

---

# LEHIGH COUNTY, PENNSYLVANIA

DEPARTMENT OF COMMUNITY & ECONOMIC DEVELOPMENT

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

---

## FINAL

# FY 2014 Consolidated Annual Performance Evaluation Report (CAPER)

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

Frank Kane, Director  
Department of Community and  
Economic Development



**BUILT ON EXPERIENCE**  
**URBAN  
DESIGN  
VENTURES**

## Table of Contents

A.	CR-00 Executive Summary .....	1
B.	CR-05 Goals and Outcomes – 91.520(a) .....	8
C.	CR-10 Racial and Ehtnic Composition of (person/households/families) Assisted .....	13
D.	CR-15 Resources and Investments – 91.520(a) .....	14
E.	CR-20 Affordable Housing – 91.520(b) .....	17
F.	CR-25 Homeless and Other Special Needs – 91.220(d, e); 91.320(d, e); 91.520(c).....	20
G.	CR-30 Public Housing – 91.220(h); 91.320(j) .....	25
H.	CR-35 Other Actions – 91.220(j)-(k); 91.3320(i)-(j) .....	27
I.	CR-40 Monitoring – 91.220(d, e); 91.520(c) .....	36
J.	CR-45 CDBG – 91.520(c).....	39
K.	CR-50 Section 3 Report .....	41
L.	CR-55 IDIS Reports .....	42
M.	CR-60 Fair Housing .....	43
N.	CR-65 Citizen Participation .....	48

## CR-00 - Executive Summary

In accordance with the Federal regulations found in 24 CFR Part 570, Lehigh County, Pennsylvania has prepared this Consolidated Annual Performance and Evaluation Report (CAPER) for the period of October 1, 2014 to September 30, 2015. This is Lehigh County's 8<sup>th</sup> CDBG program year as a federal entitlement community. Lehigh County became a federal entitlement community receiving Community Development Block Grant (CDBG) funds from the U.S. Department of Housing and Urban Development (HUD) in 2007. The first Five Year Consolidated Plan was prepared for the program years FY 2007 through FY 2011. The second Consolidated Plan is for the current period of FY 2012 through FY 2016. This second Consolidated Plan sets the priorities for the use of CDBG funding. The Consolidated Plan allows a community to take a comprehensive approach to use resources granted to the community by HUD. Yearly, Lehigh County submits an Annual Action Plan containing the proposed activities outlining the use of CDBG funds for the upcoming program year. The Annual Action Plan relates the activities to goals and objectives outlined in the Five Year Consolidated Plan. This Consolidated Annual Performance and Evaluation Report (CAPER) describes the accomplishments for the third year under the FY 2012 – 2016 Five Year Consolidated Plan. The CAPER describes the activities undertaken during this time period for funding from the U.S. Department of Housing and Urban Development (HUD) under the CDBG Program. The projects/activities and accomplishments described in this CAPER principally benefit low- and moderate-income persons and the funding has been targeted to neighborhoods where there is the highest percentage of low- and moderate-income residents in Lehigh County.

The FY 2014 "draft CAPER" was made available for public review and comment for a 15-day period beginning Thursday, December 10, 2015 and ending on Thursday, December 24, 2015. The availability for review of the "draft CAPER" was advertised in the local newspaper and the CAPER was on display at the following locations in the County and on the County's website (<http://www.lehighcounty.org/>):

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

The following is the overall program narrative based on the Five Year Consolidated Plan and FY 2014 Annual Action Plan.

**Grants Received –**

Lehigh County has received the following grant amounts during the time period of October 1, 2014 through September 30, 2015:

	<b>CDBG</b>	<b>TOTALS</b>
Entitlement Grants	\$ 1,152,713.00	\$ 1,152,713.00
Program Income	\$ 25,750.00	\$ 25,750.00
<b>Total Funds Received</b>	<b>\$ 1,178,463.00</b>	<b>\$ 1,178,463.00</b>

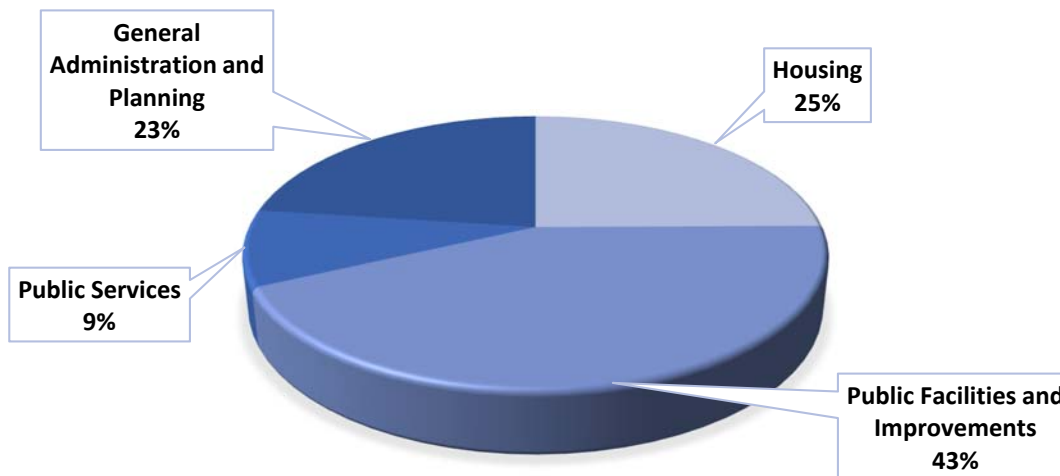
This chart only includes grants received during October 1, 2014 through September 30, 2015. Any previous year’s grants are not included.

**Funds Expended –**

Amounts shown in this table are funds that were expended during the time period of October 1, 2014 through September 30, 2015. These expenditures consist of previous year’s funds that were not used or expended during this time period and also any reprogrammed funds from previous years.

<b>Funding Sources</b>	<b>Total Funds Expended</b>
Community Development Block Grant (CDBG)	\$ 1,365,721.54
<b>Total</b>	<b>\$ 1,365,721.54</b>

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



Type of Activity	Expenditure	Percentage
Housing	\$ 339,328.24	24.85%
Public Facilities and Improvements	\$ 589,863.50	43.19%
Public Services	\$ 123,434.86	9.04%
General Administration and Planning	\$ 313,094.94	22.93%
<b>Total:</b>	<b>\$1,365,721.54</b>	<b>100.00%</b>

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

**Regulatory Caps and Set-Asides –**

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

	CDBG
FY 2014 Entitlement Grants	\$ 1,152,713.00
FY 2014 Program Income	\$ 25,750.00
Administrative Cap Allowance	20%
Maximum Allowable Expenditures	\$ 235,692.60
Administrative Disbursed in IDIS	\$ 313,094.94
Adjustment to Compute Total Administrative Obligations	\$ 230,542.00
<b>Administrative Percentage</b>	<b>19.56%</b>

Lehigh County’s CDBG Program administrative expenditures for this reporting period were \$230,542.00, which is slightly below the 20% cap on administrative expenditures.

**CDBG Public Service Activity Cap –**

	CDBG
FY 2014 Entitlement Grants	\$ 1,152,713.00
Prior Year Program Income	\$ 0.00
Public Service Cap Allowance	15%
Maximum Allowable Expenditures	\$ 172,906.95

Total Public Services Funds Disbursed in IDIS	\$ 123,434.86
Total Public Services Obligations	\$ 123,434.86
<b>Public Service Percentage</b>	<b>10.71%</b>

Lehigh County obligated \$123,434.86 in funds for public services, which was 10.71% of the allowable expenditures and under the 15% cap on expenditures for public services.

### **Performance Measurements –**

During the FY 2014 CAPER period, the County addressed the following priority need categories identified in its Five Year Consolidated Plan:

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

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

The County met this goal by:

- Eight (8) owner-occupied housing units were rehabilitated with CDBG funds, and eight (8) owner-occupied housing units were rehabilitation with State HOME funds. Another six (6) units were in the process of being rehabilitated with CDBG funds, and another three (3) were underway using State HOME funds.
- The New Bethany Ministries – Columbia House Fire Escape Reconstruction was completed during this CAPER period to assist twenty-one (21) rental units.

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

The County met this goal by:

- Lehigh County did not fund any projects/activities with FY 2014 CDBG funds. During this CAPER period, the Lehigh Valley Community Land Trust (LVCLT) finished the rehabilitation of a townhome in Catasauqua Borough. LVCLT found a LMI buyer, and they closed on the home in December 2015. The \$45,000 in FY 2013 CDBG funds was used by LVCLT for the acquisition and rehab of the townhome.

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

The County met this goal by:

- During this CAPER period, the County allocated \$432,217.00 of the AHTF to support affordable housing projects. Neighborhood Housing Services assisted five (5) households with closing cost and down payment assistance.

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

The County met this goal by:

- Funded Catholic Charities, which assisted 22 households for a total of 56 people, to prevent homelessness.

**HA-2: Services**

The County met this goal by:

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

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

The County met this goal by:

- Lehigh County prepared a State Emergency Solutions Grant Application during this CAPER period and carried out the FY 2014 ESG Grant with the Commonwealth of Pennsylvania.

**HA-4: Permanent Housing**

The County met this goal by:

- Lehigh County supported the Northeast Pennsylvania Continuum of Care Network with its FY 2014 CoC Application.

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

The County met this goal by:

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

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

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

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

The County met this goal by funding the following activities in FY 2014:

- Borough of Alburtis - Curb Cuts: \$40,000
- Borough of Coopersburg - Sanitary Sewer Rehabilitation: \$100,000

- Borough of Emmaus - Curb Cuts: \$40,000
- Borough of Fountain Hill - North Clewell Street Reconstruction and Curb Cuts: \$120,000
- Borough of Macungie - Curb Cuts: \$40,000
- Borough of Slatington - East Washington Street Reconstruction and Curb Cuts: \$75,421
- Salisbury Township - Rehabilitation of Sanitary Sewers: \$150,000 (currently underway)

The above projects/activities were completed during this CAPER period. The Salisbury Township Sanitary Sewer Restoration project, budgeted for \$150,000, has not been completed. The project is underway, and will be completed in early 2016. This project was a substantial amendment funded project and started later than the other projects. The Salisbury Township Sanitary Sewer Restoration project will be completed in the FY 2015 CAPER period.

### **CD-2: Economic Development**

The County met this goal by:

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

### **CD-3: Public Services**

The County met this goal by:

Assisted human service organizations with funds to provide essential services to at-risk populations.

- Homeless prevention services (56 persons)
- Housing referral and counseling (24 persons)
- Literacy and English as a Second Language Education (50 persons)
- Subsistence services (106 persons)
- Fair Housing outreach, education and advocacy (88 persons)
- Career Counseling (20 persons)



**Housing Performance Measurements –**

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

Objectives	Outcomes						Total by Objective	
	Availability/ Accessibility		Affordability		Sustainability			
	Units	\$	Units	\$	Units	\$	Units	\$
Suitable Living	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00
Decent Housing	19	\$111,700.00	0	\$0.00	0	\$0.00	19	\$111,700.00
Economic Opportunity	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00
<b>Total by Outcome</b>	<b>19</b>	<b>\$111,700.00</b>	<b>0</b>	<b>\$0.00</b>	<b>0</b>	<b>\$0.00</b>	<b>19</b>	<b>\$111,700.00</b>

**Substantial Amendment –**

In April 2015, Lehigh County determined that it was necessary to amend the previously approved FY 2014 Community Development Block Grant (CDBG) Program year's budget, because some of the previously listed "unprogrammed funds" were going to be allocated to a new activity. This is considered a substantial amendment in accordance with the County's Citizen Participation Plan because the County is proposing a new activity. The amendment to FY 2014 CDBG Annual Action Plan was proposed as follows:

**1. Unprogrammed Funds:**

Reduce the budget from \$235,000 to \$85,000.

