
LEHIGH COUNTY, PENNSYLVANIA

DEPARTMENT OF COMMUNITY & ECONOMIC DEVELOPMENT

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

FY 2015 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
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DESIGN
VENTURES**

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CR-00 - Executive Summary

In accordance with the Federal regulations found in 24 CFR Part 570, Lehigh County, Pennsylvania has prepared this Consolidated Annual Performance and Evaluation Report (CAPER) for the period of October 1, 2015 to September 30, 2016. This is Lehigh County's 9th 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 Five Year Consolidated Plan sets the priorities for the use of CDBG funding. The Five Year Consolidated Plan allows a community to take a comprehensive approach to use resources granted to the community by HUD. Yearly, Lehigh County submits an Annual Action Plan containing the proposed activities outlining the use of CDBG funds for the upcoming program year. The Annual Action Plan relates the activities to goals and objectives outlined in the Five Year Consolidated Plan. This Consolidated Annual Performance and Evaluation Report (CAPER) describes the accomplishments for the fourth 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 2015 "draft CAPER" was made available for public review and comment for a 15-day period beginning Tuesday, December 6, 2016 and ending on Tuesday, December 20, 2016. The availability for review of the "draft CAPER" was advertised in the local newspaper and the CAPER was on display at the following locations in the County and on the County's website (<http://www.lehighcounty.org/>):

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

The following is the overall program narrative based on the Five Year Consolidated Plan and FY 2015 Annual Action Plan.

Grants Received –

Lehigh County has received the following grant amounts during the time period of October 1, 2015 through September 30, 2016:

| | CDBG | TOTALS |
|------------------------------|------------------------|------------------------|
| Entitlement Grants | \$ 1,128,880.00 | \$ 1,128,880.00 |
| Program Income | \$ 0.00 | \$ 0.00 |
| Total Funds Received: | \$ 1,128,880.00 | \$ 1,128,880.00 |

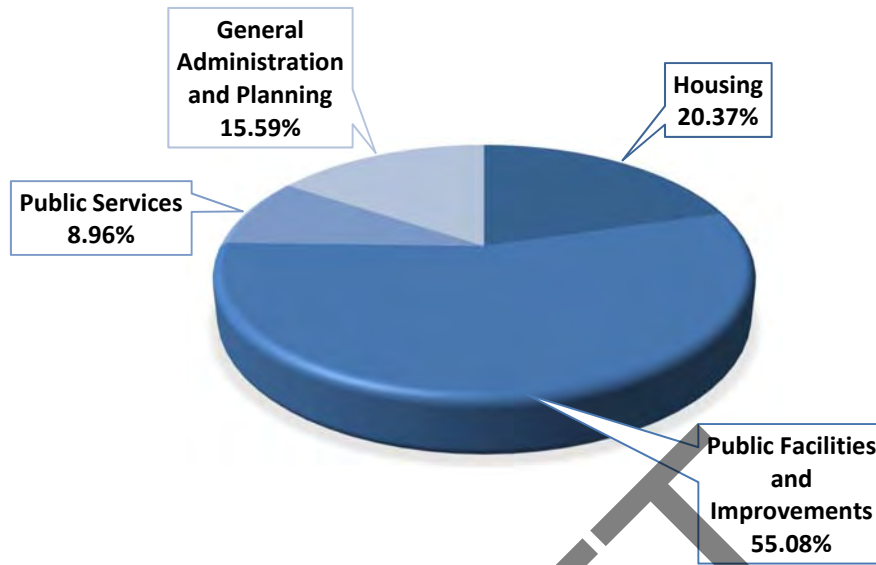
This chart above includes only grants received during October 1, 2015 through September 30, 2016. Any previous year's grants are not included.

Funds Expended –

Amounts shown in the table below are funds that were expended during the time period of October 1, 2015 through September 30, 2016. These expenditures consist of previous year's funds that were not used or expended, and additionally, any reprogrammed funds from previous years.

| Funding Sources | Total Funds Expended |
|--|--------------------------|
| Community Development Block Grant (CDBG) | \$ \$1,448,120.20 |
| Total: | \$ \$1,448,120.20 |

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



| Type of Activity | Expenditure | Percentage |
|-------------------------------------|------------------------|----------------|
| Housing | \$ 295,008.40 | 20.37% |
| Public Facilities and Improvements | \$ 797,604.50 | 55.08% |
| Public Services | \$ 129,731.66 | 8.96% |
| General Administration and Planning | \$ 225,776.00 | 15.59% |
| Total: | \$ 1,448,120.20 | 100.00% |

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

Regulatory Caps and Set-Asides –

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

| | CDBG |
|--------------------------------|-----------------|
| FY 2015 Entitlement Grants | \$ 1,128,880.00 |
| FY 2015 Program Income | \$ 0.00 |
| Administrative Cap Allowance | 20% |
| Maximum Allowable Expenditures | \$ 225,776.00 |

| | |
|-----------------------------------|---------------|
| Administrative Disbursed in IDIS | \$ 225,776.00 |
| Administrative Percentage: | 20.00% |

Lehigh County’s CDBG Program administrative expenditures for this reporting period were \$225,776.00, which is equal to the 20% cap on administrative expenditures.

CDBG Public Service Activity Cap –

| | CDBG |
|---|-----------------|
| FY 2015 Entitlement Grants | \$ 1,128,880.00 |
| Prior Year Program Income | \$ 25,750.00 |
| Public Service Cap Allowance | 15% |
| Maximum Allowable Expenditures | \$ 173,194.50 |
| Total Public Services Funds Disbursed in IDIS | \$ 129,731.66 |
| Total Public Services Obligations | \$ 135,464.72 |
| Public Service Percentage: | 11.73% |

Lehigh County expended \$135,464.72 in funds for public services, which was 11.73% of the allowable expenditures that include the FY 2015 Entitlement Grant, plus prior year program income for a total of \$1,154,630.00. This was under the 15% cap on expenditures for public services.

Performance Measurements –

During the FY 2015 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 four (4) owner-occupied housing units were rehabilitated with PA State HOME funds. In addition, six (6) infill housing rehabs were completed with Affordable Housing Trust Fund (AHTF) allocations in center

city Allentown. Three (3) were completed by Housing Association and Development Corporation, and three (3) were completed by Habitat for Humanity.

H-2: Development of Affordable Housing

The County met this goal by:

- Lehigh County did not fund any projects/activities with FY 2015 CDBG funds. The County endorsed and allocated \$50,000 of its Affordable Housing Trust funds for a LITHC application by Valley Housing Development Corporation for a \$1.2 million dollar project in the Borough of Fountain Hill, which would have created 91 one-bedroom apartments for 55 years of age and over and 22 Single Room Occupancy (SRO) units for persons with mental illness. Unfortunately, this application submitted in March 2016 was denied funding for a third time.

H-3: Homebuyer's Assistance

The County met this goal by:

- During this CAPER period, the County expended part of the \$432,217.00 of the AHTF that were awarded in 2014 to support affordable housing projects. Community Action Committee of the Lehigh Valley assisted a total of 27 first-time homebuyers in Lehigh County during this CAPER period with homebuyer training and pre-purchase counseling.

GOAL: HOMELESS - HA

HA-1: Homelessness Prevention

- Funded Catholic Charities, which assisted 15 households for a total of 35 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 2015 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 2015 CoC Application.

HA-5: Non-Homeless Special Needs

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

GOAL: NON-HOUSING COMMUNITY DEVELOPMENT - CD

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

CD-1: Public Facilities and Infrastructure

The County met this goal by funding the following activities in FY 2015:

- **Catasauqua Borough - Curb Cuts** - \$83,725.00 - The Curb Cuts project was 90% complete at the end of FY 2015. Due to weather conditions and project overruns, the contractor left the job to address other commitments, and returned in October 2016 to finish the job.
- **Catasauqua Borough - George Taylor House - Window Restoration** - \$21,600.00 – At the end of FY 2015, the specifications for the project were complete and the project was out to bid. Delays were due to the realization that the extent of deterioration was worse than anticipated. Preparation of the restoration specifications therefore took longer than anticipated. Limited availability of qualified historic restoration professionals also delayed the project.
- **Coopersburg Borough - Sanitary Sewer Rehabilitation** - \$69,477.50 – The project was successful in slip lining 471 linear feet of sanitary sewer. This helped secure the sewer lines from costly infiltration and improved the infrastructure of the entire low and middle income block group.
- **Coplay Borough - Front Street Reconstruction and Curb Cuts** - \$70,000.00 – At the end of the fourth fiscal quarter, the contractor had installed all of the ADA curb cuts, other residential curb and sidewalk, milled the road for base repair work and is currently installing drainage along the curb line. Due to more than anticipated base repair work, the project timeline was extended to the end of October 2016.
- **Borough of Fountain Hill - Russell Avenue Street Reconstruction and Curb Cuts** - \$221,334.00 – Project is complete, including 3,858 square yards of street reconstruction on Russell Avenue, as well as 11 ADA ramps.
- **Borough of Slatington - West Church Street Reconstruction, Curb Cuts, and Storm Water Improvements** - \$80,492.00 – Project is complete, including 8 new ADA ramps, 3 new storm drainage inlet tops, and 769 linear feet of new roadway.

- **Borough of Slatington - West Franklin Street, Curb Cuts, and Storm Water Improvements -** \$80,880.00 – Project complete, including 11 new ADA ramps, 1 new storm drainage inlet, and 780 linear feet of roadway. Project improved storm water flow at the intersection of West Franklin and 4th Street along the existing curb line to prevent standing water in the crosswalk areas.

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 (35 persons)
- Housing referral and counseling (32 persons)
- Literacy and English as a Second Language Education (50 persons)
- Subsistence services (77 persons)
- Fair Housing outreach, education and advocacy (76 persons)
- Career Counseling (4 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 | 0 | \$0.00 | 2 | \$87,767.00 | 0 | \$0.00 | 2 | \$87,767.00 |
| Economic Opportunity | 0 | \$0.00 | 0 | \$0.00 | 0 | \$0.00 | 0 | \$0.00 |
| Total by Outcome | 0 | \$0.00 | 2 | \$87,767.00 | 0 | \$0.00 | 2 | \$87,767.00 |

Prior Year Adjustments –

In FY 2015, Lehigh County determined that it was necessary to amend the previously approved FY 2012 Community Development Block Grant (CDBG) Program year's budget in order to reallocate funds from the Catasauqua Housing Rehab Program to the County Wide House Rehab Program. The County also amended the previously approved FY 2014 Community Development Block Grant (CDBG) Program year's budget in order to reduce the budget for the Alburtis Borough – Curb Cuts project. These amendments were not considered substantial amendments in accordance with the County's Citizen Participation Plan, because the County did not increase or decrease the cost of an approved activity by more than 30 percent or change (increase or decrease) the service area and/or class of beneficiaries of an activity. A letter was sent to the HUD Philadelphia Office on August 5, 2016 to notify them of the changes. The amendments to FY 2012 and 2014 CDBG Annual Action Plans were proposed as follows:

FY 2012 –

- **Catasauqua Housing Rehab – Construction** – Allocation decreased from \$70,000 to \$42,767
- **Catasauqua Housing Rehab – Program Delivery** – Allocation decreased from \$31,034.10 to \$1,822.44
- **County Wide House Rehab – Construction** – Allocation increased from \$100,000 to \$147,498
- **County Wide House Rehab – Program Delivery** – Allocation increased from \$50,000 to \$58,946.66

FY 2014

- **Alburtis Borough – Curb Cuts** – Allocation decreased from \$40,000 to \$36,150

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 fourth 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 2015.

The CAPER for the FY 2015 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, 2015 and ending September 30, 2016. 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 2015 CAPER principally benefited low- and moderate-income persons and funding was targeted to communities where there is the highest percentage of low- and moderate-income residents.

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

- **Housing Goal – H** – Budgeted \$140,130.78, expended \$0.00.
- **Homeless Goal – HA** – Budgeted \$29,700.00, expended \$29,700.00.
- **Non-Housing Community Development Goal – CD** – Budgeted \$733,273.22, expended \$543,053.22.

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: \$627,639 | Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit | Persons Assisted | 12,710 | 12,342 | 97.10% | 12,710 | 12,342 | 97.10% |
| CD-1 Public Facilities and Infrastructure | Non-Housing Community Development | CDBG: \$627,639 | Other | Other | 46 | 45 | 97.83% | 46 | 45 | 97.83% |
| CD-3 Public Services | Non-Housing Community Development | CDBG: \$135,465 | Public service activities other than Low/Moderate Income Housing Benefit | Persons Assisted | 205 | 274 | 100.00% | 205 | 274 | 100.00% |
| CD-3 Public Services | Non-Housing Community Development | CDBG: \$135,465 | Public service activities for Low/Moderate Income Housing Benefit | Households Assisted | 0 | 0 | 0.00% | 0 | 0 | 0.00% |

| | | | | | | | | | | |
|-----------------------------------|--------------------|-----------------|---|------------------------|----|----|---------|----|----|---------|
| H-1 Retain Existing Housing Stock | Affordable Housing | CDBG: \$140,000 | Homeowner Housing Rehabilitated | Household Housing Unit | 5 | 8 | 100.00% | 5 | 8 | 100.00% |
| HA-1 Homeless Prevention | Homeless | CDBG: \$29,700 | Public service activities for Low/Moderate Income Housing Benefit | Households Assisted | 35 | 15 | 42.86% | 35 | 15 | 42.86% |

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

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

During the FY 2015 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 four (4) owner-occupied housing units were rehabilitated with PA State HOME funds. In addition, six (6) infill housing rehabs were completed with Affordable Housing Trust Fund (AHTF) allocations in center city Allentown. Three (3) were completed by Housing Association and Development Corporation, and three (3) were completed by Habitat for Humanity.

