

City of Lancaster, Pennsylvania

Department of Economic Development and Neighborhood Revitalization

Fiscal Year 2015

DRAFT

CDBG PROGRAM
ANNUAL ACTION PLAN

For the Period
January 1, 2015 – December 31, 2015

For Activities Funded By the Following Federal Program:

COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) AND
EMERGENCY SOLUTIONS GRANT (ESG) PROGRAMS

J. Richard Gray, Mayor

Adopted by Lancaster City Council
Administrative Resolution No. -2015



SF 424

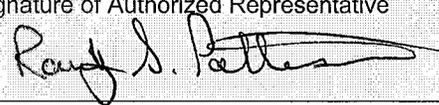
SF 424

November 8, 2013	010569457	Type of Submission	
Date Received by state	State Identifier	Application	Pre-application
Date Received by HUD	Federal Identifier	<input type="checkbox"/> Construction	<input type="checkbox"/> Construction
		<input checked="" type="checkbox"/> Non Construction	<input type="checkbox"/> Non Construction
Applicant Information			
City of Lancaster		UOG Code: PA423573	
120 North Duke Street		DUNS#: 010569457	
		Organizational Unit	
Lancaster	Pennsylvania	Dept. of Econ. Dev. & Neighborhood Revitalization	
17602	Country U.S.A.	Resource Development Division	
Employer Identification Number (EIN):		Lancaster	
23-6001904		Program Year Start Date 1/1/2014	
Applicant Type:		Specify Other Type if necessary:	
Local Government: City		N/A	
Program Funding		U.S. Department of Housing and Urban Development	
Catalogue of Federal Domestic Assistance Numbers; Descriptive Title of Applicant Project(s); Areas Affected by Project(s) (cities, Counties, localities etc.); Estimated Funding			
Community Development Block Grant		14.218 Entitlement Grant	
CDBG Project Titles		City of Lancaster	
CDBG Grant Amount: \$1,562,751	\$0	Fiscal Year 2014 Community Development Block Grant (CDBG) Program for the City of Lancaster	
Additional Federal Funds Leveraged \$0		Additional State Funds Leveraged \$0	
Locally Leveraged Funds \$0		Grantee Funds Leveraged \$0	
Anticipated Program Income \$48,600		Other (Describe) \$0	
\$1,611,351			
Home Investment Partnerships Program		14.239 HOME	
HOME Project Titles		N/A	
\$0		\$0	

Housing Opportunities for People with AIDS		14.241 HOPWA	
HOPWA Project Titles N/A		Description of Areas Affected by HOPWA Project(s)	
\$HOPWA Grant Amount	\$Additional HUD Grant(s) Leveraged	Describe	
\$Additional Federal Funds Leveraged		\$Additional State Funds Leveraged	
\$Locally Leveraged Funds		\$Grantee Funds Leveraged	
\$Anticipated Program Income		Other (Describe)	
Total Funds Leveraged for HOPWA-based Project(s)			

Emergency Shelter Grants Program		14.231 ESG	
ESG Project Titles		City of Lancaster	
ESG Grant Amount: \$139,052	Additional HUD Grant(s) Leveraged \$9,497	CDBG funds	
\$10,425	\$Additional State Funds Leveraged		
\$Locally Leveraged Funds		\$Grantee Funds Leveraged	
\$Anticipated Program Income		\$128,627 (Private Funds)	
\$139,652			

Congressional Districts of:		Is application subject to review by state Executive Order 12372 Process?	
16th	16th		
Is the applicant delinquent on any federal debt? If "Yes" please include an additional document explaining the situation.		<input type="checkbox"/> Yes	This application was made available to the state EO 12372 process for review on DATE
		<input checked="" type="checkbox"/> No	Program is not covered by EO 12372
<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	<input type="checkbox"/> N/A	Program has not been selected by the state for review

Person to be contacted regarding this application		
Randy	S.	Patterson
Director of Economic Development and Neighborhood Revitalization	(717) 291-4760	
rpatterson@cityoflanasterpa.com		
Signature of Authorized Representative		Date Signed
		2/27/15

CERTIFICATIONS

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

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

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

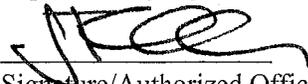
Anti-Lobbying -- To the best of the jurisdiction's knowledge and belief:

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

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

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

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


Signature/Authorized Official

2/24/15
Date

Specific CDBG Certifications

The Entitlement Community certifies that:

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

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

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

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

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

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

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

Excessive Force -- It has adopted and is enforcing:

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

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

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

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

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

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



Signature/Authorized Official

2/24/15

Date

Mayor

Title

ESG Certifications

The Emergency Solutions Grants Program Recipient certifies that:

Major rehabilitation/conversion – If an emergency shelter’s rehabilitation costs exceed 75 percent of the value of the building before rehabilitation, the jurisdiction will maintain the building as a shelter for homeless individuals and families for a minimum of 10 years after the date the building is first occupied by a homeless individual or family after the completed rehabilitation. If the cost to convert a building into an emergency shelter exceeds 75 percent of the value of the building after conversion, the jurisdiction will maintain the building as a shelter for homeless individuals and families for a minimum of 10 years after the date the building is first occupied by a homeless individual or family after the completed conversion. In all other cases where ESG funds are used for renovation, the jurisdiction will maintain the building as a shelter for homeless individuals and families for a minimum of 3 years after the date the building is first occupied by a homeless individual or family after the completed renovation.