**2. Salisbury Township Sanitary Sewer Restoration Project:**

Create a new activity and allocate \$150,000 to this line item.

Lehigh County had the Substantial Amendment on public display from Friday, April 10, 2015 through Monday, May 11, 2015. The County held a Public Hearing on the Substantial Amendment on April 27, 2015 at 11:00 AM in the Lehigh County Community Development Office Conference Room. The purpose of the Public Hearing was to present the Substantial Amendment to the County for the FY 2014 CDBG Program Years. No comments were received, and the substantial amendment was approved in May 2015.

## CR-05 - Goals and Outcomes

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

### **91.520(a)**

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

This is Lehigh County's third year of the FY 2012-2016 Five-Year Consolidated Plan designed to address the housing and non-housing needs of County residents. This year's CAPER reports on the actions and achievements the County accomplished in Fiscal Year 2014.

The CAPER for the FY 2014 Annual Action Plan for Lehigh County encompasses the County's CDBG Program and outlines which activities the County undertook during the program year beginning October 1, 2014 and ending September 30, 2015. The Lehigh County Department of Community and Economic Development is the lead entity and administrator for the CDBG funds.

The CDBG Program and the activities outlined in this FY 2014 CAPER principally benefited low- and moderate-income persons and funding was targeted to communities where there is the highest percentage of low- and moderate-income residents.

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

- **Housing Goal – H** – Budget \$269,729, expended \$11.10.
- **Homeless Goal – HA** – Budget \$29,700, expended \$29,700.
- **Non-Housing Community Development Goal – CD** – Budgeted \$772,171, expended \$528,378.55.

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

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

Goal	Category	Source / Amount	Indicator	Unit of Measure	Expected – Strategic Plan	Actual – Strategic Plan	Percent Complete	Expected – Program Year	Actual – Program Year	Percent Complete
CD-1 Public Facilities and Infrastructure	Non-Housing Community Development	CDBG: \$650,421	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	0	6,605	0	4,782	6,605	138.12%
CD-1 Public Facilities and Infrastructure	Non-Housing Community Development	CDBG: \$650,421	Other	Other	0	0	0	3	6	200.00%
CD-3 Public Services	Non-Housing Community Development	CDBG: \$121,750	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	0	344	0	234	344	147.01%
CD-3 Public Services	Non-Housing Community Development	CDBG: \$121,750	Public service activities for Low/Moderate Income Housing Benefit	Households Assisted	0	0	0	60	46	76.67%

H-1 Retain Existing Housing Stock	Affordable Housing	CDBG: \$269,729	Homeowner Housing Rehabilitated	Household Housing Unit	0	0	0	5	8	160.00%
HA-1 Homeless Prevention	Homeless	CDBG: \$29,700	Public service activities for Low/Moderate Income Housing Benefit	Households Assisted	0	0	0	30	22	73.33%

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

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

During the FY 2014 CDBG Program Year, Lehigh County addressed the following goals from the Five Year Consolidated Plan:

**GOAL HOUSING – H:**

- H1: Retain Existing Housing Stock
  - County-wide Housing Rehab - Housing Rehabilitation Financing. Eight (8) owner-occupied housing units were rehabilitated with CDBG funds, and eight (8) owner-occupied housing units were rehabilitation with State HOME funds. Another six (6) units were in the process of being rehabilitated with CDBG funds, and another three (3) were underway using State HOME funds.
  - The New Bethany Ministries – Columbia House Fire Escape Reconstruction was completed during this CAPER period to assist twenty-one (21) rental units.
- H2: Development of Affordable Housing
  - During this CAPER period, the Lehigh Valley Community Land Trust (LVCLT) finished the rehabilitation of a townhome in Catasauqua Borough using FY 2013 CDBG funds. LVCLT found a LMI buyer, and they closed on the home in December 2015. The \$45,000 in FY 2013 CDBG funds was used by LVCLT for the acquisition and rehab of the townhome.
- H3: Homebuyer's Assistance
  - Neighborhood Housing Services of the Lehigh Valley (AHTF). During this CAPER period, the County allocated \$432,217.00 of the AHTF to support affordable housing projects. Neighborhood Housing Services assisted five (5) households with closing cost and down payment assistance.

**GOAL HOMELESS – HA:**

- HA-1: Homelessness Prevention
  - Catholic Charities - Self-Sufficiency & Intervention Program assisted 22 households for a total of 56 people, to prevent homelessness.
- HA-3: Shelter and Transitional Housing
  - During this CAPER period Lehigh County applied for and received a PA-DCED Emergency Solutions Grant (ESG) in the amount of \$128,995. However, the County submitted a budget modification to PA-DCED which reduced the contract amount to \$45,961. The \$45,961 in ESG funds was awarded to Catholic Charities for security deposits and rental assistance for homeless households and case management services.
- HA-4: Permanent Housing
  - Lehigh County supported the PA Eastern CoC (which encompasses the former Allentown/Northeast Pennsylvania CoC) with its FY 2014 CoC Application.

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

- CD-1: Public Facilities and Infrastructure
  - Borough of Alburtis - Curb Cuts
  - Borough of Coopersburg - Sanitary Sewer Rehabilitation
  - Borough of Emmaus - Curb Cuts
  - Borough of Fountain Hill - North Clewell Street Reconstruction and Curb Cuts
  - Borough of Macungie - Curb Cuts
  - Borough of Slatington - East Washington Street Reconstruction and Curb Cuts
  - Salisbury Township - Rehabilitation of Sanitary Sewers
- CD-3: Public Services
  - Catholic Charities - Self-Sufficiency & Intervention Program
  - Communities in Schools of the Lehigh Valley - School-to-Career Program
  - Lehigh Valley Center for Independent Living - People Living in Accessible Community Environments
  - Meals on Wheels of Lehigh County - Meal Preparation and Delivery
  - North Penn Legal Services - LMI Legal Aide
  - The Literacy Center - Adult Literacy Instruction

During this CAPER period, the County assisted eight (8) owner-occupied housing units through the County-wide Rehabilitation program, and another eight (8) with State HOME funds. The County assisted twenty-one (21) rental units through the replacement of the fire escape at New Bethlehem Ministries.

The County assisted fifty-six (56) persons from becoming homeless along with supporting the Northeast Pennsylvania Continuum of Care Network FY 2014 CoC Application. The County also assisted with administering the Commonwealth ESG Contract.

Lehigh County assisted 294 persons by funding the human service organizations. Through this funding, the following type of services were provided: Homeless prevention; Housing referral and counseling; adult literacy education; career counseling; subsistence services; and Fair Housing outreach, education, and advocacy.

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

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

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

91.520(a)

	<b>CDBG</b>
White	5,525
Black or African American	68
Asian	40
American Indian or American Native	1
Native Hawaiian or Other Pacific Islander	0
Hispanic	123
Not Hispanic	5,511
<b>Total</b>	<b>5,634</b>

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

**Narrative**

Lehigh County's programs benefitted 5,525 (96.06%) White families, 68 (1.21%) Black or African American families, and 41 (0.73%) Other Minorities families. Also, 123 families (2.18%) were Hispanic, versus 5,511 families (97.82%) who were not Hispanic.

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

**Identify the resources made available**

Source of Funds	Source	Expected Amount Available	Actual Amount Expended Program Year 2014
CDBG	HUD	\$1,152,713	\$558,351

**Table 3 - Resources Made Available**

**Narrative**

Lehigh County received the following grant amounts during the time period of October 1, 2014 through September 30, 2015:

- CDBG Allocation - \$1,152,713.00
- CDBG Program Income - \$25,750.00

**Total Funds Received - \$1,178,463.00**

During this CAPER period, Lehigh County expended \$1,365,721.54 in CDBG funds from FY 2014, program income, and prior fiscal year allocations.

Under the FY 2014 Program Year, Lehigh County received the above amounts of Federal Entitlement Grants. These funds were made available to the County after October 31, 2014 when Mr. Nadab O. Bynum, Director of the Office of Community Planning and Development, HUD Philadelphia Office signed the FY 2014 CDBG Grant Agreement.

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

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

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

**Narrative**

Lehigh County does not have any identified Target Areas as part of the FY 2012-2016 Consolidated Plan.

Each year, Lehigh County selects projects, activities, and programs it will fund with its CDBG Grant. Rationale for funding activities are based on the following: the eligibility of the activity; the activity must meet a national objective; the activity must meet a Five Year Consolidated Plan goal; the beneficiaries of the activity; and the County or the agency/organization must show evidence of the need in the community. The County also selects projects, activities, and programs that address the five year



goals and objectives from their Five Year Consolidated Plan. Additional consideration is 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 2014 request was related to projects that if not funded, would result in a special assessment against low-income residents. Finally, a high priority was given to activities based on the community's or agency/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 did not anticipate any obstacles in the performance of the FY 2014 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.

**Leveraging**

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

The following public (non-federal) and private financial resources were made available to Lehigh County and its agencies and organizations to address the needs identified in the FY 2014 Annual Action Plan:

- Lehigh County received \$500,000 of PA-DCED HOME funds to expand the housing rehabilitation program from May 2012 until May 2017.
- During this CAPER period, Lehigh County applied for and received a PA-DCED Emergency Solutions Grant (ESG) in the amount of \$128,995. However, the County submitted a budget modification to PA-DCED which reduced the contract amount to \$45,961. The \$45,961 in ESG funds was awarded to Catholic Charities for security deposits and rental assistance for homeless households and case management services.
- Affordable Housing Trust Funds have been created by Lehigh County from document recording fees to be used for affordable housing projects. During this CAPER period, the County allocated \$432,217.00 of the AHTF to support affordable housing projects.
- Lehigh County Housing Authority received \$255,492.00 in FY 2014 Capital Funds for the renovations and improvements to public housing to support affordable housing in the County. The Housing Authority received another \$277,722 for FY 2015 during this CAPER period.

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

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

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

	<b>One-Year Goal</b>	<b>Actual</b>
Number of homeless households to be provided affordable housing units	0	0
Number of non-homeless households to be provided affordable housing units	35	51
Number of special-needs households to be provided affordable housing units	0	0
<b>Total</b>	<b>35</b>	<b>51</b>

**Table 5 – Number of Households**

	<b>One-Year Goal</b>	<b>Actual</b>
Number of households supported through rental assistance	30	22
Number of households supported through the production of new units	0	0
Number of households supported through the rehab of existing units	5	29
Number of households supported through the acquisition of existing units	0	0
<b>Total</b>	<b>35</b>	<b>51</b>

**Table 6 – Number of Households Supported**

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

During this CAPER period, Lehigh County supported 22 households through rental assistance, which was less than the proposed 30 households. Lehigh County also funded the Countywide Housing Rehabilitation Program and the New Bethany Ministries Fire Escape Rehabilitation project during this CAPER period. The County proposed to rehabilitate 5 housing units, and rehabilitated 29 housing units in 2014. Eight (8) of the units were rehabbed through the County-wide Owner-Occupied Rehabilitation Program, while the remaining twenty-one (21) were rehabbed through the New Bethany Ministries Fire Escape Rehabilitation project.

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

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

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

Number of Persons Served	CDBG Actual
Extremely Low-income	18
Low-income	1
Moderate-income	1
<b>Total</b>	<b>20</b>

**Table 7 – Number of Persons Served**

**Narrative Information**

During this CAPER period, Lehigh County used its CDBG funds to assist 20 households, of which 90% were Extremely Low-Income, 5% were Low-Income, and 5% were Moderate-Income. For non-housing activities, CDBG funds were used to assist a total of 5,698 persons, of which 55.35% (3,154) were Extremely Low-Income, 40.29% (2,296) were Low-Income, and 4.35% (248) were Moderate-Income.

Lehigh County provided CDBG and State HOME funds to develop or rehabilitate housing in the County. There were 8 units rehabilitated with CDBG funds and 8 units rehabilitated with State HOME funds, for a total of sixteen (16) housing units rehabilitated during this CAPER period.

