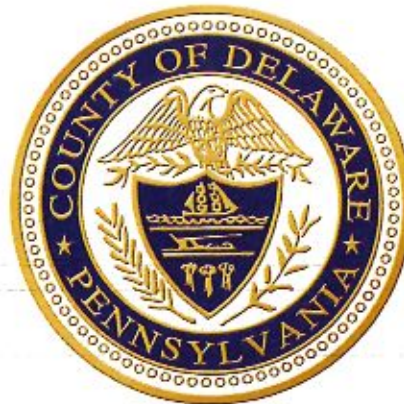


COUNTY OF DELAWARE

OFFICE OF HOUSING AND COMMUNITY DEVELOPMENT



ANNUAL ACTION PLAN FOR PROGRAM YEAR 2020

(JULY 1, 2020 – JUNE 30, 2021)

**SUBMITTED TO:
U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT**

July 2020



DELAWARE COUNTY COUNCIL

Brian P. Zidek, Chairman
Dr. Monica Taylor, Vice Chair

Kevin M. Madden
Elaine Paul Schaefer
Christine A. Reuther

Howard S. Lazarus, Executive Director

OFFICE OF HOUSING AND COMMUNITY DEVELOPMENT

Linda F. Hill
Director

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Assistant Director

Sarah Carley
Housing Program Specialist

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Office Manager/Operations

Bernice Clark-Dickerson
CD Program Coordinator

Nasia Hill
Lead Program Specialist

Maureen DeLong
Grant Accountant

Carol Murdock-Catania
Housing Coordinator

Megan Swider
Community Development Manager

Delaware County Office of Housing and Community Development
600 North Jackson Street, Suite 101
Media, PA 19063-2521

Telephone: 610-891-5425

Facsimile: 610-566-0532

Website: <http://www.delcopa.gov/hcd>

Email: ohcd@co.delaware.pa.us

DELAWARE COUNTY, PENNSYLVANIA

CONSOLIDATED ANNUAL ACTION PLAN
FISCAL YEAR 2020

Table of Contents

Standard Forms 424 & Certifications

1. Community Development Block Grant Program
2. HOME Investment Partnerships Program
3. Emergency Solutions Grants Program
4. Certifications

Action Plan

AP-05	Executive Summary.....	1
PR-05	Lead and Responsible Agencies	4
AP-10	Consultation.....	5
AP-12	Participation.....	17
AP-15	Expected Resources.....	20
AP-20	Annual Goals and Objectives.....	25
AP-35	Projects.....	32
AP-38	Project Summary.....	34
AP-50	Geographic Distribution	42
AP-55	Affordable Housing.....	44
AP-60	Public Housing.....	46
AP-65	Homeless & Other Special Needs Activities.....	48
AP-75	Barriers to Affordable Housing.....	54
AP-85	Other Actions.....	57
AP-90	Program Specific Requirements.....	61
	Community Development Block Grant Program.....	61
	HOME Investment Partnership Program.....	62
	Emergency Solutions Grant.....	64

Appendices

- Proof of Publication – Notice of Proposed Action Plan, Public Comment Period and Hearing
- Resolution of Delaware County Council – FY 20 Action Plan
- Maps: Low- and-Moderate Income Concentration Areas
 FY 20 CDBG, ESG and HOME Project Areas/Activities
- Delaware County Continuum of Care Discharge Policy
- FY 20 Final List of Activities

Application for Federal Assistance SF-424

*** 1. Type of Submission:**

- ☐ Preapplication
☐ Application
☒ Changed/Corrected Application

*** 2. Type of Application:**

- ☐ New
☐ Continuation
☒ Revision

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

B: Decrease Award

*** Other (Specify):**

*** 3. Date Received:**

[REDACTED]

4. Applicant Identifier:

B-20-UC-42-0006

5a. Federal Entity Identifier:

[REDACTED]

5b. Federal Award Identifier:

[REDACTED]

State Use Only:

6. Date Received by State:

[REDACTED]

7. State Application Identifier:

[REDACTED]

8. APPLICANT INFORMATION:

*** a. Legal Name:** County of Delaware

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

23-6003046

*** c. Organizational DUNS:**

0769548900000

d. Address:

*** Street1:** 600 N. Jackson Street

Street2: Suite 101

*** City:** Media

County/Parish: Delaware

*** State:** PA: Pennsylvania

Province:

*** Country:** USA: UNITED STATES

*** Zip / Postal Code:** 19063-2561

e. Organizational Unit:

Department Name:

OHCD

Division Name:

[REDACTED]

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

Prefix: Mrs.

*** First Name:** Linda

Middle Name:

F.

*** Last Name:** Hill

Suffix:

Title: Director

Organizational Affiliation:

[REDACTED]

*** Telephone Number:** 610-891-5425

Fax Number: 610-566-0532

*** Email:** hill1@co.delaware.pa.us

Application for Federal Assistance SF-424

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

B: County Government

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

* Other (specify):

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

Housing and Urban Development

11. Catalog of Federal Domestic Assistance Number:

14.218

CFDA Title:

Community Development Block Grant (CDBG)

*** 12. Funding Opportunity Number:**

* Title:

13. Competition Identification Number:

Title:

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

Add Attachment

Delete Attachment

View Attachment

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

CDBG

Attach supporting documents as specified in agency instructions.

Add Attachments

Delete Attachments

View Attachments

Application for Federal Assistance SF-424**16. Congressional Districts Of:*** a. Applicant * b. Program/Project

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

Add Attachment

Delete Attachment

View Attachment

17. Proposed Project:* a. Start Date: * b. End Date: **18. Estimated Funding (\$):**

* a. Federal	<input type="text" value="3,714,657.00"/>
* b. Applicant	<input type="text"/>
* c. State	<input type="text"/>
* d. Local	<input type="text"/>
* e. Other	<input type="text" value="370,806.00"/>
* f. Program Income	<input type="text" value="25,000.00"/>
* g. TOTAL	<input type="text" value="4,110,463.00"/>

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

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

*** 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)**☐ Yes ☒ No

If "Yes", provide explanation and attach

Add Attachment

Delete Attachment

View Attachment

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

☒ ** I AGREE

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

Authorized Representative:

Prefix: * First Name:

Middle Name:

* Last Name:

Suffix:

* Title: * Telephone Number: Fax Number: * Email:

* Signature of Authorized Representative:



* Date Signed:

ASSURANCES - CONSTRUCTION PROGRAMS

OMB Number: 4040-0009
Expiration Date: 02/28/2022

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As the duly authorized representative of the applicant, I certify that the applicant:

1. Has the legal authority to apply for Federal assistance, and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project costs) to ensure proper planning, management and completion of project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, the right to examine all records, books, papers, or documents related to the assistance; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
3. Will not dispose of, modify the use of, or change the terms of the real property title or other interest in the site and facilities without permission and instructions from the awarding agency. Will record the Federal awarding agency directives and will include a covenant in the title of real property acquired in whole or in part with Federal assistance funds to assure non-discrimination during the useful life of the project.
4. Will comply with the requirements of the assistance awarding agency with regard to the drafting, review and approval of construction plans and specifications.
5. Will provide and maintain competent and adequate engineering supervision at the construction site to ensure that the complete work conforms with the approved plans and specifications and will furnish progressive reports and such other information as may be required by the assistance awarding agency or State.
6. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
7. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
8. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards of merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).
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11. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal and federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.
12. Will comply with the provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.
13. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327-333) regarding labor standards for federally-assisted construction subagreements.
14. Will comply with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
15. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).
16. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
17. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. §470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§469a-1 et seq.).
18. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."
19. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.
20. Will comply with the requirements of Section 106(g) of the Trafficking Victims Protection Act (TVPA) of 2000, as amended (22 U.S.C. 7104) which prohibits grant award recipients or a sub-recipient from (1) Engaging in severe forms of trafficking in persons during the period of time that the award is in effect (2) Procuring a commercial sex act during the period of time that the award is in effect or (3) Using forced labor in the performance of the award or subawards under the award.

SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL	TITLE
	Director
APPLICANT ORGANIZATION	DATE SUBMITTED
County of Delaware	12/28/20

ASSURANCES - CONSTRUCTION PROGRAMS

OMB Number: 4040-0009
Expiration Date: 02/28/2022

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As the duly authorized representative of the applicant, I certify that the applicant:

1. Has the legal authority to apply for Federal assistance, and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project costs) to ensure proper planning, management and completion of project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, the right to examine all records, books, papers, or documents related to the assistance; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
3. Will not dispose of, modify the use of, or change the terms of the real property title or other interest in the site and facilities without permission and instructions from the awarding agency. Will record the Federal awarding agency directives and will include a covenant in the title of real property acquired in whole or in part with Federal assistance funds to assure non-discrimination during the useful life of the project.
4. Will comply with the requirements of the assistance awarding agency with regard to the drafting, review and approval of construction plans and specifications.
5. Will provide and maintain competent and adequate engineering supervision at the construction site to ensure that the complete work conforms with the approved plans and specifications and will furnish progressive reports and such other information as may be required by the assistance awarding agency or State.
6. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
7. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
8. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards of merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).
9. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.
10. Will comply with all Federal statutes relating to non-discrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681 1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 dd-3 and 290 ee 3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.

Application for Federal Assistance SF-424

* 1. Type of Submission:

- ☐ Preapplication
☐ Application
☒ Changed/Corrected Application

* 2. Type of Application:

- ☐ New
☐ Continuation
☒ Revision

* If Revision, select appropriate letter(s):

B: Decrease Award

* Other (Specify):

* 3. Date Received:

[REDACTED]

4. Applicant Identifier:

M-20-UC-42-0209

5a. Federal Entity Identifier:

[REDACTED]

5b. Federal Award Identifier:

[REDACTED]

State Use Only:

6. Date Received by State:

[REDACTED]

7. State Application Identifier:

[REDACTED]

8. APPLICANT INFORMATION:

* a. Legal Name: County of Delaware

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

23-6003046

* c. Organizational DUNS:

0769540900000

d. Address:

* Street1: 600 N. Jackson Street

Street2: Suite 101

* City: Media

County/Parish: Delaware

* State: PA: Pennsylvania

Province:

* Country: USA: UNITED STATES

* Zip / Postal Code: 19063-2561

e. Organizational Unit:

Department Name:

OHCD

Division Name:

[REDACTED]

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

Prefix: Mrs.

* First Name: Linda

Middle Name: E.

* Last Name: Hill

Suffix:

Title: Director

Organizational Affiliation:

[REDACTED]

* Telephone Number: 610-891-5425

Fax Number: 610-566-0532

* Email: hilll@co.delaware.pa.us

Application for Federal Assistance SF-424

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

B: County Government

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

* Other (specify):

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

Housing and Urban Development

11. Catalog of Federal Domestic Assistance Number:

14.239

CFDA Title:

HOME Investment Partnerships Program (HOME)

*** 12. Funding Opportunity Number:**

* Title:

13. Competition Identification Number:

Title:

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

Add Attachment

Delete Attachment

View Attachment

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

HOME

Attach supporting documents as specified in agency instructions.

Add Attachments

Delete Attachments

View Attachments

Application for Federal Assistance SF-424**16. Congressional Districts Of:*** a. Applicant * b. Program/Project

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

Add Attachment

Delete Attachment

View Attachment

17. Proposed Project:* a. Start Date: * b. End Date: **18. Estimated Funding (\$):**

* a. Federal	<input type="text" value="970,704.00"/>
* b. Applicant	<input type="text" value=""/>
* c. State	<input type="text" value=""/>
* d. Local	<input type="text" value=""/>
* e. Other	<input type="text" value="389,542.00"/>
* f. Program Income	<input type="text" value="202,604.00"/>
* g. TOTAL	<input type="text" value="1,562,850.00"/>

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

- ☐ a. This application was made available to the State under the Executive Order 12372 Process for review on
- ☐ b. Program is subject to E.O. 12372 but has not been selected by the State for review.
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If "Yes", provide explanation and attach

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☒ ** I AGREE

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

Authorized Representative:

Prefix: * First Name:

Middle Name:

* Last Name:

Suffix:

* Title: * Telephone Number: Fax Number: * Email:

* Signature of Authorized Representative:

* Date Signed:

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13. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327-333) regarding labor standards for federally-assisted construction subagreements.
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15. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).
16. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
17. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. §470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§469a-1 et seq.).
18. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."
19. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.
20. Will comply with the requirements of Section 106(g) of the Trafficking Victims Protection Act (TVPA) of 2000, as amended (22 U.S.C. 7104) which prohibits grant award recipients or a sub-recipient from (1) Engaging in severe forms of trafficking in persons during the period of time that the award is in effect (2) Procuring a commercial sex act during the period of time that the award is in effect or (3) Using forced labor in the performance of the award or subawards under the award.

SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL 	TITLE Director
APPLICANT ORGANIZATION County of Delaware	DATE SUBMITTED 12/28/20

ASSURANCES - CONSTRUCTION PROGRAMS

OMB Number: 4040-0009
Expiration Date: 02/28/2022

Public reporting burden for this collection of information is estimated to average 15 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0042), Washington, DC 20503.

PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET. SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.

NOTE: Certain of these assurances may not be applicable to your project or program. If you have questions, please contact the Awarding Agency. Further, certain Federal assistance awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

As the duly authorized representative of the applicant, I certify that the applicant:

1. Has the legal authority to apply for Federal assistance, and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project costs) to ensure proper planning, management and completion of project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, the right to examine all records, books, papers, or documents related to the assistance; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
3. Will not dispose of, modify the use of, or change the terms of the real property title or other interest in the site and facilities without permission and instructions from the awarding agency. Will record the Federal awarding agency directives and will include a covenant in the title of real property acquired in whole or in part with Federal assistance funds to assure non-discrimination during the useful life of the project.
4. Will comply with the requirements of the assistance awarding agency with regard to the drafting, review and approval of construction plans and specifications.
5. Will provide and maintain competent and adequate engineering supervision at the construction site to ensure that the complete work conforms with the approved plans and specifications and will furnish progressive reports and such other information as may be required by the assistance awarding agency or State.
6. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
7. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
8. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards of merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).
9. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.
10. Will comply with all Federal statutes relating to non-discrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681 1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 dd-3 and 290 ee 3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.

Application for Federal Assistance SF-424

* 1. Type of Submission: <input type="checkbox"/> Preapplication <input checked="" type="checkbox"/> Application <input type="checkbox"/> Changed/Corrected Application		* 2. Type of Application: <input checked="" type="checkbox"/> New <input type="checkbox"/> Continuation <input type="checkbox"/> Revision		* If Revision, select appropriate letter(s): <div style="border: 1px solid black; height: 15px; width: 100%;"></div> * Other (Specify): <div style="border: 1px solid black; height: 15px; width: 100%;"></div>	
* 3. Date Received: <div style="background-color: yellow; border: 1px solid black; height: 15px; width: 100%;"></div>		4. Applicant Identifier: <div style="border: 1px solid black; padding: 2px;">E-19-UC-42-0006</div>			
5a. Federal Entity Identifier: <div style="border: 1px solid black; height: 15px; width: 100%;"></div>			5b. Federal Award Identifier: <div style="border: 1px solid black; height: 15px; width: 100%;"></div>		
State Use Only:					
6. Date Received by State: <div style="border: 1px solid black; width: 80px; height: 15px;"></div>		7. State Application Identifier: <div style="border: 1px solid black; width: 200px; height: 15px;"></div>			
8. APPLICANT INFORMATION:					
* a. Legal Name: <div style="border: 1px solid black; padding: 2px;">County of Delaware</div>					
* b. Employer/Taxpayer Identification Number (EIN/TIN): <div style="border: 1px solid black; padding: 2px;">23-6003046</div>			* c. Organizational DUNS: <div style="border: 1px solid black; padding: 2px;">0769548900000</div>		
d. Address:					
* Street1: <div style="border: 1px solid black; padding: 2px;">600 N. Jackson Street</div>					
Street2: <div style="border: 1px solid black; padding: 2px;">Suite 191</div>					
* City: <div style="border: 1px solid black; padding: 2px;">Media</div>					
County/Parish: <div style="border: 1px solid black; padding: 2px;">Delaware</div>					
* State: <div style="border: 1px solid black; padding: 2px;">PA: Pennsylvania</div>					
Province: <div style="border: 1px solid black; height: 15px; width: 100%;"></div>					
* Country: <div style="border: 1px solid black; padding: 2px;">USA: UNITED STATES</div>					
* Zip / Postal Code: <div style="border: 1px solid black; padding: 2px;">19063-2561</div>					
e. Organizational Unit:					
Department Name: <div style="border: 1px solid black; padding: 2px;">OHCD</div>			Division Name: <div style="border: 1px solid black; height: 15px; width: 100%;"></div>		
f. Name and contact information of person to be contacted on matters involving this application:					
Prefix: <div style="border: 1px solid black; padding: 2px;">Mrs.</div>		* First Name: <div style="border: 1px solid black; padding: 2px;">Linda</div>			
Middle Name: <div style="border: 1px solid black; padding: 2px;">F.</div>					
* Last Name: <div style="border: 1px solid black; padding: 2px;">Hill</div>					
Suffix: <div style="border: 1px solid black; height: 15px; width: 100%;"></div>					
Title: <div style="border: 1px solid black; padding: 2px;">Director</div>					
Organizational Affiliation: <div style="border: 1px solid black; height: 15px; width: 100%;"></div>					
* Telephone Number: <div style="border: 1px solid black; padding: 2px;">610-891-5425</div>			Fax Number: <div style="border: 1px solid black; padding: 2px;">610-566-0532</div>		
* Email: <div style="border: 1px solid black; padding: 2px;">hill11@co.delaware.pa.us</div>					

