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# LEHIGH COUNTY, PENNSYLVANIA

DEPARTMENT OF COMMUNITY & ECONOMIC DEVELOPMENT

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

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## Final FY 2016 Annual Action Plan

*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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## Executive Summary

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

#### 1. Introduction

Lehigh County, as a Federal Entitlement, is required to complete an annual application for the use of the Community Development Block Grant (CDBG) funds to the U.S. Department of Housing and Urban Development (HUD). The Annual Action Plan is a guide to how the County will allocate its resources for specific activities that support the Goals and Objectives of Lehigh County's Five Year Consolidated Plan. This is Lehigh County's Fifth and Final Annual Action Plan of the FY 2012-2016 Five Year Consolidated Plan. The Five Year Plan describes the housing and non-housing needs of County residents and presents a five year strategy to address those needs. The FY 2016 Annual Action Plan for Lehigh County includes the County's CDBG Program and outlines which activities the County will undertake during the program year beginning October 1, 2016 and ending September 30, 2017. Lehigh County's Department of Community and Economic Development is the lead entity and administrator for the CDBG funds.

The FY 2016 Annual Action Plan outlines the actions to be undertaken in Fiscal Year 2016 with the Federal resources to be received by Lehigh County. The FY 2016 Annual Action Plan excludes the cities of Allentown and Bethlehem since they both are Federal Entitlements that receive their own CDBG allocations from HUD. The CDBG Program and activities outlined in this FY 2016 Annual Action Plan will principally benefit low- and moderate-income persons and funding has been targeted to areas of the County where there is the highest percentage of low- and moderate-income residents. The Annual Action Plan does not incorporate the Public Housing Authority's Comprehensive Grant (Comp Grant) process into this consolidated planning and application process, but the public housing authority participated in the planning process for the development of this plan.

The Five Year Consolidated Plan relied upon efforts of many individuals, organizations and citizens, in the development of a comprehensive strategy to address the needs of the County. The goal of Lehigh County is to improve the quality of life for County residents by funding

improvements to public facilities, infrastructure, public services, and by retaining and increasing the stock of affordable owner and rental housing units.

**Available Funds:**

The following financial resources are included in the FY 2016 Annual Action Plan which anticipates funding to be received to address the priority needs and specific objectives identified in Lehigh County's FY 2012-2016 Consolidated Plan. Lehigh County anticipates it will receive the following Federal funds during the FY 2016 program year:

Entitlement Funds	Amount
FY 2016 CDBG Funds	\$ 1,116,773.00
CDBG Program Income	\$ 0.00
<b>Totals:</b>	<b>\$ 1,116,773.00</b>

**Table 1 - Federal Resources**

**FY 2016 CDBG Program Budget:**

Lehigh County proposes to undertake the following activities with the FY 2016 CDBG funds:

**1. Public Facilities Improvements –**

- Catasauqua Borough – Curb Cuts - \$39,600.00
- Catasauqua Borough – George Taylor House – Window Restoration - \$17,041.00
- Coplay Borough – Storm Sewer Rehabilitation - \$56,000.00
- Coplay-Whitehall Sewer Authority – Front Street Reconstruction and Curb Cuts - \$75,000.00
- Emmaus Borough – Curb Cuts - \$36,000.00
- Fountain Hill Borough – Jeter Avenue Street Reconstruction and Curb Cuts - \$197,381.00
- Macungie Borough – Curb Cuts - \$37,800.00
- Slatington Borough – East Church Street Reconstruction and Curb Cuts - \$75,585.00

**2. Housing –**

- County-wide Housing Rehab – Housing Rehabilitation Financing - \$200,000

**3. Economic Development –**

- Community First Fund – Lehigh Valley Small Business Development Program - \$25,000.00

**4. Public Services –**

- Catholic Charities – Self-sufficiency & Intervention Program - \$29,700.00
- Lehigh Career & Technical Institute – Scholarships for Section 3 Residents - \$19,812.00
- Lehigh Valley Center for Independent Living - People Living in Accessible Community Environments (PLACE) Program - \$20,400.00
- Lehigh Valley Workforce Development Board – Slatington Youth Works - \$14,100.00
- Meals on Wheels – Meal Prep and Delivery - \$20,000.00
- North Penn Legal Services – LMI Legal Help - \$10,000.00
- The Literacy Center – Adult Literacy Instruction - \$20,000.00

**5. Administration -**

- Administration - \$223,354.00

**Total: \$1,116,773.00****Maps:**

Included in this Annual Action Plan Exhibit section are the following maps which illustrate the demographic characteristics of Lehigh County at the time of the 2010 U.S. Census:

- Total Population by Census Tract Map
- Percentage of White Population by Census Tract Map
- Percentage of Minority Population by Census Tract Map
- Percentage of Hispanic Population by Census Tract Map
- Percentage of Population Ages 65 and Over by Census Tract Map
- Total Housing Units by Census Tract Map
- Percentage of Owner-Occupied Housing Units by Census Tract Map
- Percentage of Renter-Occupied Housing Units by Census Tract Map
- Low- and Moderate-Income by Block Group Map
- FY 2016 CDBG Activity Map

## 2. Summarize the objectives and outcomes identified in the Plan

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

The goal of Lehigh County is to improve the quality of life for County residents by funding improvements to public facilities, infrastructure, public services, and by retaining and increasing the supply of affordable housing units for both owner occupants and renters. During the FY 2016 CDBG Program Year, the County proposes to address the following priority need categories identified in its Five Year Consolidated Plan:

### **GOAL: HOUSING - H**

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

The County's objectives to meet this goal are:

#### **Five year:**

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

#### **Annual:**

- Rehabilitate 6 owner-occupied housing units.

**H-2: Development of Affordable Housing** - Provide financial and technical assistance for the development of new housing and the rehabilitation of vacant housing. Such housing will provide opportunities for very low-income and low-income renters and low-income to moderate income homebuyers.

The County's development objectives are:

#### **Five year:**

- Assist the development of 10 owner occupied housing units.

- Assist the development of 150 rental units that are affordable to lower income households.

**Annual:**

- Lehigh County did not fund any projects during this program year.

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

The County's objectives are:

**Five year:** Assist 20 lower income households achieve homeownership.

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

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

The County's objectives are:

**Five year:**

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

**Annual:** Provide rent and utility assistance to 30 households to prevent homelessness.

**HA-2: Services**

The County's objectives are:

**Five year:**

- Expand the capacity of local housing and service providers in rural areas to serve homeless families and individuals.
- Develop new resources for supportive services to supplement mainstream services.

**Annual:** Lehigh County did not fund any projects during this program year.



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

The County's objectives are:

**Five year:**

- Continue to meet the regional needs for shelter and transitional housing.
- Shorten the length of time individuals and families are homeless by 20% over five years.
- Reduce the recurrence of homelessness among sheltered families and individuals over the next five years.

**Annual:** Lehigh County did not fund any projects during this program year.

**HA-4: Permanent Housing**

The County's objectives are:

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

**Annual:** Lehigh County will support the Eastern Pennsylvania Continuum of Care Network with its FY 2016 CoC Application.

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

The County's objectives are:

**Five year:** Develop 15 units of housing for persons with special needs.

**Annual:** Lehigh County did not fund any projects during this program year.

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

Community Development Block Grant (CDBG) funds are 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's objectives are:

**Five Year:** Assist municipalities with projects of community significance

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

**Annual:**

- Sewer, water improvements (1 project)
- Sidewalk improvements, including handicap accessibility (3 projects)
- Street improvements (3 projects)
- Public and Community Facility (1 project)

**CD-2: Economic Development**

The County's objectives are:

**Five Year:** Assist businesses to establish and grow in Lehigh County

- Provide loans to two (2) businesses
- Promote façade improvements and downtown revitalization in borough and township business districts

**Annual:** Lehigh County funded the Community First Fund – Lehigh Valley Small Business Development Program in FY 2016. The program will provide technical assistance to LMI business owners and potential entrepreneurs of African American and Hispanic descent. The program will provide technical assistance to LMI business owners and potential entrepreneurs of African American and Hispanic descent.

**CD-3: Public Services**

The County's objectives are:

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

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

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

- Homeless prevention services (30 persons)
- Housing referral and counseling for the disabled (30 persons)
- Literacy and English as a Second Language education (50 persons)
- Subsistence services (85 persons)
- Fair Housing outreach, education and advocacy (70 persons)
- Job Training (25 persons)

### 3. Evaluation of past performance

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

Lehigh County has a good performance record with HUD and regularly meets its established performance standards. Each year the County prepares a Consolidated Annual Performance Evaluation Report (CAPER). This report is submitted to HUD within ninety (90) days after the start of the next program year. Copies of the FY 2014 CAPER are available for review at the Lehigh County Department of Community and Economic Development Offices and available on the County website. The FY 2014 CAPER, which was the third CAPER for the FY 2012-2016 Five Year Consolidated Plan, was submitted to HUD by December 29, 2015. HUD approved the FY 2014 CAPER by a letter dated February 10, 2016. In the FY 2014 CAPER, Lehigh County expended 89.39% of its CDBG funds to benefit low- and moderate-income persons. The County expended 10.56% of its funds during the FY 2014 CAPER period on public services, which is below the statutory maximum of 15%. The County obligated 19.56% of its funds during this CAPER period on Planning and Administration, which meets the 20% regulatory cap. As of August 2, 2015, Lehigh County was under the required 1.5 maximum drawdown ratio at a ratio of 1.22.

### 4. Summary of Citizen Participation Process and consultation process

*Summary from citizen participation section of plan.*

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

Each item of the plan helps benefit the low- and moderate-income population in Lehigh County. Lehigh County has an approved Citizen Participation Plan, as required by HUD, which is on file with HUD and at the Lehigh County Department of Community and Economic Development. The County abided by its Citizen Participation Plan in the preparation and development of the FY 2016 Annual Action Plan.

The first step of the planning process for the FY 2016 Annual Action Plan started with holding two (2) public hearings to obtain resident input on the needs of Lehigh County. The first needs hearing was held on Thursday, March 17, 2016 at 5:30 PM at the Lehigh County Public Hearing Room located at 17 South Seventh Street, Allentown, PA. The first needs hearing was posted on the County's website and emails were sent to local municipalities and non-profit agencies/organizations. The second needs hearing was held on Wednesday, March 23, 2016 at 2:00 PM in the Lehigh County Public Hearing Room located at 17 South Seventh Street, Allentown, PA. The needs public hearing notice was published on Friday, March 4, 2016 in the "Morning Call", and the needs public hearing notice was posted on the County's website and emails were sent to local municipalities and non-profit agencies/organizations. At these public hearings, residents had the opportunity to give their input and their thoughts on the housing, community development, and economic development needs in Lehigh County and how the CDBG funds should best be spent to benefit low- and moderate-income persons.

On Tuesday, February 23, 2016 the Department of Community and Economic Development made the FY 2016 CDBG application available to local municipalities and non-profit agencies/organizations which were due back to the County by 4:00 PM on Friday, April 15, 2016. Information was also available on the Lehigh County Department of Community and Economic Development's website.

The Final Public Hearing Notice was published on Friday, July 5, 2016. At the Public Hearing, held on Monday, July 18, 2016 at 12:00 PM, the residents were given the opportunity to comment on the "draft" version of the FY 2016 Annual Action Plan and which projects/activities would be funded with FY 2016 CDBG funds.

The FY 2016 Annual Action Plan was on public display beginning July 5, 2016 through August 4, 2016 at the following locations in the County and on the County's website (<http://www.lehighcounty.org/>):

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

The following schedule was used in the preparation of the FY 2016 Action Plan:

- **Resident, provider, and stakeholder consultation** - February 23, 2016 through August 4, 2016
- **Applications for CDBG funds were made available** - February 23, 2016
- **Posting and emails were sent for the Needs Public Hearing** - March 3, 2016
- **Published the Needs Public Hearing Notice** - March 4, 2016
- **First Needs Public Hearing** - March 17, 2016
- **Second Needs Public Hearing** - March 23, 2016
- **CDBG Funding Requests due to Lehigh County** - April 15, 2016
- **Published the Final Public Hearing Notice** - July 5, 2016
- **FY 2016 Annual Action Plan on display; begin 30 day public comment period** - July 5, 2016
- **Final Public Hearing** - July 18, 2016
- **End 30 day public comment period** - August 4, 2016
- **Submission of Annual Plan to HUD** - August 15, 2016
- **Program Year Begins** - October 1, 2016

## 5. Summary of public comments

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

Lehigh County received public comments at the two (2) public hearings on the needs of the County. There were two (2) participants at the first public hearing on March 17, 2016. These participants represented a non-profit agency interested in applying for public service and/or community center construction projects, and one (1) municipality interested in applying for a street reconstruction project. Northern Lehigh Community Center discussed their senior aerobic classes and the need to construct a community center. Fountain Hill discussed the location of the street reconstruction project and the need to complete the project.

There were seven (7) participants at the second public needs hearing held on Tuesday, March 23, 2016. Participants represented non-profit agencies interested in applying for public service projects, and two (2) municipalities interested in applying for street reconstruction and curb cut projects. One specific project was discussed. Slatington is applying for 3 street reconstruction projects, all in residential areas. The project listed as 2nd priority is located near an elementary school, and the Borough asked about the impact on eligibility. Lehigh County requested more information on the location of the school.

At both needs hearings, Laurie Moyer discussed the Fair Housing certification and its implications. Non-profit applicants were reminded that strong applications will provide a follow up plan to

pursue the documentation of post discharge/short term results of the services. Such plans would provide a comparison of the beneficiary's situation at intake versus discharge and, at a minimum, again at 3 months and 6 months post discharge. Applicants were encouraged to contact Laurie Moyer before submitting the application to ask questions.

There was one (1) participant at the second public hearing held on Monday, July 18, 2016. The participant represented a public service agency, the Lehigh Valley Center for Independent Living, that was funded in FY 2016. During the public hearing, a list of all 2016 CDBG applications, along with comments on eligibility and fundability, was distributed and discussed. The process to determine CDBG awards was also discussed. No questions were posed.

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

All of the previous comments were accepted, and the requests for funding were incorporated into the FY 2016 CDBG Program. Of the twenty-six (27) funding applications received in FY 2016, sixteen (16) were funded. One (1) application was withdrawn, as it was meant to be submitted to the Department of Aging and Adult Services and was submitted unintentionally to the Community Development Department.

There were nine (9) project applications that were not funded in FY 2016. Of the projects not funded, five (5) were public facility improvements: Coopersburg Borough - Sanitary Sewer Rehabilitation; Salisbury Township - Sanitary Sewer Rehabilitation; Slatington Borough - Street Reconstruction - South Walnut Street; Slatington Borough - Street Reconstruction - West Washington Street; and Lower Macungie Township - Curb Cuts. Three (3) of these projects were housing related projects: Habitat for Humanity - HEP Program, which would provide façade revitalization; Lehigh Valley Community Land Trust - Acquisition, Rehab, Resale; and Neighborhood Housing Services of the Lehigh Valley - HOOP, which would provide down payment and closing cost assistance. Finally, the last project that was not funded was a public service project, or the Communities in Schools of the Lehigh Valley - Career Services at Whitehall High School project.

## **7. Summary**

The FY 2016 Annual Action Plan for Lehigh County includes the County's CDBG Program and outlines which activities the County will undertake during the program year beginning October 1, 2016 and ending September 30, 2017. This is the County's fifth and final year of the FY 2012-2016 Five-Year Consolidated Plan.

During the FY 2016 Program Year, Lehigh County, Pennsylvania anticipates the following Federal financial resources:

• FY 2016 CDBG Funds	\$ 1,116,773.00
• CDBG Program Income	\$ <u>          0.00</u>
<b>Total:</b>	<b>\$ 1,116,773.00</b>

During the FY 2016 CDBG Program Years, Lehigh County proposes to address the following priority need categories from its Five Year Consolidated Plan:

- **Housing Goal** - retain the existing housing stock, development of affordable housing, and homebuyer assistance.
- **Homeless Goal** - homelessness prevention, services, shelter and transitional housing, permanent housing, and non-homeless special needs.
- **Non-Housing Community Development Goal** - public facilities and infrastructure, economic development, and public services.

A “draft” of the FY 2016 Annual Action Plan was placed on display at the Lehigh County Government Center and the County’s website, which is at the location of the Department of Community and Economic Development offices located at 17 South Seventh Street, Allentown, PA, as well as eight (8) regional libraries for public review. The display period started on Tuesday, July 5, 2016 through Thursday, August 4, 2016 for a 30 day display period. In addition, the County put the draft Plan on its website (<http://www.lehighcounty.org/>). A Final Public Hearing was held on Monday, July 18, 2016 to discuss the proposed activities and solicit citizen comments. Upon completion of the 30 day comment period, Lehigh County will submit the FY 2016 Annual Action Plan to the U.S. Department of Housing and Urban Development Philadelphia Office on or before Monday, August 15, 2016.

**PR-05 Lead & Responsible Agencies – 91.200(b)**

**1. Agency/entity responsible for preparing/administering the Consolidated Plan**

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

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

**Table 2 – Responsible Agencies**

**Narrative (optional)**

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

**Consolidated Plan Public Contact Information**

**Contact Person:**

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

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## **AP-10 Consultation – 91.100, 91.200(b), 91.215(I)**

### **1. Introduction**

While preparing the FY 2016 Annual Action Plan, Lehigh County consulted with the Lehigh County Housing Authority, local municipalities, non-profit agencies/organizations, and members of the Eastern Pennsylvania CoC - Lehigh Valley Regional Homeless Advisory Board, which includes the following two (2) counties: Lehigh and Northampton.

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

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

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

Lehigh County works with the following agencies to enhance coordination:

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

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

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

The RHABs identify regional and local homeless issues; coordinates regional planning; identifies regional housing gaps and needs, strategies, and priorities; provides input for Supportive Services for Veteran Families (SVF) and Emergency Solutions Grants (ESG) applications; participates in completion of the CoC application; monitors Homeless Management Information Systems (HMIS) participation and implementation; and coordinates and follows-up on the Point in Time (PIT) count and AHAR. Lehigh County is a member of the Lehigh Valley Regional Homeless Advisory Board (RHAB), which also includes Northampton County. Many of the homeless resources in Lehigh and Northampton Counties are utilized by residents of both Counties. The Lehigh Valley RHAB Chair is currently a representative of Valley Youth House which is located in Allentown, Lehigh County.

The CoC solicits and considers a full range of opinions through the five (5) Regional Homeless Advisory Board (RHABs) monthly meetings and semi-annual full CoC meetings (2 to date). Both forums provide opportunities for knowledgeable persons to provide input and assistance in ending homelessness. The RHAB Co-Chairs represent multiple interest groups including: CDBG Jurisdictions, Public Housing Authorities, domestic violence service providers, Veterans, youth service providers, Community Action Partnerships (CAP), homeless service providers, and faith-based organizations. The chair of the Coordinated Entry Committee represents a Runaway and Homeless Youth Program (RHY)/CoC-funded agency, assuring that needs of homeless youth are included in the Coordinated Entry design. The Chair of the Governance and Policy Committee represents a domestic violence program, reinforcing the need for safety, security, and choice for domestic violence survivors in the development and implementation of CoC policies.

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

process, members of the CoC receive notice of public meetings, documents available for review, and citizen comment periods. The County and City Con Plan Jurisdictions follow the Con Plan guidelines for consultation, including interviews, surveys, and focus groups with stakeholders knowledgeable about homelessness in their communities.

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

Most of the Eastern PA CoC ESG funding is allocated by PA-DCED. The CoC participated in developing priorities, target populations, outcome measures, and evaluation processes for ESG under HEARTH, including prioritizing Rapid Re-Housing (RRH) for 45% of funds (excluding emergency shelters, outreach, and administration). Since then, the CoC has provided input on ESG funding decisions/project scoring based on knowledge of projects, capacity of applicants and participation in CoC planning. PA-DCED, as the Collaborative Applicant and HMIS Lead, has access to Point in Time and Homeless Management Information System (HMIS) data. PA-DCED convened a Data Committee composed of CoC members to review and analyze quarterly CoC performance reports for establishing benchmarks and data driven performance standards for outcome evaluation and funding decisions. An ESG Committee, also composed of CoC members, is being formed to help in setting ESG policy/performance standards. Data Committee findings will inform the ESG Committee and aid them in establishing standards. Lehigh County will submit an application to PA-DCED for FY 2016 State ESG funds in the amount of \$223,062 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.

Throughout different times of the year, the CoC and the HMIS lead work together to assess data quality throughout the CoC. This includes working on Annual Homeless Assessment Report (AHAR) submission, the PIT count, project review/ranking, and working with individual programs while completing their Annual Performance Reports (APRs). The CoC plans to increase the bed coverage percentage in HMIS over the next 12 months. Currently, 45% of Emergency Shelter beds are on HMIS. Projects not on HMIS include nine (9) projects providing hotel/motel vouchers, and six (6) projects that operate seasonally. There is better coverage for Transitional Housing beds, with 75% on HMIS. Runaway & Homeless Youth Program (RHY) funded projects are now entering data into HMIS, and thus the bed coverage rate has increased since the 2015 Housing Inventory Count (HIC) was completed. There is also a high rate of coverage for Permanent Supportive Housing beds, with 69% on HMIS. Of the 405 beds not on HMIS, 327 are Veterans Affairs Supportive Housing (VASH) beds. According to the Eastern PA CoC, the largest overall barrier to HMIS-participation remains non-HUD funded volunteer and faith-based operated projects and VA-funded projects, such as VASH. Additional outreach to volunteer and faith-based organizations will occur through the implementation of coordinated entry. Increased engagement

and education among these groups should lead to increased HMIS participation. The CoC will work with Veterans to improve participation among VA-funded projects. In regards to VASH, the CoC built a new bed/voucher-based process within the CoC's HMIS and will begin piloting this enhancement with Public Housing Authorities.

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

See attached chart.