The County did the following during the FY 2014 CAPER period:

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

- Eight (8) owner-occupied housing units were rehabilitated with CDBG funds and another eight (8) with HOME funds during this CAPER period, for a total of sixteen (16) properties. Another nine (9) were in the process of being rehabilitated during this CAPER period – six (6) with CDBG funds, and three (3) with HOME funds.
- The County funded with FY 2013 CDBG funds the rehabilitation of the fire escape at New Bethany Ministries, which was completed during this CAPER period. Twenty-one (21) rental units were assisted.

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

- During this CAPER period, the Lehigh Valley Community Land Trust (LVCLT) finished the rehabilitation of a townhome in Catasauqua Borough using FY 2013 CDBG funds. LVCLT found a LMI buyer, and they closed on the home in December 2015. The \$45,000 in FY 2013 CDBG funds was used by LVCLT for the acquisition and rehab of the townhome.

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

- During this CAPER period, the County allocated \$432,217.00 of the AHTF to support affordable housing projects. Neighborhood Housing Services assisted five (5) households with closing cost and down payment assistance.

Valley Housing Development Corporation (VHDC) applied for, but did not receive Low Income Housing Tax Credit (LIHTC) funding during this CAPER period. They applied for The Mills in Fountain Hill project that would have rehabbed 113 total units. There are 91 units for 55 and older residents, and 22 Single Room Occupancy (SRO) units for residents with mental illness. The total cost of the project was \$16 million. VHDC will be reapplying for LIHTC funds in March 2016.

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

During this CAPER period Lehigh County applied for and received a PA-DCED Emergency Solutions Grant (ESG) in the amount of \$128,995. However, the County submitted a budget modification to PA-DCED which reduced the contract amount to \$45,961. The \$45,961 in ESG funds was awarded to Catholic Charities for security deposits and rental assistance for homeless households and case management services.

Over the last year, representatives from PA-509 and the Altoona/Central PA Continuum of Care PA-507, have been meeting together monthly or every other month to re-examine each CoC's geographic areas. Since this process began, it has been decided that these two CoCs will merge as one, and become the PA Eastern CoC, covering a total of thirty-three (33) counties. Once the decision was made, this Committee began drafting a governance charter designed to restructure the two CoCs as one, aligning their current policies and procedures to be consistent throughout the geographic area and ensuring compliance under HEARTH. The Committee finalized the governance documents and began operating as one CoC in 2015. There continues to be regional groups to discuss local issues. In the newly formed Eastern CoC, there are five regions. Lehigh County will be in Region 2, which is the Lehigh Valley Region, along with Northampton County as 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 Allentown Commission to End Chronic Homelessness announced in October 2015 that it will be absorbed by Lehigh Valley Regional Homeless Advisory Board as part of the regional effort to solve the issue of homelessness across the Lehigh Valley.

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

The Lehigh Valley Regional Homeless Board completes a regular "Point In Time Survey" each January to determine the number of homeless individuals and families in the Lehigh Valley Region. Based on the "Point In Time Survey" conducted during January 2015, the following numbers of homeless persons were reported:

- **Unsheltered** - 16 individuals, 0 families with children, and 0 children only
- **Transitional Housing** - 39 individuals, 18 families with 49 people, and 0 children only
- **Emergency Shelter** - 78 individuals, 33 families with 118 people, and 4 children only

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**

Finding available and affordable units are a major challenge most households face in their efforts to move from a shelter or transitional housing, to permanent housing. Housing supply is limited and is often priced higher than most housing which the household can afford. Affordable units may not be safe nor meet the minimum housing code standards. Lehigh County continues to encourage the development of affordable housing. The Lehigh Valley Regional Homeless Advisory Board (Region 2 of the PA Eastern CoC, which includes Lehigh and Northampton counties) encourages the shelters and the transitional housing providers to access the listing of affordable units on Pennsylvania Housing Finance Agency's (PHFA) housing locator website. The Lehigh Valley Regional Homeless Advisory Board is going to start to track the length of time households remain homeless and work to reduce that amount of time. The RHAB hopes to partner with housing authorities in the region to give preference to homeless families. They also plan to address employment and training opportunities to increase the income of homeless individuals and households before they leave the shelters or transitional housing.

In its 2013-2014 CoC Application, the former Allentown/Northeast Pennsylvania CoC (now part of the PA Eastern CoC) reported that 21 of 23 Permanent Supportive Housing (PSH) projects, or 91%, have adopted a Housing First approach, as have the new Tier 1 & Tier 2 Chronic PSH projects. Housing First is an approach that centers on providing housing quickly, and then providing supportive services as needed. Two (2) projects did not adopt this approach for the following reasons: one is a Public Housing Agency that

requires a criminal background check, and the other is a site based program targeting individuals in recovery from substance abuse, and requires participants to receive treatment prior to entry. As part of their effort to educate providers about Housing First and encourage their adoption of the approach, key Housing First concepts were presented to all renewal grantees in the CoC's instructions to applicants, and again in the review of their submitted applications. To support the adoption of this model in the CoC, DCED's consultants have developed a training module for PSH providers on the implementation of Housing First. The strategy to maintain this percentage is to: 1) Monitor housing stability through annual reviews of Annual Performance Reports to identify any drop in performance. 2) Analyze factors related to drop in performance to determine causes and develop a strategy for improvement. 3) Draw on high performers to provide technical assistance and mentoring to those experiencing a drop. 4) Continue access to behavioral health and develop linkages with such other community-based supports as faith-based groups, Certified Peer Specialists, Circles of Support and other models for supporting community living and reducing isolation of PSH residents. 5) DCED conducts training in case management and Housing First approaches. 6) Providers develop relationships with Landlords to increase non-CoC permanent housing to ensure successful exits to permanent housing.

Currently PA-HMIS is the primary tool to track returns to homelessness. It has the capability of tracking people through the recently implemented "client data sheet", which provides users the ability to see other places in the CoC where that client has appeared for service. This system is not yet widely used, but over the course of the coming year, providers will be trained in its value for tracking returns to homelessness and for developing strategies to prevent future returns.

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

The Lehigh Valley Regional Homeless Advisory Board is participating with other state CoCs through the PA Homeless Steering Committee to develop partnerships with state agencies that operate programs that discharge individuals to homelessness. Progress has been made with several agencies. Discharge planning by youth serving agencies includes steps to prepare youth for discharge from foster care and penal institutions. Mental health discharge is coordinated with the County Office of Mental Health. The departments of Corrections and Public Welfare are working to implement a new protocol to ensure that those leaving penal institutions are enrolled in Medical Assistance through the Pennsylvania COMPASS. This process will tie into food stamps and cash assistance. Providing housing and supportive services to those discharged from health care facilities is more difficult due to the special needs and short time frame involved. The PA Homeless Steering Committee is working with the Department of Health's Division of Acute and Ambulatory Care to research and establish protocols. Coordination of services and local advocacy ensures that families that are already enrolled in one system of care are properly referred to other agencies providing appropriate services. The implementation of the 2-1-1 system will help expand



the degree of coordination.

Lehigh County used its FY 2014 CDBG funds for the Catholic Charities – Self-Sufficiency & Intervention Program in the amount of \$29,700 to assist twenty-two (22) households for a total of fifty-six (56) people. This program provides counseling, short-term rent, and utility payments that prevent homelessness. Lehigh County, through its various human services programs, provides support to all the categories of non-homeless special needs populations. The County also funded the Lehigh Valley Center for Independent Living - People Living in Accessible Community Environments (PLACE) Program in the amount of \$20,400 to assist twenty-four (24) households, where a member of the household is living with a disability, with case management and counseling.

The Lehigh County Department of Human Services provides a wide range of programs for its elderly, substance abusers, people with mental health and intellectual disabilities, children and youth, and veterans. During this program year, the County did not use FY 2014 CDBG funds on these needs, but the County is addressing these needs to the extent possible using County and State grant funds.

Lehigh County is a member of the PA Eastern Continuum of Care Network - Lehigh Valley Regional Homeless Advisory Board (RHAB). The RHAB covers two (2) counties in the region. These counties are Lehigh and Northampton. The following agencies in Lehigh County received FY 2014 CoC funds:

- **Catholic Charities of Diocese of Allentown, Inc.** - received \$79,063 for permanent supportive housing.
- **Community Action Committee of the Lehigh Valley - Ferry Street Apartments** - received \$64,325 for supportive services.
- **Lehigh County Conference of Churches - Outreach and Case Management for the Disabled, Chronically Homeless** - received \$164,686 for supportive services.
- **Lehigh County Conference of Churches - Pathways Tenant-Based Rental Assistance for Families, Youth, and Veterans** - received \$275,948 for permanent supportive housing.
- **Lehigh County Conference of Churches - Tenant Based Rental Assistance for the Disabled, Chronically Homeless** - received \$210,870 for permanent supportive housing.
- **Lehigh County Housing Authority - Shelter Plus Care** - received \$184,810 for permanent supportive housing.
- **Salvation Army of the Lehigh Valley - Allentown Hospital Housing Permanent Housing Program** - received \$151,573 for permanent supportive housing.
- **The Program for Women and Families, Inc. - Transitional Residence Continuum of Care Initiative** - received \$101,423 for supportive services.
- **Valley Housing Development Corporation – Supportive Housing Program for Persons with Mental Illness Project # 2** - received \$189,708 for permanent supportive housing.
- **Valley Housing Development Corporation - Supportive Housing Program for Persons with Mental Illness Project # 3** - received \$122,297 for permanent supportive housing.
- **Valley Housing Development Corporation - Supportive Housing Program for Persons with**

**Mental Illness Project # 4** - received \$107,246 for permanent supportive housing.

- **Valley Youth House Committee, Inc. - Supportive Housing for Families** - received \$228,496 for transitional housing.
- **Valley Youth House Committee, Inc. - Supportive Housing for Families** - received \$465,624 for transitional housing.

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

The Lehigh County Housing Authority (LCHA) aims to address the needs of the extremely low-income, very low-income, and lower-income residents of Lehigh County. The mission of the Lehigh County Housing Authority is to provide affordable housing in the most efficient and effective manner to qualified individuals in accordance with the rules and regulations prescribed by the U.S. Department of Housing and Urban Development, the Commonwealth of Pennsylvania, the County of Lehigh and/or any other entity providing funding for affordable housing programs. This 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.

Each year, LCHA receives an allocation of funds from HUD under the Capital Fund Program to undertake physical improvements. In addition, the LCHA receives operating subsidies to offset the operating deficits associated with public housing units and to carry out maintenance. The Lehigh County Housing Authority received \$255,492.00 under a HUD Capital Fund grant for FY 2014. The FY 2014 allocation was used for the following activities:

- **Operations** - \$25,549.00
- **Administration** - \$25,549.00
- **Fees and Costs** - \$25,000.00
- **Dwelling Structures** - \$170,000.00
- **Contingency** - \$9,394.00

**Total = \$255,492.00**

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 taken 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 2014 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 laid out in Individual Training and Services Plans. Lehigh County Housing Authority (LCHA) currently, in partnership with Lehigh County and Lehigh Career & Technical Institute (LCTI), continues to improve its Section 3 eligible program participants' access to education and job training. The Housing Authority has been offering scholarships to eligible individuals wishing to participate in training offered by LCTI. There are 50 families participating in the FSS program, and all are Section 8 voucher holders. In addition, there is a 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.

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

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

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

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

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

Lehigh County's Community and Economic Development staff participated in the following activities during this CAPER period:

1. County staff attends on a quarterly basis the region's Fair Housing Consortium whose members include, North Penn Legal Services, representatives from Northampton County and the cities of Allentown, Bethlehem, and Easton.
2. County staff attended the Fair Housing Conference sponsored by the Housing Equality Center which focused on zoning, May 28, 2015 in Willow Grove, PA.
3. County staff attended a Fair Housing Accessibility workshop on June 4, 2014 hosted by the Fair Housing Council of Suburban Philadelphia (now called the Housing Equality Center) in Breinigsville, PA.
4. April 9, 2015 County staff attended a Fair Housing Accessibility (full day workshop) on Fair Housing Accessibility hosted by North Penn Legal Services and Housing Equality Center.
5. August 28, 2015 listened to a HUD Section 3 webinar on the new proposed rule.