Application for Federal Assistance SF-424

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

B: County Government

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

* Other (specify):

* 10. Name of Federal Agency:

Housing and Urban Development

11. Catalog of Federal Domestic Assistance Number:

14.231

CFDA Title:

Emergency Solutions Grant Program (ESG)

* 12. Funding Opportunity Number:

* Title:

13. Competition Identification Number:

Title:

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

Add Attachment

Delete Attachment

View Attachment

* 15. Descriptive Title of Applicant's Project:

ESG

Attach supporting documents as specified in agency instructions.

Add Attachments

Delete Attachments

View Attachments

Application for Federal Assistance SF-424**16. Congressional Districts Of:**

* a. Applicant

5

* b. Program/Project

5

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

Add Attachment

Delete Attachment

View Attachment

17. Proposed Project:

* a. Start Date:

07/01/2020

* b. End Date:

06/30/2021

18. Estimated Funding (\$):

* a. Federal

319,053.00

* b. Applicant

* c. State

* d. Local

* e. Other

* f. Program Income

* g. TOTAL

319,053.00

*** 19. Is Application Subject to Review By State Under Executive Order 12372 Process?**☐ a. This application was made available to the State under the Executive Order 12372 Process for review on☐ b. Program is subject to E.O. 12372 but has not been selected by the State for review.☒ c. Program is not covered by E.O. 12372.*** 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)**☐ Yes☒ No

If "Yes", provide explanation and attach

Add Attachment

Delete Attachment

View Attachment

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

☒ ** I AGREE

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

Authorized Representative:

Prefix:

Mrs.

* First Name:

Linda

Middle Name:

F.

* Last Name:

Hill

Suffix:

* Title:

Director

* Telephone Number:

610-891-5425

Fax Number:

610-566-0532

* Email:

hilll@co.delaware.pa.us

* Signature of Authorized Representative:

* Date Signed:

7/21/2020

ASSURANCES - CONSTRUCTION PROGRAMS

OMB Number: 4040-0009
Expiration Date: 02/28/2022

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As the duly authorized representative of the applicant, I certify that the applicant:

1. Has the legal authority to apply for Federal assistance, and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project costs) to ensure proper planning, management and completion of project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, the right to examine all records, books, papers, or documents related to the assistance; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
3. Will not dispose of, modify the use of, or change the terms of the real property title or other interest in the site and facilities without permission and instructions from the awarding agency. Will record the Federal awarding agency directives and will include a covenant in the title of real property acquired in whole or in part with Federal assistance funds to assure non-discrimination during the useful life of the project.
4. Will comply with the requirements of the assistance awarding agency with regard to the drafting, review and approval of construction plans and specifications.
5. Will provide and maintain competent and adequate engineering supervision at the construction site to ensure that the complete work conforms with the approved plans and specifications and will furnish progressive reports and such other information as may be required by the assistance awarding agency or State.
6. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
7. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
8. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards of merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).
9. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.
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11. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal and federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.
12. Will comply with the provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.
13. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327-333) regarding labor standards for federally-assisted construction subagreements.
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18. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."
19. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.
20. Will comply with the requirements of Section 106(g) of the Trafficking Victims Protection Act (TVPA) of 2000, as amended (22 U.S.C. 7104) which prohibits grant award recipients or a sub-recipient from (1) Engaging in severe forms of trafficking in persons during the period of time that the award is in effect (2) Procuring a commercial sex act during the period of time that the award is in effect or (3) Using forced labor in the performance of the award or subawards under the award.

SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL	TITLE
	Director, Housing and Community Development
APPLICANT ORGANIZATION	DATE SUBMITTED
County of Delaware	7/21/2020

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.

Uniform Relocation Act and 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, (42 U.S.C. 4601-4655) and implementing regulations at 49 CFR Part 24. It has in effect and is following a residential anti-displacement and relocation assistance plan required under 24 CFR Part 42 in connection with any activity assisted with funding under the Community Development Block Grant 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 Community Development Block Grant, HOME, Emergency Solutions Grant, and Housing Opportunities for Persons With AIDS funds are consistent with the strategic plan in the jurisdiction's consolidated plan.

Section 3 -- It will comply with section 3 of the Housing and Urban Development Act of 1968 (12 U.S.C. 1701u) and implementing regulations at 24 CFR Part 135.


Signature of Authorized Official

7/21/2020
Date

Director, OHCD
Title

Specific Community Development Block Grant 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 plan identifies community development and housing needs and specifies both short-term and long-term community development objectives that have been developed in accordance with the primary objective of the CDBG program (i.e., the development of viable urban communities, by providing decent housing and expanding economic opportunities, primarily for persons of low and moderate income) and requirements of 24 CFR Parts 91 and 570.

Following a Plan -- It is following a current consolidated plan 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 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 CDBG-assisted activities which the grantee certifies are designed to meet other community development needs having 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 (see Optional CDBG Certification).

2. Overall Benefit. The aggregate use of CDBG funds, including Section 108 guaranteed loans, during program year(s) 2020 [a period specified by the grantee 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.

In addition, 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 U.S.C. 2000d) and the Fair Housing Act (42 U.S.C. 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 of Authorized Official



Date

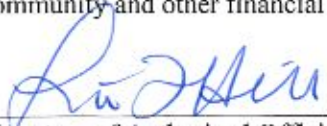


Title

OPTIONAL Community Development Block Grant Certification

Submit the following certification only when one or more of the activities in the action plan are designed to meet other community development needs having particular urgency as specified in 24 CFR 570.208(c):

The grantee hereby certifies that the Annual Plan includes one or more specifically identified CDBG-assisted activities which are designed to meet other community development needs having 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 to meet such needs.



Signature of Authorized Official

7/21/2020
Date

Director, OHCD

Title

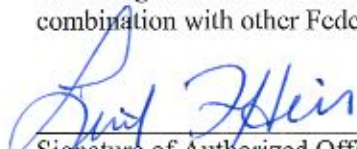
Specific HOME Certifications

The HOME participating jurisdiction certifies that:

Tenant Based Rental Assistance -- If it plans to provide tenant-based rental assistance, the tenant-based rental assistance is an essential element of its consolidated plan.

Eligible Activities and Costs -- It is using and will use HOME funds for eligible activities and costs, as described in 24 CFR §§92.205 through 92.209 and that it is not using and will not use HOME funds for prohibited activities, as described in §92.214.

Subsidy layering -- Before committing any funds to a project, it will evaluate the project in accordance with the guidelines that it adopts for this purpose and will not invest any more HOME funds in combination with other Federal assistance than is necessary to provide affordable housing;


Signature of Authorized Official

7/21/2020
Date

Director OHCD
Title

Emergency Solutions Grants Certifications

The Emergency Solutions Grants Program recipient certifies that:

Major rehabilitation/conversion/renovation – If an emergency shelter's rehabilitation costs exceed 75 percent of the value of the building before rehabilitation, the recipient 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 recipient 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 recipient 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 recipient 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 recipient 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 recipient 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 these individuals.

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

Confidentiality – The recipient 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 recipient 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 recipient undertakes with assistance under ESG are consistent with its consolidated plan.

Discharge Policy – The recipient 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.