Essential Services and Operating Costs – In the case of assistance involving shelter operations or essential services related to street outreach or emergency shelter, the jurisdiction will provide services or shelter to homeless individuals and families for the period during which the ESG assistance is provided, without regard to a particular site or structure, so long the jurisdiction serves the same type of persons (e.g., families with children, unaccompanied youth, disabled individuals, or victims of domestic violence) or persons in the same geographic area.

Renovation – Any renovation carried out with ESG assistance shall be sufficient to ensure that the building involved is safe and sanitary.

Supportive Services – The jurisdiction will assist homeless individuals in obtaining permanent housing, appropriate supportive services (including medical and mental health treatment, victim services, counseling, supervision, and other services essential for achieving independent living), and other Federal State, local, and private assistance available for such individuals.

Matching Funds – The jurisdiction will obtain matching amounts required under 24 CFR 576.201.

Confidentiality – The jurisdiction has established and is implementing procedures to ensure the confidentiality of records pertaining to any individual provided family violence prevention or treatment services under any project assisted under the ESG program, including protection against the release of the address or location of any family violence shelter project, except with the written authorization of the person responsible for the operation of that shelter.

Homeless Persons Involvement – To the maximum extent practicable, the jurisdiction will involve, through employment, volunteer services, or otherwise, homeless individuals and families in constructing, renovating, maintaining, and operating facilities assisted under the ESG program, in providing services assisted under the ESG program, and in providing services for occupants of facilities assisted under the program.

Consolidated Plan – All activities the jurisdiction undertakes with assistance under ESG are consistent with the jurisdiction’s consolidated plan.

Discharge Policy – The jurisdiction will establish and implement, to the maximum extent practicable and where appropriate policies and protocols for the discharge of persons from

publicly funded institutions or systems of care (such as health care facilities, mental health facilities, foster care or other youth facilities, or correction programs and institutions) in order to prevent this discharge from immediately resulting in homelessness for these persons.



Signature/Authorized Official

2/24/15

Date

Mayor

Title

APPENDIX TO CERTIFICATIONS

INSTRUCTIONS CONCERNING LOBBYING:

A. Lobbying Certification

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

Executive Summary

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

1. Introduction

2. Summarize the objectives and outcomes identified in the Plan

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

CDBG, ESG and HOME funds (as allocated to the developing City/County Consortium) will be directed toward accomplishing the following primary objectives during 2015:

1. Provide decent, affordable rental and owner-occupied housing for low- and very low-income persons throughout the City;
2. Upgrade public infrastructure and facilities in areas of the City principally occupied by persons with low- and very low-incomes;
3. Provide human services for low- and very low-income individuals and families;
4. Improve accessibility for persons with disabilities; and
5. Support emergency shelters and improve supportive services for persons experiencing homeless or those at-risk of becoming homeless, by helping them obtain and sustain permanent housing.

3. Evaluation of past performance

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

The City of Lancaster has had past success in implementing all projects included in the plan. These projects have met all timeliness deadlines and have benefited the low/mod population of the City.

4. Summary of Citizen Participation Process and consultation process

Summary from citizen participation section of plan.

5. Summary of public comments

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

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

Not Applicable

7. Summary

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

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

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

Agency Role	Name	Department/Agency
Lead Agency	LANCASTER	
CDBG Administrator	LANCASTER	Economic Development & Neighborhood Revitalization
HOPWA Administrator		
HOME Administrator		
ESG Administrator	LANCASTER	Economic Development & Neighborhood Revitalization
HOPWA-C Administrator		

Table 1 – Responsible Agencies

Narrative (optional)

In 2008, the City of Lancaster and Lancaster County (through its agent, the Lancaster County Housing and Redevelopment Authority, or “LCHRA”) agreed to form a “Consortium” in order to operate a joint Home Investment Partnership (HOME) Program. Formation of the City/County Consortium was ultimately approved by HUD. As “lead entity,” LCHRA currently has the primary responsibility for ensuring Consortium (City and County) compliance with all HOME Program rules and regulations as well as reporting to HUD. The City and LCHRA Consortium Agreement focuses on the HOME Program. The Consortium Agreement does not include any aspect of the separate City and County CDBG or ESG Entitlement Programs. Therefore, the City completes a separate CDBG & ESG Action Plan. The HOME portion of the City and County’s joint program are included the County’s Action Plan.

Consolidated Plan Public Contact Information

Kari Shrom, Senior Grants Administrator, 717-291-4743, kshrom@cityoflanasterpa.com

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

1. Introduction

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

The City has a representative on a number of different committees that address housing and homelessness issues. City representatives are also on Boards for various agencies, including housing development agencies, services agencies, and the County Behavioral Health and Developmental Services Advisory Board.

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

The City of Lancaster works with the Lead Agency of the Continuum of Care to develop policies and procedures, performance measures and funding allocations. The Director of EDNR is involved in the Priority Group Leadership Team, which is the team that has voting power to accept and reject policies, performance measures etc. The City is also involved in the Leadership Council for the CoC as well as the CoC Planning Committee. Many other committees or panels are developed through the year, as necessary, to assess program performance, performance measures and funding allocations. The City aligns its ESG goals and policies to best match those of the CoC so the homelessness system in Lancaster can function as efficiently as possible.