North Penn Legal Services (NPLS) is a sub-recipient of FY 2014 CDBG funds from Lehigh County. NPLS is funded as a public service activity and provides legal aid related to affordable housing. NPLS serves 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. NPLS advocates assisted 55 households with their general housing and fair housing problems during this CAPER period. Staff distributed housing materials to outreach locations and also prepared and conducted presentations to educate people about housing issues.

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. The fundamental mission of NPLS is to increase access to affordable housing for all persons.

The Community Action Committee of Lehigh Valley (CACLV) implements the Community Action Financial

Service Program, which is 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 is conducted within the targeted areas.

Lehigh Valley Center for Independent Living (LVCIL) receives CDBG funds to carry out public service activities. The FY 2014 CDBG funds were used to provide housing location assistance to persons with disabilities. Services included case management, housing search, placement, and specialized support services. During this CAPER period, LVCIL hosted 2 landlord workshops. A total of twenty-three (23) landlords attended the workshops, but thirteen (13) were new to the Landlords for All Program. Landlord workshops increase the potential pool of landlords willing to rent to the disabled population and also increased the landlords' knowledge of Fair Housing issues. LVCIL also hosted two (2) consumer workshops. Consumer workshops teach consumers how to budget their current income, seek additional income and programs available to assist in lowering utility and grocery bills.

The Lehigh Valley Economic Development Corporation (LVEDC) received an award of \$3.2 million as a Sustainable Communities Regional Planning Grant from HUD. Eleven (11) agencies came together to apply for this grant. These agencies formed the Lehigh Valley Sustainability Consortium (LVSC). LVSC hired an independent consulting firm to complete the Regional Analysis of Impediments to Fair Housing Choice. The RAI was submitted to HUD on October 30, 2014, and each entitlement community adopted it during this CAPER period.

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

Despite efforts made by Lehigh County and social service providers in the County, a number of significant obstacles to meeting underserved needs remain. Funding becomes the greatest obstacle for Lehigh County to meet its underserved needs. Insufficient funding lessens the ability to fund many worthwhile public service programs, activities, agencies, and the needs of local municipalities. Lehigh County used its CDBG funds to provide assistance to activities that meet the underserved needs of the communities participating in the program. The most difficult obstacle to meeting the needs for affordable housing is a considerable lack of public and private financial resources to fully address the priorities identified in the Five Year Strategic Plan. Building the organizational infrastructure to undertake projects and programs that rehabilitate and expand the housing supply 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. Valley Housing Development Corporation (VHDC) applied for, but did not receive Low Income Housing Tax Credit (LITHC) funding during this CAPER period. They

applied for The Mills in Fountain Hill project that would have rehabbed 113 total units. There are 91 units for 55 and older residents, and 22 Single Room Occupancy (SRO) units for residents with mental illness. The total cost of the project was \$16 million. VHDC will be reapplying for LIHTC funds in March 2016.

- 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 multifamily housing.
- Active and productive non-profit housing developers need ready access to capital in order to finance the front end soft costs associated with new development. Utilizing a less restrictive source of financing for this (such as Act 137 Affordable Housing Trust Fund resources) would enable non-profits to seek out additional development opportunities and fully investigate the financial feasibility of potential projects early on. Lehigh County reenergized its General Purpose Authority financing vehicle to assist nonprofit developers in the planning of possible new developments.

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

Lehigh County has an Affordable Housing Trust Fund (AHTF). The fund provides support for affordable housing projects in the County. During this CAPER period, the County allocated \$432,217 of the AHTF to support affordable housing projects.

During this CAPER period, Lehigh County funded the following projects in 2014 to meet underserved needs:

- Catholic Charities - Self-Sufficiency & Intervention Program: \$29,700
- Communities in Schools of the Lehigh Valley - School-to-Career Program: \$21,650
- Lehigh Valley Center for Independent Living - People Living in Accessible Community Environments: \$20,400
- Meals on Wheels of Lehigh County - Meal Preparation and Delivery: \$20,000
- North Penn Legal Services - LMI Legal Aide: \$10,000
- The Literacy Center - Adult Literacy Instruction: \$20,000

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

Lead-based paint poses a particular hazard to children under the age of six, and is the focus of efforts by the U.S. Department of Housing and Urban Development (HUD) to raise awareness of the problem and mitigate or eliminate the hazard. Lead-based paint was banned in 1978, but housing constructed prior to that time typically contains lead-based paint to some degree. Lead hazards are addressed during housing rehabilitation efforts. All homes that receive rehabilitation assistance are tested for the presence of lead-based paint. When evidence 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 hazards and to perform work in a lead safe manner. Contractors must be trained and registered with EPA to do work in older homes that disturb painted surfaces. Local building code officers are made aware of these requirements. Contractors must provide appropriate notice to owners of properties that will be rehabilitated about the dangers of lead-based paint.

During this CAPER period, four (4) housing units were abated for lead based paint hazards with HOME funds.

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

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 American Community Survey (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 Valley Community Land Trust, a subsidiary of CACLV, assists LMI residents of Lehigh County to become homeowners. During this CAPER period, the



Lehigh Valley Community Land Trust (LVCLT) finished the rehabilitation of a townhome in Catasauqua Borough. LVCLT found a LMI buyer, and they closed on the home in December 2015. The \$45,000 in FY 2013 CDBG funds was used by LVCLT for the acquisition and rehab of the townhome.

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

During this CAPER period, Lehigh County funded the Catholic Charities - Self-Sufficiency & Intervention Program, which provided rent and utility assistance along with case management for 22 households, consisting of 56 people. All households are currently in stable housing and continue to receive case management services. The County also funded Communities in Schools of the Lehigh Valley - School-to-Career Program, which provided 20 low-income students with career awareness, skill development and case management to prepare them for work post high school. To date, all 20 students created a resume, cover letter and participated in a career interest inventory and mock interview, and 15 students participated in job shadowing or acquired a part time job.

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

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 entities, 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 2014, the partnership included the following agencies:

- North Penn Legal Services
- Catholic Charities, Diocese of Allentown
- Carbon Lehigh Intermediate Unit 21
- CIS Career Services at Whitehall High School
- Lehigh County Conference of Churches
- Lehigh Carbon Community College
- Meals on Wheels of Lehigh County, Inc.
- Lehigh Valley Center for Independent Living (LVCIL)
- New Bethany Ministries
- Lehigh Valley Regional Homeless Advisory Board (PA Eastern CoC)
- Lehigh Valley Community Land Trust (LVCLT).

Lehigh 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
- 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. In fact, the Allentown Commission to End Chronic Homelessness announced in October 2015 that it will be absorbed by Lehigh Valley Regional Homeless Advisory Board as part of the regional effort to solve the issue of homelessness across the Lehigh Valley.

The Lehigh Valley Planning Commission will continue to 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 taken to enhance coordination between public and private housing and social service agencies. 91.220(k); 91.320(j)**

The primary responsibility for the administration of the Annual Action Plan 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 is being prepared. As described in *Prosper Lehigh Valley*, a blog on economic development in the Lehigh Valley, eleven (11) agencies came together to apply for this grant through the U.S. Department of Housing and Urban Development (HUD). This grant was one of a few programs that 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

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

In 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 work with the Lehigh Valley Planning Commission to develop and promote a model ordinance for inclusionary zoning by December 2015. Furthermore, the counties will provide technical assistance to 75% of municipalities to update zoning ordinances in accordance with the model inclusionary zoning 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 work with the Lehigh Valley Planning Commission to develop and promote a model ordinance for inclusionary zoning by December 2015.

**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.

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

- Fair Housing Proclamation for the County of Lehigh, PA dated April 1, 2015.
- Flyer from Fair Housing Accessibility FIRST: Fair Housing Conference – Promoting Accessibility in the Lehigh Valley.
- North Penn Legal Services Fair Housing Ad from Gay Journal.
- The new RAI Impediments for Lehigh County and actions taken to address each impediment during the CAPER period.

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

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

Performance monitoring is an important component in the long-term success of the County's Community Development Block Grant Program. The County, through the Department of Community and Economic Development (DCED), has developed monitoring standards and procedures for ensuring that the recipients of CDBG funds 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 were held to a performance schedule through contract obligations. When these milestones were not met, the DCED staff works closely with the municipality to get the project back on track or reallocate the funds.

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

- Objectives of the National Affordable Housing Act were met,
- Program activities were progressing in compliance with the specifications and schedule for each program, and
- Recipients 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 were closely monitored and were included in the review and approval of budgets, compliance with executed grant agreements, review and approval of vouchers, review of fiscal reports on a quarterly basis, and a review of audits on an annual basis. Monitoring occurred through on-site monitoring visits. These visits occurred as necessary, but were conducted at least once a year.

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

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

Comprehensive Annual Performance and Evaluation Report (CAPER).

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

- **Literacy Center** - August 5, 2015
- **Catholic Charities of the Diocese of Allentown** - August 7, 2015
- **Meals on Wheels** - August 11, 2015
- **Lehigh Valley Center for Independent Living** - August 26, 2015
- **North Penn Legal Services** - August 27, 2015
- **Communities in Schools (CIS)** - August 27, 2015

Lehigh County had one concern from the onsite monitoring. During the monitoring visit of Communities in Schools (CIS), the CDBG Program Coordinator pulled a file which showed that one of the recipients of funding for the School to Career Program was found to have acknowledged by signature on the current CDBG Annual Survey Form that the household income was above 80% AMI (area median income). At this juncture, CDBG Program Coordinator required Communities in Schools staff to provide to their office all CDBG Program Survey signed sheets to provide proof that the majority of those clients served were 80% or under median household income. The CDBG Program Coordinator could confirm only one (1) household out of 24 households that was above 80% AMI. CIS was instructed that should they receive future funding, that only those households whose incomes are at or below 80% median income may be served.

### **Citizen Participation Plan 91.105(d); 91.115(d)**

#### **Description of the efforts to provide citizens with reasonable notice and an opportunity to comment on performance reports.**

Lehigh County placed the FY 2014 CAPER document on public display for a period of 15 days beginning on Thursday, December 10, 2015 through Thursday, December 24, 2015. A copy of the Public Notice was published in the "Morning Call" on Wednesday, December 9, 2015, a copy of which is attached in the Citizen Participation Section of this CAPER document.

The "Draft" FY 2014 CAPER was on display at the following locations in Lehigh County:

- **Lehigh County Department of Community and Economic Development** – Lehigh County Government Center, 17 South 7th Street, Allentown, PA 18101
- **Catasauqua Public Library** – 302 Bridge Street, Catasauqua, PA 18032
- **Coplay Library** – 49 South 5th Street, Coplay, PA 18037
- **Emmaus Public Library** – 11 East Main Street, Emmaus, PA 18049

- **Lower Macungie Library** – 3400 Brookside Road, Macungie, PA 18062
- **Parkland Community Library** – 4422 Walbert Avenue, Allentown, PA 18104
- **Slatington Library** – 650 Main Street, Slatington, PA 18080
- **Southern Lehigh Public Library** – 3200 Preston Lane, Center Valley, PA 18034
- **Whitehall Township Public Library** – 3700 Mechanicsville Road, Whitehall, PA 18052
- **Lehigh County website** – [www.lehighcounty.org/Departments/Community-Economic-Development](http://www.lehighcounty.org/Departments/Community-Economic-Development)



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

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

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

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

- **Housing** - \$339,328.24, which is 24.85% of the total expenditures.
- **Public Facilities and Improvements** - \$589,863.50, which is 43.19% of the total expenditures.
- **Public Services** - \$123,434.86, which is 9.04% of the total expenditures.
- **General Administration and Planning** - \$313,094.94, which is 22.93% of the total expenditures.
- **Total = \$1,365,721.54**

The Lehigh County Timeliness Ratio of unexpended funds as a percentage of the FY 2014 CDBG allocation is 1.22, which is under the maximum 1.5 ratio.