1.	<b>Agency/Group/Organization</b>	<b>Lehigh County</b>
	<b>Agency/Group/Organization Type</b>	Other government - County
	<b>What section of the Plan was addressed by Consultation?</b>	Community Development
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Lehigh County Department of Community & Economic Development submitted a funding request for the County-wide Housing Rehab Program, and they were funded in FY 2016.
2.	<b>Agency/Group/Organization</b>	<b>Lehigh County Housing Authority</b>
	<b>Agency/Group/Organization Type</b>	Housing PHA Services-Persons with Disabilities Other government - County
	<b>What section of the Plan was addressed by Consultation?</b>	Public Housing Needs Non-Homeless Special Needs
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Lehigh County Housing Authority was contacted and presented the housing needs of very low income persons. The County reviewed its program and funded activities that met the goals and objectives as outlined in the County's Five Year Consolidated Plan to address these housing needs.
3.	<b>Agency/Group/Organization</b>	<b>North Penn Legal Services</b>
	<b>Agency/Group/Organization Type</b>	Housing Services-Education Services-Employment Service-Fair Housing Regional organization

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

	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Lehigh Valley Planning Commission was contacted to determine the planning needs in Lehigh County. They reviewed the draft plan to provide comments. The County did not receive any comments from them.
6.	<b>Agency/Group/Organization</b>	<b>Lehigh Career &amp; Technical Institute</b>
	<b>Agency/Group/Organization Type</b>	Services-Education Regional organization Schools
	<b>What section of the Plan was addressed by Consultation?</b>	Non-Homeless Special Needs Economic Development Anti-poverty Strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Lehigh Career & Technology Institute was contacted and submitted a request for funding for scholarships. The County reviewed the application and funded the activity because it met the goals and objectives as outlined in the County's Five Year Consolidated Plan.
7.	<b>Agency/Group/Organization</b>	<b>Lehigh Valley Center for Independent Living (LVCIL)</b>
	<b>Agency/Group/Organization Type</b>	Housing Services - Housing Services-Elderly Persons Services-Persons with Disabilities Services-Persons with HIV/AIDS Services-Victims of Domestic Violence Services-homeless Regional organization



	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	LVCIL was contacted and submitted a request for continued funding for housing location assistance. The County reviewed the application and funded the activity because it met the goals and objectives as outlined in the County's Five Year Consolidated Plan.
8.	<b>Agency/Group/Organization</b>	<b>The Literacy Center</b>
	<b>Agency/Group/Organization Type</b>	Services-Education
	<b>What section of the Plan was addressed by Consultation?</b>	Economic Development
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The Literacy Center was contacted and submitted a request for continued funding for ESL and GED instruction. The County reviewed the application and funded the activity because it met the goals and objectives as outlined in the County's Five Year Consolidated Plan.
9.	<b>Agency/Group/Organization</b>	<b>Habitat for Humanity</b>
	<b>Agency/Group/Organization Type</b>	Housing Services - Housing Service-Fair Housing
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment

	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Habitat for Humanity provided information on housing and community development needs in Lehigh County. Habitat for Humanity submitted an application for funding for a facade revitalization program, but they were not funded in FY 2016.
10.	<b>Agency/Group/Organization</b>	<b>Lehigh Valley Community Land Trust</b>
	<b>Agency/Group/Organization Type</b>	Housing Services - Housing Other government - County Planning organization
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Market Analysis Economic Development
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Lehigh Valley Community Land Trust provided information on housing and community development needs in Lehigh County. The Land Trust submitted an application for funding for acquisition, rehabilitation and resale of LMI housing, but they were not funded in FY 2016.
11.	<b>Agency/Group/Organization</b>	<b>Neighborhood Housing Services of the Lehigh Valley</b>
	<b>Agency/Group/Organization Type</b>	Housing Services - Housing Service-Fair Housing
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Neighborhood Housing Services of the Lehigh Valley provided information on housing and community development needs in Lehigh County. Neighborhood Housing Services submitted an application for funding for downpayment and closing cost assistance, but they were not funded in FY 2016.

<b>12.</b>	<b>Agency/Group/Organization</b>	<b>Community First Fund</b>
	<b>Agency/Group/Organization Type</b>	Services-Employment Business Leaders
	<b>What section of the Plan was addressed by Consultation?</b>	Economic Development Anti-poverty Strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Community First Fund provided information on employment and economic development needs in Lehigh County. Community First Fund submitted an application for funding for a business assistance program, and were funded in FY 2016.
<b>13.</b>	<b>Agency/Group/Organization</b>	<b>Catholic Charities</b>
	<b>Agency/Group/Organization Type</b>	Services-homeless
	<b>What section of the Plan was addressed by Consultation?</b>	Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Catholic Charities provided information on homeless and special needs in Lehigh County. Catholic Charities submitted an application for funding for rent and utility assistance, and were funded in FY 2016.
<b>14.</b>	<b>Agency/Group/Organization</b>	<b>Communities in Schools of the Lehigh Valley</b>
	<b>Agency/Group/Organization Type</b>	Services-Children Services-Employment

	<b>What section of the Plan was addressed by Consultation?</b>	Non-Homeless Special Needs Economic Development
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Communities in Schools of the Lehigh Valley provided information on youth and special needs in Lehigh County. Communities in Schools of the Lehigh Valley submitted an application for funding for an employment and skill development program, but were not funded in FY 2016.
15.	<b>Agency/Group/Organization</b>	<b>Lehigh Valley Workforce Development Board</b>
	<b>Agency/Group/Organization Type</b>	Services-Children Services-Employment Business Leaders
	<b>What section of the Plan was addressed by Consultation?</b>	Non-Homeless Special Needs Economic Development Anti-poverty Strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Lehigh Valley Workforce Development Board provided information on employment and economic development needs in Lehigh County. The Workforce Development Board submitted an application for funding for an employment and skill development program in the Low/Mod Area of Slatington Borough, and were funded in FY 2016.
16.	<b>Agency/Group/Organization</b>	<b>Meals on Wheels</b>
	<b>Agency/Group/Organization Type</b>	Services-Elderly Persons Services-Health
	<b>What section of the Plan was addressed by Consultation?</b>	Non-Homeless Special Needs Anti-poverty Strategy

	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Meals on Wheels provided information on elderly, disabled, and special needs in Lehigh County. Meals on Wheels submitted an application for funding for a meal delivery program, and were funded in FY 2016.
17.	<b>Agency/Group/Organization</b>	<b>Catasauqua Borough</b>
	<b>Agency/Group/Organization Type</b>	Other government - Local Community Development
	<b>What section of the Plan was addressed by Consultation?</b>	Community Development
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Catasauqua Borough was contacted to determine the needs for the Borough. The Borough submitted two funding requests, one for curb cuts and one for window restoration for the Historic George Taylor House, and they were both funded in FY 2016.
18.	<b>Agency/Group/Organization</b>	<b>Coopersburg Borough</b>
	<b>Agency/Group/Organization Type</b>	Other government - Local Community Development
	<b>What section of the Plan was addressed by Consultation?</b>	Community Development
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Coopersburg Borough was contacted to determine the needs for the Borough. The Borough submitted a funding request for the rehabilitation of sanitary sewer lines, but they were not funded in FY 2016.
19.	<b>Agency/Group/Organization</b>	<b>Coplay Borough</b>
	<b>Agency/Group/Organization Type</b>	Other government - Local Community Development

	<b>What section of the Plan was addressed by Consultation?</b>	Community Development
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Coplay Borough was contacted to determine the needs for the Borough. The Borough submitted a funding request for the replacement of storm sewer inlet boxes, and they were funded in FY 2016.
20.	<b>Agency/Group/Organization</b>	<b>Coplay-Whitehall Sewer Authority</b>
	<b>Agency/Group/Organization Type</b>	Other government - Local Community Development
	<b>What section of the Plan was addressed by Consultation?</b>	Community Development
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Coplay-Whitehall Sewer Authority was contacted to determine the needs for the Borough. The Authority submitted a funding request for street reconstruction, and they were funded in FY 2016.
21.	<b>Agency/Group/Organization</b>	<b>Emmaus Borough</b>
	<b>Agency/Group/Organization Type</b>	Other government - Local Community Development
	<b>What section of the Plan was addressed by Consultation?</b>	Community Development
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Emmaus Borough was contacted to determine the needs for the Borough. The Borough submitted a funding request for curb cuts, and they were funded in FY 2016.
22.	<b>Agency/Group/Organization</b>	<b>Fountain Hill Borough</b>
	<b>Agency/Group/Organization Type</b>	Other government - Local Community Development

	<b>What section of the Plan was addressed by Consultation?</b>	Community Development
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Fountain Hill Borough was contacted to determine the needs for the Borough. The Borough submitted a funding request for street reconstruction, and they were funded in FY 2016.
23.	<b>Agency/Group/Organization</b>	<b>Lower Macungie Township</b>
	<b>Agency/Group/Organization Type</b>	Other government - Local Community Development
	<b>What section of the Plan was addressed by Consultation?</b>	Community Development
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Lower Macungie Township was contacted to determine the needs for the Township. The Township submitted a funding request for curb cuts, but they were not funded in FY 2016.
24.	<b>Agency/Group/Organization</b>	<b>Macungie Borough</b>
	<b>Agency/Group/Organization Type</b>	Other government - Local Community Development
	<b>What section of the Plan was addressed by Consultation?</b>	Community Development
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Macungie Borough was contacted to determine the needs for the Borough. The Borough submitted a funding request for curb cuts, and they were funded in FY 2016.
25.	<b>Agency/Group/Organization</b>	<b>Salisbury Township</b>
	<b>Agency/Group/Organization Type</b>	Other government - Local Community Development

	<b>What section of the Plan was addressed by Consultation?</b>	Community Development
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Salisbury Township was contacted to determine the needs for the Township. The Township submitted a funding request for the rehabilitation of sanitary sewer lines, but they were not funded in FY 2016.
26.	<b>Agency/Group/Organization</b>	<b>Slatington Borough</b>
	<b>Agency/Group/Organization Type</b>	Other government - Local Community Development
	<b>What section of the Plan was addressed by Consultation?</b>	Community Development
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Slatington Borough was contacted to determine the needs for the Borough. The Borough submitted three (3) funding requests for street reconstruction, and one (1) of these was funded in FY 2016.
27.	<b>Agency/Group/Organization</b>	<b>Pennsylvania Department of Health</b>
	<b>Agency/Group/Organization Type</b>	Services-Health Health Agency Other government - State
	<b>What section of the Plan was addressed by Consultation?</b>	Lead-based Paint Strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The County consulted the 2014 Childhood Lead Surveillance Annual Report released by the Pennsylvania Department of Health. The data identified in the Report is incorporated in the Annual Action Plan.

**Table 3 – Agencies, groups, organizations who participated**



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

All known types were consulted and contacted during the planning process. The Hispanic American Organization withdrew their funding application, as it was meant to be submitted to the Department of Aging and Adult Services and was submitted unintentionally to the Community Development Department.

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

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care	Lehigh Valley Regional Homeless Advisory Board	They are incorporated in the Five Year Consolidated Plan and the Annual Action Plans.
Annual and Five Year Capital Plans	Lehigh County Housing Authority	They are incorporated in the Five Year Consolidated Plan and the Annual Action Plans.
2014 Childhood Lead Surveillance Annual Report	PA Department of Health	The data is incorporated in the Annual Action Plan.
Regional Analysis of Impediments to Fair Housing	Lehigh Valley Economic Development Corporation	They are incorporated in the Annual Action Plan.

**Table 4 – Other local / regional / federal planning efforts**

**Narrative (optional)**

Lehigh County consulted and coordinated with various agencies and organizations county-wide, and Commonwealth-wide. A culmination of these efforts has resulted in the development of the County's FY 2016 Annual Action Plan.

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

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

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

The FY 2016 Annual Action Plan has many components which include citizen participation. These components include the following: applications for funding from CDBG agencies from municipalities/social service and housing organizations, meetings and phone calls with municipalities/social services, and housing agencies/organizations on how to complete the CDBG Applications. In addition, there were two needs hearing held, two (2) readings of the CDBG budget, and a final public hearing to gather public comments on the “draft plan” on public display. All these comments are included in the Annual Action Plan in the Citizen Participation Section of the Plan. Through the citizen participation process, the County uses citizen input to develop how the plan will best serve the low- and moderate-income population needs and to reach its goals of the Five Year Consolidated Plan.

**Citizen Participation Outreach**

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/ attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
1.	Public Meeting	Minorities Persons with disabilities Non-targeted/broad community Residents of Public and Assisted Housing Agencies/Organizations	The first needs hearing was held on Thursday, March 17, 2016, and the second needs hearing was held on Tuesday, March 23, 2016. A third public hearing to solicit comments on the FY 2016 budget and draft FY 2016 Annual Action Plan was held on July 18, 2016. See public hearing comments and the sign-in sheets in the summaries.	See public hearing summaries in the Citizen Participation section of the Plan.	None.	<a href="http://www.lehighcounty.org">http://www.lehighcounty.org</a>

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/ attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
2.	Newspaper Ad	Minorities Persons with disabilities Non-targeted/broad community Residents of Public and Assisted Housing Agencies/Organizations	None.	None.	None.	Not Applicable.
3.	Internet Outreach	Non-targeted/broad community	None.	None.	None.	<a href="http://www.lehighcounty.org">http://www.lehighcounty.org</a>

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/ attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
4.	Email Blast	<p>Minorities</p> <p>Persons with disabilities</p> <p>Non-targeted/broad community</p> <p>Residents of Public and Assisted Housing</p> <p>Agencies/Organizations</p>	<p>The email blast was sent out on February 25, 2016. Municipalities and agencies/organizations submitted applications for funding and provided comments at the public hearings.</p>	<p>Of the twenty-six (26) funding applications received in FY 2016, seventeen (17) were funded. One (1) application was withdrawn. County needs were addressed through funding.</p>	None.	Not Applicable.

**Table 5 – Citizen Participation Outreach**

## Expected Resources

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

#### Introduction

Lehigh County will receive \$1,116,773 from CDBG funds for the FY 2016 program year. The program year goes from October 1, 2016 through September 30, 2017. These funds will be used to address the following priority needs: Housing and Non-Housing Community Development, such as retaining the existing housing stock, development of affordable housing, homelessness prevention, services, public facilities and infrastructure, economic development, and public services. The accomplishments of these projects/activities will be reported in the FY 2016 Consolidated Annual Performance and Evaluation Report (CAPER).

#### Priority Table

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Reminder of Con Plan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	1,116,773	0	0	1,116,773	1,116,773	18 projects/activities were funded based on the CDBG allocations.

**Table 6 - Expected Resources – Priority Table**

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

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

- **Lehigh County Affordable Housing Trust Funds (AHTF)** - The Pennsylvania Optional County Affordable Housing Trust Funds Act of 1992 (Act 137), allows counties to raise revenues for affordable housing efforts by increasing the fees charged by the Recorder of Deeds Office for recording deeds and mortgages. The County raised the fee from \$13 to \$26 per document. Affordable Housing Trust Funds revenue is used to fund affordable housing initiatives and up to 15 percent may be used for the administrative costs to implement the initiatives. Eligible activities include using the revenues as the local matching funds to secure Federal and State Funds, construction or rehabilitation financing, housing related services, match for other State or Federal funds, and supporting first-time homebuyer second mortgage programs. In FY 2016, Lehigh County will allocate approximately \$600,000 from the AHTF.
- **Lehigh County Community Revitalization and Development Program** - This program provides grants for community revitalization projects in designated municipalities in Lehigh County.
- **Continuum of Care Grant** - The Lehigh County is part of the Lehigh Valley Regional Housing Advisory Board. This is a two (2) county region that applies for Continuum of Care funds each year. In FY 2015, the Lehigh Valley received funding for fourteen (14) projects totaling \$2,677,312.00 for support services, permanent supportive housing, and transitional housing projects throughout the region. Of the fourteen (14) projects funded, thirteen (13) were Tier 1 awards, and one (1) was a Tier 2 award. HUD will contract with these agencies during the FY 2016 program year.
- **The Lehigh County Housing Authority** - Expects to receive \$292,638 in FFY 2016 funds from the Public Housing Capital Fund Program, as well as Public Housing Operating funds and Section 8 Housing Choice Voucher assistance.
- **Emergency Solutions Grant (ESG) Funds** – Lehigh County will submit an application to PA-DCED for FY 2016 State ESG funds in the amount of \$223,062 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.
- Other federal funds that may be used in support of housing, community development, and economic development during FY 2016 include loans through HUD’s Section 108 Loan Program, Brownfields Economic Development Initiative (BEDI) grants, and HUD Supportive Housing Programs.



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

Not Applicable.

**Discussion**

Lehigh County is a member of the Eastern Pennsylvania Continuum of Care Network, PA-509 Continuum of Care, administered by the Lehigh Valley Regional Homeless Advisory Board (RHAB). The Lehigh Valley RHAB covers two (2) counties in the region. These counties include Lehigh and Northampton. The following agencies in Lehigh County received FY 2015 CoC funds:

- **The Salvation Army, a New York Corporation - Allentown Hospitality House Permanent Housing Program** - received \$153,591 for permanent supportive housing.
- **Catholic Charities of Diocese of Allentown, Inc.** - received \$75,799 for permanent supportive housing.
- **Lehigh County Conference of Churches - Outreach and Case Management for the Disabled, Chronically Homeless** - received \$97,559 for support services.
- **Lehigh County Conference of Churches - Pathways Housing** - received \$190,634.00 for permanent supportive housing.
- **Lehigh County Conference of Churches - Pathways Housing 2** - received \$176,735.00 for permanent supportive housing.
- **Lehigh County Conference of Churches - Pathways TBRA for Families, Youth, and Veterans** - received \$280,284.00 for permanent supportive housing.
- **Lehigh County Conference of Churches - Tenant Based Rental Assistance for the Disabled, Chronically Homeless** - received \$214,433.00 for permanent supportive housing.
- **Lehigh County Housing Authority - Shelter Plus Care** - received \$188,326 for permanent supportive housing.
- **Resources for Human Development, Inc. - LV ACT Housing Supports** - received \$179,200.00 for permanent supportive housing.
- **Valley Housing Development Corporation - SHP for Persons with Mental Illness # 2** - received \$193,248.00 for permanent supportive housing.
- **Valley Housing Development Corporation - SHP for Persons with Mental Illness # 3** - received \$124,637.00 for permanent supportive housing.
- **Valley Housing Development Corporation - SHO for Persons with Mental Illness # 4** - received \$108,746.00 for permanent supportive

housing.

- **Valley Youth House Committee, Inc. - Supportive Housing for Families** - received \$228,496.00 for transitional housing.
- **Valley Youth House Committee, Inc. - Supportive Housing for Families** - received \$465,624 for transitional housing.

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

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

## Annual Goals and Objectives

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

#### Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1.	H-1 Retain Existing Housing Stock	2012	2016	Affordable Housing	N/A	Housing - H	CDBG: \$200,000	Homeowner Housing Rehabilitated: 6 Household Housing Unit
2.	H-2 Development of Affordable Housing	2012	2016	Affordable Housing	N/A	Housing - H	CDBG: \$0	-
3.	H-3 Homebuyer's Assistance	2012	2016	Affordable Housing	N/A	Housing - H	CDBG: \$0	-
4.	HA-1 Homeless Prevention	2012	2016	Homeless	N/A	Homeless - HA	CDBG: \$29,700	Public service activities for Low/Moderate Income Housing Benefit: 30 Households Assisted
5.	HA-2 Services	2012	2016	Homeless	N/A	Homeless - HA	CDBG: \$0	-
6.	HA-3 Shelter and Transitional Housing	2012	2016	Homeless	N/A	Homeless - HA	CDBG: \$0	-
7.	HA-4 Permanent Housing	2012	2016	Homeless	N/A	Homeless - HA	CDBG: \$0	-
8.	HA-5 Non-Homeless Special Needs	2012	2016	Affordable Housing Non-Homeless Special Needs	N/A	Homeless - HA	CDBG: \$0	-

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
9.	CD-1 Public Facilities and Infrastructure	2012	2016	Non-Housing Community Development	N/A	Non-Housing Community Development - CD	CDBG: \$534,407	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 9107 Persons Assisted Other: 1 Other
10.	CD-2 Economic Development	2012	2016	Non-Housing Community Development	N/A	Non-Housing Community Development - CD	CDBG: \$25,000	Jobs created/retained: 20 Jobs
11.	CD-3 Public Services	2012	2016	Non-Housing Community Development	N/A	Non-Housing Community Development - CD	CDBG: \$104,312	Public service activities other than Low/Moderate Income Housing Benefit: 161 Persons Assisted Public service activities for Low/Moderate Income Housing Benefit: 100 Households Assisted

Table 7 – Goals Summary

**Goal Descriptions**

1.	<b>Goal Name</b>	<b>H-1 Retain Existing Housing Stock</b>
	<b>Goal Description</b>	<p>Rehabilitate and stabilize the housing stock of both owner and renter occupied housing.</p> <p>The County’s objectives to meet this goal are:</p> <p><b>Five year:</b></p> <ul style="list-style-type: none"> <li>• Rehabilitate 50 owner-occupied housing units.</li> <li>• Encourage the rehabilitation of 150 rental units that are affordable to lower income households.</li> <li>• Provide 150 homeowners facing foreclosure with access to foreclosure mitigation counseling services.</li> </ul> <p><b>Annual:</b> Rehabilitate 6 owner-occupied housing units.</p>
2.	<b>Goal Name</b>	<b>H-2 Development of Affordable Housing</b>
	<b>Goal Description</b>	<p>Provide financial and technical assistance for the development of new housing and the rehabilitation of vacant housing. Such housing will provide opportunities for very low-income and low-income renters and low-income to moderate income homebuyers.</p> <p>The County’s development objectives are:</p> <p><b>Five year:</b></p> <ul style="list-style-type: none"> <li>• Assist the development of 10 owner occupied housing units.</li> <li>• Assist the development of 150 rental units that are affordable to lower income households.</li> </ul> <p><b>Annual:</b> Lehigh County did not fund any projects during this program year.</p>

3.	<b>Goal Name</b>	<b>H-3 Homebuyer's Assistance</b>
	<b>Goal Description</b>	<p>Provide down payment and closing cost assistance for low- and moderate-income homebuyers.</p> <p>The County's objectives are:</p> <p><b>Five year:</b> Assist 20 lower income households achieve homeownership.</p> <p><b>Annual:</b> Assist lower income households to achieve homeownership through the Affordable Housing Trust Funds.</p>
4.	<b>Goal Name</b>	<b>HA-1 Homeless Prevention</b>
	<b>Goal Description</b>	<p>The County's objectives are:</p> <p><b>Five year:</b></p> <ul style="list-style-type: none"> <li>• Provide rent and utility assistance to 50 households to prevent homelessness.</li> <li>• Prevent homelessness through effective discharge planning from publicly-funded institutions.</li> </ul> <p><b>Annual:</b> Provide rent and utility assistance to 30 households to prevent homelessness.</p>
5.	<b>Goal Name</b>	<b>HA-2 Services</b>
	<b>Goal Description</b>	<p>The County's objectives are:</p> <p><b>Five year:</b></p> <ul style="list-style-type: none"> <li>• Expand the capacity of local housing and service providers in rural areas to serve homeless families and individuals.</li> <li>• Develop new resources for supportive services to supplement mainstream services.</li> </ul> <p><b>Annual:</b> Lehigh County did not fund any projects during this program year.</p>