H2: Development of Affordable Housing

- Lehigh County did not fund any projects/activities with FY 2015 CDBG funds. The County endorsed and allocated \$50,000 of its Affordable Housing Trust funds for a LITHC application by Valley Housing Development Corporation for a \$1.2 million dollar project in the Borough of Fountain Hill, which would have created 91 one-bedroom apartments for 55 years of age and over and 22 Single Room Occupancy (SRO) units for persons with mental illness. Unfortunately, this application submitted in March 2016 was denied funding for a third time.

H3: Homebuyer's Assistance

- During this CAPER period, the County expended part of the \$432,217.00 of the AHTF that were awarded in 2014 to support affordable housing projects. Community Action Committee of the Lehigh Valley assisted a total of 27 first-time homebuyers in Lehigh County during this CAPER period with homebuyer training and pre-purchase counseling.

GOAL HOMELESS – HA:

HA-1: Homelessness Prevention

- Catholic Charities - Self-Sufficiency & Intervention Program assisted 15 households for a total of 35 people, to prevent homelessness.

HA-3: Shelter and Transitional Housing

- The County submitted an application for a PA-DCED Emergency Solutions Grant (ESG) in the amount of \$177,101 for renovations to the Sixth Street Shelter operated by the Community

Action Committee of the Lehigh Valley, and homeless prevention and rapid re-housing services through Catholic Charities during this CAPER period.

HA-4: Permanent Housing

- Lehigh County supported the PA Eastern CoC (which encompasses the former Allentown/Northeast Pennsylvania CoC) with its FY 2015 CoC Application.

GOAL NON-HOUSING COMMUNITY DEVELOPMENT – CD:

CD-1: Public Facilities and Infrastructure

The County met this goal by funding the following activities in FY 2015:

- **Catasauqua Borough - Curb Cuts** - \$83,725.00 - The Curb Cuts project was 90% complete at the end of FY 2015. Due to weather conditions and project overruns, the contractor left the job to address other commitments, and returned in October 2016 to finish the job.
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- **Coopersburg Borough - Sanitary Sewer Rehabilitation** - \$69,477.50 – The project was successful in slip lining 471 linear feet of sanitary sewer. This helped secure the sewer lines from costly infiltration and improved the infrastructure of the entire low and middle income block group.
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- **Borough of Fountain Hill - Russell Avenue Street Reconstruction and Curb Cuts** - \$221,334.00 – Project is complete, including 3,858 square yards of street reconstruction on Russell Avenue, as well as 11 ADA ramps.
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Franklin and 4th Street along the existing curb line to prevent standing water in the crosswalk areas.

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 (35 persons)
- Housing referral and counseling (32 persons)
- Literacy and English as a Second Language Education (50 persons)
- Subsistence services (77 persons)
- Fair Housing outreach, education and advocacy (76 persons)
- Career Counseling (4 persons)

During this CAPER period, the County assisted eight (8) owner-occupied housing units through the County-wide Rehabilitation program, and another four (4) with State HOME funds. In addition, six (6) infill housing rehabs were completed with Affordable Housing Trust Fund (AHTF) allocations in center city Allentown. Three (3) were completed by Housing Association and Development Corporation, and three (3) were completed by Habitat for Humanity.

The County assisted thirty-five (35) persons from becoming homeless, along with supporting the Northeast Pennsylvania Continuum of Care Network FY 2015 CoC Application. The County also assisted with administering the Commonwealth ESG Contract.

Lehigh County assisted 274 persons by funding the human service organizations. Through this funding, the following type of services were provided: homeless prevention; housing referral and counseling; adult literacy education; job training; subsistence services; 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 six (6) 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)**

| | CDBG |
|---|--------------|
| White | 3,720 |
| Black or African American | 142 |
| Asian | 25 |
| American Indian or American Native | 0 |
| Native Hawaiian or Other Pacific Islander | 2 |
| Hispanic | |
| Hispanic | 199 |
| Not Hispanic | 3,690 |
| Total | 3,889 |

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

Narrative

Lehigh County's programs benefitted 3,720 (95.65%) White families, 142 (3.65%) Black or African American families, and 27 (0.69%) Other Minorities families. Also, 199 families (5.12%) were Hispanic, versus 3,690 families (94.88%) who were not Hispanic.

The County rehabilitated eight (8) housing units in FY 2015 through the County-wide Owner-Occupied Rehabilitation Program using CDBG funds. Of the eight (8) households assisted, six (6) were White, and two (2) were Black/African American.

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 2015 |
|-----------------|--------|---------------------------|--|
| CDBG | HUD | \$1,128,880.00 | \$798,529.22 |

Table 3 - Resources Made Available

Narrative

Lehigh County received the following grant amounts during the time period of October 1, 2015 through September 30, 2016:

- CDBG Allocation - \$1,128,880.00
- CDBG Program Income - \$0.00

Total Funds Received - \$1,128,880.00

During this CAPER period, Lehigh County expended \$798,529.22 of FY 2015 CDBG funds. In addition, the County expended \$1,448,120.20 in CDBG funds from FY 2015, program income, and prior fiscal year allocations.

Under the FY 2015 Program Year, Lehigh County received the above amounts of Federal Entitlement Grants. These funds were made available to the County after November 4, 2015 when Mr. Nadab O. Bynum, Director of the Office of Community Planning and Development, HUD Philadelphia Office signed the FY 2015 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 Five Year Consolidated Plan. Each year, Lehigh County selects projects, activities, and programs it would fund with its CDBG grant.

Rationale for funding activities were based on the eligibility of the activity, if it met a national objective, who were the beneficiaries of the activity, and evidence of the need in the community or by the

agency/organization. The County also selected projects, activities, and programs that addressed the Five Year Goals and Objectives from the Five Year Consolidated Plan. Additional consideration was given based on the community's or the agency's/organization's past history of expenditure of the CDBG funds, the ability to leverage other funds for the activity, past performance outcomes, and whether the FY 2015 request was related to projects that if not funded, would result in a special assessment against low-income homeowners. Finally, a high priority was given to activities based on the community or agency/organization's ability to complete the project in a timely manner. Lehigh County allocated its FY 2015 CDBG funds to provide assistance with activities that met the underserved needs of the communities participating in the program. The projects that meet the HUD criteria for benefit to low- and moderate-income households were located in those census tracts or block groups that were defined as low/mod areas. In selecting projects, consideration was given to the communities with concentrations of racial or ethnic groups and disproportionate needs standards.

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

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

Lehigh County did not anticipate any obstacles in the performance of the FY 2015 CDBG activities. Affordable housing was identified as the largest underserved need in Lehigh County in the Five Year Consolidated Plan. Lehigh County is not a HUD entitlement community under the HOME program. Therefore, resources for housing activities were limited. The primary obstacle to meeting the underserved needs were the limited resources available to address the identified priorities in the County. Lehigh County continued to partner with other agencies when feasible, to leverage resources and maximize outcomes in housing and community and economic development.

Leveraging

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

The following public (non-federal) and private financial resources were made available to Lehigh County and its agencies and organizations to address the needs identified in the FY 2015 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 a PA-DCED Emergency Solutions Grant (ESG) in the amount of \$177,101 for renovations to the Sixth Street Shelter operated by the Community Action Committee of the Lehigh Valley, and homeless prevention and rapid re-housing services through Catholic Charities. The County was approved for \$154,483 for administration (\$5,783/ Lehigh County staff hours only), HMIS (\$1,500) and renovations (\$147,200) at the Sixth Street Shelter only. Sixth Street Shelter is matching the ESG funds with Human Services Block Grant (HSBG) funds. The Catholic Charities portion of the request was denied.
- Affordable Housing Trust Funds have been created by Lehigh County from document recording fees to be used for affordable housing projects. During this CAPER period, the County expended part of the \$432,217.00 of the AHTF that were awarded in 2014 to support affordable housing projects. The County allocated \$9,999.00 of the AHTF to support North Penn Legal Services' fair housing education and workshops.
- Lehigh County Housing Authority received \$292,638.00 in FY 2015 Capital Funds for renovations and improvements to public housing to support affordable housing in the County. The Housing Authority received another \$292,638.00 for FY 2016 during this CAPER period.

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

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

- **The Salvation Army, a New York Corporation - Allentown Hospitality House Permanent Housing Program** - received \$153,591 for permanent supportive housing.
- **Catholic Charities of Diocese of Allentown, Inc.** - received \$75,799 for permanent supportive housing.
- **Lehigh County Conference of Churches - Outreach and Case Management for the Disabled, Chronically Homeless** - received \$97,559 for support services.

- **Lehigh County Conference of Churches - Pathways Housing** - received \$190,634.00 for permanent supportive housing.
- **Lehigh County Conference of Churches - Pathways Housing 2** - received \$176,735.00 for permanent supportive housing.
- **Lehigh County Conference of Churches - Pathways TBRA for Families, Youth, and Veterans** - received \$280,284.00 for permanent supportive housing.
- **Lehigh County Conference of Churches - Tenant Based Rental Assistance for the Disabled, Chronically Homeless** - received \$214,433.00 for permanent supportive housing.
- **Lehigh County Housing Authority - Shelter Plus Care** - received \$188,326 for permanent supportive housing.
- **Resources for Human Development, Inc. - LV ACT Housing Supports** - received \$179,200.00 for permanent supportive housing.
- **Valley Housing Development Corporation - SHP for Persons with Mental Illness # 2** - received \$193,248.00 for permanent supportive housing.
- **Valley Housing Development Corporation - SHP for Persons with Mental Illness # 3** - received \$124,637.00 for permanent supportive housing.
- **Valley Housing Development Corporation - SHO for Persons with Mental Illness # 4** - received \$108,746.00 for permanent supportive housing.
- **Valley Youth House Committee, Inc. - Supportive Housing for Families** - received \$228,496.00 for transitional housing.
- **Valley Youth House Committee, Inc. - Supportive Housing for Families** - received \$465,624 for transitional housing

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

CR-20 - Affordable Housing 91.520(b)

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

| | One-Year Goal | Actual |
|--|---------------|-----------|
| Number of homeless households to be provided affordable housing units | 0 | 0 |
| Number of non-homeless households to be provided affordable housing units | 35 | 23 |
| Number of special-needs households to be provided affordable housing units | 0 | 0 |
| Total: | 35 | 23 |

Table 5 – Number of Households

| | One-Year Goal | Actual |
|--|---------------|-----------|
| Number of households supported through rental assistance | 30 | 15 |
| Number of households supported through the production of new units | 0 | 0 |
| Number of households supported through the rehab of existing units | 5 | 8 |
| Number of households supported through the acquisition of existing units | 0 | 0 |
| Total: | 35 | 23 |

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 15 households through rental assistance, which was less than the proposed 30 households. However, the 15 households contained a total of 35 people that were served through the Catholic Charities - Self-sufficiency & Intervention Program. Lehigh County also funded the Countywide Housing Rehabilitation Program during this CAPER period. The County proposed to rehabilitate 5 housing units, and rehabilitated 8 housing units in FY 2015 through the County-wide Owner-Occupied Rehabilitation Program using CDBG funds.

Not included in the chart above are another four (4) units that were rehabbed with PA State HOME funds. In addition, six (6) infill housing rehabs were completed with Affordable Housing Trust Fund (AHTF) allocations in center city Allentown. Three (3) were completed by Housing Association and Development Corporation, and three (3) were completed by Habitat for Humanity.

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 | 9 |
| Low-income | 3 |
| Moderate-income | 12 |
| Total: | 24 |

Table 7 – Number of Persons Served

Narrative Information

Based on the PR 23 IDIS Report, Lehigh County during this CAPER period used its CDBG funds to assist 24 households, of which 37.5% (9) were Extremely Low-Income, 12.5% (3) were Low-Income, and 50% (12) were Moderate-Income. For non-housing activities, CDBG funds were used to assist a total of 1,286 persons, of which 10.89% (140) were Extremely Low-Income, 86.78% (1,116) were Low-Income, and 2.10% (27) were Moderate-Income.

Lehigh County provided CDBG and State HOME funds to develop or rehabilitate housing in the County. There were eight (8) units rehabilitated with CDBG funds and four (4) units rehabilitated with State HOME funds, for a total of twelve (12) housing units rehabilitated during this CAPER period.

The County did the following during the FY 2015 CAPER period:

H-1: Retain Existing Housing Stock

- Eight (8) owner-occupied housing units were rehabilitated with CDBG funds and another four (4) with HOME funds during this CAPER period, for a total of twelve (12) properties. In addition, six (6) infill housing rehabs were completed with Affordable Housing Trust Fund (AHTF) allocations in center city Allentown. Three (3) were completed by Housing Association and Development Corporation, and three (3) were completed by Habitat for Humanity.

H-2: Development of Affordable Housing

- Lehigh County did not fund any projects/activities with FY 2015 CDBG funds. The County endorsed and allocated \$50,000 of its Affordable Housing Trust funds for a LITHC application by Valley Housing Development Corporation for a \$1.2 million dollar project in the Borough of Fountain Hill, which would have created 91 one-bedroom apartments for 55 years of age and over and 22 Single Room Occupancy (SRO) units for persons with mental illness. Unfortunately, this application submitted in March 2016 was denied funding for a third time.

H-3: Homebuyer's Assistance

- During this CAPER period, the County expended part of the \$432,217.00 of the AHTF that were awarded in 2014 to support affordable housing projects. Community Action Committee of the Lehigh Valley assisted a total of 27 first-time homebuyers in Lehigh County during this CAPER period with homebuyer training and pre-purchase counseling.

DRAFT

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

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

According to the Governance Charter for the PA Eastern Continuum of Care Collaborative, the mission of the PA Eastern CoC is to end homelessness throughout the 33-county Continuum of Care. The CoC works toward ending homelessness by providing a framework for a comprehensive and well-coordinated regional and local planning process. This included identifying needs, conducting a system-wide evaluation of existing resources and program activities, and building a system of housing and services that addresses those needs. This mission was pursued through the development of long-range plans to prevent and end homelessness in the geographic area, as well as the coordination necessary for successful implementation. The LV-RHAB started a strategic planning process during this CAPER period, which will help them to better meet the needs of people experiencing homelessness in their community.