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

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

Table 2 – Agencies, groups, organizations who participated

1	Agency/Group/Organization	UNITED WAY
	Agency/Group/Organization Type	United Way
	What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy Anti-poverty Strategy Funding Allocations
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The City works in collaboration with the United Way and the Lead agency of the CoC on the implementation of the 10-year plan to end homelessness. United Way funds have been added as part of the City and County's joint ESG application process, with United Way employees sitting on the allocation panel to help make funding decisions.
2	Agency/Group/Organization	Lancaster County BHDS
	Agency/Group/Organization Type	Services-homeless Services-Health Other government - County Grantee Department
	What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The City works closely with BHDS in implementing policies and standards, as well as outcomes and indicators of various programs, for the Continuum of Care. A City representative is also on the BHDS Advisory Board. BHDS also currently serves as the lead agency of the Continuum of Care.
3	Agency/Group/Organization	LANCASTER HOUSING OPPORTUNITY PARTNERSHIP
	Agency/Group/Organization Type	Housing Services - Housing Services-Children Services-homeless Service-Fair Housing
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy Analysis of Impediments to Fair Housing
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Representatives from LHOP are involved in a number of committees that focus on homelessness, such as the Gaps Analysis Committee, Leadership Board and Provider Advisory Group. LHOP also leads the Fair Housing Resource Center Advisory Committee. LHOP was also a major contributor to the development of the Lancaster City/County Analysis of Impediments to Fair Housing and continue to be a major player in the work to address impediments.

4	Agency/Group/Organization	YWCA OF LANCASTER COUNTY
	Agency/Group/Organization Type	Services - Housing Services-Children Services-Victims of Domestic Violence Services-homeless Services - Victims
	What section of the Plan was addressed by Consultation?	Homeless Needs - Families with children Homelessness Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The YWCA is a member of the Provider Advisory Group and their input is received both in meetings. They participated in the review of the draft Policies and Standards for the ESG and CoC funds.
5	Agency/Group/Organization	Domestic Violence Services
	Agency/Group/Organization Type	Services - Housing Services-Children Services-Victims of Domestic Violence Services-homeless
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homeless Needs - Families with children Homelessness Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	DVS is a member of the Provider Advisory Group and is a subrecipient of ESG funds. Their input is received both in meetings and in discussions regarding their ESG-funded program. They participated in the review of the draft Policies and Standards for the ESG and CoC funds.

6	Agency/Group/Organization	TABOR COMMUNITY SERVICES
	Agency/Group/Organization Type	Housing Services - Housing Services-Children Services-Victims of Domestic Violence Services-homeless
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Tabor is a member of the Provider Advisory Group and is a subrecipient of ESG funds. Their input is received both in meetings and in discussions regarding their ESG-funded program. They participated in the review of the draft Policies and Standards for the ESG and CoC funds.
7	Agency/Group/Organization	Redevelopment Authority of the County of Lancaster
	Agency/Group/Organization Type	Housing Other government - County Grantee Department

<p>What section of the Plan was addressed by Consultation?</p>	<p>Housing Need Assessment Public Housing Needs Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy Non-Homeless Special Needs Market Analysis Economic Development Anti-poverty Strategy Lead-based Paint Strategy</p>
<p>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</p>	<p>The City of Lancaster works closely with the Redevelopment Authority of the County of Lancaster, as they operate a HOME Consortium, have completed a joint Con Plan and joint Analysis of Impediments to Fair Housing and have combined their ESG funds into a single funding application round. ESG Policies and Standards were also developed in collaboration with the Redevelopment Authority and many other policies issues are routinely discussed with them.</p>
<p>8 Agency/Group/Organization</p>	<p>SACA DEVELOPMENT CORPORATION</p>
<p>Agency/Group/Organization Type</p>	<p>Housing Services - Housing Services-Elderly Persons Services-Persons with HIV/AIDS Services-Health</p>
<p>What section of the Plan was addressed by Consultation?</p>	<p>Housing Need Assessment</p>

<p>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</p>	<p>SACA is a Community Housing Development Organization. The City continues to work with SACA on housing projects for low/mod families. A City staff member sits on SACA's board.</p>
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Identify any Agency Types not consulted and provide rationale for not consulting

Not applicable.

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

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care	Lancaster County BHDS	The City works closely with BHDS in implementing, administering and funding programs that are part of the 10 year plan to end homelessness.
Commonwealth of PA FY 2014 Annual Action Plan	PA Department of Community & Economic Development	The City's goals align with the States goals of prioritizing Rapid Rehousing programs in the effort to end homelessness in Pennsylvania.

Table 3 – Other local / regional / federal planning efforts

Narrative (optional)

AP-12 Participation – 91.105, 91.200(c)

**1. Summary of citizen participation process/Efforts made to broaden citizen participation
Summarize citizen participation process and how it impacted goal-setting**

No citizen comments were received.

Citizen Participation Outreach

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
1	Public Meeting	Non-targeted/broad community	No attendance	No comments received	N/A	
2	Newspaper Ad	Non-targeted/broad community		No comments received	N/A	
3	Internet Outreach	Non-targeted/broad community		No comments received	N/A	

Table 4 – Citizen Participation Outreach

Expected Resources

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

Introduction

The City will receive \$1,611,751 in CDBG entitlement funds for 2015 and will also receive \$48,600 in program income, for total resources

equaling \$1,611,351. The City will also receive \$139,052 in ESG entitlement funds for 2015.