6.	<b>Goal Name</b>	<b>HA-3 Shelter and Transitional Housing</b>
	<b>Goal Description</b>	<p>The County’s objectives are:</p> <p><b>Five year:</b></p> <ul style="list-style-type: none"> <li>• Continue to meet the regional needs for shelter and transitional housing.</li> <li>• Shorten the length of time individuals and families are homeless by 20% over five years.</li> <li>• Reduce the recurrence of homelessness among sheltered families and individuals over the next five years.</li> </ul> <p><b>Annual:</b> Lehigh County did not fund any projects during this program year.</p>
7.	<b>Goal Name</b>	<b>HA-4 Permanent Housing</b>
	<b>Goal Description</b>	<p>The County’s objectives are:</p> <p><b>Five year:</b> Expand permanent supportive housing for homeless individuals and persons in families with disabilities by creating thirty-four (34) new permanent supportive housing units in the twelve (12) county Continuum of Care.</p> <p><b>Annual:</b> Lehigh County will support the Eastern Pennsylvania Continuum of Care Network with its FY 2016 CoC Application.</p>
8.	<b>Goal Name</b>	<b>HA-5 Non-Homeless Special Needs</b>
	<b>Goal Description</b>	<p>The County’s objectives are:</p> <p><b>Five year:</b> Develop 15 units of housing for persons with special needs.</p> <p><b>Annual:</b> Lehigh County did not fund any projects during this program year.</p>

9.	Goal Name	<b>CD-1 Public Facilities and Infrastructure</b>
	Goal Description	<p>The County’s objectives are:</p> <p><b>Five Year:</b> Assist municipalities with projects of community significance</p> <ul style="list-style-type: none"> <li>• Clearance and demolition (2 units)</li> <li>• Sewer, water improvements (8 projects)</li> <li>• Storm sewer improvements (5 projects)</li> <li>• Sidewalk improvements, including handicap accessibility (10 projects)</li> <li>• Street improvements (5 projects)</li> <li>• Parks and recreation improvements (3 projects)</li> </ul> <p><b>Annual:</b></p> <ul style="list-style-type: none"> <li>• Sewer, water improvements (1 project)</li> <li>• Sidewalk improvements, including handicap accessibility (3 projects)</li> <li>• Street improvements (3 projects)</li> <li>• Public and Community Facility (1 project)</li> </ul>
10.	Goal Name	<b>CD-2 Economic Development</b>
	Goal Description	<p>The County’s objectives are:</p> <p><b>Five Year:</b> Assist businesses to establish and grow in Lehigh County</p> <ul style="list-style-type: none"> <li>• Provide loans to two (2) businesses</li> <li>• Promote façade improvements and downtown revitalization in borough and township business districts</li> </ul> <p><b>Annual:</b> Lehigh County funded the Community First Fund – Lehigh Valley Small Business Development Program in FY 2016.</p>



11.	<b>Goal Name</b>	<b>CD-3 Public Services</b>
	<b>Goal Description</b>	<p>The County’s objectives are:</p> <p><b>Five Year:</b> Assist human service organizations provide essential services to at-risk populations</p> <ul style="list-style-type: none"> <li>• Homeless prevention services</li> <li>• Housing referral and counseling for the disabled</li> <li>• Literacy and English as a Second Language education</li> <li>• Subsistence services</li> <li>• Fair Housing outreach, education and advocacy</li> </ul> <p><b>Annual:</b> Assist human service organizations provide essential services to at-risk populations</p> <ul style="list-style-type: none"> <li>• Homeless prevention services (30 persons)</li> <li>• Housing referral and counseling for the disabled (30 persons)</li> <li>• Literacy and English as a Second Language education (50 persons)</li> <li>• Subsistence services (85 persons)</li> <li>• Fair Housing outreach, education and advocacy (70 persons)</li> <li>• Job Training (25 persons)</li> </ul>

**Estimate the number of extremely low-income, low-income, and moderate-income families to whom the jurisdiction will provide affordable housing as defined by HOME 91.215(b):**

Lehigh County proposes to assist the following:

- **Extremely Low-Income** - 1 family
- **Low-Income** - 1 family
- **Moderate-Income** - 4 families

**AP-35 Projects – 91.220(d)****Introduction**

Listed below are the FY 2016 CDBG activities for Lehigh County.

#	Project Name
1.	Catasauqua Borough - Curb Cuts
2.	Catasauqua Borough - George Taylor House - Window Restoration
3.	Coplay Borough - Storm Sewer Rehabilitation
4.	Coplay-Whitehall Sewer Authority - Font Street Reconstruction and Curb Cuts
5.	Emmaus Borough - Curb Cuts
6.	Fountain Hill Borough - Jeter Avenue Street Reconstruction and Curb Cuts
7.	Macungie Borough - Curb Cuts
8.	Slatington Borough - East Church Street Reconstruction and Curb Cuts
9.	County-wide Housing Rehab - Housing Rehabilitation Financing
10.	Community First Fund - Lehigh Valley Small Business Development Program
11.	Catholic Charities - Self-sufficiency & Intervention Program
12.	Lehigh Career & Technical Institute
13.	Lehigh Valley Center for Independent Living - People Living in Accessible Community Environments (PLACE) Program
14.	Lehigh Valley Workforce Development Board - Slatington Youth Works
15.	Meals on Wheels of Lehigh County - Meal Preparation and Delivery
16.	North Penn Legal Services - LMI Legal Aide
17.	The Literacy Center - Adult Literacy Instruction
18.	Administration

**Table 8 – Project Information**

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

Rationale for funding activities were based on the eligibility of the activity, if it met a national objective, who are the beneficiaries of the activity, and evidence of the need in the community or by the agency/organization. Additional consideration was given based on the community's or the agency's/organization's past history of expenditure of the CDBG funds, the ability to leverage other funds for the activity, past performance outcomes, and whether the FY 2016 request was related to projects that if not funded, would result in a special assessment against low-income homeowners. Finally, a priority was given to activities based on the community or agency/organization's ability to complete the project in a timely manner.

Lehigh County allocated its FY 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 are located in those census tracts or block groups that are defined as low/mod areas. In selecting projects, consideration was given to the communities with concentrations of racial or ethnic groups and disproportionate needs standards.

Lehigh County has established the following criteria when 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 does 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 are limited. The primary obstacle to meeting the underserved needs are the limited resources available to address the identified priorities in the County. Lehigh County will continue to partner with other agencies when feasible, to leverage resources and maximize outcomes in housing, community and economic development.

## Projects

### AP-38 Projects Summary

#### Project Summary Information

<b>1.</b>	<b>Project Name</b>	<b>Catasauqua Borough – Curb Cuts</b>
	<b>Target Area</b>	N/A
	<b>Goals Supported</b>	CD-1 Public Facilities and Infrastructure
	<b>Needs Addressed</b>	Non-Housing Community Development - CD
	<b>Funding</b>	CDBG: \$39,600
	<b>Description</b>	This is a multi-year activity that will install up to 20 handicap-accessible curb cuts in areas that are low- to moderate-income.
	<b>Target Date</b>	9/30/2017
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	The project will serve an estimated 4,475 persons, with 1,300 at or below 80% of median income.
	<b>Location Description</b>	C.T. 5901, B.G. 1, 2, 3
	<b>Planned Activities</b>	The Regulatory Citation is Public Facilities and Improvements, 570.201(c) The Matrix Code is Handicapped Services, 03 The National Objective is Low/Mod Limited Clientele, 507.208(a)(2)(i)(B)
<b>2.</b>	<b>Project Name</b>	<b>Catasauqua Borough – George Taylor House – Window Restoration</b>
	<b>Target Area</b>	N/A
	<b>Goals Supported</b>	CD-1 Public Facilities and Infrastructure
	<b>Needs Addressed</b>	Non-Housing Community Development - CD
	<b>Funding</b>	CDBG: \$17,041

	<b>Description</b>	Funds will be used to repair and reinstall six (6) windows, including repair of the trim stone wall supporting the windows.
	<b>Target Date</b>	9/30/2017
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	One (1) public facility.
	<b>Location Description</b>	35 S. Front Street, Catasauqua, PA 18032; C.T. 59.01, B.G. 4
	<b>Planned Activities</b>	The Regulatory Citation is Public Facilities and Improvements 570.201(c) The Matrix Code is Public Facilities and Improvements (General), 03 The National Objective is Prevention/Elimination of Slums or Blight, 507.208(b)(2)
<b>3.</b>	<b>Project Name</b>	<b>Coplay Borough – Storm Sewer Rehabilitation</b>
	<b>Target Area</b>	N/A
	<b>Goals Supported</b>	CD-1 Public Facilities and Infrastructure
	<b>Needs Addressed</b>	Non-Housing Community Development - CD
	<b>Funding</b>	CDBG: \$56,000
	<b>Description</b>	The Borough proposes to replace 14 storm sewer inlet boxes in predominantly low- and moderate-income areas of the Borough.
	<b>Target Date</b>	9/30/2017
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	It is estimated that the project will benefit 2,015 persons, with 1,083 persons at or below 80% of median income.
	<b>Location Description</b>	C.T. 5800, B.G. 1 and 3.
	<b>Planned Activities</b>	The Regulatory Citation is Public Facilities and Improvements 570.201(c) The Matrix Code is Water/Sewer Improvements, 03J The National Objective is Low/Mod Area Benefit, 570.208(a)(1)(i)

<b>4.</b>	<b>Project Name</b>	<b>Coplay-Whitehall Sewer Authority – Front Street Reconstruction and Curb Cuts</b>
	<b>Target Area</b>	N/A
	<b>Goals Supported</b>	CD-1 Public Facilities and Infrastructure
	<b>Needs Addressed</b>	Non-Housing Community Development - CD
	<b>Funding</b>	CDBG: \$75,000
	<b>Description</b>	Funds will be used for street reconstruction with curb cuts on Front Street from Keystone Alley, south to Hohl Alley.
	<b>Target Date</b>	9/30/2017
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	It is estimated that the project will benefit the residents of Census Tract 5800, Block Group 1, which has 855 low- or moderate-income persons and a low/mod percentage of 61.96%.
	<b>Location Description</b>	North/South Front Street from Chester Street to Coplay Street.
	<b>Planned Activities</b>	The Regulatory Citation is Public Facilities and Improvements, 570.201(c) The Matrix Code is Public Facilities and Improvements (General), 03 The National Objective is Low/Mod Area Benefit, 507.208(a)(1)(i)
<b>5.</b>	<b>Project Name</b>	<b>Emmaus Borough – Curb Cuts</b>
	<b>Target Area</b>	N/A
	<b>Goals Supported</b>	CD-1 Public Facilities and Infrastructure
	<b>Needs Addressed</b>	Non-Housing Community Development - CD
	<b>Funding</b>	CDBG: \$36,000
	<b>Description</b>	This is a multi-year activity that will install 18 handicap-accessible curb cuts in areas that are low- to moderate-income.
	<b>Target Date</b>	9/30/2017
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	The project will serve an estimated 10,920 persons, with 3,280 at or below 80% of median income.

	<b>Location Description</b>	N. 4th and N. 3rd Streets at North Street; 2nd Street at Apple and Elm Seem Streets. C.T. 6500, B.G. 1 & 2; C.T. 6600, B.G. 3.
	<b>Planned Activities</b>	The Regulatory Citation is Public Facilities and Improvements, 570.201(c) The Matrix Code is Handicapped Services, 03 The National Objective is Low/Mod Limited Clientele, 507.208(a)(2)(i)(B)
<b>6.</b>	<b>Project Name</b>	<b>Fountain Hill Borough – Jeter Avenue Street Reconstruction and Curb Cuts</b>
	<b>Target Area</b>	N/A
	<b>Goals Supported</b>	CD-1 Public Facilities and Infrastructure
	<b>Needs Addressed</b>	Non-Housing Community Development - CD
	<b>Funding</b>	CDBG: \$197,381
	<b>Description</b>	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.
	<b>Target Date</b>	9/30/2017
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Jeter Avenue serves a Low-Moderate Income (LMI) area, with 1,140 people served, and 747 that are low- or moderate-income persons.
	<b>Location Description</b>	Jeter Avenue by Dodson Street; C.T. 6800, B.G. 4.
	<b>Planned Activities</b>	The Regulatory Citation is Public Facilities and Improvements 570.201(c) The Matrix Code is Street Improvements, 03K The National Objective is Low/Mod Income Area Benefit, 507.208(a)(1)(i)
<b>7.</b>	<b>Project Name</b>	<b>Macungie Borough – Curb Cuts</b>
	<b>Target Area</b>	N/A
	<b>Goals Supported</b>	CD-1 Public Facilities and Infrastructure
	<b>Needs Addressed</b>	Non-Housing Community Development - CD
	<b>Funding</b>	CDBG: \$37,800

	<b>Description</b>	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.
	<b>Target Date</b>	9/30/2017
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	The project will serve an estimated 1,855 persons, with 1,065 at or below 80% of median income.
	<b>Location Description</b>	C.T. 6303, B.G. 1, 2, 3.
	<b>Planned Activities</b>	The Regulatory Citation is Public Facilities and Improvements, 570.201(c) The Matrix Code is Handicapped Services, 03 The National Objective is Low/Mod Limited Clientele, 507.208(a)(2)(i)(B)
8.	<b>Project Name</b>	<b>Slatington Borough – East Church Street Reconstruction and Curb Cuts</b>
	<b>Target Area</b>	N/A
	<b>Goals Supported</b>	CD-1 Public Facilities and Infrastructure
	<b>Needs Addressed</b>	Non-Housing Community Development - CD
	<b>Funding</b>	CDBG: \$75,585
	<b>Description</b>	Funds will be used for reconstruction of East Church Street between Walnut Street and Railroad Street, including curb cuts and stormwater improvements.
	<b>Target Date</b>	9/30/2017
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	East Church Street serves a Low-Moderate Income (LMI) area, with 1,440 people served, and 685 low- or moderate-income persons served.
	<b>Location Description</b>	East Church Street between Walnut Street and Railroad Street.
	<b>Planned Activities</b>	The Regulatory Citation is Public Facilities and Improvements 570.201(c) The Matrix Code is Street Improvements, 03K The National Objective is Low/Mod Income Area Benefit, 507.208(a)(1)(i)



<b>9.</b>	<b>Project Name</b>	<b>County-wide Housing Rehab – Housing Rehabilitation Financing</b>
	<b>Target Area</b>	N/A
	<b>Goals Supported</b>	H-1 Retain Existing Housing Stock
	<b>Needs Addressed</b>	Housing - H
	<b>Funding</b>	CDBG: \$200,000
	<b>Description</b>	Funds will be used to rehabilitate owner-occupied LMI properties. Program delivery is also included.
	<b>Target Date</b>	9/30/2017
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Six (6) low- and moderate-income households.
	<b>Location Description</b>	County-Wide.
	<b>Planned Activities</b>	The National Objective is Low/Mod Housing (LMH) The project matrix code 14A, Rehab; Single-Unit Residential, 570.202
<b>10.</b>	<b>Project Name</b>	<b>Community First Fund – Lehigh Valley Small Business Development Program</b>
	<b>Target Area</b>	N/A
	<b>Goals Supported</b>	CD-2 Economic Development
	<b>Needs Addressed</b>	Non-Housing Community Development - CD
	<b>Funding</b>	CDBG: \$25,000
	<b>Description</b>	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.
	<b>Target Date</b>	9/30/2017
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Project will assist 20 jobs.
	<b>Location Description</b>	Countywide; 612 W. Hamilton St., #202F Allentown, PA 18101

	<b>Planned Activities</b>	The National Objective is Low/Mod Jobs (LMJ) The project matrix code 18B, ED Technical Assistance, 570.203(b)
<b>11.</b>	<b>Project Name</b>	<b>Catholic Charities - Self-sufficiency &amp; Intervention Program</b>
	<b>Target Area</b>	N/A
	<b>Goals Supported</b>	HA-1 Homeless Prevention CD-3 Public Services
	<b>Needs Addressed</b>	Homeless - HA Non-Housing Community Development - CD
	<b>Funding</b>	CDBG: \$29,700
	<b>Description</b>	Funds will be used for rent and utility assistance along with case management for approximately 30 households.
	<b>Target Date</b>	9/30/2017
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	30 low- and moderate-income households.
	<b>Location Description</b>	County-Wide; 530 Union Blvd., Allentown, PA 18109
	<b>Planned Activities</b>	The National Objective is Low/Mod Clientele Benefit (LMC) The project matrix code is 05Q, Subsistence Payments, 570.201(e)
<b>12.</b>	<b>Project Name</b>	<b>Lehigh Career &amp; Technical Institute</b>
	<b>Target Area</b>	N/A
	<b>Goals Supported</b>	CD-3 Public Services
	<b>Needs Addressed</b>	Non-Housing Community Development - CD
	<b>Funding</b>	CDBG: \$19,812
	<b>Description</b>	Three (3) short-term career programs for low- and moderate-income residents of Lehigh County.
	<b>Target Date</b>	9/30/2017

	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Three (3) short-term career programs for low- and moderate-income residents of Lehigh County.
	<b>Location Description</b>	4500 Education Park Drive, Schnecksville, PA 18079
	<b>Planned Activities</b>	The Regulatory Citation is Public Services, 570.201(3) The Matrix Code is Employment Training, 05H The National Objective is Low/Mod Limited Clientele, 507.208(a)(2)(i)(B)
<b>13.</b>	<b>Project Name</b>	<b>Lehigh Valley Center for Independent Living - People Living in Accessible Community Environments (PLACE) Program</b>
	<b>Target Area</b>	N/A
	<b>Goals Supported</b>	CD-3 Public Services
	<b>Needs Addressed</b>	Non-Housing Community Development - CD
	<b>Funding</b>	CDBG: \$20,400
	<b>Description</b>	Housing location assistance to 30 households to avoid being homeless. Subsistence payments to those that need it. Fair Housing workshops for landlords.
	<b>Target Date</b>	9/30/2017
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	The project is estimated to serve 30 persons at or below 80% of median income, with an assumed benefit of 30 disabled persons.
	<b>Location Description</b>	County-Wide; 713 N. 13th Street, Allentown, PA 18102
	<b>Planned Activities</b>	The Regulatory Citation is Public Services, 570.201(e) The Matrix Code is Subsistence Payments, 05Q The National Objective is Low/Mod Income Area Benefit, 507.208(a)(2)(i)(A)
<b>14.</b>	<b>Target Area</b>	<b>Lehigh Valley Workforce Development Board – Slatington Youth Works</b>
	<b>Goals Supported</b>	N/A
	<b>Needs Addressed</b>	CD-3 Public Services
	<b>Funding</b>	Non-Housing Community Development - CD

	<b>Description</b>	CDBG: \$14,100
	<b>Target Date</b>	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.
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	9/30/2017
	<b>Location Description</b>	Twenty-two (22) short-term career programs for youth in Slatington Borough.
	<b>Planned Activities</b>	555 Union Boulevard, Allentown, PA 18109
		The Regulatory Citation is Public Services, 570.201(3) The Matrix Code is Employment Training, 05H The National Objective is Low/Mod Limited Clientele, 507.208(a)(2)(i)(B)
15.	<b>Project Name</b>	<b>Meals on Wheels of Lehigh County - Meal Preparation and Delivery</b>
	<b>Target Area</b>	N/A
	<b>Goals Supported</b>	CD-3 Public Services
	<b>Needs Addressed</b>	Non-Housing Community Development - CD
	<b>Funding</b>	CDBG: \$20,000
	<b>Description</b>	Funds for subsidized meals to homebound seniors and adults with disabilities, all with income below \$39,900.
	<b>Target Date</b>	9/30/2017
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	The project is estimated to serve 85 persons at or below 80% of median income per day.
	<b>Location Description</b>	County-Wide, excluding the cities of Allentown and Bethlehem; 4234 Dorney Park Road, Allentown, PA 18104
	<b>Planned Activities</b>	The National Objective is Low/Mod Clientele Benefit (LMC) The project matrix code is 05, Public Service (General), 570.201(e)

<b>16.</b>	<b>Project Name</b>	<b>North Penn Legal Services - LMI Legal Aide</b>
	<b>Target Area</b>	N/A
	<b>Goals Supported</b>	CD-3 Public Services
	<b>Needs Addressed</b>	Non-Housing Community Development - CD
	<b>Funding</b>	CDBG: \$10,000
	<b>Description</b>	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.
	<b>Target Date</b>	9/30/2017
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	70 low- and moderate-income persons.
	<b>Location Description</b>	County-Wide; 559 Main Street, Suite 100, Bethlehem, PA 18018
	<b>Planned Activities</b>	The National Objective is Low/Mod Clientele Benefit (LMC) The project matrix is 05J, Fair Housing Activities, 570.201(e)
<b>17.</b>	<b>Project Name</b>	<b>The Literacy Center - Adult Literacy Instruction</b>
	<b>Target Area</b>	N/A
	<b>Goals Supported</b>	CD-3 Public Services
	<b>Needs Addressed</b>	Non-Housing Community Development - CD
	<b>Funding</b>	CDBG: \$20,000
	<b>Description</b>	Funds for adult Basic Education, GED instruction, and ESL classes for County residents.
	<b>Target Date</b>	9/30/2017
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	The project is estimated to serve 50 persons at or below 80% of median income.
	<b>Location Description</b>	County-Wide; 1132 W. Hamilton St., Suite 300, Allentown, PA 18101

	<b>Planned Activities</b>	The Regulatory Citation is Public Services, 570.201(e) The Matrix Code is Other Public Services, 05 The National Objective is Low/Mod Limited Clientele, 507.208(a)(2)(i)(B)
18.	<b>Project Name</b>	<b>Administration</b>
	<b>Target Area</b>	N/A
	<b>Goals Supported</b>	N/A
	<b>Needs Addressed</b>	N/A
	<b>Funding</b>	CDBG: \$223,354
	<b>Description</b>	Funds for oversight, management, and administration of the CDBG Program.
	<b>Target Date</b>	9/30/2017
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	57,850 low- and moderate-income persons.
	<b>Location Description</b>	County-Wide; 17 South Seventh Street, Allentown, PA 18101
	<b>Planned Activities</b>	The project Matrix Code is 21A The General Program Administration, 570.206

## **AP-50 Geographic Distribution – 91.220(f)**

### **Description of the geographic areas of the entitlement (including areas of low-income and minority concentration) where assistance will be directed**

The following information provides a profile of the population, age, and racial/ethnic composition of Lehigh County. This information was obtained from the U.S. Census Bureau American Factfinder website, <http://factfinder.census.gov>. The 2010-2014 American Community Survey 5-Year Estimates were used to analyze the social, economic, housing, and general demographic characteristics of Lehigh County. The 5-year estimates are the most recent data available for the County. The 2010 U.S. Census data is included where possible.