The Continuum of Care completes a regular "Point in Time Count Survey" each January to determine the number of homeless individuals and families in the Eastern Pennsylvania Region. Based on the Point in Time Count (PITC) conducted during January 2016, the following numbers of homeless persons were reported in Lehigh County:

- **Unsheltered** - 32 individuals, 0 families with children, and 0 children only
- **Transitional Housing** - 65 households with 120 individuals, 28 families with 83 adults and children, and 2 children only
- **Emergency Shelter** - 119 households with 192 individuals, 29 families with 102 adults and children, and 0 children only

Unsheltered homelessness was not common in the mostly rural PA Eastern CoC, with 11 counties reporting zero unsheltered persons, and another 11 reporting ten (10) or less unsheltered. The largest percentage of unsheltered homeless were in Lehigh, Northampton and Monroe counties, at 42% of persons identified during the 2016 PIT Count. Ongoing street outreach occurs in these three (3) counties. Lehigh Carbon Community College in the Lehigh Valley tracks unsheltered persons in their Efforts to Outcomes (ETO) database. Identified persons were provided with immediate shelter and services. Intake and permanent housing placement occurred as quickly as possible.

There were minor fluctuations in the number of chronic homeless persons in many counties, resulting in an overall reduction of five (5) unsheltered persons from 2015 to 2016. Throughout the CoC's entire 33-county geography, only five (5) counties reported ten (10) or more chronic homeless persons in 2016.

The three (3) counties that have historically reported the majority of chronic homeless in Pennsylvania are Lehigh, Northampton and Monroe counties. These counties reported a collective reduction of 48 chronic homeless persons in 2016. This was largely attributed to the number of permanent supportive housing resources within these communities, all of which have been dedicated/prioritized for chronic homeless persons. On October 18, 2015, the CoC Board approved a policy requiring all permanent supportive housing projects to follow the prioritization order outlined in CPD Notice 14-012, "Notice on Prioritizing Persons Experiencing Chronic Homelessness and Other Vulnerable Homeless Persons in Permanent Supportive Housing and Recordkeeping Requirements for Documenting Chronic Homeless Status". Effective immediately, all CoC-funded PSH beds were required to prioritize chronic homelessness in all new and turnover beds that became available.

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

Lehigh County engaged in the following activities in FY 2015 through the Lehigh County Affordable Housing Trust funds to reduce and end homelessness in the jurisdiction:

- **Valley Youth House:** The Valley Youth House provided homeless youth, families, and children with support in gaining the skills necessary for transitioning to stable housing and self-sufficiency. Specifically, the Valley Youth House used AHTF funds for on-site life skills counseling, mental health therapy, and stipends for food, transportation, and furnishings.
- **Community Action Committee of the Lehigh Valley, Inc.:** The Community Action Financial Services (CAFS) program of the Community Action Committee of the Lehigh Valley, Inc. provided housing and financial counseling services to low- and moderate-income persons. Included in these services were a Homeownership Counseling Program, PHFA Foreclosure Mitigation Counseling Program, and the Mortgage Foreclosure Diversion Program.
- **Catholic Charities:** Catholic Charities provided emergency rent and mortgage assistance to prevent homelessness.

Addressing the emergency shelter and transitional housing needs of homeless persons

During this CAPER period, Lehigh County applied for a PA-DCED Emergency Solutions Grant (ESG) in the amount of \$177,101 for renovations to the Sixth Street Shelter operated by the Community Action Committee of the Lehigh Valley, and homeless prevention and rapid re-housing services through Catholic Charities. The County was approved for \$154,483 for administration (\$5,783/ Lehigh County staff hours only), HMIS (\$1,500) and renovations (\$147,200) at the Sixth Street Shelter only. Sixth Street

Shelter matched the ESG funds with Human Services Block Grant (HSBG) funds. The project will be completed during the FY 2016 CAPER period. The Catholic Charities portion of the request was denied.

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

- ADA accessibility for the Family Resource Center - \$38,600
- ADA kitchen in one unit - \$14,000
- Parking lot paving - \$38,500
- Fire escape repairs - \$6,786.20
- Repair of window well leaks - \$49,313
- **Total renovations - \$147,199 .20**

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

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

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

Using HUD System Performance Measure Guidance, the HMIS Lead developed a CoC Performance Report with metrics for “Length of Time Homeless” (LOTH) and reviewed this data with the CoC Data Committee which met quarterly to review CoC Performance and identify needed interventions. The strategies to reduce the length of time of homelessness include: 1) Coordinated Entry through the Vulnerability Index & Service Prioritization Decision Assistance Tool (VI-SPDAT) which included LOTH as a

prioritization factor; 2) the CoC adopted a protocol that mirrors CPD 14-012, "Notice on Prioritizing Persons Experiencing Chronic Homelessness and Other Vulnerable Homeless Persons in Permanent Supportive Housing and Recordkeeping Requirements for Documenting Chronic Homeless Status", which directs Permanent Supportive Housing resources to those with the greatest LOTH; 3) The CoC increased its Rapid Re-Housing inventory by 87 units in projects submitted in FY 2015 with the goal of housing people within 30 days of becoming homeless; and 4) Data Committee reviewed aggregate and project level performance data quarterly to identify where LOTH was not decreasing.

Through the use of the VI-SPDAT, the CoC prioritized the most vulnerable families. Rapid Re-Housing (RRH) programs, along with all project types, will be expected to serve families based on their vulnerability score, while utilizing a Housing First approach. The use of RRH has increased throughout the CoC. ESG funds were prioritized for RRH over homeless prevention services. An increase in Supportive Services for Veteran Families (SSVF) resources were being utilized to rapidly rehouse veteran families. New CoC-funded RRH projects were awarded in 2013 and 2014, and four (4) new RRH projects were being submitted through this application, creating 94 new RRH units.

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

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

There were nine (9) unsheltered chronically homeless persons in Lehigh County at the time of the 2016 PITC, thirteen (13) chronically homeless in emergency shelter, and twenty-two (22) chronically homeless persons in transitional housing. To improve access to Chronic Homeless beds CoC-wide in counties with an excess of Chronic Homeless prioritized beds, the strategy was to implement the recently adopted "Bed Turnover Policy" in which a bed will first be filled through the project's waiting list, then within the County, then CoC-wide.

There was one (1) unsheltered Veteran in Lehigh County at the time of the 2016 PITC, seven (7) Veterans in emergency shelter, and two (2) Veterans in transitional housing. The state's ESG program prioritized funding for programs providing homeless services to veterans, and there were nine (9) Supportive Services for Veteran Families (SSVF) funded organizations providing outreach throughout the 33-county CoC. This included street outreach, marketing, and providing information to shelter residents/staff. SSVF staff worked with veterans to determine eligibility.

Additionally, the Lehigh Valley during this CAPER period was preparing to submit their application to the United States Interagency Council on Homelessness (USICH) to declare an end to Veterans homelessness. The three SSVF providers serving Lehigh and Northampton counties, Hope for Veterans, Catholic Charities, and the Lehigh Valley Center for Independent Living (LVCIL), are the main resource for rapid re-housing and homelessness prevention. These organizations have the financial resources to provide rental assistance immediately to qualifying veterans. Veterans were also linked to these agencies' Support Coordinators by shelters and community resource providers. Screening and intake was performed within about 24 hours after the initial phone contact.

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

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

The CoC did not have coordination with health care providers throughout the geographic area. However, there were examples of coordination in specific communities, but this was conducted mostly on an as-needed basis, versus higher level discharge policies. Two changes were occurring on the state level that will have a major impact on future coordination of discharge planning. 1) PA-DCED, the Collaborative Applicant, in collaboration with the PA Department of Human Services, is re-organizing the PA Interagency Council. The re-organization included adding partners from health care providers. Establishing new and enhancing current discharge policies to prevent homelessness will be a focus of the "new" PA Interagency Council. 2) A Legislative Task Force that has been charged with studying the causes and effects of homelessness in PA submitted their report in April 2016, entitled "Homelessness in Pennsylvania: Causes, Impacts, and Solutions: A Task Force and Advisory Committee Report." The report presents a comprehensive review of impacts of homelessness on various populations and discusses public and private agencies' actions to mitigate those impacts, and to secure safe and stable housing for people in need. The report included the task force's and advisory committee's recommendations for effective, efficient, and compassionate means for ending homelessness in the State of Pennsylvania.

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

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

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

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

Lehigh County used its FY 2015 CDBG funds for the Catholic Charities – Self-Sufficiency & Intervention Program in the amount of \$29,700 to assist fifteen (15) households for a total of thirty-five (35) people. This program provided counseling, short-term rental assistance, and utility payments to assist in the prevention of homelessness. Lehigh County, through its various human services programs, provided support to all the categories of non-homeless special needs populations. The County also funded the Lehigh Valley Center for Independent Living - People Living in Accessible Community Environments (PLACE) Program in the amount of \$20,400 to assist thirty-two (32) households, where a member of the household was living with a disability, with case management and counseling.

The Lehigh County Department of Human Services provided a wide range of programs for its elderly, substance abusers, people with mental health and intellectual disabilities, children and youth, and veterans. During this program year, the County used FY 2015 CDBG funds for the Meals on Wheels of Lehigh County - Meal Preparation and Delivery project in the amount of \$20,000. The project provided funds for meals to homebound seniors and adults with disabilities, all with incomes below \$38,600.

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

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

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

The Lehigh County Housing Authority received \$292,638.00 under a HUD Capital Fund grant for FY 2015, which it used to install new kitchen cabinets in Coplay apartments, and new range hoods in Dillard Manor. The FY 2015 allocation was used for the following activities:

- **Operations** - \$29,264.00
- **Administration** - \$29,264.00
- **Fees and Costs** - \$25,000.00
- **Dwelling Structures** - \$199,000.00
- **Contingency** - \$10,110.00

Total = \$292,638.00

The Lehigh County Housing Authority (LCHA) maintains 289 units of public housing and has a 98.1% occupancy rate. The public housing waiting list has 1,477 persons on the list. The Family Housing lists are closed, but the Senior Housing list remains open. LCHA has a baseline of 1,650 Section 8 Housing Choice Vouchers, with 1,194 in use as of September 30, 2016. There are 789 individual households on the waiting list as of September 30, 2016. The Section 8 Housing Choice waiting list is closed.

During this CAPER period, Lehigh County Housing Authority created positions for multi-lingual staff to better communicate with folks of the minority population. LCHA provides continued Hair Housing

training for staff members, and strives to reach out to residents and prospective residents with special needs and the minority population. LCHA opened the public housing waiting list for the period of June 14, 2016 through August 16, 2016, and contacted and informed agencies providing services to elderly and disabled residents of the waiting list status. LCHA also has 290 vouchers for non- elderly disabled residents.

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

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

Lehigh County supported the Housing Authority's efforts to work with tenants of public housing and Section 8 Housing Choice Vouchers to achieve self-sufficiency. There were no joint projects planned for the 2015 program year.

Family Self-Sufficiency (FSS) programs were provided to Section 8 Housing Choice Voucher holders and public housing tenants. FSS program residents worked with a case manager to develop goals for a five (5) year period to lead to self-sufficiency. These goals included education, specialized training, job readiness, job placement activities, and career advancement objectives. The goals for each participating family member to laid out in Individual Training and Services Plans. Lehigh County Housing Authority (LCHA), the County of Lehigh, and Lehigh Career & Technical Institute (LCTI), continued to partner in improving the Section 3 eligible program participants' access to education and job training. The Housing Authority has been partnering with Lehigh County and PA CareerLink to offer scholarships to eligible individuals wishing to participate in training offered by LCTI. There were 22 families participating in the FSS program, and all were Section 8 voucher holders. In addition, there was a Family Savings Account program which was available to residents who participate in the FSS Program. This program enables families to save funds to help with larger purchases, such as education or homeownership.

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

Actions taken to provide assistance to troubled PHAs

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

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

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

The Lehigh Valley Planning Commission (LVPC) has written a municipal guidance document on Fair Housing. The document, which was released in December 2015, explains Fair Housing as it relates to municipal zoning and code enforcement and the responsibilities of the region's communities to provide for inclusive residential opportunities. As part of the work, the LVPC has updated a series of model municipal ordinances to address fair housing accommodation in the region's typical community and housing types. The region's development pattern ranged from urban, to suburban, to rural, necessitating a suite of model ordinances to address the region's fair housing needs. The package of model ordinances included: mixed use development, conservation subdivision, cottage housing, traditional neighborhoods, street connectivity, density bonuses, and inclusionary zoning. Additionally, Lehigh and Northampton Counties and the LVPC partnered with North Penn Legal Services and presented two (2) educational events on Fair Housing implementation in November 2015 to its local municipal officials.

During this CAPER period, Lehigh County's Community and Economic Development staff participated in the region's Fair Housing Consortium, the Lehigh Valley Fair Housing Project, whose members include, North Penn Legal Services, representatives from Northampton County and the cities of Allentown, Bethlehem, and Easton. Meetings were held on a quarterly basis. County staff also attended the Lehigh Valley Planning Commission training on November 12, 2015 and the Housing Symposium at DeSales University on September 16, 2016.

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

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

- There 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. The County endorsed and allocated \$50,000 of its Affordable Housing Trust funds for a LITHC application by Valley Housing Development Corporation for a \$1.2 million dollar project in the Borough of Fountain Hill, which would have created 91 one-bedroom apartments for 55 years of age and over and 22 Single Room Occupancy (SRO) units for persons with mental illness. Unfortunately, this application submitted in March 2016 was denied funding for a third time.

- 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 (GPA) financing vehicle to assist nonprofit developers in the planning of possible new developments.

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

Lehigh County 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 with CDBG funds to meet underserved needs:

- Catholic Charities - Self-Sufficiency & Intervention Program: \$29,700
- Lehigh Career and Technical Institute: \$35,365
- 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 were addressed during housing rehabilitation efforts. All homes that receive rehabilitation assistance were tested for the presence of lead-based paint. When evidence was found, the paint surfaces were removed or the materials were encapsulated to prevent exposure.