Paul Zlein
Signature of Authorized Official

7/21/2020
Date

Director, OHCD
Title

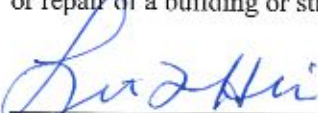
Housing Opportunities for Persons With AIDS Certifications

The HOPWA grantee certifies that:

Activities -- Activities funded under the program will meet urgent needs that are not being met by available public and private sources.

Building -- Any building or structure assisted under that program shall be operated for the purpose specified in the consolidated plan:

1. For a period of not less than 10 years in the case of assistance involving new construction, substantial rehabilitation, or acquisition of a facility,
2. For a period of not less than 3 years in the case of assistance involving non-substantial rehabilitation or repair of a building or structure.



Signature of Authorized Official

7/21/2020
Date

Director, OHAD

Title

APPENDIX TO CERTIFICATIONS

INSTRUCTIONS CONCERNING LOBBYING CERTIFICATION:

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

Delaware County is pleased to present its Annual Action Plan for the period of July 1, 2020 through June 30, 2021. The 2020 Action Plan is the third year of implementing the strategy outlined in the County 2018-2022 Consolidated Plan.

The Annual Plan is a requirement under the Community Development Block Grant (CDBG), HOME Investment Partnership (HOME) and Emergency Solutions Grant (ESG) Programs. This document serves as 1) a funding application to the U.S. Department of Housing and Urban Development (HUD) for the above programs; 2) an Action Plan that sets forth the activities to be undertaken to support needs identified in the 5-year Consolidated Plan; and 3) certification that programs are being carried out in accordance with federal regulations.

The Action Plan has been prepared under the requirements of the Consolidated Plan Final Rule (24 CFR Part 91), as revised.

Delaware County includes 49 municipalities, 46 of which participate in the Urban County's Entitlement Program. Chester City, Haverford Township and Upper Darby Township receive funding directly from HUD. It is important to note that for this document the County refers to the Urban County and not the County as a whole.

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 PROGRAM

- Provide infrastructure improvements including sanitary sewer rehabilitation, street and storm water improvements for six (6) low- and-moderate income neighborhoods. Improvements will be made at nine (9) Municipal owned park and recreation facilities. Building improvements will be made at one (1) community facility.
- Anti-blight improvements will be funded at one (1) National Register Listed building.
- One Municipality will be provided funds to update an existing Zoning Ordinance and Comprehensive Plan.
- Provide emergency shelter and services to 700 homeless persons.

- Interrupt the poverty cycle of 75 low- and-moderate income persons through education and enriching activities.
- Stabilize communities through housing rehabilitation, including critical repairs, of fifteen (15) owner-occupied residences.

HOME PROGRAM

- Provide affordable homeownership opportunities to twenty (20) first-time homebuyers through the Homeownership First Program.
- Provide additional funding for the construction of a 96-unit enhanced senior living facility, in Ridley Township as part of Kinder Park IV.

ESG PROGRAM

- Assist fifteen (15) households to quickly regain stability in permanent housing through rapid-rehousing.
- Assist one hundred (100) persons with homeless prevention strategies.
- Provide emergency overnight shelter and services.

3. Evaluation of past performance

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

The County maintains a good performance record with HUD and regularly meets the performance measures established. HUD's Annual Community Assessment of the most recently approved 2018 Consolidated Annual Performance Evaluation Report confirms the County met all applicable CDBG and HOME requirements with the exception of compliance with the timeliness test conducted May 2, 2019. The County had multiple large projects that had been stalled mostly due to the need for additional project engineering. The County also was in the process of recapturing unused funds from a small business revolving loan fund that lacked small business participation. The County met the most recent timeliness test that was completed May 2, 2020. In addition, the County's ESG Program is being administered in a timely fashion in accordance with program beneficiary eligibility requirements, activity selection and match requirements.

Program Year (PY) 19 was the second year of the County's 2018 - 2022 ConPlan. PY 19 was interrupted in March by the COVID-19 pandemic. In order to slow the transmission of the coronavirus the Governor of Pennsylvania issued a stay-at-home order and halted all non-essential construction for over a month in early spring when many public improvement and infrastructure projects were preparing to commence. The County worked with subrecipients to ensure these projects could begin once the stay-at-home order expired. All but four of the projects are currently under contract and expected to be

completed by winter 2020. Taking this into consideration the County still anticipates meeting the majority of its one-year goals established in the PY 19 Action Plan.

4. Summary of Citizen Participation Process and consultation process

Delaware County adhered to its Citizen Participation Plan to implement its 2020 Action Plan. Applications for the CDBG program were available on October 30, 2019. All Urban County municipalities and interested non-profits were sent information concerning the upcoming 2020 application. A public notice advertising the availability of applications and a Needs Assessment Hearing was published in the Philadelphia Inquirer - Delaware County Edition, on October 31, 2019. On the evening of December 6, 2019, a public Needs Assessment Hearing was held to solicit public input for the PY 20 CDBG, HOME and ESG programs.

On May 20, 2020, Delaware County Council approved a proposed list of awards of PY 20 projects and initiated a 30-day comment period. Notification of conditional awards were emailed to all applicants, posted on the County's website on May 21, 2020. In addition, the proposed list was advertised in the Philadelphia Inquirer - Delaware County Edition on May 29, 2020. Adjacent units of local government were informed of the County's proposed list of awards in case inter-governmental cooperation was required to complete the proposed activities. A 30-day public comment period commenced on May 22, 2020 and ended on June 22, 2020.

As advertised, on Wednesday, June 17, 2020 a public hearing was held before County Council. Time was set aside during the meeting to provide those wishing to comment on the County's PY 20 proposed list of awards the opportunity to do so.

5. Summary of public comments

A summary of public comments received is included in Section AP-12.

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

All comments were accepted.

7. Summary

The PY 20 Annual Action Plan was formally approved by Delaware County Council on July 15, 2020. The County looks forward to providing the proposed improvements benefiting low- and-moderate income neighborhoods. We remain confident that our high level of performance can be maintained, while looking for ways to improve the quality of life for Delaware County residents.

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

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

Table 1 – Responsible Agencies

Agency Role	Name	Department/Agency
Lead Agency	DELAWARE COUNTY	
CDBG Administrator	DELAWARE COUNTY	Office of Housing and Community Development
HOPWA Administrator	N/A	N/A
HOME Administrator	DELAWARE COUNTY	Office of Housing and Community Development
ESG Administrator	DELAWARE COUNTY	Office of Housing and Community Development
HOPWA-C Administrator	N/A	N/A

The Delaware County Office of Housing and Community Development (OHCD) is responsible for the planning, implementation and reporting of the County's housing and community development programs in accordance with all federal requirements, including the duty to affirmatively further fair housing. OHCD staff prepares the Consolidated Plan, Annual Action Plan and CAPER documents in consultation with both public and private entities including other County offices, the County's Continuum Of Care (CoC) for the Homeless, nonprofits and local municipalities. On behalf of Delaware County Council, OHCD administers the CDBG, HOME and ESG Programs. As such, OHCD oversees the implementation of federally funded housing and community development programs and projects with over 30 municipal and nonprofit subrecipient partners annually.

Consolidated Plan Public Contact Information:

Inquiries and comments should be direct to:

Linda F. Hill, Director

Office of Housing and Community Development

600 N. Jackson Street, Suite 101

Media, PA 19063

Phone: 610-891-5425 Fax: 610-566-0532 TDD: 1-800-654-5984

Website: www.delcopa.gov/hcd Email: ohcd@co.delaware.pa.us

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

1. Introduction:

The Delaware County Consolidated Plan has been developed in accordance with Title I of the Cranston-Gonzalez National Affordable Housing Act and pursuant to the requirements of HUD. OHCD is responsible for the planning, implementation and reporting of the County's housing and community development programs in accordance with all program requirements and under the direction of the County Council. As such, OHCD staff prepares the Consolidated Plan, Annual Action Plan and CAPER documents.

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(l)):

OHCD works with both private and public agencies to assure coordination amid the complex institutional structure in which housing and community development programs are administered. Staff regularly consults with County entities, as necessary, on pertinent housing and community development issues. Those entities include the County Planning Department, Redevelopment Authority, County Commerce Center, Community Services, Human Services, Office of Behavioral Health, Office of Services for the Aging, County Engineer/Public Works, Inter-Community Health and Recreation Departments. OHCD also coordinates with the Chester City Housing Authority, Chester Economic Development Authority and Delaware County Housing Authority. OHCD staff members actively serve on County and local boards and committees such as the Fair Housing Task Force, CoC Governing Board, Homeless Services Coalition (HSC), Darby Borough Community Development Corporation, Delaware County Uniform Construction Code Appeals Board, Delaware County Community College, Delaware County Lead Paint Consortium, Delaware County Hoarding Task Force, Delaware County Disability Housing Options Team (DHOT) and the Delco Asset Development Group.