Lehigh County's overall population:

- Between 1980 and 2010, the population increased by approximately 28.3%, rising from 272,349 to 349,497.
- Since 2000, the population has increased 12.0%, which is expected to continue.

Lehigh County's age of population:

- Median age in Lehigh County is 39.3 years old.
- Youth under age 18 account for 20.6% of the population.
- Adults between the ages of 35 and 60 account for 35.2% of the population.
- Adults that are 62 years and old account for 18.0% of the population.

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

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

The median income for a family of four (4) in the Allentown-Bethlehem-Easton, PA HUD Metro FMR Area is \$68,900 for 2016. At the time of the 2010-2014 American Community Survey, median household income in Lehigh County was \$55,681 which was higher than the Commonwealth of Pennsylvania (\$53,115).

In Lehigh County, the overall percentage of low- and moderate-income (LMI) persons was 28.07% in 2010, while the First Quartile Low/Mod rate established by HUD is 38.92%. A total of 21 census tract and block groups across the County had a majority (i.e., more than 50.0%) of persons with incomes at or below 80% of the Median Family Income (MFI). A total of 36 block groups across the County had a Low/Mod rate equal to or greater than the First Quartile Low/Mod rate of 38.92%.

According to the U.S. Labor Department, the not seasonally adjusted preliminary unemployment rate for

Lehigh County in April 2016 was 5.3%, which was equal to a seasonally adjusted preliminary rate of 5.3% for the Commonwealth of Pennsylvania; these rates are slightly higher than their respective April 2015 rates of 5.0% and 5.2%. The seasonally adjusted national unemployment rate for April 2016 was 5.0%, which was down from the 2015 rate of 5.4%.

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

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

**Geographic Distribution**

Target Area	Percentage of Funds
N/A	NA

**Table 9 - Geographic Distribution**

**Rationale for the priorities for allocating investments geographically**

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

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

- Meeting the statutory requirements of the CDBG program
- Meeting the needs of very-low 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 does 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 jurisdiction under the HOME program. Therefore, resources for housing activities are limited. The primary obstacle to meeting the underserved needs is the limited resources available to address the identified priorities in the County. Lehigh County will continue to partner with other agencies when feasible to leverage resources and maximize outcomes in housing and community development needs.

## Discussion

The geographic locations and the public benefit for the FY 2016 CDBG Activities/Projects are as follows:

- **Catasauqua Borough – Curb Cuts** – C.T. 5901, B.G. 1, 2, & 3; Low/Mod clientele (LMC)
- **Catasauqua Borough – George Taylor House – Window Restoration** - 35 S. Front Street, Catasauqua, PA 18032; Slum/Blight Removal on a Spot Basis (SBS)
- **Coplay Borough – Storm Sewer Rehabilitation** - C.T. 58.00, B.G. 1 & 3; Low/Mod Area Benefit (LMA)
- **Coplay-Whitehall Sewer Authority – Front Street Reconstruction and Curb Cuts** - C.T. 58.00, B.G. 1; Low/Mod Area Benefit (LMA)
- **Emmaus Borough – Curb Cuts** – C.T. 6500, B.G. 1 & 2, C.T. 6600, B.G. 3; Low/Mod clientele (LMC)
- **Fountain Hill Borough – Jeter Avenue Street Reconstruction and Curb Cuts** - C.T. 68.00, B.G. 4; Low/Mod Income Area Benefit (LMA)
- **Macungie Borough – Curb Cuts** - Borough-wide; Low/Mod clientele (LMC)
- **Slatington Borough – East Church Street Reconstruction and Curb Cuts** - C.T. 51, B.G. 2; Low/Mod Income Area Benefit (LMA)
- **County-wide Housing Rehab – Housing Rehabilitation Financing** - County-wide; 17 South Seventh Street, Allentown, PA 18101; Low/Mod Housing (LMH)
- **Community First Fund – Lehigh Valley Small Business Development Program** – County-wide; 612 W. Hamilton St., #202F Allentown, PA 18101; Low/Mod Jobs (LMJ)
- **Catholic Charities - Self-sufficiency & Intervention Program** - County-wide; Low/Mod Clientele (LMC)
- **Lehigh Career & Technical Institute – Scholarships for Section 3 Residents** - County-wide; 4500 Education Park Drive, Schnecksville, PA 18078; Low/Mod Clientele (LMC)
- **Lehigh Valley Center for Independent Living - People Living in Accessible Community Environments (PLACE) Program** - County-wide; 713 N. 13th Street, Allentown, PA 18102; Low/Mod Clientele (LMC)
- **Lehigh Valley Workforce Development Board – Slatington Youth Works** – County-wide; 555

Union Blvd, Allentown, PA 18109; Low/Mod Jobs (LMJ)

- **Meals on Wheels of Lehigh County - Meal Preparation and Delivery** – County-wide; 4234 Dorney Park Road, Allentown, PA 18104; Low/Mod Clientele (LMC)
- **North Penn Legal Services - LMI Legal Aide** - County-wide; 559 Main Street, Suite 100, Bethlehem, PA 18018, Low/Mod Clientele (LMC)
- **The Literacy Center - Adult Literacy Instruction** - County-wide; 801 Hamilton Street, Suite 201, Allentown, PA 18101-2420, Low/Mod Clientele (LMC)
- **Administration** - County-wide; 17 South Seventh Street, Allentown, PA 18101

## Affordable Housing

### AP-55 Affordable Housing – 91.220(g)

#### Introduction

Lehigh County will utilize its CDBG funds to rehabilitate housing units and provide subsistence payments. The one year goals for affordable housing in Lehigh County for FY 2016 are as follows:

One Year Goals for the Number of Households to be Supported	
Homeless	0
Non-Homeless	36
Special-Needs	0
<b>Total:</b>	<b>36</b>

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

One Year Goals for the Number of Households Supported Through	
Rental Assistance	30
The Production of New Units	0
Rehab of Existing Units	6
Acquisition of Existing Units	0
<b>Total:</b>	<b>36</b>

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

#### Discussion

During the FY 2016 CDBG program year, Lehigh County will not be able to fund any projects that support the production of new units. In addition, the County does not have any projects that are dedicated to homeless and special-needs households. All the projects are open to all income eligible residents of the County.

Lehigh County will assist Catholic Charities – Self-sufficiency & Intervention Program. This program will assist thirty (30) households with emergency subsistence payment which include rent and utilities for up to three (3) months.

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

The Lehigh County Affordable Housing Trust fund will provide approximately \$600,000 toward housing activities in 2016. Eligible activities include using the revenues as the local matching funds to secure HOME funds from the State, construction or rehabilitation financing, housing related services, match for other State or Federal funds, and supporting first-time homebuyer second mortgage programs.

## **AP-60 Public Housing – 91.220(h)**

### **Introduction**

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

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

Each year, the Lehigh County Housing Authority (LCHA) receives an allocation of funds from HUD under the Capital Fund Program to undertake physical improvements. In addition, the LCHA receives operating subsidies to offset the operating deficits associated with public housing units and to carry out maintenance. The Lehigh County Housing Authority will receive \$292,638 under a HUD Capital Fund grant for FY 2016 that it will use to install new kitchen cabinets, new flooring, and new trash compactors and dumpsters. The FY 2016 allocation will be used for the following activities:

- Operations \$ 29,264.00
- Administration \$ 29,264.00
- Fees and Costs \$ 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 100% occupancy rate. The public housing authority unit waiting list for 2-bedrooms and 3-bedrooms is closed and has been closed since 2011. The waiting list for 225 senior units remains open. LCHA has 1,230 Section 8 Housing Choice Vouchers, with approximately 300 individual households on the waiting list, as of June 2015. The Section 8 Housing Choice waiting list has been closed since 2010.

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

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

Family Self-Sufficiency (FSS) programs are provided to Section 8 Housing Choice Voucher holders and public housing tenants. FSS program residents work with a case manager to develop goals that will, over a five (5) year period, lead to self-sufficiency. These goals may include education, specialized training, job readiness, job placement activities, and career advancement objectives. The goals for each participating family member are set out in Individual's Training and Service Plan. There are 35 families participating, and all are Section 8 voucher holders. In addition, there is the Family Savings Account program which is available to residents who participate in FSS. This program enables families to save funds to help with larger purchases, such as education or homeownership.

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

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

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

**Discussion**

Not applicable.

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

### **Introduction**

In the past year, PA-507 CoC merged with PA-509 to create the Eastern PA CoC, serving a total of thirty-three (33) counties. The 33 counties are organized into five (5) geographically dispersed Regional Homeless Advisory Boards (RHABs). Lehigh County is part of the Lehigh Valley Regional Homeless Advisory Board. The region is made up of two (2) counties which include: Lehigh and Northampton Counties.

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

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

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

Through the FY 2015 Continuum of Care (CoC) Program competition, the Lehigh Valley Regional Housing Advisory Board received funding for fourteen (14) renewals totaling \$2,677,312.00 for support services, permanent supportive housing, and transitional housing projects throughout the region. HUD will again contract with these agencies during the FY 2016 program year.

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

The Continuum of Care completes a regular “Point in Time Count Survey” each January to determine the number of homeless individuals and families in the Eastern Pennsylvania Region. Based on the Point in Time Count (PITC) conducted during January 2015, the following numbers of homeless persons were reported in Lehigh County:

- **Unsheltered** - 9 individuals, 0 families with children, and 0 children only
- **Transitional Housing** - 30 individuals, 5 families with children, and 0 children only
- **Emergency Shelter** - 54 individuals, 6 families with children, and 0 children only

The only change between the 2014 and 2015 unsheltered counts was clarification of the PIT date for the service-based count. The 2015 unsheltered instructions and training materials included directions that communities conducting a service-based count should do so on the day after the PIT count asking “where did you sleep on the night of January 28?” Specifically, the PIT count was based on the overnight hours on Wednesday night (1/28/15) through Thursday morning, therefore the service-based counts were to occur on Thursday vs. Wednesday. While training for unsheltered count coordinators has historically been made available, additional training materials were provided to each county’s unsheltered count coordinator for the 2015 PIT count. Unsheltered homelessness is not common in the mostly rural Eastern PA CoC, with only 9 of 33 counties identifying 10+ unsheltered persons in the 2015 PITC. Supportive Services for Veteran Families (SSVF) providers conduct the most widespread outreach throughout the CoC. A shared spreadsheet is used to track vets. VA-funded and homeless resources are used to rapidly rehouse any veterans identified.

The CoC reviewed 2015 Annual Homeless Assessment Report (AHAR) data for "Living Arrangement the Night Before Program Entry" to identify risk factors. For families, the greatest risk factor was doubled-up with other families. This factor was corroborated by the experience of Community Action Programs and County Human Service Agencies administering state prevention funds in the CoC, which are used largely to assist families. For singles, AHAR data revealed doubled-up as a major factor, but also being released from a psychiatric facility, substance abuse treatment facility, or corrections facility. The data points to the need to identify which institutions within the 33-County CoC are 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, SSVF, and other funds.

Lehigh County will undertake the following activities through the Lehigh County Affordable Housing Trust funds to reduce and end homelessness in the jurisdiction:

- **Valley Youth House:** The Valley Youth House will provide 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 will use CDBG funds for on-site life skills counseling, mental health therapy, and stipends for food, transportation, and furnishings.

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

There was a change in methodology for the Eastern PA CoC's sheltered PIT count from 2014 to 2015. In 2014, all sheltered data was collected through interviews with sheltered persons and recorded on interview forms. In 2015, the CoC conducted interviews and utilized HMIS data for HMIS participating Emergency Shelter and Transitional Housing program with high data quality. Interviews were conducted with persons in non-HMIS participating agencies such as domestic violence programs, VA-funded programs (e.g. VADOM), hotel/motel voucher programs and shelters operated by faith-based organizations. In 2015, the CoC provided training on the use of the Sheltered Interview Form. The provision of training by the CoC in 2015 was intended to ensure consistent utilization of the interview form throughout the CoC.

There was a change in methodology for the Eastern PA CoC's sheltered PIT count from 2014 to 2015. In 2014, all sheltered data was collected through interviews with sheltered persons and recorded on interview forms. In 2015, the CoC conducted interviews and utilized HMIS data for HMIS participating Emergency Shelter and Transitional Housing program with high data quality. Interviews were conducted with persons in non-HMIS participating agencies such as domestic violence programs, VA-funded programs (e.g. VADOM), hotel/motel voucher programs and shelters operated by faith-based organizations. In 2015, the CoC provided training on the use of the Sheltered Interview Form. The provision of training by the CoC in 2015 was intended to ensure consistent utilization of the interview form throughout the CoC.

Lehigh County will submit an application to PA-DCED for FY 2016 State ESG funds 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 intends to propose the following projects to PA DCED:

#### **Catholic Charities:**

- Homeless Prevention services including case management, rental assistance and/or utility assistance in an amount not to exceed \$11,000
- Rapid Rehousing services including case management, rental assistance and/or utility assistance in an amount not to exceed \$11,000
- HMIS not to exceed \$1,500
- Administration not to exceed \$881



**Sixth Street Shelter:**

- Renovations including ADA, health and safety modifications in an amount not to exceed \$147,200
- Administration not to exceed \$5,520

The shelter and transitional housing in Lehigh County include:

- Community Action Committee of the Lehigh Valley - Sixth Street Shelter (Emergency Shelter)
- Community Action Committee of 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 meets quarterly to review CoC Performance and identify needed interventions. The strategies to reduce the length of time of homelessness include: 1) Coordinated Entry will be piloted using the Vulnerability Index & Service Prioritization Decision Assistance Tool (VI-SPDAT) which includes LOTH as a prioritization factor; 2) the CoC has 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; 3) The CoC is increasing its Rapid Re-Housing inventory by 87 units in projects submitted in FY 2015 with the goal of housing people within 30 days of becoming homeless; and 4) Data Committee will review aggregate and project level performance data quarterly to identify where LOTH is not decreasing.

Through the use of the VI-SPDAT, the CoC will prioritize 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 funding prioritizes RRH over homeless prevention services. An increase in Supportive Services for Veteran Families (SSVF) resources are also being utilized to rapidly rehouse veteran families. New CoC-funded RRH projects were awarded in 2013 and 2014, and four (4) new RRH projects are being submitted through this application, creating 94 new RRH units.

The CoC also aims 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 will review 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) operate a Ready-to-Work program for persons receiving Temporary Assistance for Needy Families (TANF) benefits, in collaboration with WIB & CareerLink. The purpose of the program is to increase pre-employment skills. 81% of all CoC-funded projects are connecting with the above referenced employment partners, or others in their local communities.

To improve access to Chronic Homeless beds CoC-wide in counties with an excess of Chronic Homeless-prioritized beds, the strategy is 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.

The state's ESG program has prioritized funding for programs providing homeless services to veterans, and there are nine (9) Supportive Services for Veteran Families (SSVF) funded organizations providing outreach throughout the CoC. This includes street outreach, marketing, and providing information to shelter residents/staff. SSVF staff will work with veterans to determine eligibility.

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

The CoC does not have coordination with health care providers throughout the geographic area. There are examples of coordination in specific communities, but this is conducted mostly on an as-needed basis, versus higher level discharge policies. Two changes are occurring on the state level that will have a major impact on coordination of discharge planning. 1) DCED, the Collaborative Applicant, in collaboration with the Department of Human Services, is re-organizing the PA Interagency Council. The re-organization will include adding partners from health care. Establishing new and enhancing current discharge policies to

prevent homelessness will be a focus of the “new” Council. 2) A Legislative Task Force that has been charged with studying the causes and effects of homelessness in PA is due to report March 2016. Recommendations will include developing a Plan to End Homelessness with measurable goals that outline key initiatives for preventing homelessness, including strengthened discharge planning.

CoCs are 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 goals for coordinated entry processes are that assistance be allocated as effectively as possible and that it 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. This combined with the lack of a well-developed coordinated entry process can result in severe hardships for persons experiencing homelessness who often face long wait times to receive assistance or are screened out of needed assistance. Coordinated entry processes help communities prioritize assistance based on vulnerability and severity of service needs to ensure that people who need assistance the most can receive it in a timely manner. Coordinated entry processes also provide information about service needs and gaps to help communities plan their assistance and identify needed 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 will be piloted in the Lehigh Valley, then rolled-out to the entire CoC. 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 is scheduled to launch in September 2016.

When fully operational, Coordinated Entry will be advertised through the Regional Homeless Advisory Board (RHAB) member organizations, public signage in places frequented by the homeless and those at risk of becoming homeless, and through other community resources such as clergy, schools, stores, etc. Prioritization will be based on service needs and vulnerability to: literal homelessness and related risks for violence, trauma, health problems and death using the Vulnerability Index & Service Prioritization Decision Assistance Tool (VI-SPDAT). Coordinated Entry policies will address outreach to the chronic homeless, veterans, people with disabilities, people with language barriers, homeless youth, persons fleeing/attempting to flee domestic violence, dating violence, sexual assault and stalking; and others least likely to access Coordinated Entry.

## **Discussion**

### **Continuation of the Coordinated Entry System:**

Any family or individual experiencing a housing crisis in Lehigh or Northampton Counties can either call a toll-free hotline or visit a designated coordinated entry provider in Allentown, Bethlehem or Easton.

Veterans, people fleeing domestic violence and transitional age or runaway youth will be immediately connected to appropriate services. Families and single adults will be assessed using a national best practice vulnerability and service prioritization tool called the VI-SPDAT. Consumers will then be referred and connected to appropriate housing and services as they become available.

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

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

The Lehigh Valley Coordinated Entry Pilot Project encourages agencies and stakeholders throughout the region to assist with the project by:

- Nonprofit housing and service providers can be official pilot project referral partners
- County and municipal officials, police, first responders, educators, landlords and health providers can be pilot project champions and supporters
- Foundations, businesses and government agencies can provide leadership, funding and support for pilot project operations, capacity building and learning opportunities
- Members of the public can be advocates for the cause of ending and preventing homelessness

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

### **Introduction**

In 2014, an Analysis of Impediments to Fair Housing Choice was created for Lehigh Valley which includes the following: Lehigh County, Northampton County, and the Cities of Allentown, Bethlehem, and Easton. The Analysis of Impediment identified the following impediments and strategies for Lehigh County:

#### **Impediment # 1: Disparities in Mortgage Lending**

- The strong patterns of disparity in the HMDA data, though possibly attributable to legitimate factors, should be studied further to determine whether discrimination is taking place in the lending sector.

#### **Impediment # 2: Need for Increased Fair Housing Education**

- To address the need for increased public education relative to fair housing, it is recommended that the Lehigh Valley Fair Housing Project between North Penn Legal Services and the five CDBG entitlement communities be sustained and either expanded or complemented so that it reaches even more people.

#### **Impediment # 3: Need for Increased Coordination among Fair Housing Providers**

- Through the North Penn Legal Services project, education regarding fair housing has been enhanced, but investment in local fair housing enforcement and compliance capacity is needed as well.

#### **Impediment # 4: Zoning Provisions Impacting People with Disabilities**

- Appropriate officials in the Lehigh Valley's five CDBG entitlement communities (Lehigh County, Northampton County, and the Cities of Allentown, Bethlehem, and Easton) will continue its work with the Lehigh Valley Planning Commission (LVPC) to develop and promote model ordinances for inclusionary zoning. Furthermore, the counties will investigate providing technical assistance to 75% of municipalities to update zoning ordinances in accordance with the model fair housing ordinance.

#### **Impediment # 5: Zoning Provisions Restricting Residential Uses from Residential Districts**

- Appropriate officials in the Lehigh Valley's five CDBG entitlement communities (Lehigh County, Northampton County, and the Cities of Allentown, Bethlehem, and Easton) will continue its work with the Lehigh Valley Planning Commission (LVPC) to develop and promote model ordinances for inclusionary zoning.

**Impediment # 6: Condition of Affordable Housing Stock**

- The five entitlement communities should continue to concentrate affordable housing funds, to the degree practicable, on rehabilitation that increases the quality of existing housing units.

**Impediment # 7: Public Perceptions Regarding Transportation Connectivity**

- Actual transit connections and options in Lehigh Valley appear to be stronger than residents realize, indicating that LANta may need to do more to advertise its routes and schedules.

**Actions it planned to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment**

North Penn Legal Services (NPLS) is a sub-recipient of FY 2016 CDBG funds from Lehigh County. NPLS is funded as a public service activity and provides legal aid related to affordable housing, serving low- and moderate-income residents living in Lehigh County outside of Allentown and Bethlehem. NPLS staff provides assistance to residents who face eviction, are denied housing, or are forced to live in uninhabitable conditions. This activity is conducted through workshops held at local social service agencies and in mobile home parks. Information on foreclosures, consumer issues, and fair housing is also provided to the residents of Lehigh County.

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

Lehigh Valley Center for Independent Living (CIL) receives CDBG funds to carry out public service activities. The FY 2016 CDBG funds will be used to provide housing location assistance to persons with disabilities. Services include case management, housing counseling, housing search, placement, and specialized support services.

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

ownership seminar will be conducted with the targeted areas.

In addition, the Lehigh Valley Planning Commission's Comprehensive Planning Section plans to continue to offer the Beyond Codes: Fair Housing and Inclusionary Zoning presentation in partnership with North Penn Legal Services to municipalities, their officials, planning commissions and chief administrators. The presentation explains the differences between the Fair Housing Act, inclusionary zoning, and the Uniform Construction Code (PA's building code), as well as what the rights and the obligations are of the municipalities in abiding by the federal and state fair housing regulations. It also offers examples of what municipalities can and cannot do in zoning practice, subdivision and land development regulations, and zoning administration. The Conference Planning Committee for the Pennsylvania Chapter of the American Planning Association decided that Beyond Codes should be a key presentation at the upcoming October 2016 annual conference, hosted in Allentown. The presentation will offer Ethics credits for those seeking certification maintenance credits as part of their American Institute of Certified Planners (AICP) requirements.

### **Discussion**

Lehigh County will continue its work with the Lehigh Valley Planning Commission (LVPC) to develop and promote model ordinances for inclusionary zoning. The LVPC adopted the updated suite of model ordinance and guidance documents at the final commission meeting of the year in 2015. The titles of the model ordinance and guidance documents include the following: Conservation Subdivisions, Cottage Housing Development, Density Bonuses/Minimum Density, Inclusionary Zoning, Street Connectivity, Traditional Neighborhood Development, and Mixed Use Zoning and Development. The model ordinances are made publicly available through the LVPC website ([www.lvpc.org](http://www.lvpc.org)) and through the LVPC office.