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

During this CAPER period, eight (8) housing units were abated for lead based paint hazards with CDBG funds, and three (3) were abated for lead based paint hazards with HOME funds. Three (3) households were temporarily relocated during the lead abatement process.

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 was slightly less than the State of Pennsylvania where 13.5% of residents live in poverty. Female-headed households with children in the County were particularly affected by poverty, at 41.8%. This information was taken from the U.S. Census "2010-2014 American Community Survey (ACS) Five-Year Estimates." The County's goal was to reduce the extent of poverty by actions the County can control and through work with other agencies/organizations.

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

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

assisting them to develop the skills needed for independent living. Lehigh Valley Community Land Trust, a subsidiary of CACLTV, assists LMI residents of Lehigh County to become homeowners.

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

During this CAPER period, Lehigh County funded the Catholic Charities - Self-Sufficiency & Intervention Program, which provided rent and utility assistance along with case management for 15 households, consisting of 35 people. All households are currently in stable housing and continued to receive case management services. The County also funded the Lehigh Career and Technical Institute, which provided scholarships to four (4) Section 3 residents of Lehigh County Housing Authority programs in Heavy Equipment Operations, with CDL-A License. These three (3) persons achieved employment. To assist with economic development and to promote job creation, Lehigh County administered various programs and supports agencies for economic development:

- Lehigh County worked in conjunction with Lehigh Valley Economic Development Corporation (LVEDC), community organizations, other economic development groups and the Workforce Investment Board to help enhance programs and create opportunities in the County.
- Lehigh Valley Economic Development Corporation (LVEDC) was able to provide manufacturing, industrial, and nonprofit organizations with low interest financing generated through tax exempt revenue bonds.
- PA 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, PA CareerLink offered a multi-faceted approach to the job market.

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

The primary responsibility for the administration of the Annual Action Plan was assigned to the Lehigh County Department of Community and Economic Development. This agency coordinated activities among local municipal governments, public entities, and private organizations, in their efforts to implement different strategies 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 extensive public/private partnerships aimed at revitalization in the County. In 2015, 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 Career and Technical Institute
- PA CareerLink
- PA Workforce Investment Board (WIB)

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

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

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

Lehigh County was part of the Lehigh Valley Regional Housing Advisory Board. To promote a more local approach, the City of Allentown has initiated a planning process that required regional support. Lehigh County has been supportive of this initiative. In fact, the Allentown Commission to End Chronic Homelessness announced in October 2015 that it was 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 continued to be the entity responsible for performing project oversight required under Executive Order 12372. HUD has acknowledged that the State of Pennsylvania no longer has a standing committee for this required function and has asked jurisdictions instead to utilize committees under Section 204 of the Demonstration Cities and Metropolitan Development Act of 1966. This function was carried out by the Lehigh Valley Planning Commission.

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

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

Lehigh County continued efforts to enhance coordination between agencies by creating partnerships such as in the implementation of the Section 3 and MBE-WBE outreach initiatives. The Section 3 outreach effort partnered with the 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 during this CAPER period was a regional group that included Lehigh County. This group was developing the tools for and interest of the local municipalities for inclusionary zoning, cottage housing development, density bonuses, and transit oriented development.

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

The members of the LVSC were:

1. Lehigh County Department of Community and Economic Development
2. Northampton County Department of Community and Economic Development
3. Lehigh Valley Planning Commission
4. Lehigh and Northampton Transportation Authority
5. Community Action Committee of the Lehigh Valley
6. The Wildlands Conservancy

7. Lehigh Valley Economic Development Corporation
8. Renew Lehigh 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, a Regional Analysis of Impediments (RAI) to Fair Housing Choice (RAI) was created for the Lehigh Valley region and includes the following entities: Lehigh County, Northampton County, and the Cities of Allentown, Bethlehem, and Easton. The RAI 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 in order to reach 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.

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 the 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, 2016.
- Fair Housing Proclamation signed by the mayors of Allentown, Bethlehem, and Easton, as well as the executives for Lehigh and Northampton Counties, as part of the Lehigh Valley Fair Housing Project.
- A press release entitled “NPLS and LVCIL to Hold Press Conference and Outreach Event to Publicize April as Fair Housing Awareness Month”, advertising a press conference held on Friday, April 8, 2016. The press conference was hosted by North Penn Legal Services (NPLS) and the Lehigh Valley Center for Independent Living (LVCIL) to highlight local efforts to combat housing discrimination throughout the Lehigh Valley.
- A flyer for the “Beyond Codes: Fair Housing and Inclusionary Zoning” workshop held on November 9, 2015 and November 12, 2015 at the Lehigh Valley Planning Commission offices.
- Pictures of the Fair Housing Outreach that was posted at Lehigh and Northampton Transportation Authority bus shelters and on the buses.
- Covers and Tables of Contents for the North Penn Legal Services Self-Help Handbook for Tenants in both English and Spanish.
- 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 met the regulations and that funds were disbursed in a timely fashion. The County has promulgated sub-recipient monitoring procedures and developed checklists to ensure that each activity was completed in a manner consistent with the requirements of the Community Development Block Grant Program. Municipal sub-recipients were desk audited through submission of quarterly and annual reports.

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

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

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

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

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

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

Comprehensive Annual Performance and Evaluation Report (CAPER).

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

- **Literacy Center** - August 3, 2016
- **Meals on Wheels** - August 10, 2016
- **Lehigh Career and Technical Institute** - August 11, 2016
- **North Penn Legal Services** - August 17, 2016
- **Catholic Charities of the Diocese of Allentown** - August 23, 2016
- **Lehigh Valley Center for Independent Living** - September 8, 2016

Lehigh County had no concerns from the on-site monitoring of the above agencies.

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 2015 CAPER document on public display for a period of 15 days beginning on Tuesday, December 6, 2016 through Tuesday, December 20, 2016. A copy of the Public Notice was published in "The Morning Call" on Monday, December 5, 2016, a copy of which is attached in the Citizen Participation Section of this CAPER document.

The "Draft" FY 2015 CAPER was on display at the following locations in Lehigh County:

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

CR-45 - CDBG 91.520(c)

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

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

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

- **Housing** - \$295,008.04, which was 20.37% of the total expenditures.
- **Public Facilities and Improvements** - \$797,604.50, which was 55.08% of the total expenditures.
- **Public Services** - \$129,731.66, which was 8.96% of the total expenditures.
- **General Administration and Planning** - \$225,776.00, which was 15.59% of the total expenditures.
- **Total = \$1,448,120.20**

The Lehigh County Timeliness Ratio of unexpended funds as a percentage of the FY 2015 CDBG allocation was 1.04, which was under the maximum 1.5 drawdown ratio.

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

- **FY 2015 Percentage of Expenditures Assisting Low- and Moderate-Income Persons and Households Either Directly or On an Area Basis = 100.00%**
- **FY 2015 Percentage of Expenditures that Benefit Low- and Moderate-Income Areas = 65.25%**
- **FY 2015 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 were the following:

- **Extremely Low Income (<=30%) = 11.37%**
- **Low Income (30-50%) = 85.42%**
- **Moderate Income (50-80%) = 2.98%**

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

- **Actual Jobs Created – 0**

- **Actual Jobs Retained – 0**
- **Households Receiving Housing Assistance – 24**
- **Persons Assisted Directly, Primarily by Public Services and Public Facilities – 1,286**
- **Persons for Whom Services and Facilities were Available – 9,180**
- **Units Rehabilitated - Single Units – 8**
- **Units Rehabilitated - Multi Units Housing – 0**

During this CAPER period, the County leveraged \$1,307,700 for CDBG Activities based on the PR54 CDBG Community Development Block Grant Performance Profile Report.

During this CAPER period, all of the CDBG funds were used to meet a National Objective. The County did not make any lump sum agreements during this CAPER period. The County did not have any float-funded activities during this FY 2015 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 is the Section 3 Summary Report HUD – 60002 for the CDBG Program for Lehigh County.

DRAFT

CR-55 – IDIS Reports

Attached are the following U.S. Department of Housing and Urban Development (HUD) Reports from IDIS for the period from October 1, 2015 through September 30, 2016.

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

DRAFT



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 2015
 LEHIGH COUNTY , PA

DATE: 12-01-16
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| | |
|--|----------------------------|
| PART I: SUMMARY OF CDBG RESOURCES | |
| 01 UNEXPENDED CDBG FUNDS AT END OF PREVIOUS PROGRAM YEAR | 939,101.38 |
| 02 ENTITLEMENT GRANT | 1,128,880.00 |
| 03 SURPLUS URBAN RENEWAL | 0.00 |
| 04 SECTION 108 GUARANTEED LOAN FUNDS | 0.00 |
| 05 CURRENT YEAR PROGRAM INCOME | 0.00 |
| 05a CURRENT YEAR SECTION 108 PROGRAM INCOME (FOR SI TYPE) | 0.00 |
| 06 FUNDS RETURNED TO THE LINE-OF-CREDIT | 0.00 |
| 06a FUNDS RETURNED TO THE LOCAL CDBG ACCOUNT | 0.00 |
| 07 ADJUSTMENT TO COMPUTE TOTAL AVAILABLE | 0.00 |
| 08 TOTAL AVAILABLE (SUM, LINES 01-07) | 2,067,981.38 |
| PART II: SUMMARY OF CDBG EXPENDITURES | |
| 09 DISBURSEMENTS OTHER THAN SECTION 108 REPAYMENTS AND PLANNING/ADMINISTRATION | 1,222,344.20 |
| 10 ADJUSTMENT TO COMPUTE TOTAL AMOUNT SUBJECT TO LOW/MOD BENEFIT | 0.00 |
| 11 AMOUNT SUBJECT TO LOW/MOD BENEFIT (LINE 09 + LINE 10) | 1,222,344.20 |
| 12 DISBURSED IN IDIS FOR PLANNING/ADMINISTRATION | 225,776.00 |
| 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) | 1,448,120.20 |
| 16 UNEXPENDED BALANCE (LINE 08 - LINE 15) | 619,861.18 |
| PART III: LOWMOD BENEFIT THIS REPORTING PERIOD | |
| 17 EXPENDED FOR LOW/MOD HOUSING IN SPECIAL AREAS | 0.00 |
| 18 EXPENDED FOR LOW/MOD MULTI-UNIT HOUSING | 0.00 |
| 19 DISBURSED FOR OTHER LOW/MOD ACTIVITIES | 1,222,344.20 |
| 20 ADJUSTMENT TO COMPUTE TOTAL LOW/MOD CREDIT | 0.00 |
| 21 TOTAL LOW/MOD CREDIT (SUM, LINES 17-20) | 1,222,344.20 |
| 22 PERCENT LOW/MOD CREDIT (LINE 21/LINE 11) | 100.00% |
| 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 | 2,673,478.14 |
| 25 CUMULATIVE EXPENDITURES BENEFITING LOW/MOD PERSONS | 2,561,778.14 |
| 26 PERCENT BENEFIT TO LOW/MOD PERSONS (LINE 25/LINE 24) | 95.82% |
| PART IV: PUBLIC SERVICE (PS) CAP CALCULATIONS | |
| 27 DISBURSED IN IDIS FOR PUBLIC SERVICES | 129,731.66 |
| 28 PS UNLIQUIDATED OBLIGATIONS AT END OF CURRENT PROGRAM YEAR | 14,895.00 |
| 29 PS UNLIQUIDATED OBLIGATIONS AT END OF PREVIOUS PROGRAM YEAR | 9,161.94 |
| 30 ADJUSTMENT TO COMPUTE TOTAL PS OBLIGATIONS | 0.00 |
| 31 TOTAL PS OBLIGATIONS (LINE 27 + LINE 28 - LINE 29 + LINE 30) | 135,464.72 |
| 32 ENTITLEMENT GRANT | 1,128,880.00 |
| 33 PRIOR YEAR PROGRAM INCOME | 25,750.00 |
| 34 ADJUSTMENT TO COMPUTE TOTAL SUBJECT TO PS CAP | 0.00 |
| 35 TOTAL SUBJECT TO PS CAP (SUM, LINES 32-34) | 1,154,630.00 |
| 36 PERCENT FUNDS OBLIGATED FOR PS ACTIVITIES (LINE 31/LINE 35) | 11.73% |
| PART V: PLANNING AND ADMINISTRATION (PA) CAP | |
| 37 DISBURSED IN IDIS FOR PLANNING/ADMINISTRATION | 225,776.00 |
| 38 PA UNLIQUIDATED OBLIGATIONS AT END OF CURRENT PROGRAM YEAR | 0.00 |
| 39 PA UNLIQUIDATED OBLIGATIONS AT END OF PREVIOUS PROGRAM YEAR | 0.00 |
| 40 ADJUSTMENT TO COMPUTE TOTAL PA OBLIGATIONS | 0.00 |
| 41 TOTAL PA OBLIGATIONS (LINE 37 + LINE 38 - LINE 39 +LINE 40) | 225,776.00 |
| 42 ENTITLEMENT GRANT | 1,128,880.00 |
| 43 CURRENT YEAR PROGRAM INCOME | 0.00 |
| 44 ADJUSTMENT TO COMPUTE TOTAL SUBJECT TO PA CAP | 0.00 |
| 45 TOTAL SUBJECT TO PA CAP (SUM, LINES 42-44) | 1,128,880.00 |
| 46 PERCENT FUNDS OBLIGATED FOR PA ACTIVITIES (LINE 41/LINE 45) | 20.00% |



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

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

Report returned no data.

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

Report returned no data.