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

- **FY 2014 Percentage of Expenditures Assisting Low- and Moderate-Income Persons and Households Either Directly or On an Area Basis** - 100.00%
- **FY 2014 Percentage of Expenditures that Benefit Low- and Moderate-Income Areas** - 34.11%
- **FY 2014 Percentage of Expenditures that Aid in the Prevention or Elimination of Slum or Blight** - 0.00

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

- **Extremely Low Income (<=30%)** - 55.45%
- **Low Income (30-50%)** - 40.19%
- **Moderate Income (50-80%)** - 4.35%
- **Total Low- and Moderate-Income (<=80%)** - 100.00%
- **Non Low- and Moderate-Income (>80%)** - 0.00%

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

- **Actual Jobs Created** - 0

- **Actual Jobs Retained - 0**
- **Households Receiving Housing Assistance - 20**
- **Persons Assisted Directly, Primarily by Public Services and Public Facilities - 5,700**
- **Persons for Whom Services and Facilities were Available - 8,901**
- **Units Rehabilitated - Single Units - 8**
- **Units Rehabilitated - Multi Units Housing - 21**

During this CAPER period, the County leveraged \$1,166,472.25 for CDBG Activities based off the PR54 CDBG Community Development Block Grant Performance Profile Report.

During this CAPER period, none of the CDBG funds were not used to meet a National Objective. The County did not make any lump sum agreements during this CAPER period. The County did not do any float funded activities during this FY 2014 CAPER period. Lehigh County did not have any disallowed expenditures, nor did the County return any funds to the line-of-credit.

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

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

No

**CR-50 – Section 3 Report**

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

# County of Lehigh

Fiscal Year: 10/01/2014 through 09/30/2015 Program Code/Name: EU1 - URBAN COUNTIES ( \$1,407,900.33 )

## Address

17 S Seventh St, Allentown, PA 18101

## Contact Details

**Contact Person:** Paulette Gilfoil **PhoneNumber:** (610) 782-3566

**Fax Number:** **Email Address:** paulettegilfoil@lehighcounty.org

**Submission Date:** Tue, Dec 15, 2015

## Agency Hires

Job Category	Number Of New Hires	Number of New Hires that are Section 3 Residents	Aggregate Number of Staff Hours Worked	Total Staff Hours for Section 3 Employees	Number of Section 3 Trainees
--------------	------------------------	--------------------------------------------------------	----------------------------------------------	-------------------------------------------------	---------------------------------

## Contracting Details

**Construction Amount:** \$929,191.74

**Construction Amount Section 3:** \$0

**Construction Section 3 Percentage:** 0

**Construction Businesses:** 0

**Non-Construction Amount:** \$123,434.86

**Non-Construction Amount Section 3:** \$0

**Non-Construction Section 3 Percentage:** 0

**Non-Construction Businesses:** 0

## Compliance Details

**Recruited Low Income residents:** No

**Training Or Employment Of Section 3 Residents:** Yes

**Promoting Section 3 Business:** No

**Pre-Apprenticeship Programs:** No

**Other efforts for achieving compliance:** Yes

## Other Efforts Explanation:

In FY 2013, the County of Lehigh worked at a city of Allentown job fair to identify Section 3 residents who desired training in identified construction jobs receiving CDBG funding. In FY 2014 The County did considerable outreach to county's educational institutions which would have the desired training courses. There are two educational institutions which have the desired training opportunities but only one was receptive to being part of a pilot program. Lehigh Career and Technical Institute (LCTI) was identified with 2 courses, 1. CDL-A training (license to drive a commercial truck) and 2. Heavy Equipment Operators. Community Development Staff worked with LCTI staff to encourage and provide technical support for this organization to submit a PY 2015 CDBG application a pilot program with the intention of offering this type of training to Section 3 residents in phases. LCTI did submit and was approved PY 2015 funding First phase was offered in conjunction with LCTI and two additional leveraged funding sources, Lehigh County Housing Authority (LCHA) and PA CareerLink. The first phase was to be offered to the LCHA residents (Housing Authority and Section 8 voucher holders) as they are automatically qualified Section 3 residents. LCTI has been encouraged by the response and hopes to apply for another round of CDBG funding in 2016 from the County of Lehigh Community Development Office. This will begin Phase II which will open up to all County residents which will be income qualified by the County of Lehigh. In addition, the County of Lehigh hopes to work in the future with a YouthBuild Program as a possible Phase III.

**CR-55 – IDIS Reports**

Attached are the following U.S. Department of Housing and Urban Development (HUD) Reports from IDIS for the period from October 1, 2014 through September 30, 2015.

Attached are the following IDIS reports:

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



Office of Community Planning and Development  
 U.S. Department of Housing and Urban Development  
 Integrated Disbursement and Information System  
 PR26 - CDBG Financial Summary Report  
 Program Year 2014  
 LEHIGH COUNTY , PA

DATE: 12-08-15  
 TIME: 14:17  
 PAGE: 1

PART I: SUMMARY OF CDBG RESOURCES

01 UNEXPENDED CDBG FUNDS AT END OF PREVIOUS PROGRAM YEAR	1,126,359.92
02 ENTITLEMENT GRANT	1,152,713.00
03 SURPLUS URBAN RENEWAL	0.00
04 SECTION 108 GUARANTEED LOAN FUNDS	0.00
05 CURRENT YEAR PROGRAM INCOME	25,750.00
05a CURRENT YEAR SECTION 108 PROGRAM INCOME (FOR SI TYPE)	0.00
06 FUNDS RETURNED TO THE LINE-OF-CREDIT	0.00
06a FUNDS RETURNED TO THE LOCAL CDBG ACCOUNT	0.00
07 ADJUSTMENT TO COMPUTE TOTAL AVAILABLE	0.00
08 TOTAL AVAILABLE (SUM, LINES 01-07)	2,304,822.92

PART II: SUMMARY OF CDBG EXPENDITURES

09 DISBURSEMENTS OTHER THAN SECTION 108 REPAYMENTS AND PLANNING/ADMINISTRATION	1,052,626.60
10 ADJUSTMENT TO COMPUTE TOTAL AMOUNT SUBJECT TO LOW/MOD BENEFIT	0.00
11 AMOUNT SUBJECT TO LOW/MOD BENEFIT (LINE 09 + LINE 10)	1,052,626.60
12 DISBURSED IN IDIS FOR PLANNING/ADMINISTRATION	313,094.94
13 DISBURSED IN IDIS FOR SECTION 108 REPAYMENTS	0.00
14 ADJUSTMENT TO COMPUTE TOTAL EXPENDITURES	0.00
15 TOTAL EXPENDITURES (SUM, LINES 11-14)	1,365,721.54
16 UNEXPENDED BALANCE (LINE 08 - LINE 15)	939,101.38

PART III: LOWMOD BENEFIT THIS REPORTING PERIOD

17 EXPENDED FOR LOW/MOD HOUSING IN SPECIAL AREAS	0.00
18 EXPENDED FOR LOW/MOD MULTI-UNIT HOUSING	0.00
19 DISBURSED FOR OTHER LOW/MOD ACTIVITIES	940,926.60
20 ADJUSTMENT TO COMPUTE TOTAL LOW/MOD CREDIT	0.00
21 TOTAL LOW/MOD CREDIT (SUM, LINES 17-20)	940,926.60
22 PERCENT LOW/MOD CREDIT (LINE 21/LINE 11)	89.39%

LOW/MOD BENEFIT FOR MULTI-YEAR CERTIFICATIONS

23 PROGRAM YEARS(PY) COVERED IN CERTIFICATION	PY: 2013 PY: 2014 PY: 2015
24 CUMULATIVE NET EXPENDITURES SUBJECT TO LOW/MOD BENEFIT CALCULATION	1,451,133.94
25 CUMULATIVE EXPENDITURES BENEFITING LOW/MOD PERSONS	1,339,433.94
26 PERCENT BENEFIT TO LOW/MOD PERSONS (LINE 25/LINE 24)	92.30%

PART IV: PUBLIC SERVICE (PS) CAP CALCULATIONS

27 DISBURSED IN IDIS FOR PUBLIC SERVICES	123,434.86
28 PS UNLIQUIDATED OBLIGATIONS AT END OF CURRENT PROGRAM YEAR	9,161.94
29 PS UNLIQUIDATED OBLIGATIONS AT END OF PREVIOUS PROGRAM YEAR	10,846.80
30 ADJUSTMENT TO COMPUTE TOTAL PS OBLIGATIONS	0.00
31 TOTAL PS OBLIGATIONS (LINE 27 + LINE 28 - LINE 29 + LINE 30)	121,750.00
32 ENTITLEMENT GRANT	1,152,713.00
33 PRIOR YEAR PROGRAM INCOME	0.00
34 ADJUSTMENT TO COMPUTE TOTAL SUBJECT TO PS CAP	0.00
35 TOTAL SUBJECT TO PS CAP (SUM, LINES 32-34)	1,152,713.00
36 PERCENT FUNDS OBLIGATED FOR PS ACTIVITIES (LINE 31/LINE 35)	10.56%

PART V: PLANNING AND ADMINISTRATION (PA) CAP

37 DISBURSED IN IDIS FOR PLANNING/ADMINISTRATION	313,094.94
38 PA UNLIQUIDATED OBLIGATIONS AT END OF CURRENT PROGRAM YEAR	0.00
39 PA UNLIQUIDATED OBLIGATIONS AT END OF PREVIOUS PROGRAM YEAR	82,552.94
40 ADJUSTMENT TO COMPUTE TOTAL PA OBLIGATIONS	0.00
41 TOTAL PA OBLIGATIONS (LINE 37 + LINE 38 - LINE 39 +LINE 40)	230,542.00
42 ENTITLEMENT GRANT	1,152,713.00
43 CURRENT YEAR PROGRAM INCOME	25,750.00
44 ADJUSTMENT TO COMPUTE TOTAL SUBJECT TO PA CAP	0.00
45 TOTAL SUBJECT TO PA CAP (SUM, LINES 42-44)	1,178,463.00
46 PERCENT FUNDS OBLIGATED FOR PA ACTIVITIES (LINE 41/LINE 45)	19.56%



Office of Community Planning and Development  
 U.S. Department of Housing and Urban Development  
 Integrated Disbursement and Information System  
 PR26 - CDBG Financial Summary Report  
 Program Year 2014  
 LEHIGH COUNTY , PA

DATE: 12-08-15  
 TIME: 14:17  
 PAGE: 2

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

Report returned no data.

