)

Home Modification provides minor household repairs to maintain a person's health and safety in the home. As needed, work includes the installation of handrails, bathroom safety devices, ramps and non-cosmetic repairs.

Eligibility is based on an individual's income, assets and expenses. All requests are reviewed to determine feasibility. Sliding fee scale is used to establish the cost of service. A priority list is developed at the agency and job completion is based upon an individual's need or circumstance.

Home Repairs Available to You for Only the Cost of the Material Used:

- Build wooden wheelchair ramps.
- Interior painting and exterior painting of living area (home).
- Repairing gutters and down spouts.
- Replacing glass in cracked or broken windows.
- Minor concrete work such as repairing steps and cracks in foundations with a bonding agent.
- Minor plumbing includes replacing faucets, washers, p-traps, and internal toilet parts.
- Repairing interior cracks or staining from leaks and then painting or paneling.
- Install door locks.
- Install sub-floors and 12x12 vinyl tiles.
- Install block ceilings.
- Small moving jobs.
- Install handrails and access devices.
- Replace rotten wood on outside porches or interior/exterior wooden steps.
- Coat roofs.

The Home Modification Program is unable to provide electrical work and requires all homes to be free of roaches. If additional work is needed that is not listed here, please consult the Home Modification Supervisor by calling the Lehigh County Information and Referral Unit at (610) 782-3200 or email the Lehigh County Office of Aging and Adult Services at agingandadult@lehighcounty.org

[Other Lvcil Websites](#)[FaceBook](#)[Twitter](#) 610-770-9781 • info@lvcil.org[Center Independent Living](#)

"Empowering people with all types of disabilities to achieve independence."

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LVCIL could use your help. Call 610-770-9781, or

[Volunteer](#) | [Donate Now](#)

Housing Services

According to the 2010 Annual Homeless Assessment Report to Congress, given the economic factors which are many times associated with living with a disability, people with disabilities are at a higher risk for becoming homeless. A homeless adult is 2.5 times more likely to be a person living with a disability than someone without a disability. LVCIL is working hard to combat this and prevent homelessness from occurring among people with disabilities.

If you are homeless or at-risk of homelessness, we can help you find housing, achieve stability, and maintain your independence!

You will work one-on-one with a Community Support Coordinator to identify your housing situation, search for available housing, and develop a housing action plan. Additionally, we can provide additional services to ensure you remain safe and independent in your own home. These services include independent living skills education, peer support, information and referral, advocacy (including landlord-tenant mediation), education on tenant's rights and responsibilities and Fair Housing. Your coordinator can also work with you to establish supports in your community to help with your housing stability based upon individual needs.

In addition to these services, our staff members work to educate area landlords on the benefits of renting to persons with disabilities. Through educational workshops and seminars, landlords are provided with education on the Americans with Disabilities Act of 1990, Fair Housing, accessibility, special accommodations, etc.

For information on our specialized housing services, call us at 610-770-9781 and ask to speak to a Community Support Coordinator or [click here to contact us.](#)

[Click here for LVCIL's Fair Housing newsletter.](#)



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*"Empowering persons with all types
of disabilities to achieve independence"*

713 North 13th Street
Allentown, PA 18102
610-770-9781
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CR-65 – Citizen Participation

Lehigh County placed the FY 2016 CAPER document on public display for a period of 15 days beginning on Friday, December 1, 2017 through Friday, December 15, 2017. A copy of the Public Notice was published in “The Morning Call” on Thursday, November 30, 2017.

Copies of the FY 2016 CAPER are available for public inspection at the following locations in Lehigh County, as well as on the Lehigh County website www.lehighcounty.org/Departments/Community-Economic-Development:

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

The following pages includes the public display notice.

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

**FY 2016 CONSOLIDATED ANNUAL PERFORMANCE
AND EVALUATION REPORT (CAPER)**

Notice is hereby given that Lehigh County intends to submit its FY 2016 Consolidated Annual Performance and Evaluation Report (CAPER) to the U.S. Department of Housing and Urban Development on or before Friday, December 29, 2017.

In accordance with Title I of the National Affordable Housing Act of 1990, as amended, Lehigh County has prepared its Fiscal Year 2016 Consolidated Annual Performance and Evaluation Report (CAPER) for its Community Development Block Grant (CDBG) Program. This report describes the level of housing assistance and other community development activities designed to benefit low- and moderate-income persons and households in Lehigh County through various federal funding programs during the Program Year October 1, 2016 through September 30, 2017.

Copies of the FY 2016 CAPER are available for public inspection at the following locations in Lehigh County, as well as on the Lehigh County website <http://www.lehighcounty.org/Departments/Community-Economic-Development> beginning December 1, 2017 through December 15, 2017:

- **Lehigh County Department of Community and Economic Development** - Lehigh County Government Center, 17 South 7th Street, Room 519, Allentown, PA 18101
- **Catasauqua Public Library** - 302 Bridge Street, Catasauqua, PA 18032
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- **Whitehall Township Public Library** - 3700 Mechanicsville Road, Whitehall, PA 18052

All interested persons are encouraged to review the FY 2016 CAPER. Written comments may be addressed to Ms. Laurie A. Moyer, Grants & Housing Manager, Government Center, 17 South Seventh Street, Allentown, PA 18101, or by email at lauriemoyer@lehighcounty.org. Oral comments may be made by calling (610) 871-1964. All comments on the CAPER will be considered until December 15, 2017.

Laurie A. Moyer
Grants & Housing Manager, Lehigh County

Published: November 30, 2017

Order ID: 5317534

GROSS PRICE * : \$683.56

PACKAGE NAME: Legal/Public Notices

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GROSS PRICE * : \$683.56

PACKAGE NAME: Legal/Public Notices

Product(s): The Morning Call, Affidavit, PublicNoticePA.com, classified.mcall.com_Legal

AdSize(s): 1 Column

Run Date(s): Thursday, November 30, 2017

Color Spec. B/W

Preview

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