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

1. A Fair Housing Officer has been appointed to administer (responsibilities include accepting complaints, record keeping and investigation in conjunction with NPLS).
2. Continue to enlist NPLS in the enforcement of fair housing through public education and outreach.
3. Continue to fund fair housing providers to report housing discrimination complaints.
4. Continue to investigate testing and auditing of fair housing practices through its regional fair housing providers.
5. Educate and attempt to overcome the "Not in My Back Yard" attitude throughout the County through its fair housing providers.
6. Make every attempt to increase geographic choice in housing by providing links on its website for its low-income households.
7. Promote desegregation of public housing.
8. Update its fair housing section on the County website with news and items regarding fair housing (i.e. links to fair housing providers to report housing discrimination).

9. Assist in the organization of a federally supported community-based system (such as LANta) that organizes key elements in its community to direct attention to, and help develop strategies to affirmatively further fair housing.
10. On an annual basis Lehigh County will declare via proclamation April to be Fair Housing Month.
11. Outreach to public – provide updated Housing Discrimination information.



## **AP-85 Other Actions – 91.220(k)**

### **Introduction**

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

### **Actions planned to address obstacles to meeting underserved needs**

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

- There are opportunities available for more collaborative initiatives between for-profit developers and non-profit organizations in the Lehigh Valley. By partnering with an experienced for-profit developer, a smaller non-profit can enhance its capacity in budgeting, planning, financing, and construction management skills.
- There are also opportunities for public housing authorities to create new affordable housing outside of HOPE VI funding.
- Developers identified the insufficient supply of land zoned for multi-family housing as one of the factors driving up the cost of land acquisition and development. Outreach initiatives focused on educating public officials and planning commissions on the benefits of affordable housing may encourage the rezoning of more land to multifamily zoning designations, as well as eliminate unnecessary and excessive development standards for multi-family housing.
- Active and productive non-profit housing developers need ready access to capital in order to finance the front-end soft costs associated with new development. Utilizing a lesser-restrictive source of financing for this (such as Act 137 Affordable Housing Trust Fund resources) would enable non-profits to seek out additional development opportunities and fully investigate the financial feasibility of potential projects early on.

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

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

### **Actions planned to foster and maintain affordable housing**

Lehigh County, under its FY 2016 CDBG Program, proposes to foster and maintain affordable housing through the following Five Year goals and strategies:

#### **GOAL: HOUSING - H**

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

The County's objectives to meet this goal are:

##### **Five year:**

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

##### **Annual:**

- Rehabilitate 6 owner-occupied housing units.

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

The County's objectives are:

**Five year:** Assist 20 lower income households achieve homeownership.

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

### **Actions planned to reduce lead-based paint hazards**

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

rehabilitation efforts. All homes built prior to 1978 that receive rehabilitation assistance are tested for the presence of lead-based paint. When evidence of the paint is found, the paint surfaces are removed or the material is encapsulated to prevent exposure.

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

### **Actions planned to reduce the number of poverty-level families**

Approximately 13.4% of Lehigh County's residents live in poverty, which is slightly less than the Commonwealth of Pennsylvania where 13.5% of residents live in poverty. Female-headed households with children in the County are particularly affected by poverty, at 41.8%. This information is taken from the U.S. Census "2010-2014 ACS Five-Year Estimates." The County's goal is to reduce the extent of poverty by actions the County can control and through work with other agencies/organizations.

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

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

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

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

- Lehigh County works in conjunction with Lehigh Valley Economic Development Corporation (LVEDC), community organizations, other economic development groups and the Workforce Investment Board to help enhance programs and create opportunities in the County.

- Lehigh County Economic Development Corporation (LVEDC) is able to provide manufacturing, industrial, and nonprofit organizations with low interest financing generated through tax exempt revenue bonds.
- Lehigh County CareerLink offers job search counseling, skills assessment programs, GED courses, information on training programs and workshops on many subjects, including resume writing and interview skills. Considered a one-stop location for all employment needs, CareerLink offers a multi-faceted approach to the job market.

### **Actions planned to develop institutional structure**

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

In order to address the County's housing and community development needs, the County has established an extensive public-private partnership aimed at revitalization in the County. In 2016, the partnership includes the following agencies:

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

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

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

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

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

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

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

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

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

Lehigh County will continue efforts to enhance coordination between agencies by creating partnerships such as in the implementation of the Section 3 and MBE-WBE outreach initiatives. The Section 3 outreach effort will partner with the PA CareerLINK, the Lehigh County Housing Authority and LCTI to identify Section 3 residents and businesses and to provide feedback on available job opportunities. Such partnerships help to develop a better understanding of community needs.

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

The Lehigh Valley Economic Development Corporation (LVEDC) was awarded a Sustainable Communities Regional Planning Grant from HUD. Through this effort, the Five-Year Strategic Plan and the larger regional plan was 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 are 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 are:

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

## **Discussion**

### **Monitoring**

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

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

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

- Objectives of the National Affordable Housing Act are met,
- Program activities are progressing in compliance with the specifications and schedule for each program, and

- Recipients are in compliance with other applicable laws, implementing regulations, and with the requirements to affirmatively further fair housing and minimize displacement of low income households.

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

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

There are monitoring responsibilities that go beyond the time of completion of various activities. The overall performance of the program relative to the Five-Year Strategic Plan goals is monitored at least bi-annually through the selection of the annual activities and again during the preparation of the Comprehensive Annual Performance and Evaluation Report (CAPER). If it appears that proposed goals are not being addressed, the County will re-evaluate the goals, project performance and determine the course of action needed to bring the program into compliance.

## Program Specific Requirements

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

#### Introduction

Lehigh County receives an annual allocation of CDBG funds. The County does not expect to generate program income from any CDBG funded activities in FY 2016. The County-wide Housing Rehabilitation program has a five (5) year forgivable loan period. However, should the owner of the residence sell, move, or the residence is no longer its principal residence, the owner would have to repay a prorated portion of the loan to the County. Repayment is based on the time the homeowner resided in the residence during the lien period. Since the County receives a CDBG Federal allocation, the questions below have been completed, as applicable.

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

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

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

#### Other CDBG Requirements

1. The amount of urgent need activities	\$0.00
2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan.	98.5%



**Discussion**

Lehigh County has allocated \$223,354 for general administration of the CDBG Program, which is at the 20% of the administrative cap. The County has allocated \$134,012 to public service activities, which is below the 15% public service cap. The balance of funds will be allocated to activities which principally benefit low and moderate income persons in the amount of \$876,378 (100%) and \$17,041 for an activity which prevents or removes slum and blighting conditions (1.5%).

**CDBG Program Income:**

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

**CDBG Percentages:**

- Administrative Percentage: 20%
- Public Service Percentage: 12.0%
- Low and Moderate-Income Percentage: 98.5%
- Slum and Blight Percentage: 1.5%

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

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

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# SF 424 FORM

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**Application for Federal Assistance SF-424**

**\* 1. Type of Submission:**

- Preapplication
- Application
- Changed/Corrected Application

**\* 2. Type of Application:**

- New
- Continuation
- Revision

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

**\* Other (Specify):**

**\* 3. Date Received:**

08/15/2016

**4. Applicant Identifier:**

**5a. Federal Entity Identifier:**

**5b. Federal Award Identifier:**

B-16-UC-42-0011

**State Use Only:**

**6. Date Received by State:**

**7. State Application Identifier:**

**8. APPLICANT INFORMATION:**

**\* a. Legal Name:**

Lehigh County

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

23-1663078

**\* c. Organizational DUNS:**

0736186050000

**d. Address:**

**\* Street1:**

17 South Seventh Street

**Street2:**

**\* City:**

Allentown

**County/Parish:**

Lehigh County

**\* State:**

PA: Pennsylvania

**Province:**

**\* Country:**

USA: UNITED STATES

**\* Zip / Postal Code:**

18101-2401

**e. Organizational Unit:**

**Department Name:**

Community and Economic Devel.

**Division Name:**

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

**Prefix:**

Ms.

**\* First Name:**

Laurie

**Middle Name:**

A.

**\* Last Name:**

Moyer

**Suffix:**

**Title:**

Grant & Housing Manager

**Organizational Affiliation:**

Department of Community and Economic Development

**\* Telephone Number:**

610-871-1964

**Fax Number:**

610-820-8257

**\* Email:**

lauriemoyer@lehighcounty.org

**Application for Federal Assistance SF-424**

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

B: County Government

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

\* Other (specify):

**\* 10. Name of Federal Agency:**

U.S. Department of Housing and Urban Development

**11. Catalog of Federal Domestic Assistance Number:**

14.218

CFDA Title:

Community Development Block Grant (CDBG)/Entitlement Grant

**\* 12. Funding Opportunity Number:**

\* Title:

**13. Competition Identification Number:**

Title:

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

Add Attachment

Delete Attachment

View Attachment

**\* 15. Descriptive Title of Applicant's Project:**

FY 2016 Annual Action Plan for the Community Development Block Grant Program.

Attach supporting documents as specified in agency instructions.

Add Attachments

Delete Attachments

View Attachments

**Application for Federal Assistance SF-424**

**16. Congressional Districts Of:**

\* a. Applicant

\* b. Program/Project

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

**17. Proposed Project:**

\* a. Start Date:

\* b. End Date:

**18. Estimated Funding (\$):**

* a. Federal	<input type="text" value="1,116,773.00"/>
* b. Applicant	<input type="text" value="0.00"/>
* c. State	<input type="text" value="0.00"/>
* d. Local	<input type="text" value="0.00"/>
* e. Other	<input type="text" value="0.00"/>
* f. Program Income	<input type="text" value="0.00"/>
* g. TOTAL	<input type="text" value="1,116,773.00"/>

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

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

**\* 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)**

Yes  No

If "Yes", provide explanation and attach

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

\*\* I AGREE

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

**Authorized Representative:**

Prefix:  \* First Name:

Middle Name:

\* Last Name:

Suffix:

\* Title:

\* Telephone Number:  Fax Number:

\* Email:

\* Signature of Authorized Representative: 

\* Date Signed:

County Executive by designee,  
Matthew R. Sorrentino, County Solicitor

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# CERTIFICATION

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## CERTIFICATIONS

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

**Affirmatively Further Fair Housing** -- The jurisdiction will affirmatively further fair housing, which means it will conduct an analysis of impediments to fair housing choice within the jurisdiction, take appropriate actions to overcome the effects of any impediments identified through that analysis, and maintain records reflecting that analysis and actions in this regard.

**Anti-displacement and Relocation Plan** -- It will comply with the acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, and implementing regulations at 49 CFR 24; and it has in effect and is following a residential antidisplacement and relocation assistance plan required under section 104(d) of the Housing and Community Development Act of 1974, as amended, in connection with any activity assisted with funding under the CDBG or HOME programs.

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

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

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

**Consistency with plan** -- The housing activities to be undertaken with CDBG, HOME, ESG, and HOPWA funds are consistent with the strategic plan.

~~Section 3~~ It will comply with section 3 of the Housing and Urban Development Act of 1968, and implementing regulations at 24 CFR Part 135.

Signature/Authorized Official

August 5, 2016

Date

County Executive by designee,

Matthew R. Sorrentino, County Solicitor

County Executive

Title

## Specific CDBG Certifications

The Entitlement Community certifies that:

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

**Community Development Plan** -- Its consolidated housing and community development plan identifies community development and housing needs and specifies both short-term and long-term community development objectives that provide decent housing, expand economic opportunities primarily for persons of low and moderate income. (See CFR 24 570.2 and CFR 24 part 570)

**Following a Plan** -- It is following a current consolidated plan (or Comprehensive Housing Affordability Strategy) that has been approved by HUD.

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

1. Maximum Feasible Priority. With respect to activities expected to be assisted with CDBG funds, it certifies that it has developed its Action Plan so as to give maximum feasible priority to activities which benefit low and moderate income families or aid in the prevention or elimination of slums or blight. The Action Plan may also include activities which the grantee certifies are designed to meet other community development needs having a particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community, and other financial resources are not available);
2. Overall Benefit. The aggregate use of CDBG funds including section 108 guaranteed loans during program year(s) (2016, 2017 and 2018) shall principally benefit persons of low and moderate income in a manner that ensures that at least 70 percent of the amount is expended for activities that benefit such persons during the designated period;
3. Special Assessments. It will not attempt to recover any capital costs of public improvements assisted with CDBG funds including Section 108 loan guaranteed funds by assessing any amount against properties owned and occupied by persons of low and moderate income, including any fee charged or assessment made as a condition of obtaining access to such public improvements.

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

The jurisdiction will not attempt to recover any capital costs of public improvements assisted with CDBG funds, including Section 108, unless CDBG funds are used to pay the proportion of fee or assessment attributable to the capital costs of public improvements financed from other revenue sources. In this case, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than CDBG funds. Also, in the case of properties owned and occupied by moderate-income (not low-income) families, an assessment or charge may be made against the property for public improvements financed by a source other than CDBG funds if the jurisdiction certifies that it lacks CDBG funds to cover the assessment.

**Excessive Force** -- It has adopted and is enforcing:

1. A policy prohibiting the use of excessive force by law enforcement agencies within its



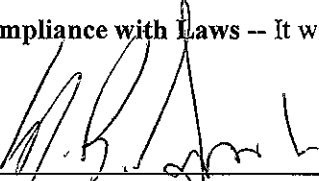
jurisdiction against any individuals engaged in non-violent civil rights demonstrations; and

2. A policy of enforcing applicable State and local laws against physically barring entrance to or exit from a facility or location which is the subject of such non-violent civil rights demonstrations within its jurisdiction;

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

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

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

  
\_\_\_\_\_  
Signature/Authorized Official      August 5, 2016  
Date  
**County Executive by designee,**  
**Matthew R. Sorrentino, County Solicitor**  
County Executive  
\_\_\_\_\_  
Title

## **APPENDIX TO CERTIFICATIONS**

### **INSTRUCTIONS CONCERNING LOBBYING:**

#### **A. Lobbying Certification**

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

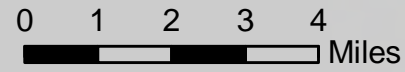
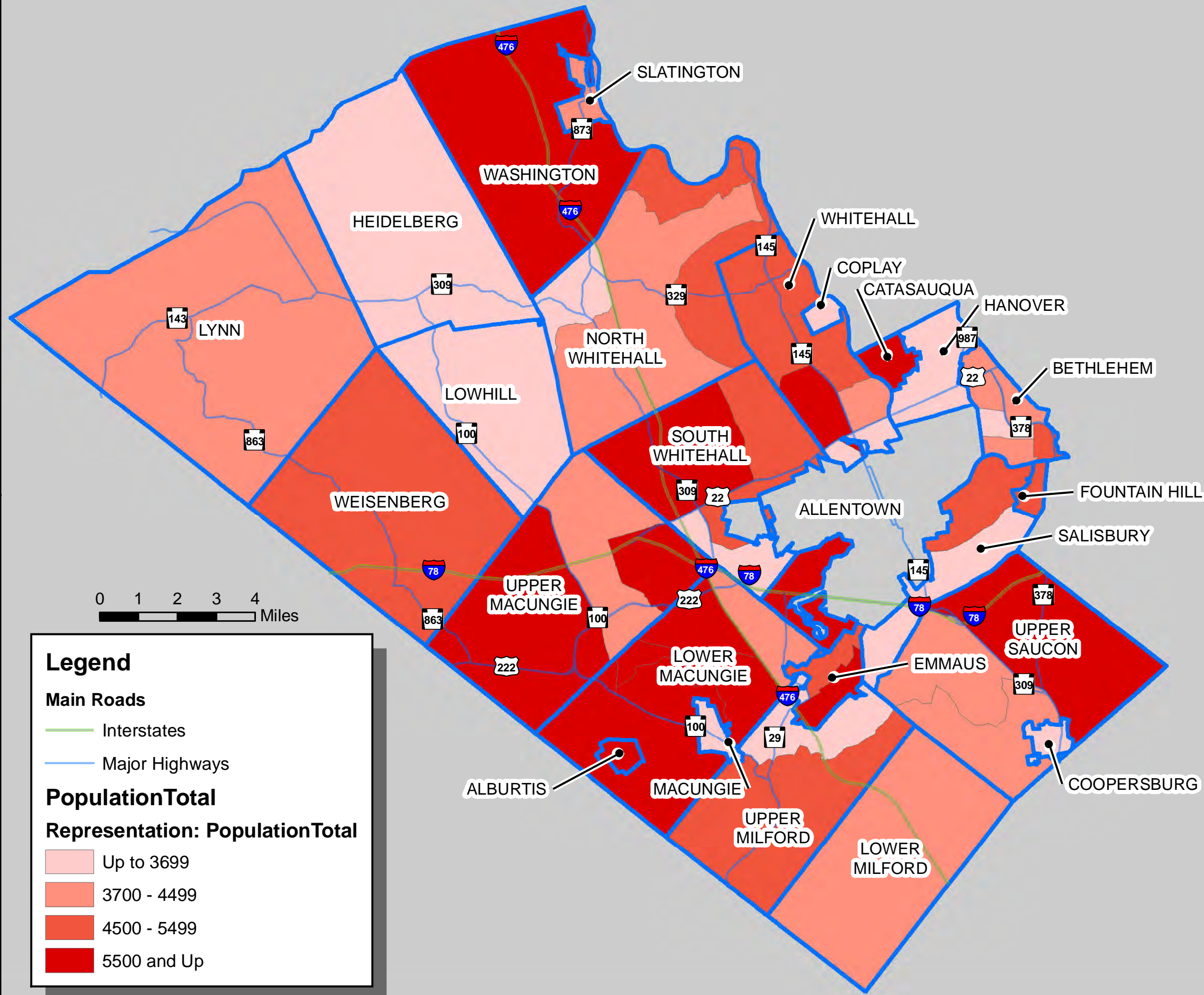
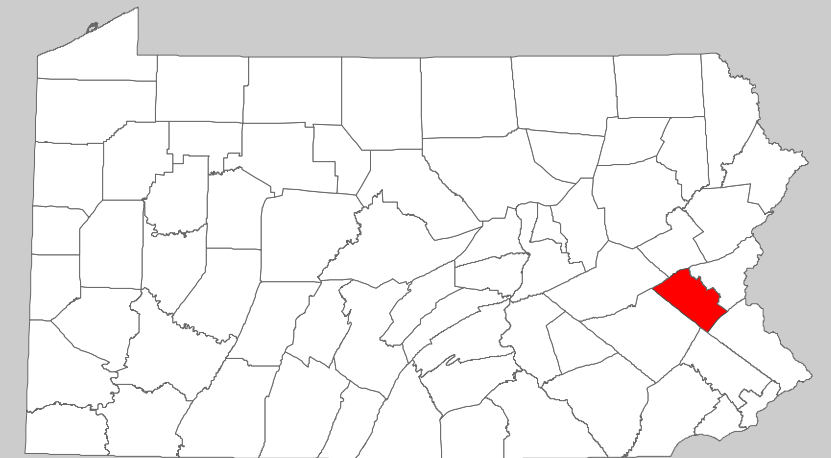
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# MAPS

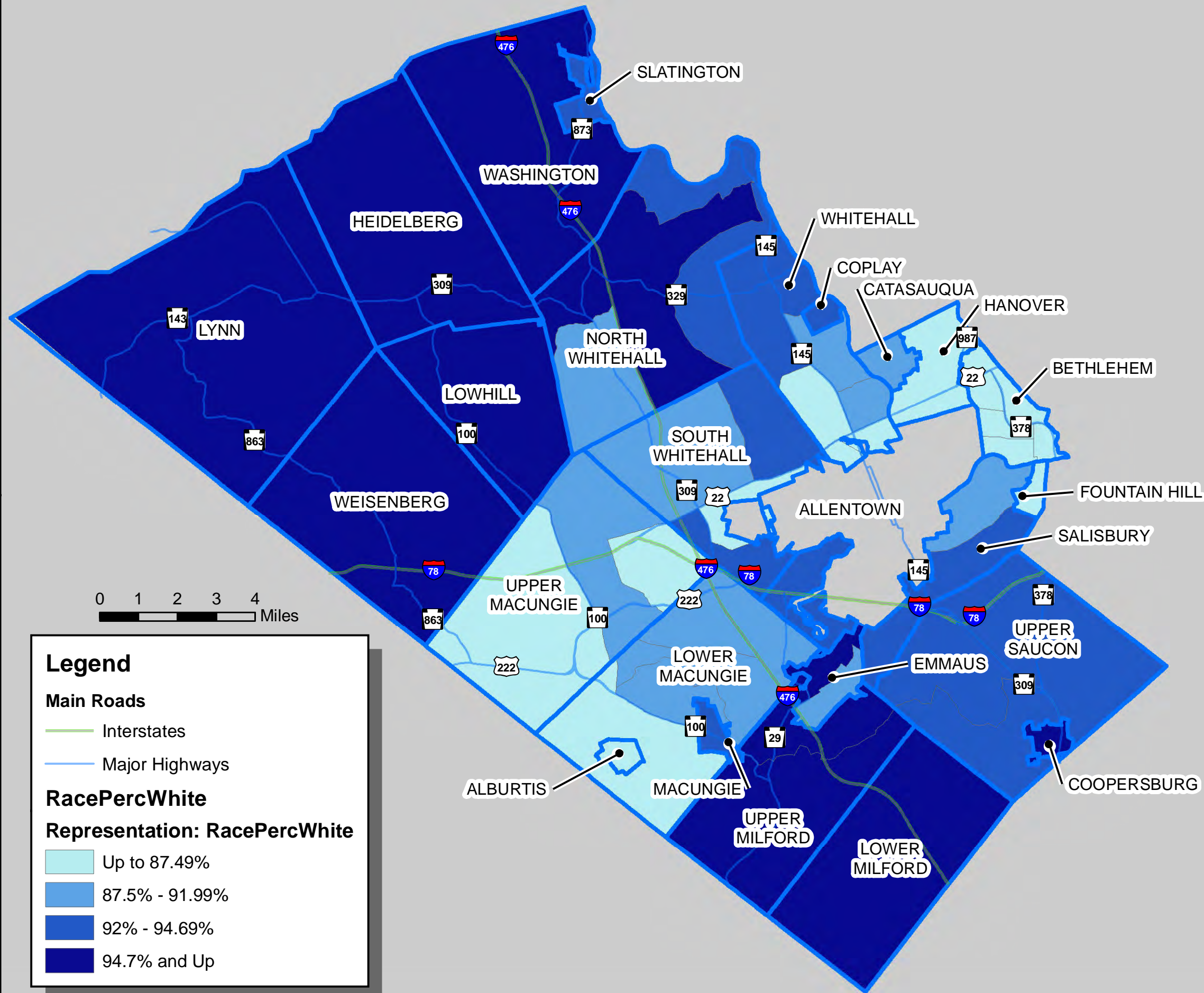
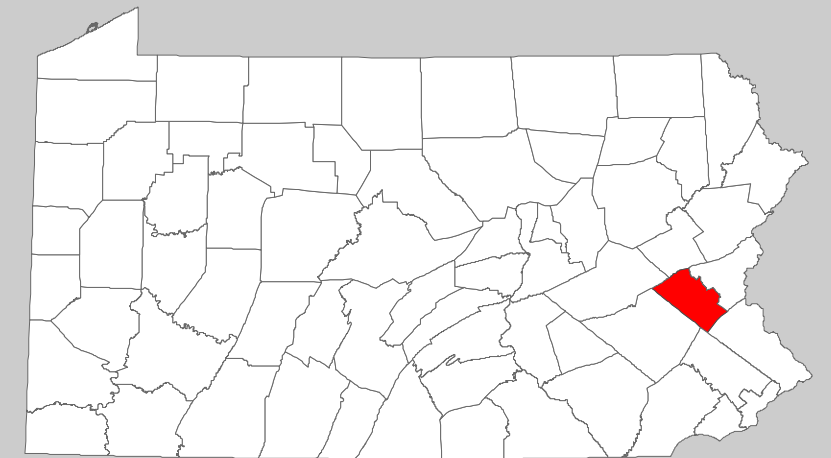
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# Total Population by Census Tract 2010