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

Plan Year	IDIS Project	IDIS Activity	Activity Name	Matrix Code	National Objective	Drawn Amount
2013	8	175	Columbia House Fire Escape Reconstruction	14B	LMH	\$111,700.00
				14B	Matrix Code	\$111,700.00
Total						\$111,700.00

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

Plan Year	IDIS Project	IDIS Activity	Voucher Number	Activity Name	Matrix Code	National Objective	Drawn Amount
2013	2	162	5766382	Coopersburg Borough Sanitary Sewer Rehabilitation	03J	LMA	\$175,000.00
2014	2	186	5851738	Borough of Coopersburg Sanitary Sewer Rehabilitation	03J	LMA	\$100,000.00
					03J	Matrix Code	\$275,000.00
2013	7	167	5766382	Slatington Borough Street Reconstruction Project	03K	LMA	\$84,000.00
					03K	Matrix Code	\$84,000.00
2013	3	163	5735820	Emmaus Borough Curb Cuts	03L	LMC	\$11,166.50
2013	3	163	5836514	Emmaus Borough Curb Cuts	03L	LMC	\$5,247.00
2013	5	165	5735820	Lower Macungie Curb Cuts Installation	03L	LMC	\$50,000.00
2013	6	166	5735820	Macungie Borough Curb Cuts	03L	LMC	\$48,300.00
2014	1	185	5851738	Alburtis Borough Installation Curb Cuts	03L	LMC	\$36,150.00
2014	3	187	5835842	Borough of Emmaus Installation of Curb Cuts	03L	LMC	\$23,455.25
2014	3	187	5847499	Borough of Emmaus Installation of Curb Cuts	03L	LMC	\$16,544.75
2014	5	189	5851738	Borough of Macungie Installation of Curb Cuts	03L	LMC	\$40,000.00
					03L	Matrix Code	\$230,863.50
2013	13	173	5735820	COMPASS/SOAR Benefits Counseling Program	03T	LMC	\$3,591.60
					03T	Matrix Code	\$3,591.60
2014	11	196	5797491	Meals on Wheels Subsidized Meal Preparation Program	05	LMC	\$6,400.16
2014	11	196	5814403	Meals on Wheels Subsidized Meal Preparation Program	05	LMC	\$12,169.50
2014	11	196	5835842	Meals on Wheels Subsidized Meal Preparation Program	05	LMC	\$1,430.34
2014	13	198	5797491	Literacy Center Adult Literacy Program	05	LMC	\$7,570.57
2014	13	198	5814403	Literacy Center Adult Literacy Program	05	LMC	\$6,517.62
2014	13	198	5835842	Literacy Center Adult Literacy Program	05	LMC	\$5,911.81
					05	Matrix Code	\$40,000.00
2014	10	195	5797491	LVCIL P.L.A.C.E Program	05B	LMC	\$5,823.85
2014	10	195	5814403	LVCIL P.L.A.C.E Program	05B	LMC	\$5,039.78
2014	10	195	5847499	LVCIL P.L.A.C.E Program	05B	LMC	\$4,551.83
2014	10	195	5865767	LVCIL P.L.A.C.E Program	05B	LMC	\$765.05
					05B	Matrix Code	\$16,180.51
2014	9	194	5797491	Communities in Schools Career Development Program	05H	LMC	\$4,921.58
2014	9	194	5814403	Communities in Schools Career Development Program	05H	LMC	\$5,519.54
2014	9	194	5835842	Communities in Schools Career Development Program	05H	LMC	\$6,266.43
					05H	Matrix Code	\$16,707.55
2014	12	197	5797491	North Penn Legal Services Housing Program	05J	LMC	\$6,715.48
2014	12	197	5814403	North Penn Legal Services Housing Program	05J	LMC	\$3,284.52
					05J	Matrix Code	\$10,000.00
2013	11	168	5735820	Self Sufficiency & Intervention Program	05Q	LMC	\$7,255.20
2014	8	193	5814403	Catholic Charities Self Sufficiency Intervention Program	05Q	LMC	\$12,934.91
2014	8	193	5835842	Catholic Charities Self Sufficiency Intervention Program	05Q	LMC	\$15,254.11
2014	8	193	5847499	Catholic Charities Self Sufficiency Intervention Program	05Q	LMC	\$373.10
2014	8	193	5851738	Catholic Charities Self Sufficiency Intervention Program	05Q	LMC	\$973.96
2014	8	193	5865767	Catholic Charities Self Sufficiency Intervention Program	05Q	LMC	\$163.92
					05Q	Matrix Code	\$36,955.20



Office of Community Planning and Development  
 U.S. Department of Housing and Urban Development  
 Integrated Disbursement and Information System  
 PR26 - CDBG Financial Summary Report  
 Program Year 2014  
 LEHIGH COUNTY , PA

DATE: 12-08-15  
 TIME: 14:17  
 PAGE: 3

Plan Year	IDIS Project	IDIS Activity	Voucher Number	Activity Name	Matrix Code	National Objective	Drawn Amount
2007	22	160	5814359	Target Housing Rehab - Catasauqua - Construction	14A	LMH	\$10,935.00
2007	22	160	5851742	Target Housing Rehab - Catasauqua - Construction	14A	LMH	\$5,565.00
2011	15	132	5735824	County Wide Housing Rehabilitation Construction Costs	14A	LMH	\$18,060.00
2011	15	132	5814387	County Wide Housing Rehabilitation Construction Costs	14A	LMH	\$14,665.00
2011	15	132	5836524	County Wide Housing Rehabilitation Construction Costs	14A	LMH	\$7,270.00
2011	15	132	5847507	County Wide Housing Rehabilitation Construction Costs	14A	LMH	\$14,890.00
2012	16	156	5757715	CWHR Program Construction Costs	14A	LMH	\$19,788.00
2012	16	156	5794981	CWHR Program Construction Costs	14A	LMH	\$14,037.14
2012	16	156	5847496	CWHR Program Construction Costs	14A	LMH	\$12,023.00
2012	16	156	5865774	CWHR Program Construction Costs	14A	LMH	\$16,565.10
2014	7	191	5865767	County Wide Housing Rehabilitation - DELIVERY COSTS	14A	LMH	\$11.10
					14A	Matrix Code	\$133,809.34
2013	10	171	5735820	LVCLT Acquisition and Rehab	14G	LMH	\$45,000.00
					14G	Matrix Code	\$45,000.00
2007	22	184	5766473	Target Housing Rehab - Catasauqua - Delivery	14H	LMC	\$6,793.20
2007	22	184	5795104	Target Housing Rehab - Catasauqua - Delivery	14H	LMC	\$3,406.60
2007	22	184	5814359	Target Housing Rehab - Catasauqua - Delivery	14H	LMC	\$299.70
2007	22	184	5836547	Target Housing Rehab - Catasauqua - Delivery	14H	LMC	\$2,442.00
2007	22	184	5847510	Target Housing Rehab - Catasauqua - Delivery	14H	LMC	\$832.50
2007	22	184	5865778	Target Housing Rehab - Catasauqua - Delivery	14H	LMC	\$36.00
2010	15	110	5814378	County Wide Housing Rehab Program Delivery	14H	LMH	\$432.00
2010	15	110	5836529	County Wide Housing Rehab Program Delivery	14H	LMH	\$216.00
2010	15	110	5865776	County Wide Housing Rehab Program Delivery	14H	LMH	\$72.00
2011	16	133	5757724	County Wide Housing Rehabilitation Delivery Costs	14H	LMH	\$44.40
2011	16	133	5794975	County Wide Housing Rehabilitation Delivery Costs	14H	LMH	\$488.40
2011	16	133	5814387	County Wide Housing Rehabilitation Delivery Costs	14H	LMH	\$1,598.40
2011	16	133	5836524	County Wide Housing Rehabilitation Delivery Costs	14H	LMH	\$371.20
2012	15	155	5794981	Catasauqua Borough Housing Rehab Delivery Costs	14H	LMH	\$78.80
2012	15	155	5870237	Catasauqua Borough Housing Rehab Delivery Costs	14H	LMH	\$1,587.30
2012	17	157	5757715	CWHR Program Delivery Costs	14H	LMH	\$1,409.70
2012	17	157	5766469	CWHR Program Delivery Costs	14H	LMH	\$1,898.10
2012	17	157	5794981	CWHR Program Delivery Costs	14H	LMH	\$3,130.20
2012	17	157	5814392	CWHR Program Delivery Costs	14H	LMH	\$333.00
2012	17	157	5836521	CWHR Program Delivery Costs	14H	LMH	\$10,531.90
2012	17	157	5847496	CWHR Program Delivery Costs	14H	LMH	\$1,709.40
2012	17	157	5851741	CWHR Program Delivery Costs	14H	LMH	\$2,797.20
2012	17	157	5865774	CWHR Program Delivery Costs	14H	LMH	\$2,783.10
2013	9	177	5836514	CWHR PROGRAM DELIVERY COSTS	14H	LMH	\$621.60
2013	9	177	5847497	CWHR PROGRAM DELIVERY COSTS	14H	LMH	\$832.50
2013	9	177	5851740	CWHR PROGRAM DELIVERY COSTS	14H	LMH	\$1,132.20
2013	9	177	5865771	CWHR PROGRAM DELIVERY COSTS	14H	LMH	\$2,941.50
					14H	Matrix Code	\$48,818.90
<b>Total</b>							<b>\$940,926.60</b>

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

Plan Year	IDIS Project	IDIS Activity	Voucher Number	Activity Name	Matrix Code	National Objective	Drawn Amount
2013	13	173	5735820	COMPASS/SOAR Benefits Counseling Program	03T	LMC	\$3,591.60
					03T	Matrix Code	\$3,591.60
2014	11	196	5797491	Meals on Wheels Subsidized Meal Preparation Program	05	LMC	\$6,400.16
2014	11	196	5814403	Meals on Wheels Subsidized Meal Preparation Program	05	LMC	\$12,169.50
2014	11	196	5835842	Meals on Wheels Subsidized Meal Preparation Program	05	LMC	\$1,430.34
2014	13	198	5797491	Literacy Center Adult Literacy Program	05	LMC	\$7,570.57
2014	13	198	5814403	Literacy Center Adult Literacy Program	05	LMC	\$6,517.62
2014	13	198	5835842	Literacy Center Adult Literacy Program	05	LMC	\$5,911.81





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

DATE: 12/2/2015  
TIME: 8:54:22 AM  
PAGE: 1/2

IDIS

Program	Fund Type	Grantee Name	Grant Number	Authorized Amount	Suballocated Amount	Amount Committed to Activities	Net Drawn Amount	FY YTD Net Draw Amount
CDBG	EN	LEHIGH COUNTY	B07UC420011	\$1,432,485.00	\$0.00	\$1,432,485.00	\$1,432,485.00	\$0.00
			B08UC420011	\$1,383,561.00	\$0.00	\$1,383,561.00	\$1,383,561.00	\$0.00
			B09UC420011	\$1,400,232.00	\$0.00	\$1,400,232.00	\$1,400,232.00	\$0.00
			B10UC420011	\$1,572,129.00	\$0.00	\$1,572,129.00	\$1,572,129.00	\$0.00
			B11UC420011	\$1,312,671.00	\$0.00	\$1,312,671.00	\$1,312,671.00	\$0.00
			B12UC420011	\$1,139,549.00	\$0.00	\$1,139,549.00	\$1,139,549.00	\$0.00
			B13UC420011	\$1,151,731.00	\$0.00	\$1,151,731.00	\$1,151,731.00	\$0.00
			B14UC420011	\$1,152,713.00	\$0.00	\$1,077,603.00	\$508,806.66	\$351,072.46
	<b>LEHIGH COUNTY Subtotal:</b>			<b>\$10,545,071.00</b>	<b>\$0.00</b>	<b>\$10,469,961.00</b>	<b>\$9,901,164.66</b>	<b>\$351,072.46</b>
	<b>EN Subtotal:</b>			<b>\$10,545,071.00</b>	<b>\$0.00</b>	<b>\$10,469,961.00</b>	<b>\$9,901,164.66</b>	<b>\$351,072.46</b>
	PI	LEHIGH COUNTY	B09UC420011	\$19,960.00	\$0.00	\$19,960.00	\$19,960.00	\$0.00
			B11UC420011	\$6,375.30	\$0.00	\$6,375.30	\$6,375.30	\$0.00
			B14UC420011	\$25,750.00	\$0.00	\$2,010.00	\$2,010.00	\$2,010.00
			<b>LEHIGH COUNTY Subtotal:</b>			<b>\$52,085.30</b>	<b>\$0.00</b>	<b>\$28,345.30</b>
<b>PI Subtotal:</b>			<b>\$52,085.30</b>	<b>\$0.00</b>	<b>\$28,345.30</b>	<b>\$28,345.30</b>	<b>\$2,010.00</b>	
<b>GRANTEE</b>				<b>\$10,597,156.30</b>	<b>\$0.00</b>	<b>\$10,498,306.30</b>	<b>\$9,929,509.96</b>	<b>\$353,082.46</b>