Priority Table

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Reminder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	1,562,751	48,600	0	1,611,351	1,611,351	CDBG Entitlement funds and Program Income
ESG	public - federal	Conversion and rehab for transitional housing Financial Assistance Overnight shelter Rapid re-housing (rental assistance) Rental Assistance Services Transitional housing	139,052	0	0	139,052	139,052	ESG Entitlement Funds

Table 5 - Expected Resources – Priority Table

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

CDBG funds will supplement a variety of programs that have other sources of funding. The Streets Improvements program generally utilizes

other state grant funds. The City of Lancaster’s internal operating funds also supplement the Housing Code Enforcement Program and the Neighborhood Crime Prevention Program. The CDBG funds used for the Micro-Enterprise development program represents less than 5% of their total program budget; the majority of their budget is comprised of privately raised funds.

The ESG funds will be utilized for Emergency Shelter and Homeless Prevention and Rapid Rehousing. These funds will leverage United Way and FEMA Emergency Food and Shelter Program dollars, as well as other private donations secured by providers.

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

Discussion

DRAFT

Annual Goals and Objectives

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

Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Housing	2015	2015	Affordable Housing	LANCASTER CITY	Maintain Affordable Housing	CDBG: \$607,759	Homeowner Housing Rehabilitated: 82 Household Housing Unit Housing Code Enforcement/Foreclosed Property Care: 2500 Household Housing Unit
2	Removal of Blight	2015	2015	Affordable Housing	LANCASTER CITY	Provide Suitable Living Environment	CDBG: \$50,000	Homeowner Housing Rehabilitated: 12 Household Housing Unit
3	Economic Development	2015	2015	Non-Housing Community Development	LANCASTER CITY	Expand Economic Opportunities	CDBG: \$5,000	Other: 25 Other
4	Create Suitable Living Environment	2015	2015	Non-Housing Community Development	LANCASTER CITY	Provide Suitable Living Environment	CDBG: \$685,000	Public Facility or Infrastructure Activities for Low/Moderate Income Housing Benefit: 33567 Households Assisted Public service activities other than Low/Moderate Income Housing Benefit: 33567 Persons Assisted

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
5	Assist Homeless Persons	2015	2105	Homeless	LANCASTER CITY	Homeless Services	ESG: \$139,052	Tenant-based rental assistance / Rapid Rehousing: 25 Households Assisted Homeless Person Overnight Shelter: 100 Persons Assisted Homelessness Prevention: 25 Persons Assisted

Table 6 – Goals Summary

Goal Descriptions

1	Goal Name	Housing
	Goal Description	
2	Goal Name	Removal of Blight
	Goal Description	
3	Goal Name	Economic Development
	Goal Description	
4	Goal Name	Create Suitable Living Environment
	Goal Description	
5	Goal Name	Assist Homeless Persons
	Goal Description	

Table 7 – Goal Descriptions

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

The City will provide assistance to a total of 24 low-income households through its Critical Repair Program. This program provides zero interest loans for eligible homeowners to make emergency repairs in their properties.

DRAFT

AP-35 Projects – 91.220(d)

Introduction

The City plans to continue focusing CDBG resources in the below project areas:

#	Project Name
1	Housing Activities
2	Public Improvements/Infrastructure Activities
3	Public Service Activities
4	Economic Development
5	CDBG Planning & Admin
6	Critical Repair Program
7	ESG15 Lancaster City

Table 8 – Project Information

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

Projects

AP-38 Projects Summary

Project Summary Information

Table 9 – Project Summary

1	Project Name	Housing Activities
	Target Area	LANCASTER CITY
	Goals Supported	Housing Removal of Blight
	Needs Addressed	Maintain Affordable Housing Provide Suitable Living Environment
	Funding	CDBG: \$557,759
	Description	This project is for activities that are directly related to housing.
	Target Date	12/31/2015
	Estimate the number and type of families that will benefit from the proposed activities	2500 housing units occupied by low- and moderate-income individuals, or located in low-mod areas of the City.
	Location Description	
	Planned Activities	Housing Activities include code enforcement, homeowner rehabilitation administration, and vacant and blighted property activities
2	Project Name	Public Improvements/Infrastructure Activities
	Target Area	LANCASTER CITY
	Goals Supported	Create Suitable Living Environment

	Needs Addressed	Provide Suitable Living Environment
	Funding	CDBG: \$550,000
	Description	This project is for public improvements/infrastructure activities
	Target Date	12/31/2015
	Estimate the number and type of families that will benefit from the proposed activities	Approximately 33,567 low- and moderate-income households will be assisted
	Location Description	
	Planned Activities	Streets improvements, including ADA curb cuts and street repaving in low- and moderate-income areas of the City
3	Project Name	Public Service Activities
	Target Area	LANCASTER CITY
	Goals Supported	Create Suitable Living Environment
	Needs Addressed	Provide Suitable Living Environment
	Funding	CDBG: \$135,000
	Description	This project is for public service activities
	Target Date	12/31/2015
	Estimate the number and type of families that will benefit from the proposed activities	Approximately 33,567 households will benefit from this activity in low- and moderate-income areas of the City
	Location Description	
	Planned Activities	Police Overtime details
4	Project Name	Economic Development
	Target Area	LANCASTER CITY