# Race: % White by Census Tract 2010



**Legend**

**Main Roads**

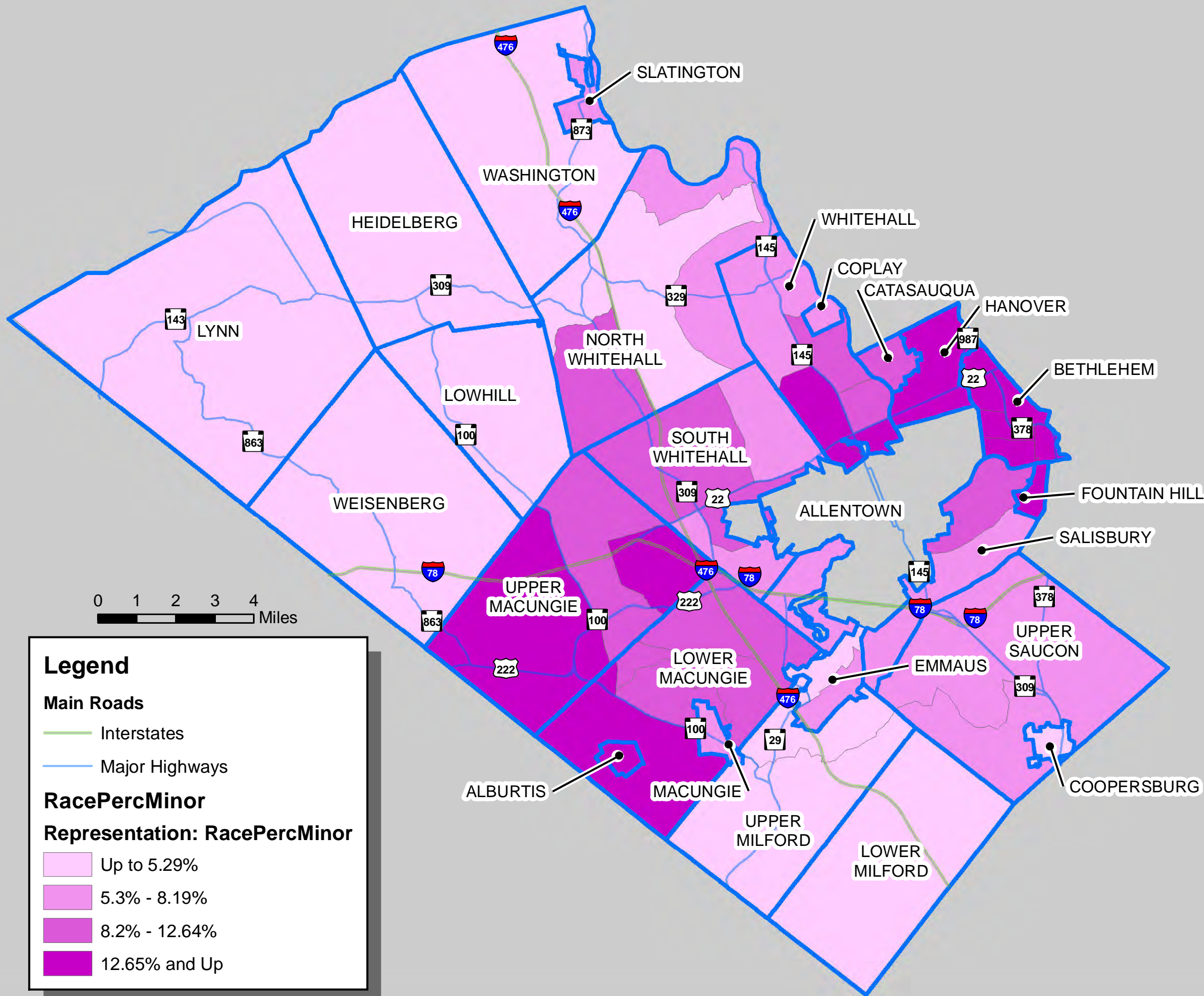
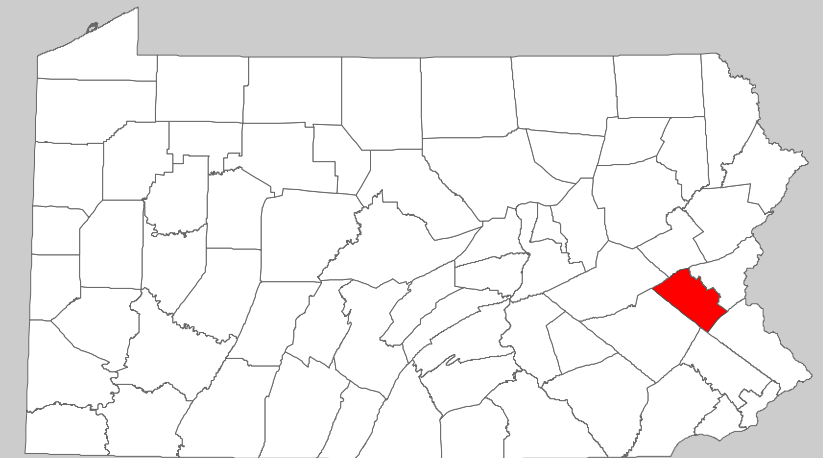
- Interstates
- Major Highways

**RacePercWhite**

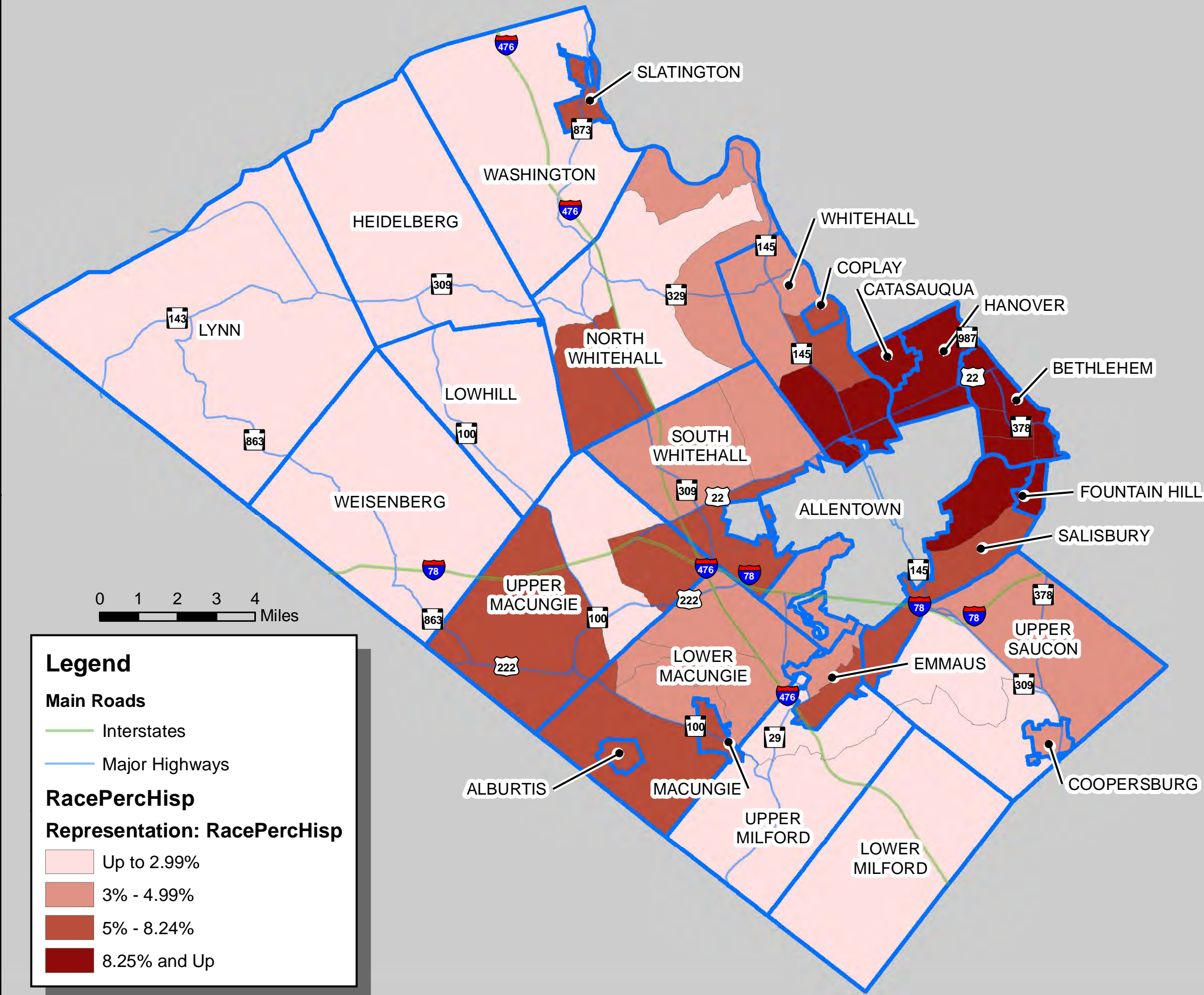
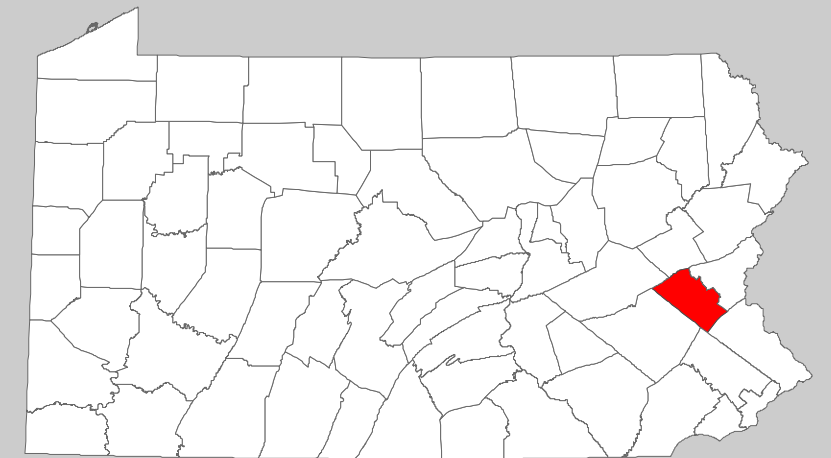
**Representation: RacePercWhite**

- Up to 87.49%
- 87.5% - 91.99%
- 92% - 94.69%
- 94.7% and Up

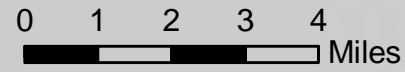
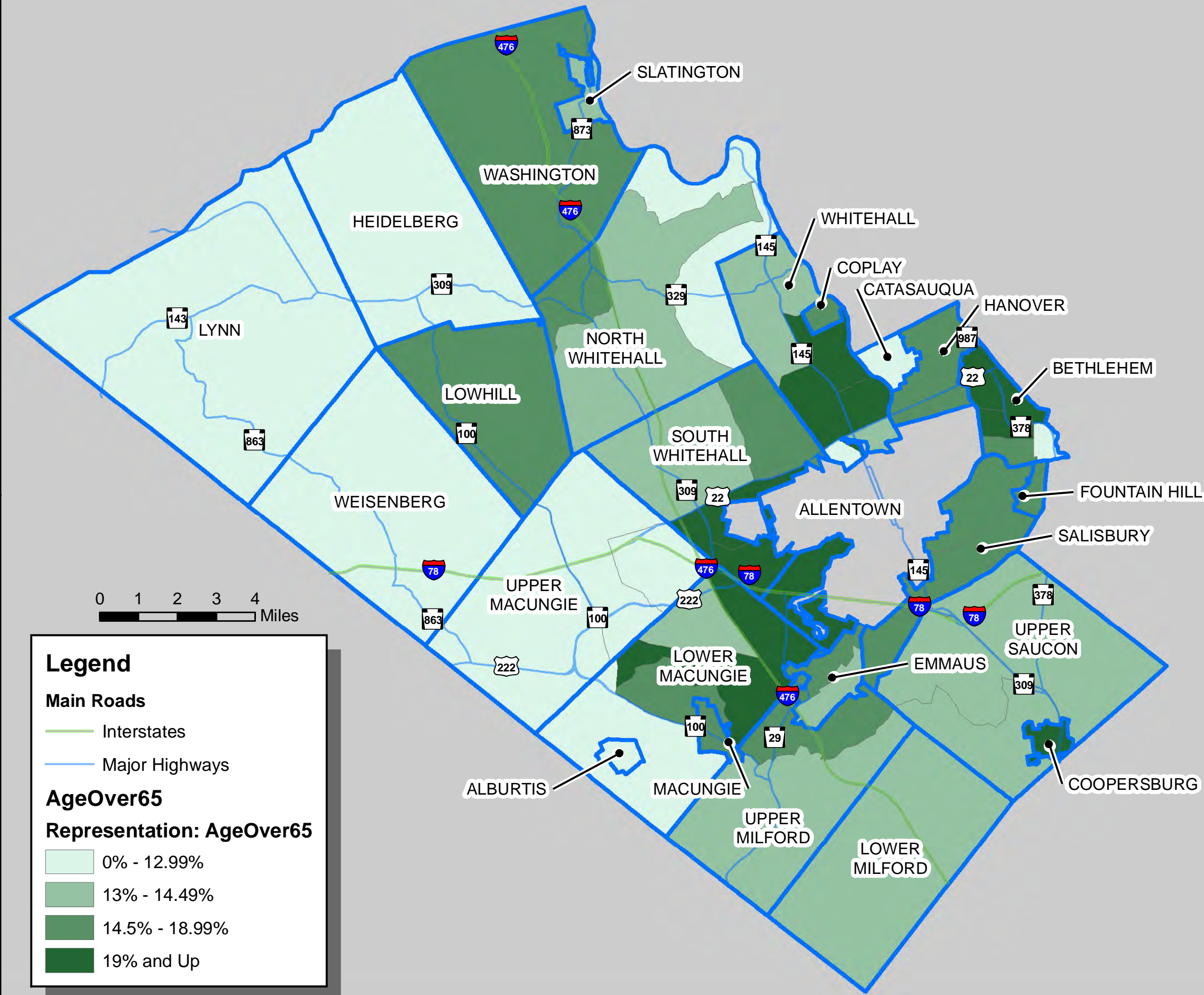
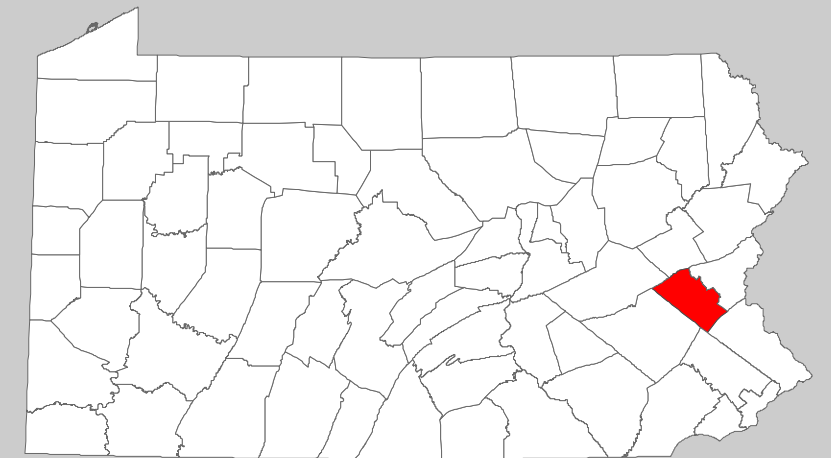
# Race: % Minorities by Census Tract 2010



# Race: % Hispanic by Census Tract 2010

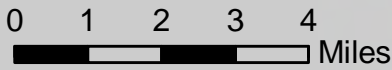
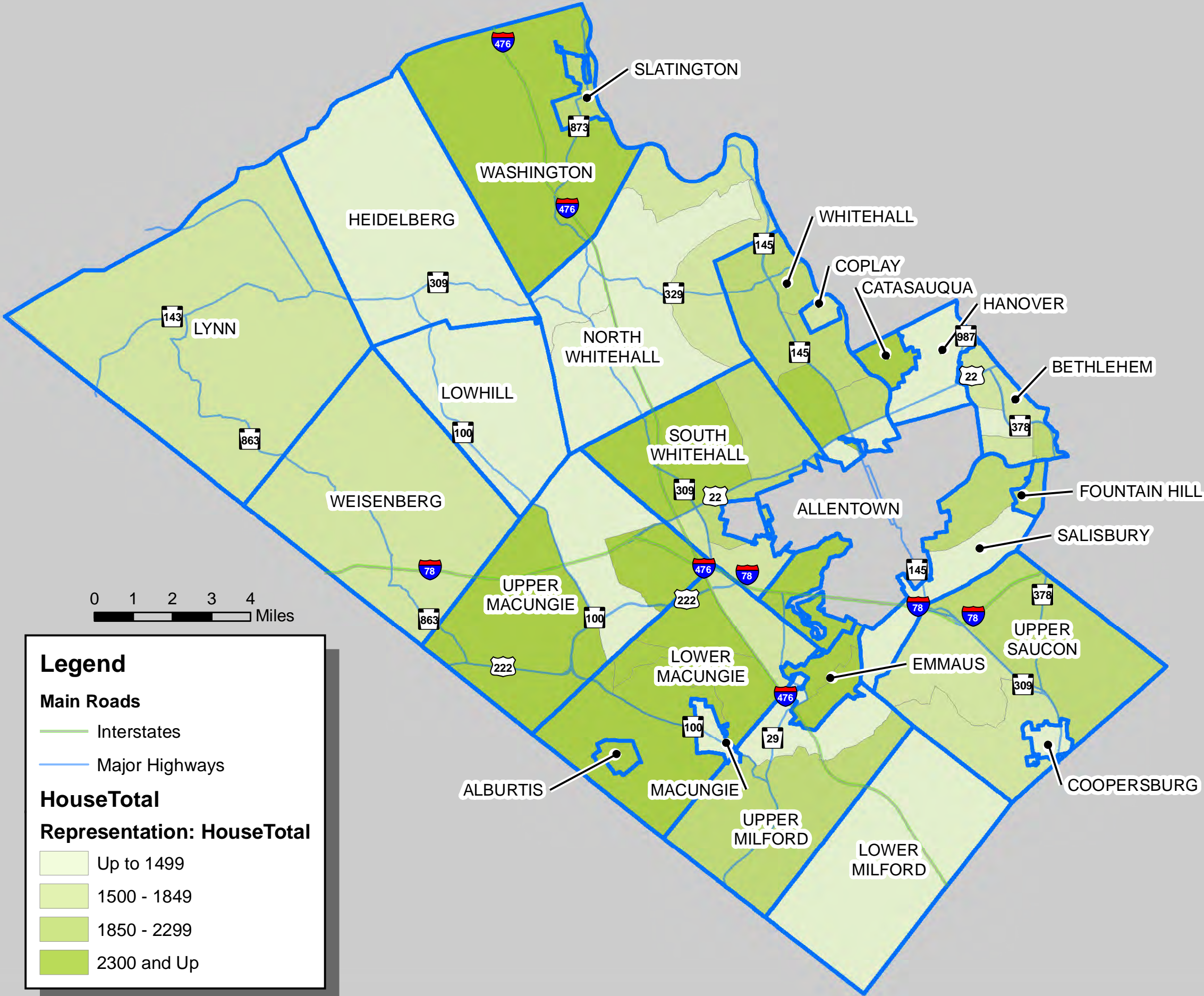
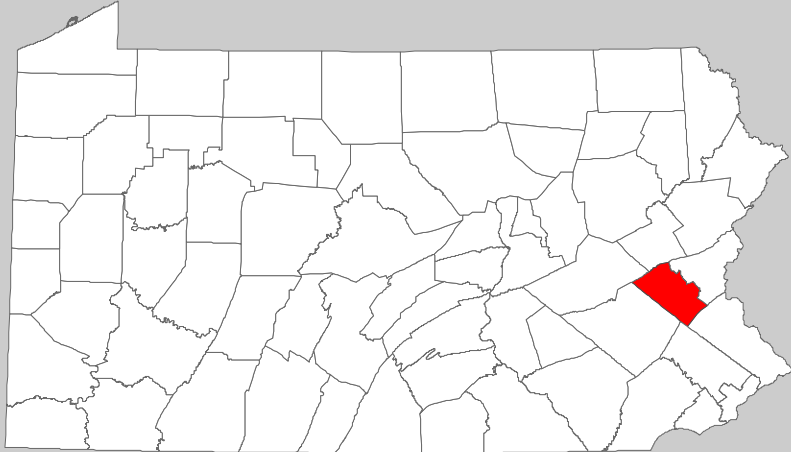