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

DATE: 12/2/2015  
TIME: 8:54:22 AM  
PAGE: 2/2

IDIS

Program	Fund Type	Grantee Name	Grant Number	Available to Commit	Available to Draw	Recapture Amount		
CDBG	EN	LEHIGH COUNTY	B07UC420011	\$0.00	\$0.00	\$0.00		
			B08UC420011	\$0.00	\$0.00	\$0.00		
			B09UC420011	\$0.00	\$0.00	\$0.00		
			B10UC420011	\$0.00	\$0.00	\$0.00		
			B11UC420011	\$0.00	\$0.00	\$0.00		
			B12UC420011	\$0.00	\$0.00	\$0.00		
			B13UC420011	\$0.00	\$0.00	\$0.00		
			B14UC420011	\$75,110.00	\$643,906.34	\$0.00		
			<b>LEHIGH COUNTY Subtotal:</b>	<b>\$75,110.00</b>	<b>\$643,906.34</b>	<b>\$0.00</b>		
			<b>EN Subtotal:</b>	<b>\$75,110.00</b>	<b>\$643,906.34</b>	<b>\$0.00</b>		
			PI	LEHIGH COUNTY	B09UC420011	\$0.00	\$0.00	\$0.00
					B11UC420011	\$0.00	\$0.00	\$0.00
					B14UC420011	\$23,740.00	\$23,740.00	\$0.00
					<b>LEHIGH COUNTY Subtotal:</b>	<b>\$23,740.00</b>	<b>\$23,740.00</b>	<b>\$0.00</b>
<b>PI Subtotal:</b>	<b>\$23,740.00</b>	<b>\$23,740.00</b>			<b>\$0.00</b>			
<b>GRANTEE</b>			<b>\$98,850.00</b>	<b>\$667,646.34</b>	<b>\$0.00</b>			

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

DATE: 11/17/2015  
TIME: 9:22:44 AM  
PAGE: 1/4

IDIS

Plan IDIS Year Project	Project Title and Description	Program	Project Estimate	Committed Amount	Amount Drawn Thru Report Year	
2014 1	Borough of Alburtis - Curb Cuts	Curb cuts on Third Street @ \$5,000 per cut.	CDBG	\$40,000.00	\$36,150.00	\$36,150.00
2	Borough of Coopersburg - Sanitary Sewer Rehabilitation	Repair 15 manholes and 3,168 feet of main line pipe.	CDBG	\$100,000.00	\$100,000.00	\$100,000.00
3	Borough of Emmaus - Curb Cuts	Curb cuts on North 4th and North 3rd Street at \$4,102 per cut.	CDBG	\$40,000.00	\$40,000.00	\$40,000.00
4	Borough of Fountain Hill - North Clewell Street Reconstruction and Curb Cuts	Reconstruction of North Clewell Street between Jeter and Delaware Streets, including 150 lineal feet of new curbs and 10 ramps.	CDBG	\$120,000.00	\$120,000.00	\$0.00
5	Borough of Macungie - Curb Cuts	Curb cuts on Main Street between Chestnut and the railroad crossing.	CDBG	\$40,000.00	\$40,000.00	\$40,000.00
6	Borough of Slatington - East Washington Street Reconstruction and Curb Cuts	Street reconstruction and curb cuts along East Washington from First Street to Fairview Street.	CDBG	\$75,421.00	\$75,421.00	\$0.00
7	County-wide Housing Rehab - Housing Rehabilitation Financing	Funding rehabilitation owner-occupied LMI properties. Program delivery is also included.	CDBG	\$150,000.00	\$30,000.00	\$0.00
8	Catholic Charities - Self-sufficiency & Intervention Program	Rent and utility assistance along with case management for approximately 30 households.	CDBG	\$29,700.00	\$29,700.00	\$29,536.08
9	Communities in Schools of the Lehigh Valley - School-to-Career Program	Provide 20 low-income students with career awareness, skill development and case management to prepare them for work post high school.	CDBG	\$21,650.00	\$21,650.00	\$16,707.55
10	Lehigh Valley Center for Independent Living - People Living in Accessible Community Environments	Housing counseling to 30 clients who are homeless or near homeless, along with short-term rental assistance. Fair Housing Landlord education focused on disabilities.	CDBG	\$20,400.00	\$20,400.00	\$15,415.46
11	Meals on Wheels of Lehigh County - Meal Preparation and Delivery	Meals to homebound seniors and adults with disabilities, all with income below \$38,550.	CDBG	\$20,000.00	\$20,000.00	\$20,000.00
12	North Penn Legal Services - LMI Legal Aide	Advice, referrals, advocacy and some direct representation of LMI people being evicted, denied housing or who are forced to live in uninhabitable conditions.	CDBG	\$10,000.00	\$10,000.00	\$10,000.00
13	The Literacy Center - Adult Literacy Instruction	Adult Basic Education, GED instruction and ESL classes for 100 residents.	CDBG	\$20,000.00	\$20,000.00	\$20,000.00
14	Administration	Oversight, management, and administration of the CDBG Program.	CDBG	\$230,542.00	\$230,542.00	\$230,542.00
15	Unprogrammed Funds	Unprogrammed Funds.	CDBG	\$85,000.00	\$0.00	\$0.00
16	General Administration	General Administration Costs	CDBG	\$230,542.00	\$0.00	\$0.00

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

DATE: 11/17/2015  
TIME: 9:22:44 AM  
PAGE: 2/4

IDIS

Plan IDIS Year Project	Project Title and Description		Program	Amount Available to Draw	Amount Drawn in Report Year
2014 1	Borough of Alburtis - Curb Cuts	Curb cuts on Third Street @ \$5,000 per cut.	CDBG	\$0.00	\$36,150.00
2	Borough of Coopersburg - Sanitary Sewer Rehabilitation	Repair 15 manholes and 3,168 feet of main line pipe.	CDBG	\$0.00	\$100,000.00
3	Borough of Emmaus - Curb Cuts	Curb cuts on North 4th and North 3rd Street at \$4,102 per cut.	CDBG	\$0.00	\$40,000.00
4	Borough of Fountain Hill - North Clewell Street Reconstruction and Curb Cuts	Reconstruction of North Clewell Street between Jeter and Delaware Streets, including 150 lineal feet of new curbs and 10 ramps.	CDBG	\$120,000.00	\$0.00
5	Borough of Macungie - Curb Cuts	Curb cuts on Main Street between Chestnut and the railroad crossing.	CDBG	\$0.00	\$40,000.00
6	Borough of Slatington - East Washington Street Reconstruction and Curb Cuts	Street reconstruction and curb cuts along East Washington from First Street to Fairview Street.	CDBG	\$75,421.00	\$0.00
7	County-wide Housing Rehab - Housing Rehabilitation Financing	Funding rehabilitation owner-occupied LMI properties. Program delivery is also included.	CDBG	\$30,000.00	\$0.00
8	Catholic Charities - Self-sufficiency & Intervention Program	Rent and utility assistance along with case management for approximately 30 households.	CDBG	\$163.92	\$29,536.08
9	Communities in Schools of the Lehigh Valley - School-to-Career Program	Provide 20 low-income students with career awareness, skill development and case management to prepare them for work post high school.	CDBG	\$4,942.45	\$16,707.55
10	Lehigh Valley Center for Independent Living - People Living in Accessible Community Environments	Housing counseling to 30 clients who are homeless or near homeless, along with short-term rental assistance. Fair Housing Landlord education focused on disabilities.	CDBG	\$4,984.54	\$15,415.46
11	Meals on Wheels of Lehigh County - Meal Preparation and Delivery	Meals to homebound seniors and adults with disabilities, all with income below \$38,550.	CDBG	\$0.00	\$20,000.00
12	North Penn Legal Services - LMI Legal Aide	Advice, referrals, advocacy and some direct representation of LMI people being evicted, denied housing or who are forced to live in uninhabitable conditions.	CDBG	\$0.00	\$10,000.00
13	The Literacy Center - Adult Literacy Instruction	Adult Basic Education, GED instruction and ESL classes for 100 residents.	CDBG	\$0.00	\$20,000.00
14	Administration	Oversight, management, and administration of the CDBG Program.	CDBG	\$0.00	\$230,542.00
15	Unprogrammed Funds	Unprogrammed Funds.	CDBG	\$0.00	\$0.00
16	General Administration	General Administration Costs	CDBG	\$0.00	\$0.00

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

DATE: 11/17/2015  
TIME: 9:22:44 AM  
PAGE: 3/4

IDIS

Plan IDIS Year Project	Project Title and Description	Program	Project Estimate	Committed Amount	Amount Drawn Thru Report Year
2014 17	Salisbury Township - Rehabilitation of Sanitary Sewers	Funds will be used for testing and sealing repairs to manholes and sewer main lines by means of dig repairs or cured in place liner (as appropriate). In total, about 10 manholes and approximately 5,500 feet of main line pipe are proposed to be repaired. The anticipated work is all within the Block Group 006701-5.	\$150,000.00	\$0.00	\$0.00

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

DATE: 11/17/2015  
TIME: 9:22:44 AM  
PAGE: 4/4

IDIS

Plan IDIS Year Project	Project Title and Description	Program	Amount Available to Draw	Amount Drawn in Report Year	
2014 17	Salisbury Township - Rehabilitation of Sanitary Sewers	Funds will be used for testing and sealing repairs to manholes and sewer main lines by means of dig repairs or cured in place liner (as appropriate). In total, about 10 manholes and approximately 5,500 feet of main line pipe are proposed to be repaired. The anticipated work is all within the Block Group 006701-5.	CDBG	\$0.00	\$0.00

## CR-60 – Fair Housing

Attached are the following fair housing items:

- Fair Housing Proclamation for the County of Lehigh, PA dated April 1, 2015.
- Flyer from Fair Housing Accessibility FIRST: Fair Housing Conference – Promoting Accessibility in the Lehigh Valley.
- North Penn Legal Services Fair Housing Ad from Gay Journal.
- The new RAI Impediments for Lehigh County and actions taken to address each impediment during the CAPER period.

Lehigh County's Community and Economic Development staff participated in the following activities during this CAPER period:

1. County staff attends on a quarterly basis the region's Fair Housing Consortium whose members include, North Penn Legal Services, representatives from Northampton County and the cities of Allentown, Bethlehem, and Easton.
2. County staff attended the Fair Housing Conference sponsored by the Housing Equality Center which focused on zoning, May 28, 2015 in Willow Grove, PA.
3. County staff attended a Fair Housing Accessibility workshop on June 4, 2014 hosted by the Fair Housing Council of Suburban Philadelphia (now called the Housing Equality Center) in Breinigsville, PA.
4. April 9, 2015 County staff attended a Fair Housing Accessibility (full day workshop) on Fair Housing Accessibility hosted by North Penn Legal Services and Housing Equality Center.
5. August 28, 2015 listened to a HUD Section 3 webinar on the new proposed rule.

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. The County has appointed a Fair Housing Officer 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. Continue to 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 continue to declare April to be Fair Housing Month via proclamation, in conjunction with holding an annual fair housing workshop.
  11. Outreach to public – provide updated Housing Discrimination information.
  12. Lehigh County will continue to provide funding through its Affordable Housing Trust Fund to the Fair Housing Consortium.