	Goals Supported	Economic Development
	Needs Addressed	Expand Economic Opportunities
	Funding	CDBG: \$5,000
	Description	This project is for economic development activities.
	Target Date	12/31/2015
	Estimate the number and type of families that will benefit from the proposed activities	25 individuals will be assisted.
	Location Description	
	Planned Activities	Provide business training for micro-enterprises, start-up and expansion.
5	Project Name	CDBG Planning & Admin
	Target Area	LANCASTER CITY
	Goals Supported	Housing Removal of Blight Economic Development Create Suitable Living Environment Assist Homeless Persons
	Needs Addressed	Maintain Affordable Housing Provide Suitable Living Environment Expand Economic Opportunities Homeless Services
	Funding	CDBG: \$263,592
	Description	Planning & Administration for CDBG
	Target Date	12/31/2015

	Estimate the number and type of families that will benefit from the proposed activities	
	Location Description	
	Planned Activities	Administration of CDBG funds.
6	Project Name	Critical Repair Program
	Target Area	LANCASTER CITY
	Goals Supported	Housing Create Suitable Living Environment
	Needs Addressed	Provide Suitable Living Environment
	Funding	CDBG: \$100,000
	Description	Emergency repair program for eligible homeowners
	Target Date	12/31/2015
	Estimate the number and type of families that will benefit from the proposed activities	Approximately 25 low and moderate income households will benefit from this activity.
	Location Description	Scattered sites throughout the City of Lancaster
	Planned Activities	Emergency home repairs.
7	Project Name	ESG15 Lancaster City
	Target Area	LANCASTER CITY
	Goals Supported	Assist Homeless Persons
	Needs Addressed	Homeless Services
	Funding	ESG: \$139,052
	Description	Lancaster City ESG Program

Target Date	6/30/2016
Estimate the number and type of families that will benefit from the proposed activities	Approximately 150 households will be served.
Location Description	
Planned Activities	Rapid Rehousing, Prevention and emergency shelter activities.

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AP-50 Geographic Distribution – 91.220(f)

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

The focus (and location) of Lancaster’s CDBG & ESG Program activities is in the original four square mile area of the City (i.e., one mile in each direction from Penn Square) where all of the City Census Tracts occupied primarily by low- and very low-income persons are located. Also, the areas of racial/minority concentration are located in the original four square miles, particularly in the southeast and south central sectors of the City. It is in this target area that the City will focus action through its CDBG-funded activities to reduce or eliminate impediments to meeting underserved needs.

Geographic Distribution

Target Area	Percentage of Funds
LANCASTER CITY	100

Table 10 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

The areas of racial/minority concentration are located in the original four square miles, particularly in the southeast and south central sectors of the City. It is in this target area that the City will focus action through its CDBG-funded activities to reduce or eliminate impediments to meeting underserved needs.

Discussion

Affordable Housing

AP-55 Affordable Housing – 91.220(g)

Introduction

Affordable housing is an identified need in the City of Lancaster. The City will support affordable housing by providing rental assistance through the City's Rapid Rehousing & Prevention Programs, and approximately 70 properties will be rehabilitated through various City programs which are supplements by CDBG funds.

One Year Goals for the Number of Households to be Supported	
Homeless	150
Non-Homeless	0
Special-Needs	0
Total	150

Table 11 - One Year Goals for Affordable Housing by Support Requirement

One Year Goals for the Number of Households Supported Through	
Rental Assistance	50
The Production of New Units	0
Rehab of Existing Units	70
Acquisition of Existing Units	0
Total	120

Table 12 - One Year Goals for Affordable Housing by Support Type

Discussion

AP-60 Public Housing – 91.220(h)

Introduction

In accordance with regulations at 24 CFR Part 903, Public Housing Agency Plans, the City of Lancaster annually reviews the Lancaster City Housing Authority's (LCHA) Fiscal Year "Capital Fund Program" and updated "Five-Year Plan" when applicable. The purpose of the City's review is to determine whether the documents are consistent with Lancaster's "Consolidated Plan" prior to submission of the documents by the Authority to the Federal Department of Housing and Urban Development (HUD). The City of Lancaster reviewed the documents submitted by LCHA for FY 2013 and certified that they were consistent with Lancaster's "Consolidated Plan." The City currently provides no direct financial assistance to LCHA in support of public housing because the Authority is able to separately finance its own operations. All public housing in Lancaster County is located in the City of Lancaster. There are 565 public housing units that are operated at or near 100% occupancy.

LCHA had an agency-wide ADA study conducted to identify the number and location of Public Housing units that they would want to pursue making fully UFAS compliant. Two units in one of the family developments were renovated to be fully UFAS compliant. Common areas were also renovated at each of the four housing sites. There are plans for additional units to be renovated in the future.

There are currently 1003 Housing Choice Vouchers that are at or near 100% utilization.

LCHA is pursuing additional Project-Based partnerships with local agencies via their Section 8 Housing Choice Voucher Program. There are currently 75 Project-Based Section 8 vouchers.

LCHA administers a Housing Choice Voucher Family Self Sufficiency program which promotes overall self sufficiency and home ownership for Section 8 clients. As of June 2013, 24 clients were enrolled in the program.

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

LCHA was awarded \$686,476 from HUD's Capital Fund Program. These funds will be used to replace roofs and plumbing upgrades.

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

The Lancaster City Housing Authority (LCHA) meets with their Resident Advisory Board in the

development process of their Annual Action Plan.