# Age: % Over 65 Years by Census Tract 2010

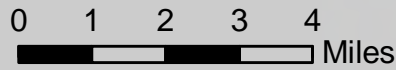
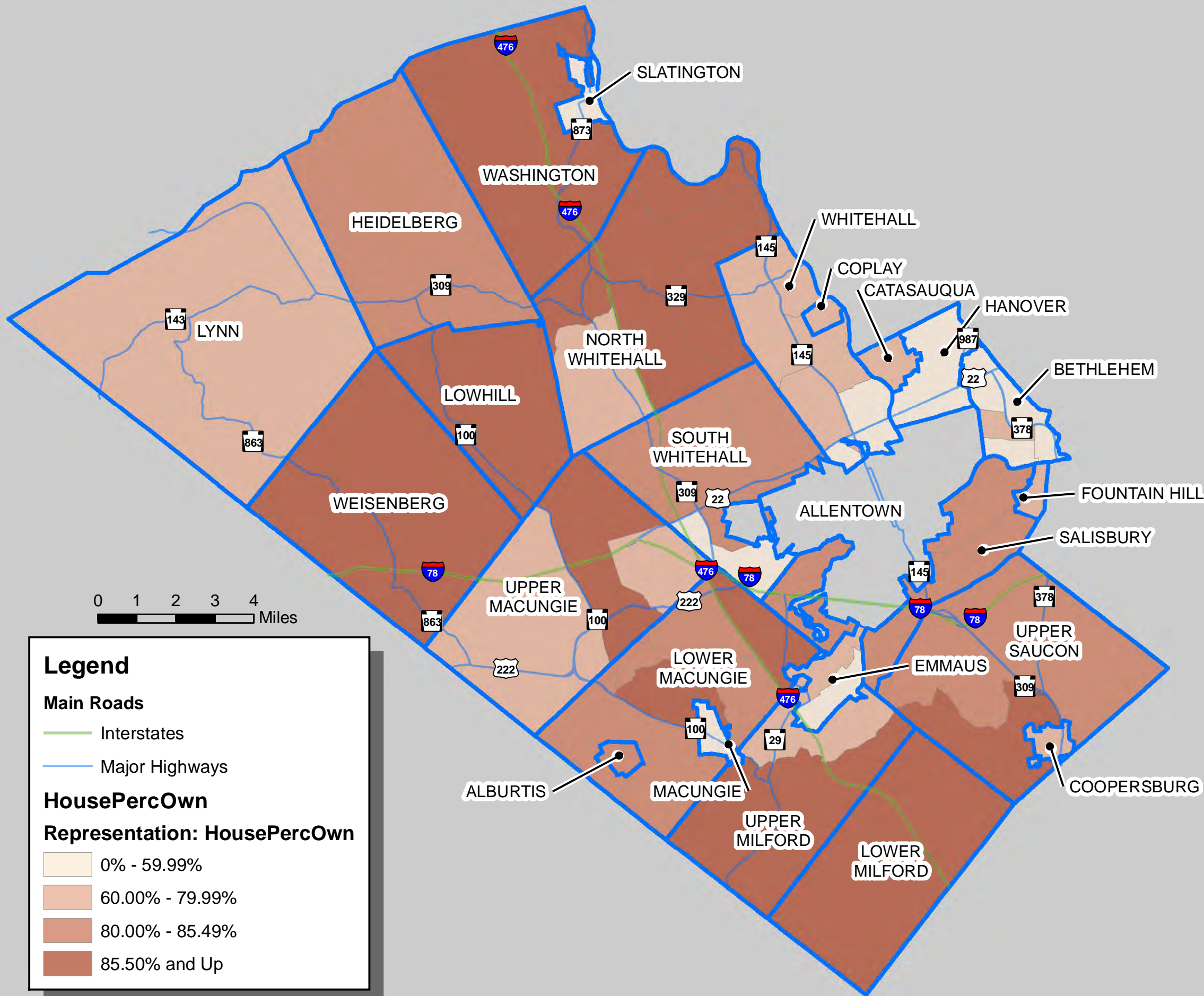
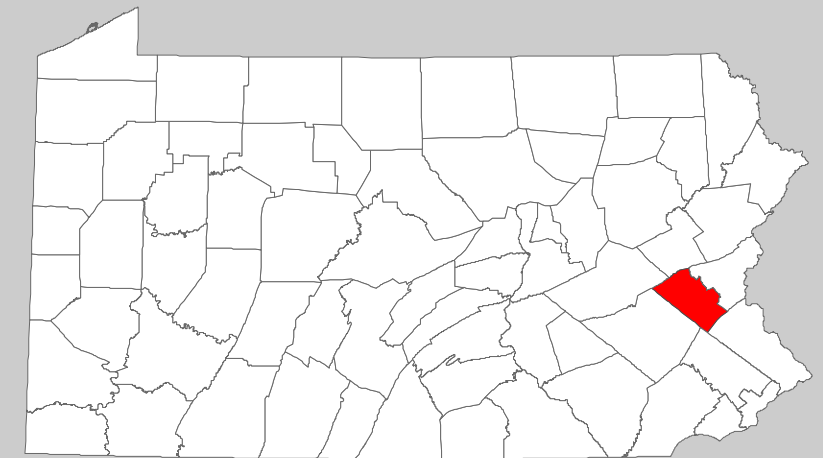




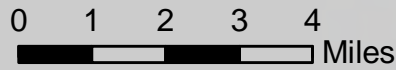
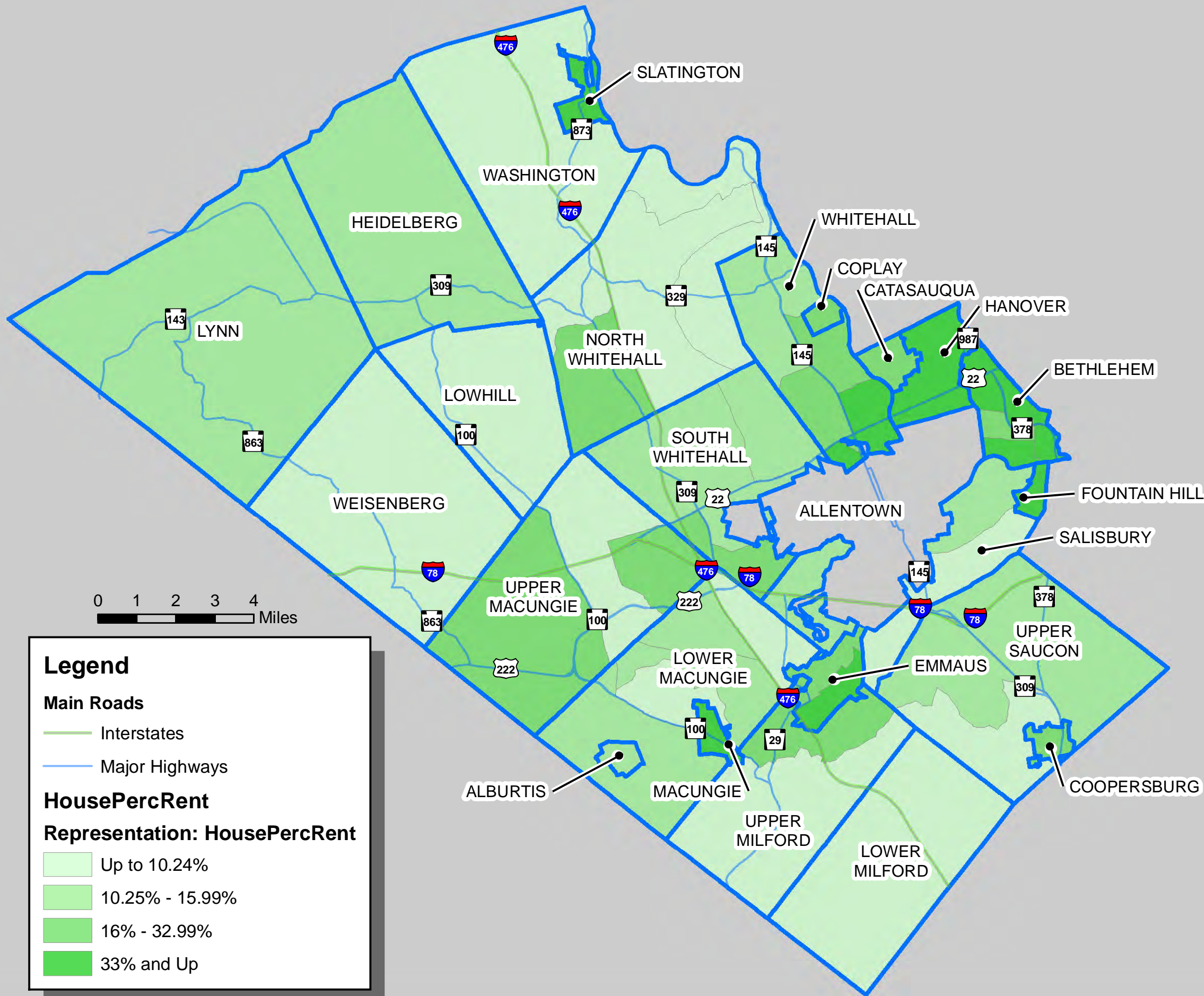
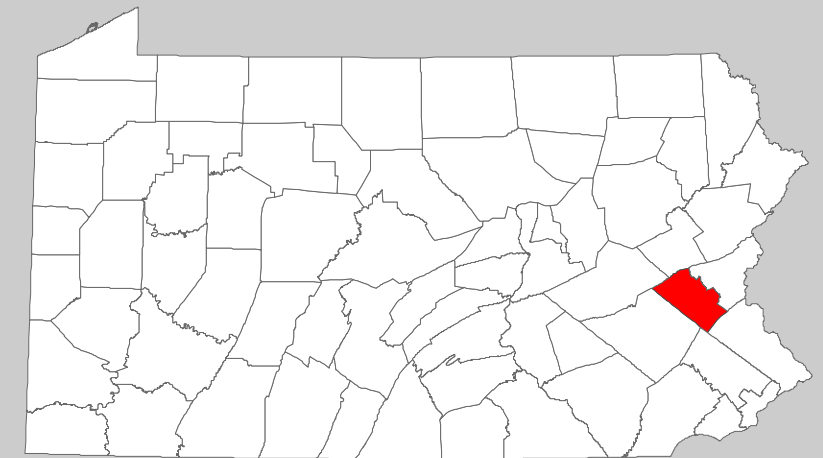
# Housing: Total Units by Census Tract 2010



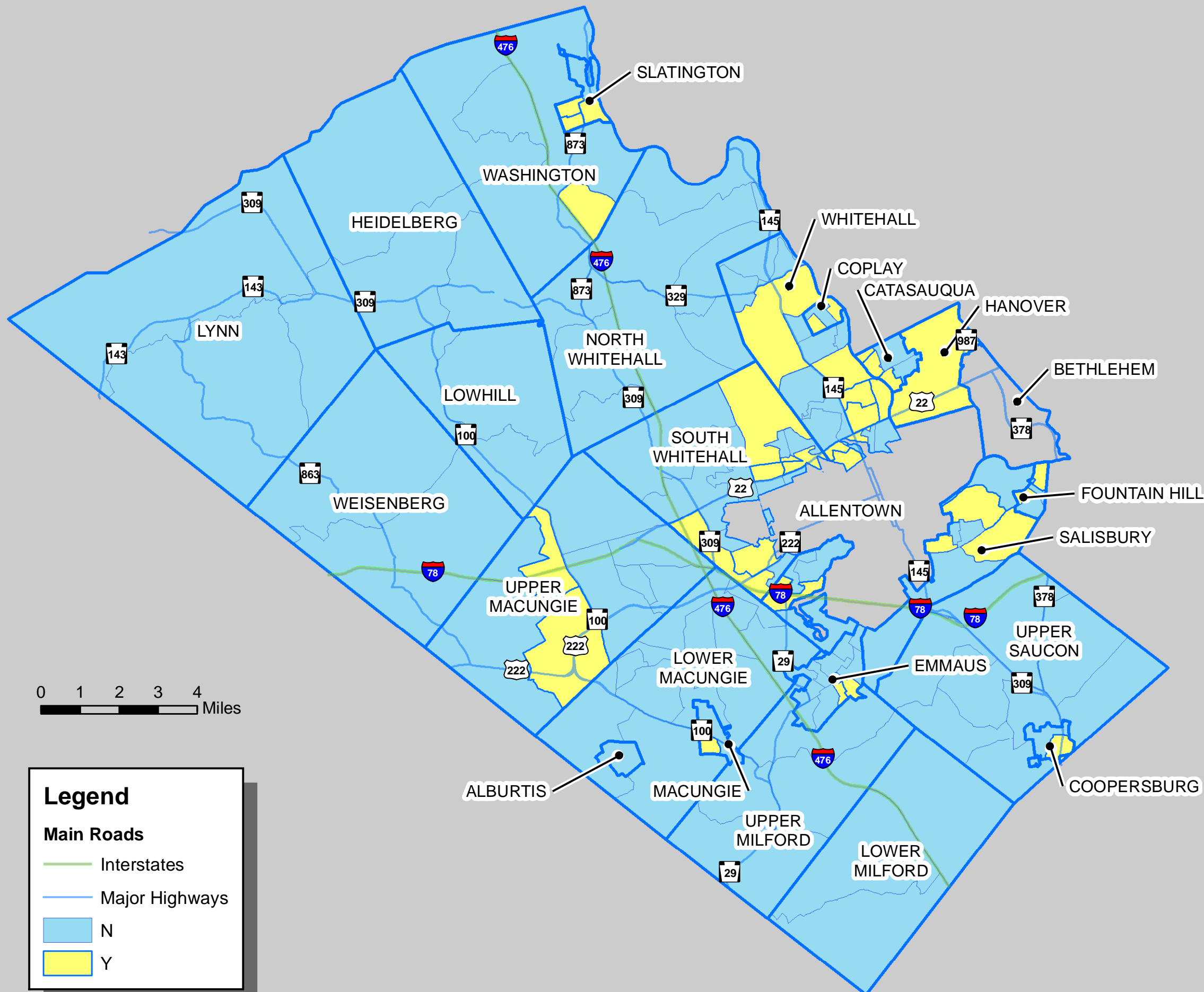
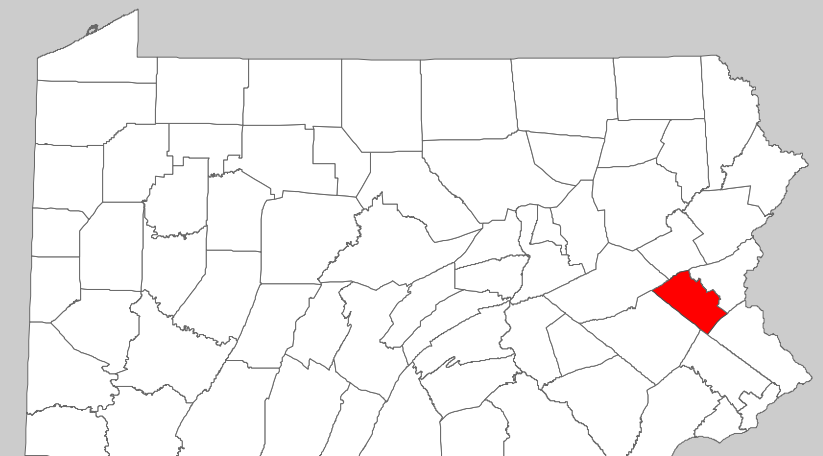
# Housing: % Owner Occupied by Census Tract 2010



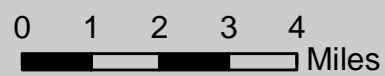
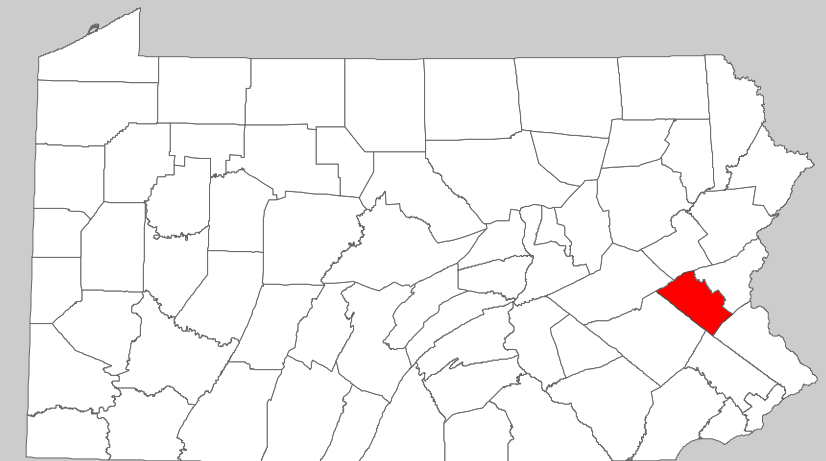
# Housing: % Renter Occupied by Census Tract 2010



# Low to Moderate-Income by Block Groups

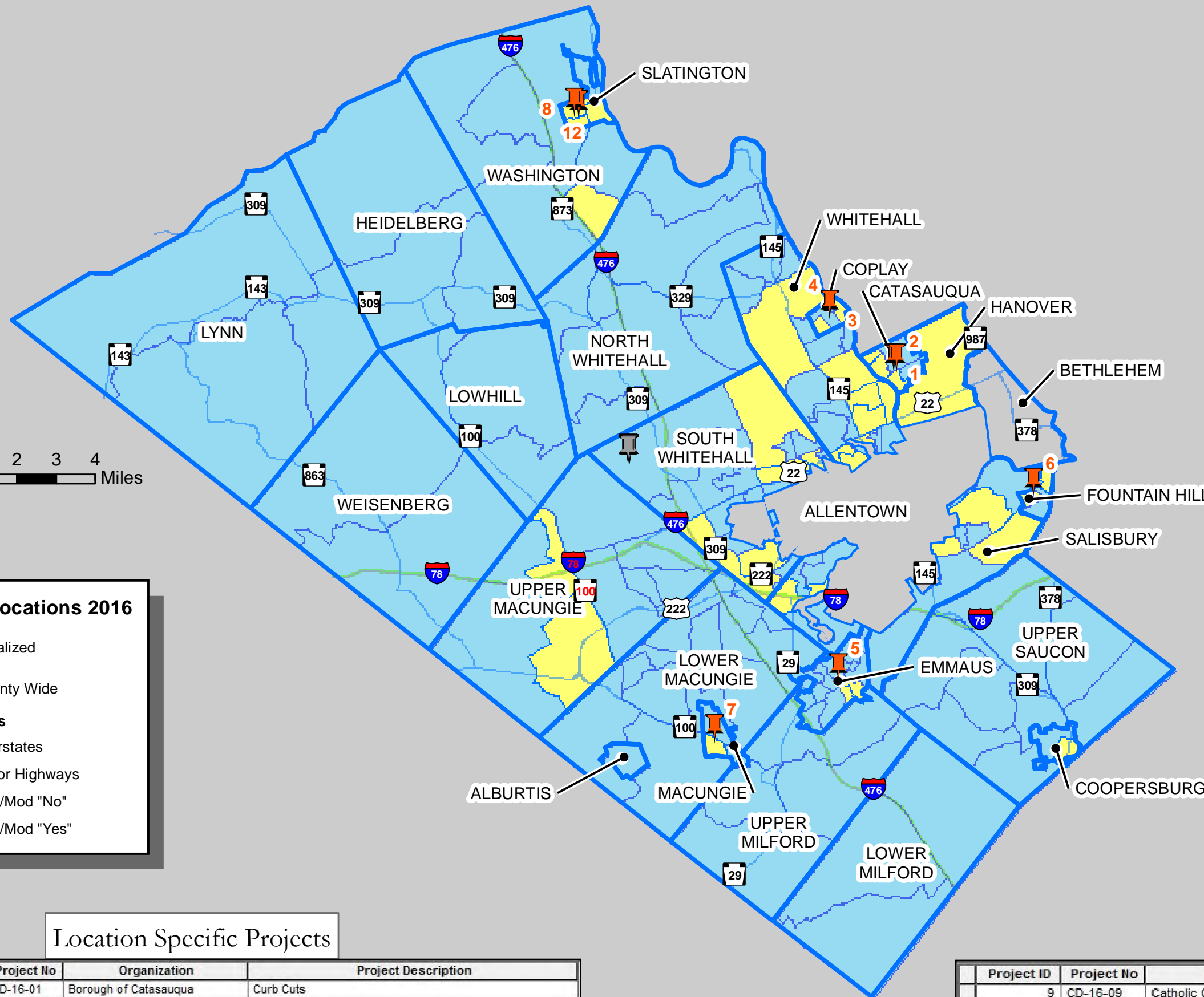


# Low to Moderate-Income by Block Groups with Project Locations



## CDBG Locations 2016

- Localized
- County Wide
- Main Roads**
- Interstates
- Major Highways
- Low/Mod "No"
- Low/Mod "Yes"



## Location Specific Projects

Project ID	Project No	Organization	Project Description
1	CD-16-01	Borough of Catasauqua	Curb Cuts
2	CD-16-02	Borough of Catasauqua	Window Replacement
3	CD-16-03	Borough of Coplay	Replacement Storm Sewer Inlet Boxes
4	CD-16-04	Borough of Coplay	Street Construction
5	CD-16-05	Borough of Emmaus	Curb Cuts
6	CD-16-06	Borough of Fountain Hill	Street Construction
7	CD-16-07	Borough of Macungie	Curb Cuts
8	CD-16-08	Borough of Slatington	Street Construction
12	CD-16-12	LVWBD	Youth Career Training - Slatington

## County Wide Projects

Project ID	Project No	Organization	Project Description
9	CD-16-09	Catholic Charities	Self-Sufficiency Program - County Wide
10	CD-16-10	LCTI	Section 3 Scholarship Program - County Wide
11	CD-16-11	LVCIL	Disabled Housing Program - County Wide
13	CD-16-13	Meals on Wheels	Subsidized Meal Program - County Wide
14	CD-16-14	NPLS	LMI Legal Assistance - County Wide
15	CD-16-15	The Literacy Center	ESL/GED Program - County Wide
16	CD-16-16	Community First Fund	LMI Business Technical Assistance - County Wide
17	CD-16-17	County of Lehigh	Housing Rehabilitation - County Wide
18	CD-16-18	County of Lehigh	Admsintration

---

# CITIZEN PARTICIPATION

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## Laurie A Moyer

---

**From:** Laurie A Moyer  
**Sent:** Thursday, February 25, 2016 10:53 AM  
**To:** Aging and Adult Services; ajennings@cacv.org; Alison Norton; amybeck@lvcil.org; Ann Marie Ganchoso; Anthony Branco; Barbara Schlegel, Catasauqua DIG-IN; Barry Moyer; Beam, George E; Ben Bowen; bfosselman@lowermac.com; bnorder@northwhitehall.org; Brandon Szoke; Brian Carl; Brian Dietrich; Bruce Paulus; Bryon Reed; Carolyn Clark; Cassidy, Chris; Cathy Bonaskiewish; Chris Becker; clboehm@macungie.pa.us; Cnthia Sopka; dan@lcha-vhdc.org; Daniel Olpere; David Fink; ddelong@uppermilford.net; Deanne Best (dbest@lehighchurches.org); Debrah Cummins (debrah@habitatlehighvalley.org); Diana Frank; Doug Yingling; Edward Earley; Elisa Zaehninger; Ellen Larmer; frankleist@lehighcountyauthority.org; Fred Hay; Gary Hovis; Gerry Alfano (galfano@housing-abc.org); Gwen Pongracz; Gwyneth Jones; Howard Kutzler; Howard Lieberman; Information and Referral; Jan Klevis (klevisj@lcti.org); Janice Meyers; jason.newhard@ssmgroup.com; Jeff Bartlett; Jeffrey Fields (jeff@sdhp.org); jfarns@borough.emmaus.pa.us; Jim Buerger; John Donches; John Felch; Joseph Bundra; Joseph McMahon III; Justin Smith; Kathi Krablin (kkrablin@valleyyouthhouse.org); Kathy Rader; Kermit DeLong; Kristen Lenhart; Lawrence Rapp; Lee Lichtenwalner; Lee Rackus, Whitehall Twshp; Lupe Pearce; manager@catasauqua.org; Marta Gabriel; Matthew D. Szuchyt (mszuchyt@pasen.gov); Matthew McConnell; Mayor Ed Hozza Jr; Mayor Robert Mader; Mayor Walter Niedermeyer; mgrasso@mealsonwheelslc.org; mhandzo@cacv.org; Nathan Brown; Pam Bechtel (pbechtel@mealsonwheelslc.org); Pam Russo; Patty Vahey; rick@lehighseniors.org; rnicolella@allentowndiocese.org; Robert Milot; Ron Heintzleman; Rose Ann Kisilewicz; Rosemary Shokunbi; Sandy Gycsek (sandyg@coplayborough.org); Shane Pepe; sharon@alburtis.org; Slatington Manager; slillyweaver@cacv.org; spudliner@hanleco.org; Stacy Milo (stacy@nhsiv.org); Steven Bachman; Tammy White; tbeil@uppersaucon.org; Terri Keefe; Terry L. Hollinger; Thomas Applebach; Thomas Mulderick (tmulderick@lccc.edu); Tim Mulligan (mulligant@cisl.org); Tim Paashaus; Todd Weidman; Tracy Fehnel; Tracy MacDonald; vcoyle@northpennlegal.org; Wendy Carter; Wes Barrett; William Erdman (werdman@keystoneconsultingengineers.com)  
**Cc:** Commissioners Office; Frank Kane; Paulette Gilfoil; Virginia Haas  
**Subject:** 2016 CDBG Application - Due 4/15/16  
**Attachments:** 2016 CDBG Application - Public Facilities and Other Projects.doc; 2016 CDBG Application - Public Services.doc; 2016 CDBG Cover Letter.pdf; CDBG - Eligible CDBG ACTIVITIES.docx; CDBG National Objectives.docx; Consolidated Plan Goals.doc

Dear Prospective 2016 CDBG Applicants;

Lehigh County is once again beginning the process for accepting applications for its Community Development Block Grant (CDBG) Program. Lehigh County anticipates an award of \$1,116,773 for the 2016 CDBG allocation.