On a regional level, OHCD staff participates in the Pennsylvania Planning Association Southeast Section, County Planning Directors Association of Pennsylvania, Pennsylvania Housing Alliance, and Pennsylvania Housing Advisory Committee. To successfully implement a number of housing and community development projects, OHCD staff coordinates with SEPTA and PA State agencies such as the Department of Community and Economic Development (DCED), Pennsylvania Housing Finance Agency (PHFA), Department of Conservation and Natural Resources (DCNR), PA Department of Transportation (PennDot) and the Delaware County Transportation Management Association.

Delaware County is a board member and active participant of greater Philadelphia's Metropolitan Planning Organization (MPO) the Delaware Valley Regional Planning Commission (DVRPC). DVRPC serves as the regional planning agency for the nine-county, bi-state, Greater Philadelphia area, and is responsible for transportation planning and approval of federal transportation funding for the region.

DVRPC develops and maintains the region wide TIP - the regionally agreed-upon list of priority transportation projects, as required by federal law. The TIP document must list all projects that intend to use federal funds, along with all non-federally funded projects that are regionally significant.

The HSC oversees and implements the policies of the County's Continuum of Care. The HSC is committed to the development of close collaboration and cooperation among service providers, homeless persons, religious groups, businesses, government and interested members of the community.

Delaware County and the Delaware County Housing Authority (DCHA) have adopted a HUD approved joint 5-Year Assessment of Fair Housing (AFH) and work in tandem to achieve the AFH goals set forth in that Plan. Collaboration thus far has resulted in the formation of the Delaware County Disability Housing Options Team (DHOT). Recent efforts are documented in the County's 2018 Consolidated Annual Performance Evaluation Report.

The County contracts with the Housing Equality Center of Pennsylvania (HECP), a regional Fair Housing Initiative Program organization, to provide education and technical assistance support to housing professionals, public officials and the general public. HECP provided technical assistance during the development of the joint 5-year AFH plan and ongoing consultation with HECP on achieving goals and milestones established in the AFH.

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 Delaware County Continuum of Care (CoC) Governing Board, the CoC Advisory Team (COCAT) and the Governing Board committees oversee the planning and coordination of homeless services in the County. OHCD has an integral role in the CoC as an active member of these groups. The COCAT is comprised of representatives from the County's Office of Behavioral Health (OBH) and OHCD. The Division of Adult and Family Services (DAFS), Division of Mental Health and Division of Drug and Alcohol fall under the OBH umbrella. DAFS is the CoC Lead Agency and the HMIS Lead Agency. The COCAT brings a breadth of knowledge about homelessness, special populations, housing and service resources.

The Homeless Services Coalition (HSC) of Delaware County is a group of over 90 members dedicated to assisting homeless individuals and families and has a critical role in the CoC. The HSC exists to assist homeless people in Delaware County to become self-sufficient and to secure safe, affordable housing. It promotes, coordinates and supports the development of homeless programs that provide comprehensive services including outreach, shelter, supportive services and housing to the homeless population, including the chronically homeless, families with children, veterans, unaccompanied youth and those at risk of homelessness. The HSC membership includes representatives from various systems of care such as those that serve the elderly, children and youth, behavioral health consumers including those with mental health &/or drug and alcohol issues, adult and family services, veterans, etc. Members of HSC are committed to the development of close collaboration and cooperation among

service providers, homeless and formerly homeless persons, funding sources, religious groups, government and interested members of the community. The HSC meets quarterly and has multiple committees that work to implement the County's CoC Collaborative Plan to End Homelessness. At least one member of the COCAT serves on each committee to assure coordination between the planning process and implementation of homeless services. OHCD has been an active member of the HSC since its inception.

The CP homeless strategies were developed by OHCD in conjunction w/ these entities & thus are aligned w/ the CoC Collaborative Plan. CP goals addressing homelessness are 1) Affordable Housing 2) Rapid Rehousing 3) Homeless Prevention 4) Public Services. The CP includes specific strategies for 1) Outreach & assessment of needs 2) Emergency shelter & transitional housing needs 3) Helping homeless households (HH) make the transition to permanent housing & independent living, including shortening the time a HH experiences homelessness, facilitating access to affordable housing units & preventing the recently homeless from becoming homeless again 4) Helping low income HHs avoid becoming homeless, especially HHs being discharged from publicly funded institutions/systems of care; or receiving assistance from public or private agencies for their needs.

Delaware County has policies & protocols in place to ensure that persons being discharged from publicly funded institutions or systems of care are released to an appropriate setting & any necessary services are in place. Attached are the County's CoC discharge policies for the following systems: Foster Care, Health Care, Mental Health Care & Corrections.

Federal, State and local County resources administered by OHCD are allocated to numerous homeless services and housing programs. CDBG, ESG and local Affordable Housing Fund monies support coordinated entry, homeless prevention, emergency shelter, rapid rehousing, permanent supportive housing and supportive services.

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:

The CoC provides input into all of the PJs funding for homeless programs. As stated above, the CoC Governing Board, the COCAT and the Governing Board committees oversee the planning and coordination of homeless services in the County and OHCD actively participates in all of these groups. For over 20 years, the COCAT has worked together to identify financial and programmatic gaps, review and evaluate funding priorities, allocate funds, and ensure the needs of the populations are met. In addition, the HSC, as described above, provides invaluable input regarding the targeting of resources as well as insight and recommendations regarding the CoC system and programmatic improvements. OHCD, DAFS and HSC homeless service providers collaborated to develop a plan for implementation of the ESG Homeless Prevention (HP) & Rapid Rehousing (RRH) activities. The COCAT continues to meet to ensure seamless implementation of the ESG program.

In addition to the public notices and hearings on housing and community development needs and the proposed CP, OHCD presented an overview of the consolidated planning process as well as the ESG funding levels to the CoC Governing Board at its meeting on 2/25/20. OHCD solicited comments and recommendations regarding proposed ESG activities and allocations. The Board supported the annual allocation of \$178,205 to the Life Center Shelter. The balance of ESG funds are typically allocated to HP and RRH with most funds allocated to RRH. However, this year, there has been a significant decrease in the amount of funds available for HP from other sources. As such, it was determined that the majority of ESG funds for PY 20 should be allocated to HP with approximately 20% of the funds targeted to point in time RRH assistance.

OHCD was scheduled to make a presentation at the 3/18/20 HSC meeting regarding the CP and the ESG Program. The meeting was canceled due to the emerging COVID-19 pandemic. OHCD has remained in contact with members of the HSC and discussed the most effective use of the PY 20 ESG allocation and ESG-CV allocations.

The County's Homeless Management Information System (HMIS) includes all ESG requirements and provides outcome data used to evaluate performance. The CoC Governing Board oversees the development of policies and procedures for the administration of HMIS and those procedures are included as a component of the CoC Governance Charter.

CoC Performance measures include 1) Decreasing the length of time persons remain homeless; 2) Decreasing homeless recidivism; 3) Decreasing the overall number of homeless persons as well as the number of persons who become homeless for the first time; 4) Increasing income; 5) Increasing the use of mainstream benefits; 6) Increasing successful housing placements and housing stability.

ESG funding has been designed to complement and coordinate with CoC performance measures. The CoC Collaborative Plan to End Homelessness goals and strategies promote shelter diversion as well as moving homeless households as quickly as possible into stable housing. HP and RRH activities funded with County ESG resources is one of the strategies employed by the CoC. ESG funds are also utilized to provide emergency shelter which is an important component of the CoC community wide coordinated approach to address housing crises as outlined in the CoC Collaborative Plan.

In addition, OHCD is a member of the HMIS Evaluation and Performance Committee of the CoC Governing Board which is responsible for further developing a comprehensive methodology and phased in implementation plan to evaluate the performance of both the County's homeless services system and programs including those funded through the CoC, ESG and other sources.