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

N/A

Discussion

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

Introduction

The City of Lancaster works in coordination with the Lancaster County Coalition to End Homeless (LCCEH), which is the lead agency in charge of Lancaster's CoC. The LCCEH has established the HEADING HOME Ten Year Action Plan to Prevent and End Homelessness. The City coordinates its ESG funds with the goals and actions established in the plan. The City has consulted with the CoC regarding its 2015 ESG program.

The City is also involved in LCCEH boards and committees; employees attend the Homeless Service Providers Network meeting, the Continuum of Care Planning Committee and the LCCEH Leadership Council and Executive Committee. The City also meets with the lead agency, the Lancaster County Redevelopment Authority (recipient of entitlement ESG funds), and United Way (private funding provider) to coordinate efforts

Describe the jurisdictions one-year goals and actions for reducing and ending homelessness including

Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs

Homeless outreach workers provide street-based and shelter-based outreach to persons experiencing homelessness. These workers build relationships with persons experiencing homelessness and connect them with services. The Community Homeless Outreach Center (CHOC) is a daytime drop-in facility that provides showers, mailboxes, telephone and internet usage, and a variety of other services to persons experiencing homelessness. Outreach workers also build relationships with clients at CHOC and connect them with additional services.

Lancaster County began its coordinated assessment/single point of entry system, known as Community Homeless Assessment and Referral Team (CHART), in September 2013. CHART has contracted with United Way 211 to provide initial client screening into the single point of entry system. CHART workers are also mobile, allowing them to conduct face-to-face initial assessments to clients who are at emergency shelters, the daytime drop-in center, on the street or in other areas. Outreach Workers are also trained to conduct CHART assessments. This decreases the number of contacts a client must have in order to be connected with services.

CHART does the following:

- Ensure that households at imminent risk of homelessness get the right services at the right time and at the right level;
- Provide a single, trusted access point individuals and families can turn to for homeless

prevention services, assessment, light case management and referral to emergency housing and other services to help get back on their feet;

- Focus on diversion and prevention whenever possible with shelter entry only when no other option or resource is available;
- Recognize that a successful SPE is dependent upon full provider buy-in; must have sufficient housing specialists, diversion and rapid re-housing resources; and must include permanent housing resource identification/referral at point of entry.

Addressing the emergency shelter and transitional housing needs of homeless persons

The HEADING HOME Ten Year Action Plan to Prevent and End Homelessness lists as an Action Step to “Identify the necessary amount of shelter beds for the Lancaster County Continuum of Care.” The HEADING HOME Plan also addresses the emergency and transitional housing needs of homeless persons. See the Annual Action Plan for specific steps planned.

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

Rapid re-housing services will be the primary method to make the transition to permanent housing and independent living for persons experiencing homelessness. Rapid re-housing will help chronically homeless individuals and families, families the children, veterans and their families to move out of homelessness and into permanent housing as quickly as possible. Tabor Community Services currently operates a rapid re-housing activity program “Shelter To Independent Living Program.” This program is currently funded through Lancaster County CDBG public service dollars, other HUD funds and ESG funds.

The skills and disciplines taught through the provision of services as well and the resources identified in the individual Housing Plan will work to prevent formerly homeless persons from returning to homelessness. Self sufficiency is also a primary goal of the program.

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

employment, education, or youth needs.

The CoC works with the Lancaster County Children and Youth Agency (CYA) who established the Independent Living (IL) Unit to ensure that youth aging out of foster care are not discharged into homelessness. The IL Unit offers education and supportive services for ages 16-21. Staff members facilitate weekly groups about daily living skills such as budgeting, employment, and cooking; including an advanced group to address specific needs of older IL youth. Community volunteers mentor youth for ongoing support as they access independent housing. Housing types include independent residences, resource homes, residential settings, and specifically developed IL programs with private community providers. Services provided as they exit care include assistance locating and maintaining housing and job search assistance. The aftercare specialist IL Coordinator locates housing through a number of strategies including identifying resources the youth already have, local affordable housing projects (HDC & Community Basics) and relationships with landlords and realtors. A financial assistance program assists youth in paying for housing until they build savings and maintain budgets. Collaborative stakeholders include Administration of PA Courts, CYA, Guardians Ad Litem, and OCYF, Boys Club and local housing providers

Discussion

One year goals for the number of households to be provided housing through the use of HOPWA for:
Short-term rent, mortgage, and utility assistance to prevent homelessness of the individual or family
Tenant-based rental assistance
Units provided in housing facilities (transitional or permanent) that are being developed, leased, or operated
Units provided in transitional short-term housing facilities developed, leased, or operated with HOPWA funds
Total

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

Introduction

Lancaster's *Consolidated Plan* for 2011-2015 includes a discussion of issues that continue to constitute barriers to affordable housing in the City. Lancaster supports and funds a number of activities aimed at reducing or eliminating barriers to fair housing for lower-income persons wishing to reside in the City.

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

The preservation and improvement of affordable housing in low- and very low-income neighborhoods is a long-term goal of the City. Achievement of this goal will be promoted in FY 2015 through (1) continuous, aggressive code enforcement by the staff of the City's "Housing Code Enforcement Program", (2) City efforts through its "Homeowner Rehabilitation Assistance Project," to rehabilitate owner occupied housing, restoring the dwelling units to livable conditions, and preventing them from being lost, and (3) the provision of assistance to low- and very low-income City homeowners to remediate an emergency home repair through the "Critical Home Repair Loan Project."