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

| Plan Year | IDIS Project | IDIS Activity | Voucher Number | Activity Name | Matrix Code | National Objective | Drawn Amount |
|-----------|--------------|---------------|----------------|--|-------------|--------------------|--------------|
| 2014 | 17 | 202 | 5905676 | Salisbury Sewer Rehabilitation | 03J | LMA | \$150,000.00 |
| 2015 | 3 | 205 | 5966851 | Coopersburg Sewer Rehabilitation | 03J | LMA | \$69,477.50 |
| | | | | | 03J | Matrix Code | \$219,477.50 |
| 2014 | 4 | 188 | 5854181 | Borough of Fountain Hill N. Clewell St. Reconstruction and installation of curb cuts | 03K | LMA | \$120,000.00 |
| 2014 | 6 | 190 | 5854181 | Borough of Slatington Street Reconstruction and Installation of Curb Cuts | 03K | LMA | \$75,421.00 |
| 2015 | 5 | 207 | 5969207 | Fountain Hill Street Reconstruction | 03K | LMA | \$221,334.00 |
| 2015 | 6 | 208 | 5966851 | Slatington - W. Church Street Reconstruction | 03K | LMA | \$80,492.00 |
| 2015 | 7 | 209 | 5966851 | Slatington - W. Franklin Street Reconstruction | 03K | LMA | \$80,880.00 |
| | | | | | 03K | Matrix Code | \$578,127.00 |
| 2015 | 12 | 213 | 5920267 | Meals on Wheels - Meal Provision | 05 | LMC | \$12,809.20 |
| 2015 | 12 | 213 | 5943844 | Meals on Wheels - Meal Provision | 05 | LMC | \$7,190.80 |
| 2015 | 14 | 215 | 5920267 | Literacy Center | 05 | LMC | \$6,301.31 |
| 2015 | 14 | 215 | 5943844 | Literacy Center | 05 | LMC | \$6,910.50 |
| 2015 | 14 | 215 | 5955603 | Literacy Center | 05 | LMC | \$6,788.19 |
| | | | | | 05 | Matrix Code | \$40,000.00 |
| 2014 | 10 | 195 | 5854181 | LVCIL P.L.A.C.E Program | 05B | LMC | \$4,219.49 |
| 2015 | 11 | 212 | 5920267 | LVCIL - PLACE Program | 05B | LMC | \$2,978.77 |
| 2015 | 11 | 212 | 5943844 | LVCIL - PLACE Program | 05B | LMC | \$3,498.90 |
| 2015 | 11 | 212 | 5955603 | LVCIL - PLACE Program | 05B | LMC | \$3,469.81 |
| 2015 | 11 | 212 | 5975782 | LVCIL - PLACE Program | 05B | LMC | \$10,452.52 |
| | | | | | 05B | Matrix Code | \$24,619.49 |
| 2014 | 9 | 194 | 5943839 | Communities in Schools Career Development Program | 05H | LMC | \$4,942.45 |
| 2015 | 10 | 211 | 5943844 | LCTI - Scholarships | 05H | LMC | \$8,005.00 |
| 2015 | 10 | 211 | 5966851 | LCTI - Scholarships | 05H | LMC | \$5,875.00 |
| 2015 | 10 | 211 | 5975782 | LCTI - Scholarships | 05H | LMC | \$6,590.00 |
| | | | | | 05H | Matrix Code | \$25,412.45 |
| 2015 | 13 | 214 | 5920267 | North Penn Legal Services | 05J | LMC | \$2,796.83 |
| 2015 | 13 | 214 | 5943844 | North Penn Legal Services | 05J | LMC | \$6,210.54 |
| 2015 | 13 | 214 | 5955603 | North Penn Legal Services | 05J | LMC | \$992.35 |
| | | | | | 05J | Matrix Code | \$9,999.72 |
| 2015 | 9 | 210 | 5920267 | Catholic Charities - SSIP | 05Q | LMC | \$2,237.86 |
| 2015 | 9 | 210 | 5943844 | Catholic Charities - SSIP | 05Q | LMC | \$17,591.65 |
| 2015 | 9 | 210 | 5966851 | Catholic Charities - SSIP | 05Q | LMC | \$2,554.85 |
| 2015 | 9 | 210 | 5969207 | Catholic Charities - SSIP | 05Q | LMC | \$7,315.64 |
| | | | | | 05Q | Matrix Code | \$29,700.00 |
| 2007 | 22 | 160 | 5897725 | Target Housing Rehab - Catasauqua - Construction | 14A | LMH | \$1,812.64 |
| 2011 | 18 | 158 | 5897738 | Target Housing Rehab - Catasauqua | 14A | LMH | \$17,877.36 |
| 2012 | 14 | 154 | 5897740 | Catasauqua Borough Housing Rehab Construction Costs | 14A | LMH | \$19,913.00 |
| 2012 | 14 | 154 | 5905702 | Catasauqua Borough Housing Rehab Construction Costs | 14A | LMH | \$13,100.00 |
| 2012 | 14 | 154 | 5943830 | Catasauqua Borough Housing Rehab Construction Costs | 14A | LMH | \$9,754.00 |
| 2012 | 16 | 156 | 5870237 | CWHR Program Construction Costs | 14A | LMH | \$14,806.90 |
| 2012 | 16 | 156 | 5870251 | CWHR Program Construction Costs | 14A | LMH | \$2,010.00 |
| 2012 | 16 | 156 | 5967429 | CWHR Program Construction Costs | 14A | LMH | \$11,700.00 |
| 2012 | 16 | 156 | 5967433 | CWHR Program Construction Costs | 14A | LMH | \$7,800.00 |
| 2013 | 9 | 178 | 5879540 | CWHR Program Construction Costs | 14A | LMH | \$13,550.00 |



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| Plan Year | IDIS Project | IDIS Activity | Voucher Number | Activity Name | Matrix Code | National Objective | Drawn Amount |
|-----------|--------------|---------------|----------------|--|-------------|--------------------|----------------|
| 2013 | 9 | 178 | 5905677 | CWHR Program Construction Costs | 14A | LMH | \$21,050.00 |
| 2013 | 9 | 178 | 5920268 | CWHR Program Construction Costs | 14A | LMH | \$25,000.00 |
| 2013 | 9 | 178 | 5943837 | CWHR Program Construction Costs | 14A | LMH | \$23,490.00 |
| 2013 | 9 | 178 | 5955606 | CWHR Program Construction Costs | 14A | LMH | \$13,166.00 |
| 2014 | 7 | 192 | 5943839 | County -Wide Housing Rehabilitaiton Program CONSTRUCTION COSTS | 14A | LMH | \$27,919.00 |
| 2014 | 7 | 192 | 5955604 | County -Wide Housing Rehabilitaiton Program CONSTRUCTION COSTS | 14A | LMH | \$19,795.00 |
| 2014 | 7 | 192 | 5966864 | County -Wide Housing Rehabilitaiton Program CONSTRUCTION COSTS | 14A | LMH | \$8,780.00 |
| | | | | | | | \$251,523.90 |
| 2010 | 15 | 110 | 5920270 | County Wide Housing Rehab Program Delivery | 14H | LMH | \$72.00 |
| 2010 | 15 | 110 | 5943828 | County Wide Housing Rehab Program Delivery | 14H | LMH | \$72.00 |
| 2010 | 15 | 110 | 5955607 | County Wide Housing Rehab Program Delivery | 14H | LMH | \$36.00 |
| 2010 | 15 | 110 | 5966869 | County Wide Housing Rehab Program Delivery | 14H | LMH | \$36.00 |
| 2012 | 15 | 155 | 5943830 | Catasauqua Borough Housing Rehab Delivery Costs | 14H | LMH | \$1,743.64 |
| 2012 | 17 | 157 | 5879532 | CWHR Program Delivery Costs | 14H | LMH | \$2,530.80 |
| 2012 | 17 | 157 | 5897740 | CWHR Program Delivery Costs | 14H | LMH | \$865.80 |
| 2012 | 17 | 157 | 5920269 | CWHR Program Delivery Costs | 14H | LMH | \$158.10 |
| 2012 | 17 | 157 | 5943830 | CWHR Program Delivery Costs | 14H | LMH | \$976.80 |
| 2012 | 17 | 157 | 5968838 | CWHR Program Delivery Costs | 14H | LMH | \$2,525.80 |
| 2013 | 9 | 177 | 5879540 | CWHR PROGRAM DELIVERY COSTS | 14H | LMH | \$6,038.40 |
| 2013 | 9 | 177 | 5905677 | CWHR PROGRAM DELIVERY COSTS | 14H | LMH | \$4,431.60 |
| 2013 | 9 | 177 | 5920268 | CWHR PROGRAM DELIVERY COSTS | 14H | LMH | \$1,226.40 |
| 2013 | 9 | 177 | 5943837 | CWHR PROGRAM DELIVERY COSTS | 14H | LMH | \$2,331.00 |
| 2013 | 9 | 177 | 5955606 | CWHR PROGRAM DELIVERY COSTS | 14H | LMH | \$351.80 |
| 2013 | 9 | 177 | 5966867 | CWHR PROGRAM DELIVERY COSTS | 14H | LMH | \$222.00 |
| 2014 | 7 | 191 | 5879529 | County Wide Housing Rehabilitation - DELIVERY COSTS | 14H | LMH | \$1,986.90 |
| 2014 | 7 | 191 | 5905676 | County Wide Housing Rehabilitation - DELIVERY COSTS | 14H | LMH | \$3,008.10 |
| 2014 | 7 | 191 | 5943839 | County Wide Housing Rehabilitation - DELIVERY COSTS | 14H | LMH | \$9,237.90 |
| 2014 | 7 | 191 | 5955604 | County Wide Housing Rehabilitation - DELIVERY COSTS | 14H | LMH | \$1,334.70 |
| 2014 | 7 | 191 | 5966864 | County Wide Housing Rehabilitation - DELIVERY COSTS | 14H | LMH | \$4,298.40 |
| | | | | | | | \$43,484.14 |
| Total | | | | | | | \$1,222,344.20 |

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 |
|-----------|--------------|---------------|----------------|---|-------------|--------------------|--------------|
| 2015 | 12 | 213 | 5920267 | Meals on Wheels - Meal Provision | 05 | LMC | \$12,809.20 |
| 2015 | 12 | 213 | 5943844 | Meals on Wheels - Meal Provision | 05 | LMC | \$7,190.80 |
| 2015 | 14 | 215 | 5920267 | Literacy Center | 05 | LMC | \$6,301.31 |
| 2015 | 14 | 215 | 5943844 | Literacy Center | 05 | LMC | \$6,910.50 |
| 2015 | 14 | 215 | 5955603 | Literacy Center | 05 | LMC | \$6,788.19 |
| | | | | | | | \$40,000.00 |
| 2014 | 10 | 195 | 5854181 | LVCIL P.L.A.C.E Program | 05B | LMC | \$4,219.49 |
| 2015 | 11 | 212 | 5920267 | LVCIL - PLACE Program | 05B | LMC | \$2,978.77 |
| 2015 | 11 | 212 | 5943844 | LVCIL - PLACE Program | 05B | LMC | \$3,498.90 |
| 2015 | 11 | 212 | 5955603 | LVCIL - PLACE Program | 05B | LMC | \$3,469.81 |
| 2015 | 11 | 212 | 5975782 | LVCIL - PLACE Program | 05B | LMC | \$10,452.52 |
| | | | | | | | \$24,619.49 |
| 2014 | 9 | 194 | 5943839 | Communities in Schools Career Development Program | 05H | LMC | \$4,942.45 |
| 2015 | 10 | 211 | 5943844 | LCTI - Scholarships | 05H | LMC | \$8,005.00 |
| 2015 | 10 | 211 | 5966851 | LCTI - Scholarships | 05H | LMC | \$5,875.00 |
| 2015 | 10 | 211 | 5975782 | LCTI - Scholarships | 05H | LMC | \$6,590.00 |
| | | | | | | | \$25,412.45 |



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| Plan Year | IDIS Project | IDIS Activity | Voucher Number | Activity Name | Matrix Code | National Objective | Drawn Amount |
|--------------|--------------|---------------|----------------|---------------------------|-------------|--------------------|---------------------|
| 2015 | 13 | 214 | 5920267 | North Penn Legal Services | 05J | LMC | \$2,796.83 |
| 2015 | 13 | 214 | 5943844 | North Penn Legal Services | 05J | LMC | \$6,210.54 |
| 2015 | 13 | 214 | 5955603 | North Penn Legal Services | 05J | LMC | \$992.35 |
| | | | | | 05J | Matrix Code | \$9,999.72 |
| 2015 | 9 | 210 | 5920267 | Catholic Charities - SSIP | 05Q | LMC | \$2,237.86 |
| 2015 | 9 | 210 | 5943844 | Catholic Charities - SSIP | 05Q | LMC | \$17,591.65 |
| 2015 | 9 | 210 | 5966851 | Catholic Charities - SSIP | 05Q | LMC | \$2,554.85 |
| 2015 | 9 | 210 | 5969207 | Catholic Charities - SSIP | 05Q | LMC | \$7,315.64 |
| | | | | | 05Q | Matrix Code | \$29,700.00 |
| Total | | | | | | | \$129,731.66 |

LINE 37 DETAIL: ACTIVITIES INCLUDED IN THE COMPUTATION OF LINE 37

| Plan Year | IDIS Project | IDIS Activity | Voucher Number | Activity Name | Matrix Code | National Objective | Drawn Amount |
|--------------|--------------|---------------|----------------|----------------|-------------|--------------------|---------------------|
| 2015 | 15 | 216 | 5920267 | Administration | 21A | | \$68,221.89 |
| 2015 | 15 | 216 | 5943844 | Administration | 21A | | \$93,475.47 |
| 2015 | 15 | 216 | 5975782 | Administration | 21A | | \$64,078.64 |
| | | | | | 21A | Matrix Code | \$225,776.00 |
| Total | | | | | | | \$225,776.00 |