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	Delaware County Office of Behavioral Health	
	Agency/Group/Organization Type	Services - Housing Services-Children Services-Persons with Disabilities Services-Persons with HIV/AIDS Services-Victims of Domestic Violence Services-homeless Other government - County
	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 Non-Homeless Special Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	CoC and HMIS lead agency, member of the CoC Governing Board, COCAT, HSC and McKinney funded provider. Participated in the 2/25/20 CoC Governing Board meeting. As members of the COCAT, OHCD and Office of Behavioral Health will continue to collaborate regarding the most effective use of limited County resources.
2	Family and Community Services	
	Agency/Group/Organization Type	Housing Services - Housing Services-Persons with Disabilities Services-Persons with HIV/AIDS Services-homeless
	What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless Homeless Needs - Families with children 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?	Member of the CoC Governing Board, HSC and McKinney funded provider. Participated in the 2/25/20 CoC Governing Board Meeting. Agency will continue to serve those in need by coordinating the emergency food program, provide transitional/rapid rehousing and PSH to the mental health and D&A population.
3	Community Action Agency of Delaware County	
	Agency/Group/Organization Type	Housing Services - Housing Services-Children Services-Victims of Domestic Violence Services-homeless Services-Employment
	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
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Member of the CoC Governing Board, HSC and McKinney funded provider. Participated in the 2/25/20 CoC Governing Board Meeting. Agency is designated CoC coordinated entry and assessment site. They will continue to operate shelters, transitional housing, rapid rehousing, homeless prevention activities and homeless supportive needs.
4	Catholic Social Services	
	Agency/Group/Organization Type	Housing Services - Housing Services-Persons with HIV/AIDS Services-homeless
	What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Strategy

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Member of the CoC Governing Board, HSC and McKinney funded provider. Participated in the 2/25/20 CoC Governing Board Meeting. Agency is contracted to provide ESG rapid rehousing to literally homeless persons and will continue to provide housing search assistance, case management and supportive services.
5	Chester Housing Authority	
	Agency/Group/Organization Type	Housing PHA
	What section of the Plan was addressed by Consultation?	Public Housing Needs Homelessness Needs - Veterans Homelessness Strategy Non-Homeless Special Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Member of the CoC Governing Board, HSC and McKinney funded provider. Participated in the 2/25/20 CoC Governing Board Meeting. Chester Housing Authority plans to continue to apply for all available resources to support new subsidized housing.
6	Delaware County Children and Youth Services	
	Agency/Group/Organization Type	Housing Services - Housing Services-Children Child Welfare Agency Publicly Funded Institution/System of Care Other government - County
	What section of the Plan was addressed by Consultation?	Homeless Needs - Families with children 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?	Member of the CoC Governing Board and HSC. Participated in the 2/25/20 CoC Governing Board meeting. Agency will continue to collaborate with the CoC regarding foster care discharges and operate the independent living program for youth discharged from the foster care system. Funding for the emergency shelters and transitional housing for families will continue to be provided by the agency.
7	Delaware County Housing Authority	
	Agency/Group/Organization Type	Housing PHA
	What section of the Plan was addressed by Consultation?	Public Housing Needs Homelessness Needs - Veterans Homelessness Strategy Non-Homeless Special Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Member of the CoC Governing Board, HSC and McKinney funded provider. Participated in the 2/25/20 CoC Governing Board Meeting. DCHA will continue to collaborate with the CoC to provide graduates of S+C and PSH program Section 8 vouchers when feasible. DCHA will continue to apply for all available resources to support new subsidized permanent housing.
8	Coatesville Veteran Affairs Medical Center	
	Agency/Group/Organization Type	Housing Services - Housing Services-homeless Services-Health Regional organization
	What section of the Plan was addressed by Consultation?	Homelessness Needs - Veterans

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Member of the CoC Governing Board and HSC. Participated in the 2/25/20 CoC Governing Board meeting. Agency provides a variety of services to veterans including transitional housing for homeless veterans.
9	Horizon House, Inc.	
	Agency/Group/Organization Type	Housing Services - Housing Services-Persons with Disabilities Services-homeless
	What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless Homelessness Needs - Veterans Homelessness Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Member of the CoC Governing Board, HSC and McKinney funded provider. Participated in the 2/25/20 CoC Governing Board Meeting. Agency will continue to provide outreach and coordinated entry assessment services as well as PSH to the mental health and chronic homeless populations
10	Delaware County Intercommunity Health Coordination	
	Agency/Group/Organization Type	Services-Health Other government - County
	What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless Anti-poverty Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Member of the CoC Governing Board and HSC. Participated in the 2/25/20 CoC Governing Board meeting. Agency will advise on public health issues affecting the homeless population.

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

All known agencies were consulted.

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

Table 3 – Other local / regional / federal planning efforts

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care	Delaware County Office of Behavioral Health	Strategic Plan goals associated with homelessness and special needs are consistent with the CoC mission.
Delaware County 2015: Land Use Policy Framework	Delaware County Planning Department	The plan was established for elected and appointed officials to evaluate future proposals or policy changes to ensure that their decisions are consistent with shared countywide goals. The countywide goals are consistent with those outlined in the 2020 Action Plan.
Delaware County 2035: Open Space & Recreation	Delaware County Planning Department	The Open Space, Recreation, and Greenway Plan is a component of the County's comprehensive plan, Delaware County 2035, which establishes an overall vision for the future of the County through the year 2035. It also sets policies for development, redevelopment, conservation, and economic initiatives which are consistent with the 2020 Action Plan.
Delaware County 2035: Economic Development Plan	Delaware County Planning Department	The Economic Development Plan outlines a long-range, place-based strategy identifying trends in industry, employment, and housing that affect the markets of the twenty first century and connects them to an action plan tailored to the different types of places.
Delaware County 2035: Transportation Plan	Delaware County Planning Department	The plan identifies existing conditions, opportunities, and recommendations to improve, expand, and integrate the County's transportation network. It outlines actions to be taken over the course of the next eighteen years that are in line with the broader goals of Delaware County 2035, the County's comprehensive plan. The framework of this plan is consistent with the 2020 Action Plan.

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Delaware County 2035: Historic Preservation Plan	Delaware County Planning Department	The Historic Preservation Plan intends to capture the essence of the variety of historic resources in the County and seeks to better understand how to best identify, protect, and promote them. The County's comprehensive plan calls for simultaneously protecting these valuable resources while implementing smarter use of development around natural and historic areas.
Delaware County Assessment of Fair Housing	Delaware County OHCD	AFH goals are incorporated into the Strategic Plan.
DCHA 5 YEAR ACTION PLAN FOR 2019 TO 2022	Delaware County Housing Authority	DCHA collaborated with Delaware County on the Assessment of Fair Housing and will work together on achieving numerous goals established in that plan that have been incorporated into the development of public housing.
Growing From Within A Blueprint for Growth	Delaware County Commerce Center	Growing from Within is Delaware County's ten-year economic development strategy. The plan identifies major themes and emerging opportunities in the County and establishes strategic planning objectives. It provides an action plan for spurring economic growth by utilizing existing assets and creating new opportunities. The plan was integral in determining non-housing community development assets.
Delaware County Human Services Block Grant Plan	Delaware County Human Services	The plan is submitted annually to the PA DHS and sets forth the County's plan for delivery of human services. Funds within this plan include mental health, behavioral health, intellectual disabilities, drug and alcohol, and homeless assistance programs.

The FCC mapping tool indicates that 90-100% of County residents have access to fixed broadband service at 25/3 MBP or higher advertised speeds. During previous consultation efforts the County has met with broadband internet service providers to identify programs offered to decrease the digital divide by providing low-cost internet solutions. The County continues to monitor the availability of these programs and refers all recipients of Federally funded housing assistance to these resources.

In addition, County Staff attended a webinar conducted by the Penn State Extension on the RDOF Auction and Mapping Tool June 12, 2020. From this session, it was determined that the rural funding opportunity offers little incentive in Delaware County, as an urban community with high access to broadband service.

Delaware County has prepared and follows a Hazard Mitigation Plan - a pre-disaster multi-hazard mitigation plan that will not only guide the County toward greater disaster resistance, like flooding, but also respects the character and needs of the community. The County consulted with FEMA and the PA DEP in preparing the plan and each of the 49 municipal governments in the County has adopted the document to ensure proper emergency management response.

The County included the Delaware County Continuum of Care Discharge Planning Policy as part of the Grantee Unique Appendices in Section AD-26. The discharge policy includes specifics about coordination with foster care, health-care facilities, mental health facilities and corrections programs.