The "Housing Code Enforcement Program" will enable the City to implement a Housing Code enforcement program designed to improve health and safety conditions in the homes of lower-income City residents, and to prevent deterioration of the City's affordable housing stock and the spread of blight, particularly in areas principally occupied by lower-income persons. City Project staff will conduct approximately 21,800 inspections and re-inspections during FY 2015 in City Census Tracts occupied primarily by low- and very low-income persons.

The City administers a "Homeowner Rehabilitation Assistance Project" for homeowners to help them maintain the condition and integrity of their homes. A total of fourteen occupied homes will be rehabilitated through this Project during FY 2015. In addition, there were several rehabilitations started in FY 2014 that will be carried over into FY 2015. The Project serves lower income homeowners of all ages, including senior citizens, by enabling them to remain in their homes (improved by the Project to comply with the Housing Code) considerably longer than they otherwise may have been able to without Project assistance. In this historic City with a vast majority of older homes, the maximum cost of homeowner rehabilitation projects is \$40,000 per unit. Also, the City will conduct through this Project childhood lead poisoning prevention activities that identify children under the age of six that have lead-based paint poisoning or may be subject to lead hazards. The City will work to eliminate their health problems and to control and reduce lead paint hazards in the environment of its children.

Lancaster will also operate a "Critical Home Repair Loan Project" to assist lower-income homeowners facing an emergency situation regarding some aspect of their home that is threatening to their health or

life, and which requires immediate attention and resolution. The Critical Home Repair Loan Project addresses serious housing problems that cannot wait for the normal rehabilitation program process because of the immediate nature of the emergency situation. The intent of the Project is to help lower-income persons or families remain in their affordable housing despite the occurrence of an otherwise insurmountable emergency. Examples of “critical” situations would be when an old heating system in a home is not properly functioning during cold weather and cannot be repaired, a leaking roof, or a broken sewage pipe that is causing sewage to back up into a house. Approximately twenty-four critical repair loans will be made during FY 2015.

Discussion

The City also provides HOME funds to Lancaster Housing Opportunity Partnership (LHOP) to carry out the Lancaster Home Purchase Initiative Project. This project provides down payment assistance and/or closing costs to low- and very low-income homeowners who participate in a homebuyer education program provided by LHOP.

In addition, the Redevelopment Authority of the City of Lancaster (in close coordination with the City Department of Economic Development and Neighborhood Revitalization) operates the “Vacant and Blighted Property Acquisition and Disposition Project” through which it obtains control of blighted, unoccupied homes within the city. The blighted homes are acquired through purchase or eminent domain. The properties must have been condemned for 30-days or vacant for 90 days. The Authority then sells them to individuals, developers, or City agencies for the purpose of rehabilitation. During FY 2013, it is expected that twelve affordable, single-family units will be acquired, rehabilitated and sold. A deed restriction is placed on each single-unit residential property sold, requiring the property to be owner-occupied. This restriction will help to stabilize neighborhoods by promoting homeownership.

AP-85 Other Actions – 91.220(k)

Introduction

Actions planned to address obstacles to meeting underserved needs

The City of Lancaster continues to operate the Critical Repair Program and the Homeowner Rehabilitation Program. The programs provide eligible homeowners with zero interest loans (and some forgivable loans), to have work done to their property. These programs enhance the livability of the property and provide owners with an affordable method to make necessary repairs.

Actions planned to foster and maintain affordable housing

The City's Critical Repair Program, Homeowner Rehab Program, Lead Hazard Control Program and Healthy Homes Program all focus on maintaining owner occupied housing for households under 80% AMI. The City's Code Enforcement Program and Vacant Property programs also assist ensuring the maintenance of housing throughout the City. The City has also worked with local agencies to obtain State grant funds to administer facade repair programs. The City also works with SACA Development Corp. (a qualified CHDO) in their development of affordable housing, particularly in the South East area of Lancaster City, which has a concentration of minority and low-income households.

Actions planned to reduce lead-based paint hazards

The City of Lancaster continues to comply with all Federal regulations regarding lead-based paint (LBP). Most of the City's housing stock was, in fact, constructed prior to 1978. Therefore, the requirements of the federal rules constitute a serious matter (as well as financial burden) to the City. The rules address risk assessment, interim controls, and abatement, including the requirement that certain types of construction workers be certified in LBP practices. In addition, the City for several years has applied for and received funds from the Pennsylvania Department of Health to operate a program to address LBP hazards in homes throughout the City, known as the Lead Hazard Control Program (LHCP). This program is available to low- and very low-income homeowners within the City, who have children under the age of 6 residing or spending a significant amount of time at the property. The City's Rehabilitation Specialist conducts a risk assessment of the property and creates specifications to address any lead hazards in the property. Common repairs consist of replacing or stabilizing hazardous paint on windows, doors, baseboards, floors and other components, both interior and exterior.

Properties purchased with the financial assistance of the City's housing programs must have initial inspections for LBP hazards, and be cleared of all LBP hazards prior to issuance of a certificate of

occupancy.

Actions planned to reduce the number of poverty-level families

One public (human) service activity benefiting lower-income persons will be financially supported with CDBG funds by the City of Lancaster in 2012. The Project is aimed at reducing the level of crime in City neighborhoods (the majority of which are located in Census Tracts occupied primarily by low- and very low-income persons).