DRAFT

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

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IDIS

| Program | Fund Type | Grantee Name | Grant Number | Authorized Amount | Suballocated Amount | Amount Committed to Activities | Net Drawn Amount | FY YTD Net Draw Amount | Available to Commit | Available to Draw | Recapture Amount | | | |
|--------------------------------|---------------|--------------------------------|--------------------------------|------------------------|-----------------------|--------------------------------|------------------------|------------------------|------------------------|------------------------|---------------------|-----------------------|-----------------------|---------------|
| CDBG | EN | LEHIGH COUNTY | B07UC420011 | \$1,432,485.00 | \$0.00 | \$1,432,485.00 | \$1,432,485.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | | | |
| | | | B08UC420011 | \$1,383,561.00 | \$0.00 | \$1,383,561.00 | \$1,383,561.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | | | |
| | | | B09UC420011 | \$1,400,232.00 | \$0.00 | \$1,400,232.00 | \$1,400,232.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | | | |
| | | | B10UC420011 | \$1,572,129.00 | \$0.00 | \$1,572,129.00 | \$1,572,129.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | | | |
| | | | B11UC420011 | \$1,312,671.00 | \$0.00 | \$1,312,671.00 | \$1,312,671.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | | | |
| | | | B12UC420011 | \$1,139,549.00 | \$0.00 | \$1,139,549.00 | \$1,139,549.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | | | |
| | | | B13UC420011 | \$1,151,731.00 | \$0.00 | \$1,151,731.00 | \$1,151,731.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | | | |
| | | | B14UC420011 | \$1,152,713.00 | \$0.00 | \$1,075,373.00 | \$918,200.25 | \$0.00 | \$77,340.00 | \$234,512.75 | \$0.00 | | | |
| | | | B15UC420011 | \$1,128,880.00 | \$0.00 | \$1,128,880.00 | \$798,529.22 | \$309,770.80 | \$0.00 | \$330,350.78 | \$0.00 | | | |
| | | | B16UC420011 | \$1,116,773.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$1,116,773.00 | \$1,116,773.00 | \$0.00 | | | |
| | | | LEHIGH COUNTY Subtotal: | | | | \$12,790,724.00 | \$0.00 | \$11,596,611.00 | \$11,109,087.47 | \$309,770.80 | \$1,194,113.00 | \$1,681,636.53 | \$0.00 |
| | | | EN Subtotal: | | | | \$12,790,724.00 | \$0.00 | \$11,596,611.00 | \$11,109,087.47 | \$309,770.80 | \$1,194,113.00 | \$1,681,636.53 | \$0.00 |
| | | | SU | LEHIGH COUNTY | B99DC420001 | \$1,660,276.38 | \$0.00 | \$1,660,276.38 | \$1,660,276.38 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | |
| | | | | | B00DC420001 | \$643,105.00 | \$0.00 | \$643,105.00 | \$643,105.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | |
| | | | | | B01DC420001 | \$689,936.00 | \$0.00 | \$689,936.00 | \$689,936.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | |
| | | | | | B02DC420001 | \$708,455.00 | \$0.00 | \$708,455.00 | \$708,455.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | |
| | | | | | B03DC420001 | \$720,632.00 | \$0.00 | \$720,632.00 | \$720,632.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | |
| B04DC420001 | \$743,226.00 | \$0.00 | | | \$743,226.00 | \$743,226.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | | | | |
| B05DC420001 | \$697,246.00 | \$0.00 | | | \$697,246.00 | \$697,246.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | | | | |
| B06DC420001 | \$581,844.00 | \$0.00 | | | \$581,844.00 | \$581,844.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | | | | |
| LEHIGH COUNTY Subtotal: | | | | | \$6,444,720.38 | \$0.00 | \$6,444,720.38 | \$6,444,720.38 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | | |
| SU Subtotal: | | | | | \$6,444,720.38 | \$0.00 | \$6,444,720.38 | \$6,444,720.38 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | | |
| PI | LEHIGH COUNTY | B09UC420011 | \$19,960.00 | \$0.00 | \$19,960.00 | \$19,960.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | | | | |
| | | B11UC420011 | \$6,375.30 | \$0.00 | \$6,375.30 | \$6,375.30 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | | | | |
| | | B14UC420011 | \$25,750.00 | \$0.00 | \$25,750.00 | \$25,750.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | | | | |
| | | LEHIGH COUNTY Subtotal: | | | | \$52,085.30 | \$0.00 | \$52,085.30 | \$52,085.30 | \$0.00 | \$0.00 | \$0.00 | | |
| PI Subtotal: | | | | \$52,085.30 | \$0.00 | \$52,085.30 | \$52,085.30 | \$0.00 | \$0.00 | \$0.00 | | | | |
| GRANTEE | | | | \$12,842,809.30 | \$0.00 | \$18,093,416.68 | \$17,605,893.15 | \$309,770.80 | \$1,194,113.00 | \$1,681,636.53 | \$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

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IDIS

| Plan IDIS Year Project | Project Title and Description | Program | Project Estimate | Committed Amount | Amount Drawn Thru Report Year | Amount Available to Draw | Amount Drawn in Report Year | |
|---------------------------|--|--|---------------------|---------------------|-------------------------------------|--------------------------------|-----------------------------------|--------------|
| 2015 1 | Catasauqua Borough - Curb Cuts | Funds will be used for approximately 30 curb cuts. | CDBG | \$83,725.00 | \$83,725.00 | \$0.00 | \$83,725.00 | \$0.00 |
| 2 | Catasauqua Borough - George Taylor House Window Restoration | Funds will be used to repair and reinstall 8 windows, including repair of stone wall supporting windows. | CDBG | \$21,600.00 | \$21,600.00 | \$0.00 | \$21,600.00 | \$0.00 |
| 3 | Coopersburg Borough - Sanitary Sewer Rehabilitation | Funds will be used to repair and replace twenty-two (22) manholes and 250 feet of sewer line repairs. | CDBG | \$69,608.00 | \$69,477.50 | \$69,477.50 | \$0.00 | \$69,477.50 |
| 4 | Coplay Borough - Front Street Reconstruction and Curb Cuts | Funds will be used for street reconstruction with curb cuts on Front Street from Chestnut to Coplay Street. | CDBG | \$70,000.00 | \$70,000.00 | \$0.00 | \$70,000.00 | \$0.00 |
| 5 | Borough of Fountain Hill - Russell Avenue Street Reconstruction and Curb Cuts | Funds will be used for street reconstruction for 0.2 miles on Russell Avenue from N. Bergen to N. Hoffert, plus 12 curb cuts. | CDBG | \$221,334.00 | \$221,334.00 | \$221,334.00 | \$0.00 | \$221,334.00 |
| 6 | Borough of Slatington - West Church Street Reconstruction, Curb Cuts, and Storm Water Improvements | Funds will be used for reconstruction of Main Street to Dowell Street; approximately 650 feet, 7 curb cuts and storm water improvements. | CDBG | \$80,492.00 | \$80,492.00 | \$80,492.00 | \$0.00 | \$80,492.00 |
| 7 | Borough of Slatington - West Franklin Street, Curb Cuts, and Storm Water Improvements | Funds will be used for the reconstruction of West Franklin Street from 4th to 5th Street; approximately 650 feet, nine (9) curb cuts, and storm water improvements. | CDBG | \$80,880.00 | \$80,880.00 | \$80,880.00 | \$0.00 | \$80,880.00 |
| 8 | County-wide Housing Rehab - Housing Rehabilitation Financing | Funds will be used to rehabilitate owner-occupied LMI properties. Program delivery is also included. | CDBG | \$140,000.00 | \$140,130.78 | \$0.00 | \$140,130.78 | \$0.00 |
| 9 | Catholic Charities - Self-sufficiency & Intervention Program | Funds will be used for rent and utility assistance along with case management for approximately 30 households. | CDBG | \$29,700.00 | \$29,700.00 | \$29,700.00 | \$0.00 | \$29,700.00 |
| 10 | Lehigh Career and Technical Institute | Funds will be used for scholarships to Section 3 residents of Lehigh County Housing Authority programs in Heavy Equipment Operations, with CDL-A License. | CDBG | \$35,365.00 | \$35,365.00 | \$20,470.00 | \$14,895.00 | \$20,470.00 |
| 11 | Lehigh Valley Center for Independent Living - People Living in Accessible Community Environments | Funds for housing counseling to 7 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 | \$20,400.00 | \$0.00 | \$20,400.00 |
| 12 | Meals on Wheels of Lehigh County - Meal Preparation and Delivery | Funds for meals to homebound seniors and adults with disabilities, all with income below \$39,900. | CDBG | \$20,000.00 | \$20,000.00 | \$20,000.00 | \$0.00 | \$20,000.00 |
| 13 | North Penn Legal Services - LMI Legal Aide | Funds for advice, referrals, advocacy and some direct representation of LMI people being evicted, denied housing or who are forced to live in uninhabitable conditions. | CDBG | \$10,000.00 | \$9,999.72 | \$9,999.72 | \$0.00 | \$9,999.72 |
| 14 | The Literacy Center - Adult Literacy Instruction | Funds for adult Basic Education, GED instruction, and ESL classes for County residents. | CDBG | \$20,000.00 | \$20,000.00 | \$20,000.00 | \$0.00 | \$20,000.00 |
| 15 | Administration | Funds for oversight, management, and administration of the CDBG Program. | CDBG | \$225,776.00 | \$225,776.00 | \$225,776.00 | \$0.00 | \$225,776.00 |

CR-60 – Fair Housing

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

- Fair Housing Proclamation for the County of Lehigh, PA dated April 1, 2016.
- Fair Housing Proclamation signed by the mayors of Allentown, Bethlehem, and Easton, as well as the executives for Lehigh and Northampton Counties, as part of the Lehigh Valley Fair Housing Project.
- A press release entitled “NPLS and LVCIL to Hold Press Conference and Outreach Event to Publicize April as Fair Housing Awareness Month”, advertising a press conference held on Friday, April 8, 2016. The press conference was hosted by North Penn Legal Services (NPLS) and the Lehigh Valley Center for Independent Living (LVCIL) to highlight local efforts to combat housing discrimination throughout the Lehigh Valley.
- A flyer for the “Beyond Codes: Fair Housing and Inclusionary Zoning” workshop held on November 9, 2015 and November 12, 2015 at the Lehigh Valley Planning Commission offices.
- Pictures of the Fair Housing Outreach that was posted at Lehigh and Northampton Transportation Authority bus shelters and on the buses.
- Covers and Tables of Contents for the North Penn Legal Services Self-Help Handbook for Tenants in both English and Spanish.
- The new RAI Impediments for Lehigh County and actions taken to address each impediment during the CAPER period.

During this CAPER period, Lehigh County’s Community and Economic Development staff participated in the region’s Fair Housing Consortium, the Lehigh Valley Fair Housing Project, whose members included, North Penn Legal Services, representatives from Northampton County and the cities of Allentown, Bethlehem, and Easton. Meetings were held on a quarterly basis. County staff also attended the Lehigh Valley Planning Commission training on November 12, 2015 and the Housing Symposium at DeSales University on September 16, 2016.

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

1. Appointed a Fair Housing Officer to administer the plan (responsibilities include accepting complaints, record keeping and investigation in conjunction with NPLS).
2. Continued to enlist NPLS in the enforcement of fair housing through public education and outreach.
3. Continued to fund fair housing providers to report housing discrimination complaints.
4. Continued to investigate testing and auditing of fair housing practices through its regional fair housing providers.

5. Educated and attempted to overcome the “Not in My Back Yard” attitude throughout the County through its fair housing providers.
6. Continued to make every attempt to increase geographic choice in housing by providing links on its website for its low-income households.
7. Promoted desegregation of public housing.
8. Updated its fair housing section on the County website with news and items regarding fair housing (i.e. links to fair housing providers to report housing discrimination).
9. Assisted in the organization of a federally supported community-based system (such as LANta) that organizes key elements in its community to direct attention to, and help develop strategies to affirmatively further fair housing.
10. On an annual basis, Lehigh County continued to declare April to be Fair Housing Month via proclamation, in conjunction with holding an annual fair housing workshop.
11. Provided updated Housing Discrimination information with public outreach efforts.
12. Continued to provide funding through its Affordable Housing Trust Fund to the Fair Housing Consortium.

The Lehigh Valley Economic Development Corporation (LVEDC) received an award of \$3.2 million through 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. The following actions were taken to address the impediments identified for Lehigh County in the Regional A.I.:

Impediment # 1: Disparities in Mortgage Lending

Actions:

Lehigh County was part of a regional fair housing consortium with Northampton County and the cities of Allentown, Bethlehem, and Easton. The Lehigh Valley Fair Housing Project funded North Penn Legal Services to present workshops on fair housing issues to local non-profit agencies, real estate professionals, legal professionals, and residents in mobile home parks. At a meeting in September a discussion ensued on how to reach out to the Mortgage Lending Institutions. The group agreed to investigate possible testing of mortgage lenders. The Mortgage Lenders will be invited to speak at the upcoming April 2017 Fair Housing Symposium as well as encouraging them to attend the sessions.

Lehigh County’s Optional Affordable Housing Trust Funds (ACT 137) were distributed via the Affordable Housing Trust Fund (AHTF) Program. During this CAPER period, Lehigh County awarded \$30,000 in AHTF funds to the Community Action Committee of Lehigh Valley (CACLV), which implements the Community Action Financial Services Program. The program provided homebuyer education, counseling, foreclosure prevention and recovery counseling to LMI persons living within the targeted area of Lehigh County. These areas included Whitehall, Coopersburg, Orefield, Emmaus, Fountain Hill, Coplay, and Slatington.

Program outreach was conducted in all of these areas. In addition to the housing counseling services provided to income eligible persons, four (4) Home Ownership Counseling Seminars were conducted within the targeted areas. Seminars were held on two consecutive Saturdays from 8:15 am -1:00 pm during the months of September, October, November, and January. Three of the seminars were in English and one was in Spanish. One of these seminars was held in Lehigh County at Sacred Heart Hospital in Allentown. A total of 167 residents of Lehigh County attended these seminars, which educated students about the home buying process.