AP-12 Participation – 91.105, 91.200(c)

1. Summary of citizen participation process/Efforts made to broaden citizen participation:

Applications were made available and availability of PY 20 funding was announced in the Philadelphia Inquirer - Delaware County Edition on October 31, 2019. Applications were distributed to the 46 participating municipalities of the Urban County and all non-profits that expressed an interest on October 30, 2019. On the evening of December 6, 2019, a housing and community development Needs Assessment Hearing was held to solicit public input for the PY 20 program year. On May 20, 2020 County Council adopted a proposed list of awards and the proposed list was posted to the OHCD website and emailed to all applicants on May 21, 2020. The proposed list of awards and notice of public hearing was published in the Philadelphia Inquirer - Delaware County Edition on May 29, 2020. Adjacent units of local government were mailed the Conditional List of Awards with a request to contact OHCD if intergovernmental cooperation was anticipated as a result of the County's proposed list of awards. The list of awards and draft PY 20 Action Plan was available for review at OHCD during the 30-day comment period from May 22, 2020 to June 22, 2020.

As advertised, on Wednesday, June 17, 2020 a public hearing was held before County Council during its bi-weekly public meeting. Time was set aside during the meeting to provide those wishing to comment on the proposed PY 20 list of awards and PY 20 Action Plan the opportunity to do so.

In 2018, Delaware County launched a newly designed website that was updated to streamline navigation and broaden the sites audience. Users can now find program information and notices more quickly. The site also allows users to easily navigate on mobile and tablet devices.

The County's Citizen Participation Plan states that translators will be provided upon request. Staff expanded the Limited English Proficiency Plan (LEP) to encourage citizen participation amongst the LEP population. Translation of past public hearing flyers in Spanish has not resulted in requests for translators.

Citizen Participation Outreach

Table 4 – Citizen Participation Outreach

	Mode of Outreach	Target of Outreach	Summary of Response or Attendance	Summary of Comments Received	Summary of Comments Not Accepted and Reasons	URL (if applicable)
1	Newspaper Ad	Minorities Persons with disabilities Non-targeted/broad community	No new application requests were received as a result of publication of the availability of the 2020 application and notice of the 2020 Needs Assessment Hearing.	No comments were received.	No comments not accepted.	
2	Public Hearing	Minorities Persons with disabilities Non-targeted/broad community	One (1) representative of the Sharon Hill CDC and one (1) representative of the Pennsylvania Immigration and Citizen Coalition (PICC) attended.	Sharon Hill CDC inquired about the availability of CDBG funds for community services and workshops. PICC inquired about the use of CDBG funds for a program to assist Delaware County residents that have been detained by Immigration and Customs Enforcement. Both organizations were given CDBG applications for PY 20 to review. Both organizations decided after review of the application they were not ready to submit for CDBG funding.	All comments were accepted.	
3	Newspaper Ad	Minorities Persons with disabilities Non-targeted/broad community	As a result of the publication of the PY 20 proposed list of awards and notice of public hearing one (1) Municipality submitted a comment.	Darby Borough requested the option to submit a new application for consideration. The Borough was advised to submit a complete application prior to the June 17, 2020 public hearing.	All comments were accepted.	

	Mode of Outreach	Target of Outreach	Summary of Response or Attendance	Summary of Comments Received	Summary of Comments Not Accepted and Reasons	URL (If applicable)
4	Internet Outreach	Non-targeted/broad community	As a result of the 2020 proposed list of awards and notice of public hearing posted on the OHCD website and emailed to all applicants no comments were received.	No comments received.	No comments not accepted.	
5	Public Hearing	Minorities Persons with disabilities Non-targeted/broad community	Three (3) applicants submitted public comment via email for the June 17, 2020 virtual County Council meeting.	Lansdowne Borough requested the County reconsider the request for funding to support a Sanitary Sewer Rehabilitation project. Darby Borough requested the County consider a new application for Sanitary Sewer Rehabilitation. Colwyn Borough thanked the County for including them in the proposed PY 20 list of awards.	All comments were accepted.	

Expected Resources

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

Introduction:

The County expects the following federal resources will be available to address the priority needs of the 2018 - 2022 ConPlan. The County will continue to utilize local Affordable Housing Funds (AHF) to implement the ConPlan priority needs.

Anticipated Resources:

Table 5 - Expected Resources – Priority Table

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder 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	3,714,657	25,000	370,806	4,110,463	0	Funding will be leveraged through local Municipal match funds.

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
HOME	public - federal	Acquisition Homebuyer assistance Homeowner rehab Multifamily rental new construction Multifamily rental rehab New construction for ownership TBRA	970,704	389,542	202,604	1,562,850		Funding will be leveraged through local AHF Investment as well as low Income Housing Tax Credits.

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
ESG	public - federal	Conversion and rehab for transitional housing Financial Assistance Overnight shelter Rapid re-housing (rental assistance) Rental Assistance Services Transitional housing	319,053	0	0	319,053	0	Funding will be leveraged through local AHF Investment and state and federal funding.

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

Leveraging other local government and private entity funding is critical to carrying out the County's housing and community development initiatives. Public improvement projects undertaken by local municipal governments are further assisted through the contribution of professional engineering services by those communities. This can represent up to 10% of the project costs. Nonprofit organizations undertaking capital improvement projects often contribute cash and/or in-kind donated services, as available.

- In 1993, Delaware County Council established the Affordable Housing Fund (AHF) through the enactment of the Affordable Housing Fees Ordinance authorized by PA Act 137. The ordinance

enabled the County to increase fees charged for recording deeds and mortgages and specified that additional funds generated be used for affordable housing efforts in the County.

- In 2017, the County established a Demolition Fund pursuant to Pennsylvania Act 152 of 2016 allowing Counties to raise revenue for the demolition of blighted properties through fees charged for the recording of deeds and mortgages. The establishment of this fund allows the County to provide funding for demolition activities while preserving CDBG funding for public facility and infrastructure projects.
- Public service providers utilizing County CDBG funding are limited by the CDBG public service cap. CDBG recipients utilizing County CDBG funds for public services depend on additional local, state, federal and private funding to supplement supportive services.
- Affordable housing projects financed with HOME funds often rely on additional funding including, but not limited to, Low Income Housing Tax Credit (LIHTC) equity, the federal HOME Loan Bank, Housing Authority Capital Funds and owner equity to create additional affordable housing in the County.
- The 25% matching requirement mandated under the HOME program is met through the below market rate loans obtained by the first-time homebuyers who participate in the Homeownership First Program. The monthly yield that is forgone, due to a reduced interest rate, when compounded over the 30-year term of the mortgage, satisfies the match obligation.
- ESG activities are matched on a 50/50 basis through the investment of CDBG funding.

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

Delaware County operates 621 acres of parklands available to County residents for recreational purposes. Many of the parks have programming for specific populations. For example, Upland Park, is the home of the Redwood Community Center, a county-operated facility which provides free activities each week for hundreds of local seniors. The Redwood offers a variety of entertaining programs, including senior social dances, country line dancing, Wii bowling, weekly exercise classes and more. In 2016 Delaware County purchased 33+ acres of land in Darby Borough known as the former Little Flower Manor property for use as a County Park. This park is an important recreational opportunity for residents in eastern Delaware County, as parks help to improve the quality of life, increase property values, attract and retain businesses, connect people with nature, create a sense of community and help our residents to engage in active healthy living. The Park houses a National Register Eligible historic building that is severely endangered. Efforts are currently underway to make this site and related buildings an asset to this distressed community.

Delaware County has enacted a policy in which it will offer to transfer real estate acquired through the tax sale process. Local governments typically utilize this land for needed public improvements or preservation of open space.

Delaware County owns and operates the Fair Acres Geriatric Center in Media. The facility provides safe and decent housing and 24-hour individualized care to over 900 residents who range in age from young adult to seniors. The facility is approved for operation by the Pennsylvania Department of Health and is certified for participation in the Medicare and Medicaid programs by the United States Department of Health and Human Services and the Pennsylvania Department of Public Welfare.

Discussion:

It is estimated that over \$1 million in state and local funds will be expended to leverage housing and community development activities undertaken during PY 20. The County anticipates collaborating with various public and private entities in carrying out the priority needs of the Action Plan. Additional resources may include, but are not limited to: Housing Choice Vouchers, Mainstream Vouchers, Low Income Housing Tax Credits, Historic Housing Tax Credits, HUD Continuum of Care Program Community Services Block Grant, PA Human Services Block Grant, PA Healthy Homes Initiative, Lead Based Paint Hazard Reduction Grant and CARES Act supplemental funding.