Neighborhood Crime Reduction Project: The City Bureau of Police, located at 39 West Chestnut Street, will utilize Project funds to operate police activities on an overtime basis primarily in lower-income areas of the City. The CDBG allocation of \$120,000 will permit the Bureau to accomplish more in that the CDBG funds augment over \$435,000 in grant and general fund money, for a total overtime budget of approximately \$605,000. The objectives of the police activities are to reduce crime and improve the quality-of-life for residents in the many City neighborhoods.

Staffing for the Neighborhood Crime Reduction Project will require community relations personnel and officers from various divisions to volunteer to work overtime for the following component of this project. Street Operations Group (S.O.G.) involves officers from various divisions of the Bureau of Police working together under a "zero" tolerance philosophy to identify and apprehend individuals violating city ordinances or state laws. S.O.G. officers use statistical data, citizen complaints, neighborhood surveys and on-view violations to identify problem areas. S.O.G. details consist of 6 to 12 officers working 4 to 6 hour shifts during various times and days of the week.

Actions planned to develop institutional structure

The City of Lancaster needs a strong, well-defined civic infrastructure in order to effectively plan for its future and to successfully implement those plans. Civic infrastructure can be defined as the capacity of the public, private, and non-profit sectors to sacrifice self-interest and work for the betterment of the entire community. In order to establish a strong, well-designed and well-developed infrastructure, it must be recognized that the City government alone cannot resolve all problems or provide all economic and social opportunities to reach established goals. Coalitions, partnerships, and networks that facilitate the exchange of information and ideas must be enhanced or formed among all sectors of the community.

The City supports the goal of a strong, well-defined civic infrastructure, and will attempt during FY 2014 to achieve the following objectives to build, support, and improve the institutional structure in Lancaster by doing the following:

- a) Strengthen existing public/private partnerships and create new ones to implement programs and

deliver services of all types.

- b) Promote citizen participation as the cornerstone of every planning process.
- c) Create interactive community information systems at the City and neighborhood levels.
- d) Create community indicators and benchmarking programs to measure the success of public and private programs and policies.
- e) Provide public education and encourage public awareness regarding issues that affect all City residents, but primarily persons of low and very low income.
- f) Customize housing information and technical assistance.
- g) Maximize existing City programs that provide homeownership and rental assistance.
- h) Support advocacy and planning activities with organizations whose primary mission relates to the provision of housing for low- and very low-income households.

Staff participation on local committees and boards involved in community development provides input on community needs and a means to work toward better coordination of services for low- and very low-income residents. The Department of Economic Development and Neighborhood Revitalization will continue to be particularly involved in interagency efforts to strengthen the institutional structure for housing and economic development.

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

City employees sit on various boards and committees. Many of these boards and committees contain members representing private housing and social service agencies. The City is also an active member of the Lancaster County Coalition to End Homelessness.

Discussion

Program Specific Requirements

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

Introduction

Community Development Block Grant Program (CDBG)

Reference 24 CFR 91.220(I)(1)

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

1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed	0
2. The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan.	0
3. The amount of surplus funds from urban renewal settlements	0
4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan	0
5. The amount of income from float-funded activities	0
Total Program Income:	0

Other CDBG Requirements

1. The amount of urgent need activities	0
2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan.	100%

**Emergency Solutions Grant (ESG)
Reference 91.220(l)(4)**

1. Include written standards for providing ESG assistance (may include as attachment)
2. If the Continuum of Care has established centralized or coordinated assessment system that meets HUD requirements, describe that centralized or coordinated assessment system.

The first week of September 2013, the Community Homeless Assessment and Referral Team, known as CHART, began implementation of the coordinated assessment system for those at risk of homelessness and those experiencing homelessness in Lancaster County. The system will build on the success of the HPRP centralized intake process. Early indicators of a successful implementation are positive.

3. Identify the process for making sub-awards and describe how the ESG allocation available to private nonprofit organizations (including community and faith-based organizations).

The City and County (through the Lancaster County Redevelopment Authority) released a joint Request For Proposals for ESG funds. This RFP was posted on the City and County websites, the local newspaper, and was also distributed to members of the local Continuum of Care and Lancaster county Coalition to End Homelessness, which contains many nonprofit organizations. Earlier in the year, a "Fundors Forum" was also held, with the City and County as presentors. This allowed for organizations to discuss ESG funding opportunities and obtain more information on the ESG program well in advance of the opening of the RFP process. A total of 9 application were received through the RFP process. A grant allocation panel was developed to review and score applications. This panel included members from the local United Way, a local foundation, a college professor and other community volunteers. All panel members are vetted to ensure there are no conflict of interests existed. Panel members were also given an orientation which described homelessness and the ESG program.

4. If the jurisdiction is unable to meet the homeless participation requirement in 24 CFR 576.405(a), the jurisdiction must specify its plan for reaching out to and consulting with homeless or formerly homeless individuals in considering policies and funding decisions regarding facilities and services funded under ESG.
5. Describe performance standards for evaluating ESG.
 1. HMIS data is 100% accurate by the 15th of every month.
 2. 70% of exits to permanent housing

3. 77% of clients who moved into permanent housing remain for at least 7 months.
4. Less than 5% of exits in HMIS are "don't know, refused, other, missing, or unknown."
5. 70% of all exits do not return to homelessness within 12 months.

Discussion

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