During the reporting period, a total of twenty-seven (27) first-time homebuyers in Lehigh County were assisted through CACLV with AHTF funds. There were twenty-three (23) Lehigh County residents that attended pre-settlement counseling and purchased a home. Pre-settlement counseling is either 2 or 4 hours in length, and covers topics such as the closing process and review of mortgage loan documents, financial management and budgeting, predatory lending, and home maintenance and insurance. In addition, 4 Lehigh County residents attended one-on-one pre-purchase counseling. Participants had an opportunity to review their credit report with the Housing Counselor during the counseling session.

CACLV also assisted thirty-four (34) Lehigh County residents with comprehensive counseling through the Foreclosure Mitigation Counseling Program. These residents participated in the Lehigh County Mortgage Foreclosure Diversion Program. As part of this program, a stay was put on the foreclosure so that the homeowner had enough time to see a Housing Counselor at CACLV to try to resolve the delinquency. The Housing Counselor counsels the participant and submits a workout packet to the lender's attorney on their behalf. The Housing Counselor also attended conciliation hearings with the participant at the Lehigh County Courthouse. A total of twenty-one (21) participants received a loan modification and one participant sold their property. Finally, nineteen (19) Lehigh County residents received counseling and assistance in applying for the Home Owners' Emergency Mortgage Assistance Program (HEMAP).

Impediment # 2: Need for Increased Fair Housing Education

Actions:

North Penn Legal Services (NPLS) was a sub-recipient of FY 2015 CDBG funds from Lehigh County. The County also allocated \$9,999.00 of their FY 2014 AHTF to support North Penn Legal Services' fair housing education and workshops during this CAPER period. NPLS was funded as a public service activity and provides legal aid related to affordable housing. NPLS served low- and moderate-income residents living in Lehigh County outside of Allentown and Bethlehem. NPLS staff provided assistance to residents who face eviction, were denied housing, or were forced to live in uninhabitable conditions. NPLS advocates assisted 45 households with legal aid during this CAPER period. This activity was also conducted through workshops held at local social service agencies and in mobile home parks. Information on foreclosures, consumer issues, and fair housing was provided to the residents of Lehigh County. 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 provided consultation to developers and municipalities to ensure that rental and for sale units were marketed in accordance with the affirmative marketing rules of the U.S. Department of Housing and Urban Development. NPLS ensured that all housing programs and services provided by Lehigh County, its municipalities, and NPLS itself, were 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 was to increase access to affordable housing for all persons. NPLS provided education to 628 people about their Landlord-Tenant rights in Lehigh County for the time period of October 1, 2015 to September 30, 2016.

The following lists the locations, dates, and number of participants of the trainings held by NPLS during this CAPER period:

- **St. Luke's Maternal Child Health Initiatives** - October 30, 2015 @ 8:30 AM – 8 participants
- **Greater Lehigh Valley Realtors** - November 6, 2015 @ 10:15 AM- 63 participants
- **Lehigh Valley Planning Commission** - November 9, 2015 @ 6:00 PM - 20 participants
- **Lehigh Valley Planning Commission** - November 12, 2015 @ 12:00 PM - 37 participants
- **LC & NC LINK to Aging & Disability Resources Workshop** - December 3, 2015 @ 9:00 AM - 59 participants
- **Greater Lehigh Valley Realtors** - December 4, 2015 @ 10:15 AM- 30 participants
- **HUD-Funded Housing Providers**- December 17, 2015 @ 1:30 PM - 15 participants
- **Supportive Services for Veteran Families, Community Hope, Inc.** - January 22, 2016 @ 10:00 AM - 8 participants
- **Greater Lehigh Valley Realtors** - February 19, 2016 @ 10:20 AM - 44 participants
- **Lehigh County Assistance Office Staff** - March 31, 2016 @ 2:00 PM - 92 participants
- **Lehigh Valley Center for Independent Living - Landlords for All** - April 8, 2016 @ 1:00 PM - 5 participants
- **North Catasauqua Elderly Apartments** - April 12, 2016 @ 12:00 PM - 21 participants
- **Greater Lehigh Valley Realtors** - April 15, 2016 @ 10:20 AM - 56 participants
- **Fullertown Village Apartments (Whitehall)** - April 18, 2016 @ 12:00 PM - 24 participants
- **Greater Lehigh Valley Realtors** - June 24, 2016 @ 10:20 AM - 45 participants
- **Community Services- Fowler Center Training** - August 23, 2016 - 15 participants
- **Turning Point of Lehigh Valley** - September 15, 2016 - 16 participants
- **Housing Symposium DeSales University** - September 16, 2016 - 70 participants

On August 2, 2016, a PA Human Relations Commission (PHRC) Representative presented the book entitled “Fair Housing Five and the Haunted House” in both English and Spanish to the Allentown District Library. In addition, the County of Lehigh’s CDBG Coordinator requested eight (8) sets of additional books to be provided to all regional libraries so that they would have a set on hand to read to their students. Also, it was requested that the District Library disseminate the books on behalf of the County of Lehigh.

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

During this CAPER period, Lehigh County's Community and Economic Development staff participated in the region's Fair Housing Consortium, Lehigh Valley Fair Housing Project, whose members also include, North Penn Legal Services, representatives from Northampton County and the cities of Allentown, Bethlehem, and Easton. North Penn Legal Services (NPLS) took the lead on the issue of Fair Housing in January 2012 when they established the Lehigh Valley Fair Housing Project. The five (5) members, the cities of Allentown, Bethlehem, and Easton, as well as Lehigh and Northampton Counties, continue to support the project which provides legal assistance and education about housing discrimination and related topics. During the month of April 2016, NPLS continued to work to elevate the issue of Fair Housing through its bus awareness campaign, outreach events, and collaborations with community organizations like LVCIL. The Lehigh Valley Fair Housing Project was the only project of its kind in Pennsylvania and one of the few in the nation.

Lehigh Valley Fair Housing Project meetings were held on a quarterly basis, and Lehigh County worked with the other entitlement communities to identify other regional fair housing organizations and invited them to attend and present at the quarterly Fair Housing Project meetings. At the meetings, each organization discussed activity strategies and successes. NPLS provided updates on their activities as well. Members of the Fair Housing Project had discussions with regional entitlements to provide new funding for possible new testing and educational offerings to the region. The Fair Housing Project members worked together to make recommendations, coordinate ideas, and identify strengths of each fair housing organization. They also discussed the roles of each organization and its impact on the region's fair housing past, current or future housing discrimination issues.

On April 4, 2016, a press release was issued advertising a press conference that was held on Friday, April 8, 2016 hosted by North Penn Legal Services (NPLS) and the Lehigh Valley Center for Independent Living (LVCIL) to highlight the local efforts to combat housing discrimination throughout the Lehigh Valley. At the press conference, the Executive Directors for both NPLS and LVCIL read the Fair Housing Proclamation proclaiming April as Fair Housing Awareness Month. This was signed by the mayors of Allentown, Bethlehem, and Easton, as well as the executives for Lehigh and Northampton Counties, as part of the Lehigh Valley Fair Housing Project. Both directors made joint remarks about the importance of how accessible housing helps people with disabilities in their daily lives. Consumers made brief comments about their experiences with LVCIL's PLACE - People Living in Accessible Community Environments Program. NPLS announced a major milestone of educating more than 3,000 people about Fair Housing issues in the Lehigh Valley. Finally, the unveiling of NPLS' bus awareness campaign was presented. After the press conference, there was a training co-sponsored by LVCIL and NPLS to encourage landlords to rent to people with disabilities. The Landlords For All program offers educational workshops on what is needed to build successful rental relationships. The workshop allowed the opportunity for landlords to meet, discuss rental situations, share advice and experiences, and network with each other. NPLS provided information about Fair Housing, the eviction process, and

other Landlord-Tenant issues.

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 organizations. Lehigh Valley Center for Independent Living (LVCIL) received CDBG funds to carry out public service activities. The FY 2015 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 one landlord workshop, which was held on April 8, 2016 and was attended by five (5) landlords. This was the training that was advertised in the press release and discussed in the press conference that morning. Landlord workshops increased the potential pool of landlords willing to rent to the disabled population and also increased the landlords' knowledge of Fair Housing issues.

During this CAPER period, a new Executive Director of the Housing Equality Center was named. The Fair Housing Project will invite this person to future Fair Housing Consortium meetings.

Impediment # 4: Zoning Provisions Impacting People with Disabilities

Actions:

The Lehigh Valley Planning Commission (LVPC) has written a municipal guidance document on Fair Housing. The document, which was released in December 2015, explains Fair Housing as it relates to municipal zoning and codes enforcement, and the responsibilities of the region's communities to provide for inclusive residential opportunities. As part of the work, the LVPC has updated a series of model municipal ordinances to address fair housing accommodation in the region's typical community and housing types. The region's development pattern ranges from urban, to suburban, to rural, necessitating a suite of model ordinances to address the region's fair housing needs. The package of model ordinances will include: mixed use development, conservation subdivision, cottage housing, traditional neighborhoods, street connectivity, density bonuses, and inclusionary zoning. Additionally, Lehigh and Northampton Counties and the LVPC partnered with North Penn Legal Services and presented two (2) educational events on Fair Housing implementation in November 2015 to its local municipal officials.

On June 25, 2015, the Supreme Court ruled through the Inclusionary Communities decision that municipalities must take into consideration the disparate impact of land use legislation and policy, and that the Fair Housing Act will apply to discriminatory effects of these policies, even if they do not discriminate on face value. Lehigh and Northampton Counties and the LVPC partnered with North Penn Legal Services and presented two (2) workshops on Fair Housing implementation in November 2015 to its local municipal officials. The workshops were entitled "Beyond Codes: Fair Housing & Inclusionary Zoning", and discussed three of the most essential tools used to ensure that all people have access to housing of basic standards: Fair Housing, Building Codes and Inclusionary Zoning.

Priority designation for municipalities who applied to the county for its CDBG Funding was given to those municipalities' municipal managers and zoning/building personnel who attended the Fair Housing Conference held in April. These Fair Housing conferences were focused on promoting fair housing accessibility in the Lehigh Valley. The County also continued to look for housing programs for retrofits for people with disabilities to fund.

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

Actions:

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

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Impediment # 6: Condition of Affordable Housing Stock

Actions:

Lehigh 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 FY 2015, State HOME funds were utilized for a targeted Housing Rehabilitation Program in the Borough of Catasauqua. Eight (8) owner-occupied housing units were rehabilitated with CDBG funds and another four (4) with HOME funds during this CAPER period, for a total of twelve (12) properties. In addition, six (6) infill housing rehabs were completed with Affordable Housing Trust Fund (AHTF) allocations in center city Allentown. Three (3) were completed by Housing Association and Development Corporation, and three (3) were completed by Habitat for Humanity.

Lehigh County continued to look for ways to increase affordable housing. The County endorsed and allocated \$50,000 of its Affordable Housing Trust funds for a LITHC application by Valley Housing Development Corporation for a \$1.2 million dollar project in the Borough of Fountain Hill, which would have created ninety-one (91) one bedroom apartments for 55 and over and twenty-two (22) Single Room Occupancy (SRO) units for persons with mental illness. Unfortunately, this application submitted in March 2016 was denied funding for a third time.

Lehigh County is only a \$1.1 million CDBG entitlement and does not receive federal HOME funds, which makes it quite difficult to assist and build affordable housing.

During the reporting period, a total of twenty-seven (27) first-time homebuyers in Lehigh County were assisted through CACLV with AHTF funds. There were twenty-three (23) Lehigh County residents that attended pre-settlement counseling and purchased a home. In addition, four (4) Lehigh County residents attended one-on-one pre-purchase counseling.

Impediment # 7: Public Perceptions Regarding Transportation Connectivity

Actions:

The County continued to work with Lehigh and Northampton Transportation Authority (LANta) and Lehigh Valley Planning Commission (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.

North Penn Legal Services has a bus awareness campaign with LANta. Pictures of the Fair Housing Outreach that is posted at LANta bus shelters and on the buses are attached at the end of this section.



Proclamation

WHEREAS, April marks the 48th 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, 2016

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

Proclamation

Fair Housing Awareness Month

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

WHEREAS, there are 4 million violations of fair housing laws 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

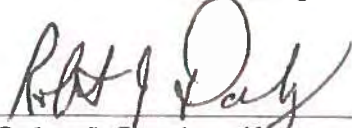
WHEREAS, the ongoing struggle for dignity and housing opportunity for all is not the exclusive province of the Federal government; and

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.

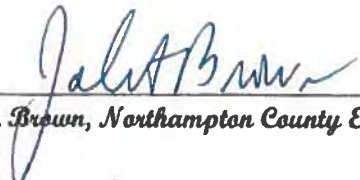
NOW THEREFORE, BE IT RESOLVED, that we, Ed Pawlowski, Mayor of Allentown, Robert J. Donchez, Mayor of Bethlehem, Salvatore J. Panto, Jr., Mayor of Easton, Thomas S. Muller, Lehigh County Executive, and John A. Brown, Northampton County Executive, do hereby proclaim April 2016 as Fair Housing Month. We encourage all agencies, institutions and individuals, public and private, in Lehigh and Northampton Counties, to abide by the letter and spirit of the Fair Housing Law.


Ed Pawlowski, Mayor of Allentown


Robert J. Donchez, Mayor of Bethlehem


Salvatore J. Panto, Jr., Mayor of Easton


Thomas S. Muller, Lehigh County Executive


John A. Brown, Northampton County Executive



**North Penn
LEGAL SERVICES**

LVCiL

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

PRESS RELEASE

FOR IMMEDIATE RELEASE

April 4, 2016

CONTACT:

Alison L. Norton

Director of Development & Communications

Phone: 610.317.5314

E-mail:

anorton@northpennlegal.org

Web:

www.northpennlegal.org

NPLS AND LVCIL TO HOLD PRESS CONFERENCE AND OUTREACH EVENT TO PUBLICIZE APRIL AS FAIR HOUSING AWARENESS MONTH

On Friday, April 8, North Penn Legal Services (NPLS) and LVCIL will be holding a press conference at LVCIL – second floor - at 11 AM. LVCIL is located at 713 N. 13th Street in Allentown, PA 18102. NPLS and LVCIL will highlight the vigorous local efforts to combat housing discrimination throughout the Lehigh Valley.