The Lehigh Valley Economic Development Corporation (LVEDC) received an award of \$3.2 million as a Sustainable Communities Regional Planning Grant from HUD. Eleven (11) agencies came together to apply for this grant. These agencies formed the Lehigh Valley Sustainability Consortium (LVSC). LVSC hired an independent consulting firm to complete the Regional Analysis of Impediments to Fair Housing Choice. The RAI was submitted to HUD on October 30, 2014. LVSC is waiting for HUD's approval. The following actions were taken to address the impediments identified in the new Regional A.I.:

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

**Actions:**

1. Lehigh County is part of a regional fair housing consortium with Northampton County and the cities of Allentown, Bethlehem, and Easton. The consortium has funded North Penn Legal Services to present workshops on fair housing issues to local non-profit agencies, real estate professionals and legal professionals. This year the consortium had NPLS focus their presentations to encourage lenders by doing additional fair housing outreach to the region's lenders. NPLS presented at the Greater Lehigh Valley Realtor Association new agent seminar to ensure that each new agent receives fair housing training. During this CAPER period, the consortium was discussing the need to provide testing by the Housing Equality Center to lenders to determine if there is disparities in mortgage lending. However, funding was an issue and the testing will have to wait until next CAPER period.

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

**Actions:**

1. The County of Lehigh has continued its annual practice through its PY 2015 CDBG program funding to NPLS to ensure legal aid related to fair housing be administered to its low to moderate-income residents. NPLS provided assistance to income eligible clients via advocacy for those being evicted, denied housing, or forced to live in uninhabitable conditions. During this CAPER period, NPLS assisted 88 persons with CDBG funds.
2. Workshops at the local service locations provided education to low and moderate income

households about home foreclosure and consumer issues.

3. Fair housing rights was promoted by distributing housing information ("The Right Stuff about Renting) to social service organizations.
4. The County continued to work with NPLS through its Fair Housing Project to require six training sessions annually be conducted with it regional realtor association.
5. The County encouraged municipalities to attend the annual Fair Housing Conference in April, 2016: Promoting Accessibility in the Lehigh Valley by giving extra points in their 2015 CDBG applications. County staff attends the annual function. The function takes place during the designated "Fair Housing Awareness Month".
6. County staff attended quarterly meeting with NPLS to review and make recommendations on any fair housing issues/complaints received.
7. The County encourages and petitions other fair housing providers to apply for the county's Affordable Housing Trust funding stream to provide additional educational opportunities on fair housing.

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

**Actions:**

1. Collegially worked with and collect from other entitlement communities names of other regional fair housing organizations. Invite them to attend and present at the quarterly Fair Housing Project meetings held with NPLS any updates on their organizations activities or issues.
2. Lehigh Valley Center for Independent Living (as a designated housing counseling organization) conducted one outreach session on fair housing issues to housing professionals and community service.
3. Continued to discuss activity strategies and successes of their fair housing organizations. Build upon their successes and make recommendations. They coordinated ideas and identified strengths of each fair housing organization.
4. Had discussions with regional entitlements to provide new funding for possible new testing and educational offerings to the region. Invite providers to attend regional fair housing consortium quarterly meetings.
5. Discuss the roles of each organization and its impact on the region's fair housing past, current or future housing discrimination issues.

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

**Actions:**

1. County staff has enlisted the services of the regional Lehigh Valley Planning Commission (LVPC) to work on the development of a model fair housing ordinance by December 15, 2015.

2. LVPC held two information sessions in November on the topic of Fair Housing: Beyond Codes. All municipal governments in both counties were introduced to the current fair housing standards as it applies to zoning.
3. County provided technical assistance through LVPC to 75% (19 municipalities) for the sole purpose of updating their zoning ordinances in accordance with the newly created model fair housing ordinance created by LVPC.
4. The County of Lehigh provided funding (PY 2014) to the Lehigh Valley Center for Independent Living (LVCIL) PLACE program which ensures that county residents with disabilities housing needs are being met and these residents are protected from housing discrimination. There were 24 households served with housing counseling and case management during this CAPER period. This program provided education to local landlords. LVCIL hosted 2 landlord workshops, with 23 landlords attending the workshops.
5. Priority designation for municipalities who applied to the county for its PY 2015 CDBG Funding was given to those municipalities' municipal managers and zoning/building personnel who attend the Fair Housing Conference April 9, 2015. Fair Housing conference focused on promoting fair housing accessibility in Lehigh Valley.

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

**Actions:**

1. County staff has enlisted the services of the regional Lehigh Valley Planning Commission (LVPC) to work on the development of a model fair housing ordinance by December 15, 2015.

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

**Actions:**

1. The County has had a County Wide Housing Rehabilitation Program since 2007. The County has continued to offer this program to its residents as it has identified the needs of its older affordable housing stock as a high funding priority. In addition, during PY 2014 HOME state funds were utilized to a targeted Housing Rehabilitation Program in the Borough of Catasauqua. Eight (8) owner-occupied housing units were rehabilitated with CDBG funds and another eight (8) with HOME funds during this CAPER period, for a total of sixteen (16) properties. Another nine (9) were in the process of being rehabilitated during this CAPER period – six (6) with CDBG funds, and three (3) with HOME funds.
2. The County continued to look for housing programs for retrofits for people with disabilities to fund.
3. During this CAPER period, Neighborhood Housing Services of the Lehigh Valley assisted five (5) households with down payment closing cost assistance.

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

**Actions:**

1. The County continued to work with LANta and LVPC studies and planning documents (such as the Comprehensive Plan and the Moving LANta Forward Study) for opportunities to advocate transportation infrastructure improvement which align with the goal of expanding housing choice.
2. County staff has become Board members of each organization (LVPC, LVEDC and LANta) to ensure advocacy is being met to expand housing choice.



## *Proclamation*

**WHEREAS**, April marks the 47<sup>th</sup> anniversary of the passage of the Fair Housing Act of 1968, which sought to eliminate discrimination in housing opportunities and to affirmatively further housing choices for all Americans; and

**WHEREAS**, millions of people are victims of housing discrimination each year; and

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

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

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

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

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

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

**NOW THEREFORE BE IT RESOLVED**, that we do hereby proclaim April 2015 as Fair Housing Month. We encourage all agencies, institutions and individuals, public and private, in Lehigh County to abide by the letter and spirit of the Fair Housing law.

**April 1, 2015**

A handwritten signature in black ink, appearing to read "Tom Muller", is written over a horizontal line.

**Thomas S. Muller, County Executive**

**County of Lehigh**



Greater Lehigh Valley Realtors  
 The Housing Equality Center of Pennsylvania  
 North Penn Legal Services  
 and  
 U.S. Department of Housing and Urban Development

PRESENT A **FREE**  
**Fair Housing Conference –**  
**Promoting Accessibility in the Lehigh Valley**



**Details**

April 9, 2015  
 8:30 a.m. – 3:00 p.m.

Hotel Bethlehem  
 437 Main Street  
 Bethlehem, PA 18018  
 1-866-599-6674

**Co-Sponsored by**

- Greater Lehigh Valley Realtors
- Housing Equality Center of Pennsylvania
- North Penn Legal Services

**Information:**

Questions may be directed to:  
 GSonnabend@lcmarchitects.com



\*This program is registered with the American Institute of Architects. Architects will receive up to 6 continuing education credits.

**AGENDA**

8:30 – 9:00	Registration
9:00 – 9:15	Welcome and Opening Remarks
9:15 – 10:15	Fair Housing Act Accessibility Requirements Overview – Module 2
10:15 – 10:30	Break
10:30 – 12:00	Fair Housing Act Enforcement – Module 4
12:00 – 1:00	Lunch included with registration
1:00 – 1:30	Disability Housing Resources and Solutions for Lehigh Valley Landlords, Realtors, Developers, and Communities <i>(presented by the Housing Equality Center and North Penn Legal Services)</i>
1:30 – 1:45	Break
1:45 – 3:15	Making Housing Accessible through Accommodations and Modifications – Module 11



**Fair Housing Accessibility FIRST:**

Our mission is to promote compliance with the Fair Housing Act design and construction requirements. The program offers comprehensive detailed instruction & online web resources @

[www.fairhousingfirst.org](http://www.fairhousingfirst.org).

**Technical Guidance:**

HUD supports a dedicated call center, the FIRST Design and Construction Resource Center – (DCRC).

**Call 1-888-341-7781**

Our toll-free information line for technical guidance.

**REGISTRATION:**

<http://fhafirst.eventbrite.com>



THE  
**GAY JOURNAL**  
LIFE JOURNEY STYLE

FALL PREMIER ISSUE

LEHIGH  
VALLEY  
PRIDE  
ISSUE

CANDIDA AFFA  
MATT ZARLEY  
BILLY CLIFT  
SVET

**THIS  
AIN'T YOUR  
GRANDMA'S  
KENNEDY**

Kennedy  
Davenport



## WHEN WE EMBRACE DIVERSITY, WE BUILD STRONGER COMMUNITIES.

Studies show that diversity helps broaden children's social networks by creating opportunities for interaction across racial and ethnic lines. And that in turn contributes to greater tolerance, fair-mindedness and openness. Housing discrimination deters the creation of diverse communities. The federal Fair Housing Act prohibits discrimination because of race, color, religion, national origin, sex, familial status or disability. To file a discrimination complaint or to learn more about fair housing and diverse communities, contact HUD or your local fair housing center.

Visit [hud.gov/fairhousing](http://hud.gov/fairhousing) or call  
the HUD Hotline **1-800-669-9777** (English/Español)

**FAIR HOUSING IS YOUR RIGHT. USE IT!**



SCAN HERE FOR  
MORE INFO

A public service message from the U.S. Department of Housing and Urban Development in partnership with the National Fair Housing Alliance.



**CR-65 – Citizen Participation**

The following page include the public display notice. No public or written comments were received by the County.

# 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 9th day of December 2015.....

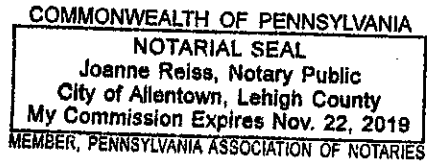
Affiant further deposes that he is the designated agent duly authorized by THE MORNING CALL, LLC, a corporation, publisher of said THE MORNING CALL, a newspaper of general circulation, to verify the foregoing statement under oath, and the affiant is not interested in the subject matter of the aforesaid 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 10th day of December 2015.

*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.

PUBLISHER

THE MORNING CALL  
Published by  
The Morning Call News

By .....

PUBLICATION COSTS

## LEHIGH COUNTY, PA COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROGRAM FY 2014 CONSOLIDATED ANNUAL PERFORMANCE AND EVALUATION REPORT (CAPER)

Notice is hereby given that Lehigh County intends to submit its FY 2014 Consolidated Annual Performance and Evaluation Report (CAPER) to the U.S. Department of Housing and Urban Development on or before Tuesday, December 29, 2015.

In accordance with Title J of the National Affordable Housing Act of 1990, as amended, Lehigh County has prepared its Fiscal Year 2014 Consolidated Annual Performance and Evaluation Report (CAPER) for its Community Development Block Grant (CDBG) Program. This report describes the level of housing assistance and other community development activities designed to benefit low- and moderate-income persons and households in Lehigh County through various federal funding programs during the Program Year October 1, 2014 through September 30, 2015.

Copies of the FY 2014 CAPER are available for public inspection at the following locations in Lehigh County, as well as on the Lehigh County website: <http://www.LehighCounty.org> beginning December 10, 2015 through December 24, 2015:

- 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 - 422 Walbert Avenue, Allentown, PA 18104
- Slatington Library - 650 Main Street, Slatington, PA 18080
- Southern Lehigh Public Library - 3200 Preston Lane, Center Valley, PA 18034
- Whitehall Township Public Library - 3700 Mechanicsville Road, Whitehall, PA 18052

All interested persons are encouraged to review the FY 2014 CAPER. Written comments may be addressed to Ms. Laurie A. Moyer, Grants & Housing Manager, Government Center, 17 South Seventh Street, Allentown, PA 18101, or by email at [LaurieMoyer@lehighcounty.org](mailto:LaurieMoyer@lehighcounty.org). Oral comments may be made by calling (610) 871-1964. All comments on the CAPER will be considered until December 24, 2015.

Laurie A. Moyer  
Grants & Housing Manager  
Lehigh County  
#3797091 - 12/9/2015