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

Attached please find Lehigh County's 2016 Community Development Block Grant (CDBG) application, along with supporting documentation. Guidelines for completing the appropriate application forms are provided within the cover letter.

Applications are due by 4 p.m. on April 15, 2016. Applications can be uploaded via the Lehigh County Department of Community & Economic Development webpage on Lehigh County's website. For your convenience, here is a link to the webpage: <https://www.lehighcounty.org/Departments/Community-Economic-Development/CDBG-Grant-Application>. Census block group maps and income data is also available on the webpage. The 2016 CDBG documents and upload functions will be available by March 7, 2016.

Applications may also be mailed or delivered by courier, sent to my attention. Applicants must submit 5 copies plus one original of the entire proposal.

Public hearings are scheduled for March 17, 2016 at 5:30 pm and March 23, 2016 at 2:00 pm. Both hearings will be held in the Public Hearing Room of the Lehigh County Government Center. These public hearings are held to hear the needs of applicants and the general public. Applicants are able to discuss project ideas, voice local priorities and also receive guidance on project administration. Attendance by applicants is suggested but not mandatory.

Should you have any questions, please do not hesitate to contact me.

Sincerely,

*Laurie Moyer*

Grants & Housing Manager  
County of Lehigh  
Government Center  
Community Development Office  
Room 519  
17 South 7<sup>th</sup> Street  
Allentown, PA 18101  
610.871.1964  
610.871.2893 (F)



# Proof of Publication Notice in The Morning Call

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

STATE OF PENNSYLVANIA  
 COUNTY OF LEHIGH

} SS:

COPY OF NOTICE OR ADVERTISEMENT

Sharon A. Repsher, Manager of Billing and Collections of THE

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

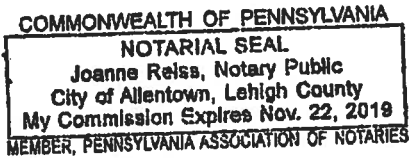
..... and the 4th day of March 2016 .....

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

*Sharon A. Repsher*  
 Designated Agent, THE MORNING CALL, LLC

SWORN to and subscribed before me this 4th day of March 2016

*Joanne Reiss*  
 Notary Public



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

Record #42758

LEHIGH COUNTY PENNSYLVANIA COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)

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

Notice is hereby given by Lehigh County, PA that it will hold public hearings on March 17, 2016 at 5:30 pm and March 23, 2016 at 2:00 pm, prevailing time, in the Public Hearing Room of the Lehigh County Government Center, 37 South 7th Street, Allentown, PA 18101. The Government Center is accessible to persons with physical disabilities. If special arrangements need to be made to accommodate citizens in order for them to participate in the public hearing, please call the Office of Community Development at (610) 873-1964 (PA Relay Center TDD 7-1-1) to make those arrangements.

The purpose of the public hearings is to discuss the County's Community Development Block Grant Program (CDBG), and the community development, housing, and economic development needs of Lehigh County. The County will afford non-profits and municipal jurisdictions and agencies the opportunity to request funds for projects and activities. This information will be utilized by the County in its preparation of the FY 2016 Annual Action Plan. Lehigh County will receive an allocation of \$1,116,773 in CDBG Entitlement funds. In order to receive these funds, Lehigh County must prepare a One Year Annual Action Plan for the use of the CDBG funds. At least 70% of the CDBG funds must benefit low and moderate income persons. The County intends to afford citizens, local agencies, and interested parties with the opportunity to become involved in the planning process.

The following types of activities may be eligible for funding under the CDBG program: acquisition of property; disposition costs; improvements to public facilities, including the removal of architectural barriers; demolition and environmental clean-up; public service activities; interim assistance; relocation payments for persons displaced as a result of a CDBG activity; code enforcement; special economic development activities; special activities undertaken by a community based development organization; home ownership assistance; or purchase of a house; planning; environmental programs; administration; audit; and other miscellaneous activities.

If the County would undertake an activity that would result in the displacement of families or individuals, the County would utilize its policy for minimizing such displacement. Furthermore, the County is responsible for relocating all low and moderate income housing units that may be demolished or converted as a result of CDBG funds.

Persons, organizations, or municipalities that wish to request funding should obtain a copy of the request for funding applications which are due at 4:00 pm on April 15, 2016 to the Lehigh County Office of Community

PUBLISHER: THE MORNING CALL, LLC  
 Publisher: THE MORNING CALL, LLC  
 A Newspaper  
 By: Sharon A. Repsher

PUBLICATION COSTS: \$1,116,773

Sharon A. Repsher, Manager of Billing and Collections of THE

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

..... and the 4th day of March 2016 .....

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

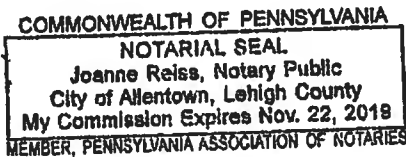
*Sharon A. Repsher*

Designated Agent, THE MORNING CALL, LLC

SWORN to and subscribed before me this 4th day of

March 2016

*Joanne Reiss*  
Notary Public



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

Record # 42758

PUBLISHER

THE MORNING CALL  
Publisher  
A News

By .....

LEHIGH COUNTY, PENNSYLVANIA  
COMMUNITY DEVELOPMENT  
BLOCK GRANT (CDBG)

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

Notice is hereby given by Lehigh County, PA that it will hold public hearings on March 17, 2016 at 5:30 pm and March 23, 2016 at 2:00 pm, prevailing time, in the Public Hearing Room of the Lehigh County Government Center, 37 South 7th Street, Allentown, PA 18101. The Government Center is accessible to persons with physical disabilities. If special arrangements need to be made to accommodate citizens in order for them to participate in the public hearing, please call the Office of Community Development at (610) 871-1964 (PA Relay Center TDD: 7-1-1) to make those arrangements.

The purpose of the public hearing is to discuss the County's Community Development Block Grant Program (CDBG) and the community development, housing, and economic development needs of Lehigh County. The County will afford non-profits and municipal jurisdictions and agencies the opportunity to request funds for projects and activities. This information will be utilized by the County in its preparation of the FY 2016 Annual Action Plan. Lehigh County will receive an allocation of \$1,176,773 in CDBG Entitlement funds in order to receive these funds. Lehigh County must prepare a One Year Annual Action Plan for the use of the CDBG funds. At least 70% of the CDBG funds must benefit low and moderate income persons. The County intends to afford citizens, local agencies and interested parties with the opportunity to become involved in the planning process.

The following types of activities may be eligible for funding under the CDBG program: acquisition of property; disposition costs; improvements to public facilities including the removal of architectural barriers; demolition and environmental clean-up; public service activities; interim assistance; relocation payments for persons displaced as a result of a CDBG activity; code enforcement; special economic development activities; special activities undertaken by a community based development organization; home ownership assistance; or purchase of a house; planning; environmental; program administration; audit; and other miscellaneous activities.

If the County would undertake an activity that would result in the displacement of families or individuals, the County would utilize its policy for minimizing such displacement. Furthermore, the County is responsible for replacing all low and moderate income housing units that may be demolished or converted as a result of CDBG funds.

Persons, organizations, or municipalities that wish to request funding should obtain a copy of the request for funding applications which are due at 4:00 pm on April 15, 2016 to the Lehigh County Office of Community Development, 37 South 7th Street, Allentown, PA.

All interested persons are encouraged to attend the public hearing and to present oral or written testimony concerning the needs of Lehigh County residents and the use of CDBG funds over the next fiscal year. Written comments may be addressed to Lehigh County, Government Center, Office of Community Development, 37 South 7th Street, Allentown, PA 18101 or by telephone, (610) 871-1964. #4010573 - 3/4/2016

PUBLICATION COSTS

First Public Hearing for FY 2016 CDBG  
March 17, 2016 & March 23, 2016  
Agenda

CDBG Application

- Applications due April 15, 2016 at 4:00 p.m.
- Submittal Methods
  - 1 original, 5 copies mailed or delivered
  - Upload application
- Project Selection
  - Does the project fit within an eligible category?
    - List of CDBG eligible activities
  - Does the “eligible” project meet a national objective?
    - Is the project fundable?
      - Does it benefit low-to-moderate income households and in what way?
      - Is the activity addressing blight?
      - Is the activity addressing an immediate public health emergency?
- Priority Criteria
  - \$50,000 / \$30,000 minimum request
  - 10% hard match for construction projects
  - Project timeline
    - Construction projects - between 1/1/17 and 8/30/17
    - Public Service projects – between 10/1/16 and 8/30/17
  - Projects that address goals and objectives set forth within Lehigh County’s 5 year Consolidated Plan
- Questions about Forms?

Discuss Project Ideas

Guidelines for Project Administration

- Execution of Subrecipient Agreement
  - Contains Special Conditions
    - Invoicing and Reporting Schedule
  - Grant Timeliness
- Start Your Project
  - Notice to Proceed (Construction Projects Only)
    - Environmental Review Checklist
  - Procurement
    - Method
      - Procurement Guide of the Lehigh County Community Development Office
    - Advertisements (construction projects)
      - Two times at intervals of not less than three days for daily papers, for weekly papers, once a week for two consecutive weeks

- The first ad shall not be more than 45 days prior to the bid opening and the second ad not less than 10 days.
  - Procurement by Non-Profits
    - Non-profits can follow their own procurement guidelines; however, those guidelines need to be official.
      - If guidelines don't exist, or are informal, Lehigh County's guidelines will apply to the project.
  - Additional Regulations to Consider (construction projects)
    - Minority Women Business Enterprises
      - Project threshold - \$25,000
      - BHD-168
    - Davis Bacon
      - Project threshold - \$2,000 (federal funds only), \$.02 in federal funds combined with other sources
    - Bonding
      - Threshold - \$100,000
      - Bid guarantee equal to 5% of the bid price
      - Performance & payments bonds equal to 100% contracted price
- Project Execution
  - Construction Projects
    - Pre-construction meeting
    - Davis Bacon payroll forms
  - Public Services
    - Income documentation or surveys
- Performance Measures
  - Public Services
    - QPR
      - Include itemization of match on final QPR
    - Annual Report
  - Construction
    - QPR
      - Include itemization of match on final QPR
- Monitoring
  - Annual Auditor's Audit
  - Affirmative Action Policy
  - Public Services – Full Audit
  - Construction – Desk Audit
- Record Keeping
  - CDBG documentation must be kept for four years after project is closed out (final APR / QPR submitted)
- Questions

# Attendance Sheet

## PUBLIC HEARING #1

3/17/16, 5:30 pm, Public Hearing Room

<u>Name</u>	<u>Title</u>	<u>Organization</u>	<u>Phone</u>	<u>Email</u>
Laurie Moyer, Grants & Housing Manager		County of Lehigh	610.871.1964	<a href="mailto:lauriemoyer@lehighcounty.org">lauriemoyer@lehighcounty.org</a>
Anthony Branco, EXECUTIVE ADMINISTRATOR		FOUNTAIN HILL	610-867-0301	ABRANCO@FH5010.ORG
Michelle Robes, VP. Northern Lehigh Community Center		Stoughton	610-767-7964	NLCCommunityCenter@gned.org

# Attendance Sheet

## PUBLIC HEARING #1

3/23/16, 2:00 pm, Public Hearing Room

<u>Name</u>	<u>Title</u>	<u>Organization</u>	<u>Phone</u>	<u>Email</u>
Laurie Moyer, Grants & Housing Manager		County of Lehigh	610.871.1964	lauriemoyer@lehighcounty.org
Kristen Lenhart	Housing & Veterans Services Manager	LVCIL	(610) 770-9781 x129	kristenlenhart@lvcil.org
Rebecca Stobel	Housing Support Coordinator	LVCIL	610 770 9781-153	rebecca.stobel@lvcil.org
Rob Nicolletta	Catholic Charities	→	610 435-1541	Rnicol1@aCatholicCharities.org
Jennifer Danzell	Vice President of Operations	CISLV	484 834 0980	danzelj@cislv.org
Philip Siebert		SCATINGTON	610-865-0701	psiebert@ywdc.com
Drew Sinnatag		SLATTIN 4TOW	610-865-0701	dsinnatag@ywdc.com
Lee Lichtenwalke		Lower Merionie Twp	610 966-4343 ext 103	llichtenwalke@lowermerionie.com

### **Public Hearing Minutes**

3/17/16 – 5:30 p.m.

The meeting followed the agenda (attached) and took one hour to complete. Participants in the public hearing represented non-profit agencies interested in applying for public service and/or community center construction projects, and one municipality interested in applying for a street reconstruction project.

Specific projects were discussed. Northern Lehigh Community Center discussed their senior aerobic classes and the need to construct a community center. Fountain Hill discussed the location of the street reconstruction project and the need to complete the project.

Laurie Moyer discussed the Fair Housing certification and its implications.

Applicants were encouraged to contact Laurie Moyer before submitting the application to ask questions.

### **Public Hearing Minutes**

3/23/15 – 2:00 p.m.

The meeting followed the agenda (attached) and took one hour to complete. Participants in the public hearing represented non-profit agencies interested in applying for public service projects, and two municipalities interested in applying for street reconstruction and curb cut projects.

One specific project was discussed. Slatington is applying for 3 street reconstruction projects. All in residential areas but the 2<sup>nd</sup> priority project is near an elementary school and asked about the impact on eligibility. Lehigh County requested more information on the location of the school.

Laurie Moyer discussed the Fair Housing certification and its implications.

Non-profit applicants were reminded that strong applications will provide a follow up plan to pursue the documentation of post discharge / short term results of the services. Such plans would provide a comparison of the beneficiary's situation at intake versus discharge and, at a minimum, again at 3 months and 6 months post discharge.

Applicants were encouraged to contact Laurie Moyer before submitting the application to ask questions

Order ID: 4274269

\* Agency Commission not included

**GROSS PRICE \* :** \$1,458.72

**PACKAGE NAME:** Legal/Public Notices

**Product(s):** The Morning Call, Affidavit, PublicNoticePA.com, classified.mcall.com\_Legal

**AdSize(s):** 2 Column,

**Run Date(s):** Tuesday, July 05, 2016

**Color Spec.** B/W

Preview

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**NOTICE OF PUBLIC HEARING**

**LEHIGH COUNTY'S FY 2016 ANNUAL ACTION PLAN**

Notice is hereby given that Lehigh County, Pennsylvania will hold a public hearing on Monday, July 18, 2016 at 12:00 PM, prevailing time, in the Public Hearing Room of the Government Center, 17 South Seventh Street, Allentown, PA on the proposed Annual Action Plan for FY 2016. The Government Center and the Public Hearing Room are accessible to persons with physical disabilities. If special arrangements need to be made to accommodate citizens in order for them to participate in the public hearing, please call Ms. Laurie A. Moyer, Grants & Housing Manager, at (610) 871-1964 to make those arrangements.

The purpose of this public hearing is to present the FY 2016 Lehigh County Annual Action Plan which shows the proposed use of the Community Development Block Grant (CDBG) funds. Lehigh County has been notified by the U.S. Department of Housing and Urban Development (HUD) that it is eligible to receive Federal CDBG in the amount of \$1,116,773. The FY 2016 Annual Action Plan is to be submitted to the U.S. Department of Housing and Urban Development (HUD) on or before August 15, 2016.

In order to obtain the views of citizens, public agencies and other interested parties, Lehigh County has placed the FY 2016 Annual Action Plan on display beginning July 5, 2016 at the following locations in Lehigh County, as well as the Lehigh County website <http://www.LehighCounty.org>:

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

These documents will be available to the public during normal hours of operation for a period of thirty (30) days until August 4, 2016 after which time the FY 2016 Annual Action Plan will be submitted to HUD on or before August 15, 2016 for approval.

The proposed FY 2016 Annual Action Plan was prepared in accordance with the County's Five Year Consolidated Plan for FY 2012-2016 and after



Order ID: 4274269

\* Agency Commission not included

**GROSS PRICE \* :** \$1,458.72**PACKAGE NAME:** Legal/Public Notices

conducting public hearings on housing and community development needs in Lehigh County.

The County's FY 2016 CDBG Program Year begins October 1, 2016 and ends September 30, 2017.

The County proposes to use the FY 2016 HUD funds it receives as described below, subject to public comments received and the approval by the Board of Commissioners of the County of Lehigh:

**Summary of FY 2016 Annual Action Plan**

<b>FY 2016 CDBG Allocation:</b>	<b>\$1,116,773.00</b>
<b>Total:</b>	<b>\$1,116,773.00</b>
1. Catasauqua Borough – Curb Cuts	\$39,600.00
2. Catasauqua Borough – George Taylor House – Window Restoration	\$17,041.00
3. Coplay Borough – Storm Sewer Rehabilitation	\$56,000.00
4. Coplay-Whitehall Sewer Authority – Front Street Reconstruction and Curb Cuts	\$75,000.00
5. Emmaus Borough – Curb Cut	\$36,000.00
6. Fountain Hill Borough – Jeter Avenue Street Reconstruction and Curb Cuts	\$197,381.00
7. Macungie Borough – Curb Cuts	\$37,800.00
8. Slatington Borough – East Church Street Reconstruction and Curb Cuts	\$75,585.00
9. County-wide Housing Rehab – Housing Rehabilitation Financing	\$200,000.00
10. Community First Fund – Lehigh Valley Small Business Development Program	\$25,000.00
11. Catholic Charities – Self-sufficiency & Intervention Program	\$29,700.00
12. Lehigh Career & Technical Institute – Scholarships for Section 3 Residents	\$19,812.00
13. Lehigh Valley Center for Independent Living – PLACE Program	\$20,400.00
14. Lehigh Valley Workforce Development Board – Slatington Youth Works	\$14,100.00
15. Meals on Wheels – Meal Preparation and Delivery	\$20,000.00
16. North Penn Legal Services – Fair Housing Related Legal Help	\$10,000.00
17. The Literacy Center – Adult Literacy Instruction	\$20,000.00
18. Administration	\$223,354.00
<b>Total:</b>	<b>\$1,116,773.00</b>

All interested citizens are encouraged to attend this public hearing and they will be given the opportunity to present oral or written testimony concerning the proposed use of CDBG funds under the FY 2016 Annual Action Plan. Written comments may be addressed to Ms. Laurie A. Moyer, Grants & Housing Manager, Government Center, 17 South Seventh Street, Allentown, PA 18101, or by email at [lauriemoyer@lehighcounty.org](mailto:lauriemoyer@lehighcounty.org) or oral comments may be made by calling (610) 871-1964.

# Proof of Publication Notice in The Morning Call

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

STATE OF PENNSYLVANIA }  
 COUNTY OF LEHIGH } ss:

COPY OF NOTICE OR ADVERTISEMENT

Mark Fronheiser, Finance Director ..... of THE

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

..... and the 5th day of July 2016

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

Designated Agent, THE MORNING CALL, LLC

SWORN to and subscribed before me this 7th day of

July 20 2016  
 Kathleen Hoch  
 Notary Public

COMMONWEALTH OF PENNSYLVANIA  
 NOTARIAL SEAL  
 Kathleen Hoch, Notary Public  
 City of Allentown, Lehigh County  
 My Commission Expires March 3, 2020  
 MEMBER, PENNSYLVANIA ASSOCIATION OF NOTARIES

THE MORNING CALL, LLC, publisher of THE MORNING CALL, a newspaper aforesaid notice and publication costs and certifies that the same have been duly pa

Record #43614

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# Attendance Sheet

PUBLIC HEARING #2  
7/18/16, 12:00 pm, Public Hearing Room

<u>Name</u>	<u>Title</u>	<u>Organization</u>	<u>Phone</u>	<u>Email</u>
Laurie Moyer, Grants & Housing Manager		County of Lehigh	610.871.1964	<a href="mailto:lauriemoyer@lehighcounty.org">lauriemoyer@lehighcounty.org</a>
<i>GREG BOTT, Director of Dev</i>		<i>LVCIL</i>	<i>610-770-9781 x120</i>	<i>gregbott@lvcil.org</i>

**Public Hearing Minutes**

7/18/16 – 12:00 pm

A list of all 2016 CDBG applications, along with comments on eligibility and fundability, was distributed and discussed. The process to determine CDBG awards was also discussed. No questions were posed.