NPLS Executive Director Victoria Coyle will read a proclamation declaring April as Fair Housing Awareness Month. The proclamation is signed by the mayors of Allentown, Bethlehem, and Easton, as well as the executives for Lehigh and Northampton Counties. Both Ms. Coyle and LVCIL Executive Director Amy Beck will make joint remarks about the importance of how accessible housing helps people with disabilities in their daily lives. Consumers will also make brief comments about their experiences with LVCIL's program – PLACE - People Living in Accessible Community Environments. NPLS will announce a major milestone of educating more than 3,000 people about Fair Housing issues in the Lehigh Valley. The unveiling of NPLS' bus awareness campaign will also be presented.

NPLS has taken the lead on the issue of Fair Housing since January 2012 by establishing the Lehigh Valley Fair Housing Project. Five funders continue to support the project which provides legal assistance and education about housing discrimination and related topics. The five funders include the cities of Allentown, Bethlehem, and Easton, as well as Lehigh and Northampton Counties. During the month of April, NPLS works to elevate the issue of Fair Housing through its bus awareness campaign, outreach events, and collaborations with community organizations like LVCIL. The Lehigh Valley Fair Housing Project is the only project of its kind in Pennsylvania and one of the few in the nation.

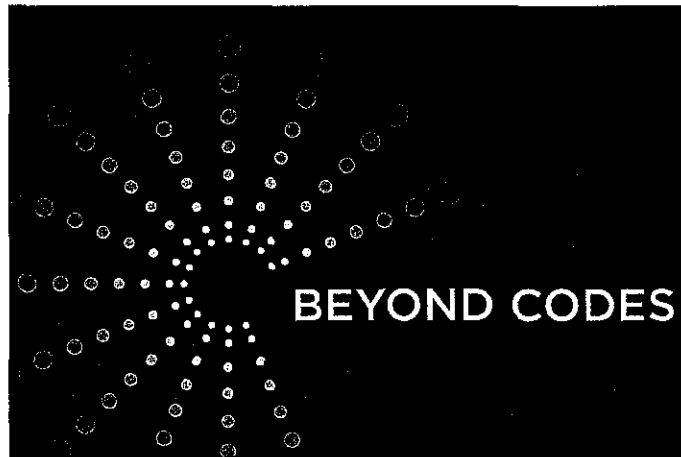
After the press conference, there will be a training at Noon co-sponsored by LVCIL and NPLS to encourage landlords to rent to people with disabilities. The program – Landlords For All offers educational workshops on what is needed to build successful rental relationships. Workshops allow the opportunity for landlords to meet, discuss rental situations, share advice and experiences, and network with each other. NPLS will provide information about Fair Housing, the eviction process, and other Landlord-Tenant issues. The outreach event is free. Light refreshments will be provided.

North Penn Legal Services, a nonprofit 501(c)(3) organization, provides free civil legal assistance to low-income families, individuals, and groups in Northeastern Pennsylvania and equal access to justice for all. Services include individual representation (ranging from document preparation to litigation), information, referral and advice through a telephone helpline, community legal education, and support for those clients who will be taking responsibility for handling some or all aspects of their own problem.

LVCIL is a 501(C)3 nonprofit organization that provides programs and services for people with disabilities living in Lehigh and Northampton Counties. At LVCIL, we empower persons with all types of disabilities to achieve independence and live their dreams.

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Beyond Codes: Fair Housing + Inclusionary Zoning

November 9, 2015, 6 pm - 8 pm | November 12, 2015, 12 pm - 2 pm

at the LVPC offices, 961 Marcon Boulevard, Suite 310, Allentown, Pennsylvania 18109

ON JUNE 25, 2015, THE SUPREME COURT RULED THROUGH THE INCLUSIONARY COMMUNITIES DECISION THAT MUNICIPALITIES MUST TAKE INTO CONSIDERATION THE DISPARATE IMPACT OF LAND USE LEGISLATION AND POLICY, AND THAT THE FAIR HOUSING ACT WILL APPLY TO DISCRIMINATORY EFFECTS OF THESE POLICIES, EVEN IF THEY DO NOT DISCRIMINATE ON FACE VALUE.

What do “disparate impact” and “discriminatory effects” mean?

How do they impact how municipalities MUST respond to the Fair Housing Act?

What sort of violations and litigation are Lehigh Valley municipalities facing right now?

This workshop will discuss three of the most essential tools used to ensure that all people have access to housing of basic standards: Fair Housing, Building Codes and Inclusionary Zoning.

- **Fair Housing:** an individual’s right to choose housing free from discrimination according to certain fundamental characteristics: race, religion, sex, familial status, color, national origin, or disability status.
- **Building Codes:** standards for the physical construction of building that promote physical access into and within buildings.

- **Inclusionary Zoning:** incentives or requirements for housing developers to integrate a certain number of affordable units in the development, embedded in existing zoning ordinances.

It is essential that municipalities learn what they must do to comply with the Act, thereby minimizing likelihood of lawsuits or citations for violations.

We strongly encourage ALL municipalities in the Lehigh Valley to send at least one representative to either of these events. **Food and refreshments will be served.**

Lehigh Valley Planning Commission is proud to partner with North Penn Legal Services, the Counties of Northampton and Lehigh, the Cities of Allentown, Bethlehem and Easton, and Community Action Committee of Lehigh Valley on this critical workshop.



RSVP by Friday, November 6, 2015 for the November 9, 2015 session or Tuesday, November 10, 2015 for the November 12, 2015 session to Alice Lipe at alipe@lvpc.org or Eric McAfee at emcafee@lvpc.org.

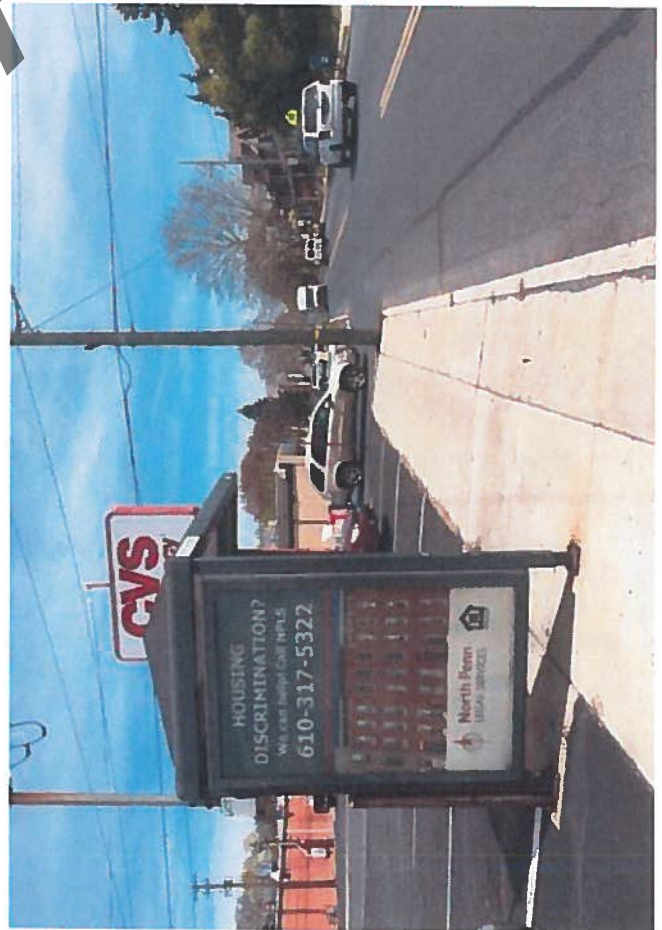
Bus Shelter Outreach



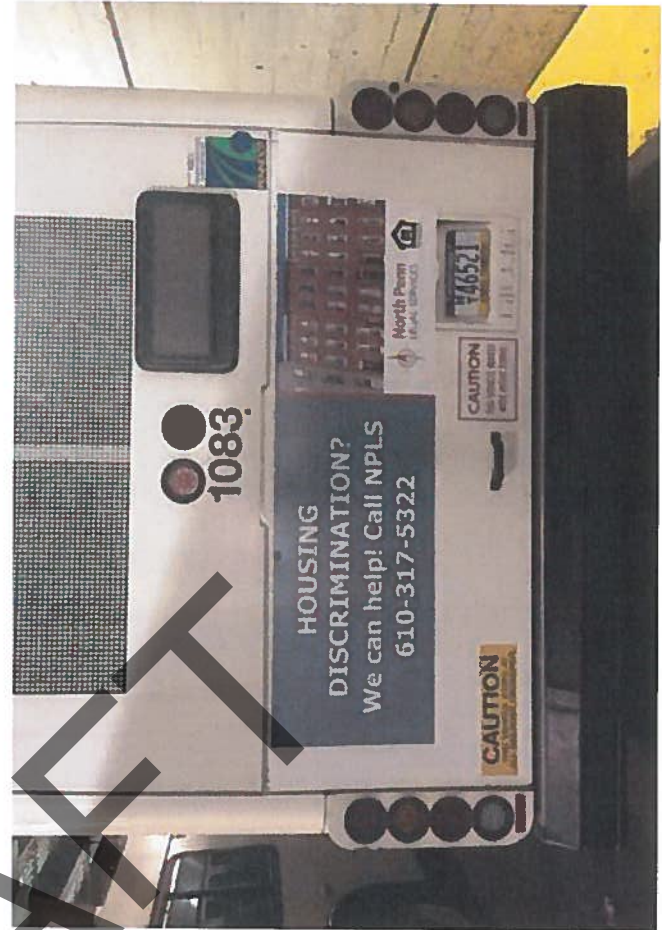
Bus Shelter Outreach



Bus Shelter Outreach



Bus Shelter Outreach



Bus Outreach

Bus Outreach



Bus Outreach - Spanish



Bus Outreach



Bus Outreach

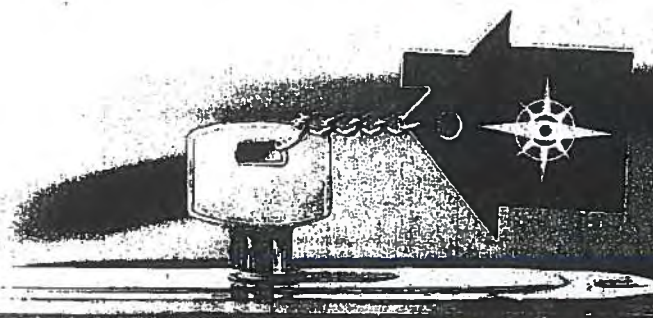




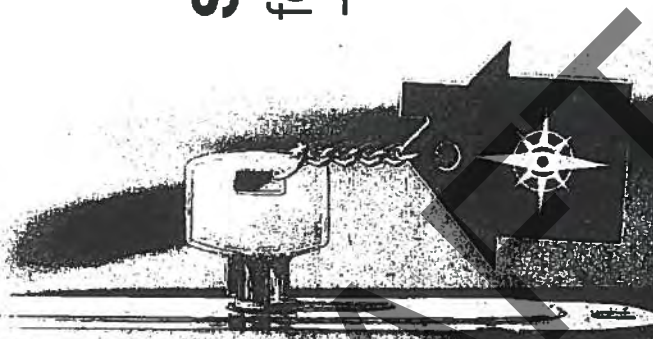
North Penn
LEGAL SERVICES



North Penn
LEGAL SERVICES



Manual de autoayuda para inquilinos



Self-Help Handbook for Tenants

LOS TEMAS INCLUYEN

Vivienda justa Derechos
durante el alquiler
Proceso de desalojo
Recursos comunitarios

TOPICS INCLUDE

Fair Housing
Rental Rights
Eviction Process
Community Resources

Self-Help Handbook for Tenants Understanding Rental and Fair Housing Law in Pennsylvania © 2016

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Manual de autoayuda para inquilinos Guía para entender la Ley de Alquiler y la Ley de Vivienda Justa en Pensilvania © 2016

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CR-65 – Citizen Participation

Lehigh County placed the FY 2015 CAPER document on public display for a period of 15 days beginning on Tuesday, December 6, 2016 through Tuesday, December 20, 2016. A copy of the Public Notice was published in “The Morning Call” on Monday, December 5, 2016.

Copies of the FY 2015 CAPER are available for public inspection at the following locations in Lehigh County, as well as on the Lehigh County website www.lehighcounty.org/Departments/Community-Economic-Development:

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

The following pages includes the public display notice.

Order ID: 4623818

* Agency Commission not included

GROSS PRICE * : \$670.13

PACKAGE NAME: Legal/Public Notices

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

AdSize(s): 1 Column,

Run Date(s): Monday, December 05, 2016

Color Spec. B/W

Preview

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

**FY 2015 CONSOLIDATED ANNUAL
PERFORMANCE
AND EVALUATION REPORT
(CAPER)**

Notice is hereby given that Lehigh County intends to submit its FY 2015 Consolidated Annual Performance and Evaluation Report (CAPER) to the U.S. Department of Housing and Urban Development on or before Thursday, December 29, 2016.

In accordance with Title I of the National Affordable Housing Act of 1990, as amended, Lehigh County has prepared its Fiscal Year 2015 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, 2015 through September 30, 2016.

Copies of the FY 2015 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 6, 2016 through December 20, 2016:

•Lehigh County Department of Community and Economic Development - Lehigh County Government Center, 17 South 7th

Order ID: 4623818

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All interested persons are encouraged to review the FY 2015 CAPER. Written comments may be addressed to Ms. Laurie A. Moyer, Grants & Housing Manager, Government Center, 17 South Seventh Street, Allentown, PA 18101, or by email at lauriemoyer@lehighcounty.org. Oral comments may be made by calling (610) 871-1964. All comments on the CAPER will be considered until December 20, 2016.

Laurie A. Moyer
Grants & Housing Manager,
Lehigh County

#4623818 — 12/5/2016

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

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Laurie A. Moyer
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Published: December 5, 2016