Annual Goals and Objectives

AP-20 Annual Goals and Objectives

Goals Summary Information:

Table 6 – Goals Summary

	Goal Name	Start Year	End Year	Category	Needs Addressed	Funding	Goal Outcome Indicator
1	Public Facility & Infrastructure Improvements	2018	2022	Non-Housing Community Development	Non-Housing Community Development	CDBG: \$2,495,428	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 36415 Persons Assisted
2	Public Services	2018	2022	Homeless Non-Housing Community Development	Homelessness AFH Factor: Source of Income Discrimination AFH Factor: Lack of Access to Opportunity AFH Factor: Impediments to Mobility AFH Factor: Quality of Affordable Housing Programs	CDBG: \$527,000 ESG: \$178,205	Public service activities other than Low/Moderate Income Housing Benefit: 75 Persons Assisted Homeless Person Overnight Shelter: 700 Persons Assisted
3	Housing Rehabilitation (AHF)	2018	2022	Affordable Housing Non-Homeless Special Needs	Affordable Housing AFH Factor: Location & Type of Affordable Housing AFH: Loss of Affordable Housing	CDBG: \$200,000	Homeowner Housing Rehabilitated: 15 Household Housing Unit

	Goal Name	Start Year	End Year	Category	Needs Addressed	Funding	Goal Outcome Indicator
4	Production of Affordable Housing (AHF)	2018	2022	Affordable Housing	Affordable Housing AFH Factor: Location & Type of Affordable Housing AFH Factor: Lack of Private Investment AFH Factor: Lack of Access to Opportunity AFH Factor: Impediments to Mobility AFH: Availability of Affordable Units AFH Factor: Lack of Accessible Housing AFH Factor: Location of Accessible Housing	HOME: \$1,291,438	Rental units constructed: 7 Household Housing Unit

	Goal Name	Start Year	End Year	Category	Needs Addressed	Funding	Goal Outcome Indicator
5	Homeownership (AHF)	2018	2022	Affordable Housing	Affordable Housing Homelessness AFH Factor: Location & Type of Affordable Housing AFH Factor: Source of Income Discrimination AFH Factor: Lack of Access to Opportunity AFH Factor: Impediments to Mobility AFH: Availability of Affordable Units	HOME: \$180,000	Direct Financial Assistance to Homebuyers: 20 Households Assisted
6	Homeless Prevention (AFH)	2018	2022	Homeless	Affordable Housing Homelessness AFH Factor: Location & Type of Affordable Housing AFH Factor: Source of Income Discrimination AFH Factor: Impediments to Mobility	ESG: \$93,536	Homelessness Prevention: 100 Persons Assisted

	Goal Name	Start Year	End Year	Category	Needs Addressed	Funding	Goal Outcome Indicator
7	Rapid Rehousing of homeless households	2018	2022	Homeless	Affordable Housing Homelessness AFH Factor: Location & Type of Affordable Housing AFH Factor: Source of Income Discrimination AFH Factor: Impediments to Mobility	ESG: \$23,384	Tenant-based rental assistance / Rapid Rehousing: 15 Households Assisted

	Goal Name	Start Year	End Year	Category	Needs Addressed	Funding	Goal Outcome Indicator
8	Fair Housing, Planning & Administration	2018	2022	Planning/Administration	AFH Factor: Source of Income Discrimination AFH Factor: Land Use and Zoning Laws AFH Factor: Admission & Occupancy Procedures AFH Factor: Quality of Affordable Housing Programs AFH Factor: Lack of Accessibility Modifications AFH: Access to Public Housing for Disabilities AFH Factor: Lack of In-Home Supported Services AFH Factor: Regulatory Barriers AFH Factor: Lack of Resources for Fair Housing	CDBG: \$743,035 HOME: \$91,412 ESG: \$23,928	Other: 4 Other
9	Blight Removal	2018	2022	Non-Housing Community Development	Non-Housing Community Development	CDBG: \$145,000	Other: 1 Other

Goal Descriptions:

1	Public Facility & Infrastructure Improvements	
	Goal Description	Improve existing and support new infrastructure; support improvements to existing public facilities.
2	Public Services	
	Goal Description	Shelter and services to the homeless, those faced with homelessness and abused spouses and their children.
3	Housing Rehabilitation (AHF)	
	Goal Description	The Housing Rehabilitation Program offers 0% interest deferred loans to qualified home-owners for major systems repairs to improve the quality of owner-occupied housing and maintain the county's stock of affordable housing.
4	Production of Affordable Housing (AHF)	
	Goal Description	Increasing the supply of affordable rental units and the availability of affordable owner-occupied housing.
5	Homeownership (AHF)	
	Goal Description	The Homeownership First program provides counseling, down payment and closing cost assistance to qualifying first-time homebuyers to improve access to affordable owner occupied housing.
6	Homeless Prevention (AFH)	
	Goal Description	Homeless prevention will provide financial assistance and services to prevent individuals and families from becoming homeless.
7	Rapid Rehousing of homeless households	
	Goal Description	Assistance to help those who are experiencing homelessness be quickly re-housed and stabilized into permanent housing.
8	Fair Housing, Planning & Administration	

	Goal Description	Planning activities include comprehensive plans, historic preservation planning, community development plans, functional plans and other professional studies. Fair housing efforts include education, testing and sharing information to ensure protected classes have access to fair housing choice. Administration cost associated with undertaking the CDBG, HOME and ESG Programs
9	Blight Removal	
	Goal Description	Elimination of blighting influence through historic preservation.

Projects

AP-35 Projects – 91.220(d)

Introduction:

The County has planned the following for PY 20 Federal Funds:

CDBG

Public Facility and Infrastructure Improvements	\$2,495,428
Public Services	\$527,000
Anti-Blight Activities	\$145,000
Housing Rehabilitation	\$200,000
Planning/Fair Housing	\$211,000
Administration	\$532,035

HOME

Affordable Housing Development	\$1,291,438
Homeownership	\$180,000
Administration	\$91,412

ESG

Emergency Shelter	\$178,205
Homeless Prevention and Rapid Rehousing	\$116,920
Administration	\$23,928

No ESG funds are budgeted for street outreach

See Ap-38 for detail on projects the County plans to undertake during PY 20 to address priority needs identified in the 2018-2022 ConPlan.

Individual project locations and funding amounts are identified in the "Final Activity List" in the Appendix.

Projects:

Table 7 - Project Information

#	Project Name
1	Public Facilities and Infrastructure
2	Housing Rehabilitation
3	Public Services
4	Anti-Blight Activities
5	Planning/Fair Housing
6	Administration
7	Affordable Housing Development
8	Homeownership
9	ESG20 Delaware County

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

The FY 20 Action Plan is the third year of the Strategic Plan outlined in the 2018-2022 ConPlan. The projects identified in this Action Plan work towards addressing the goals established in the 2018 - 2022 ConPlan and 2018 - 2022 Assessment of Fair Housing.

The AHF identified resources were lacking to address persons with disabilities in the County. The County, in collaboration with Delaware County Housing Authority and the HSC Governing Board has established a Disability Housing Options Team. In FY 2019 The Chester Housing Authority joined the DHOT upon receiving 25 Mainstream Program vouchers that will provide permanent housing for eligible households with disabilities. The County will continue to monitor the availability of state funding opportunities to assist persons with disabilities obtain home modifications.

AP-38 Project Summary

Project Summary Information:

1	Project Name	Public Facilities and Infrastructure
	Target Area	Not applicable
	Goals Supported	Public Facility & Infrastructure Improvements
	Needs Addressed	Non-Housing Community Development
	Funding	CDBG: \$2,495,428
	Description	Improvements and development of public facilities and infrastructure.
	Target Date	6/30/2021
	Estimate the number and type of families that will benefit from the proposed activities	36,415 low- and moderate-income persons assisted will be assisted.
	Location Description	Activities will benefit low- and-moderate income areas in Chester Township, Clifton Heights Borough, Collingdale Borough, Colwyn Borough, Darby Township, Eddystone Borough, Folcroft Borough, Lansdowne Borough, Media Borough, Millbourne Borough, Nether Providence Township, Parkside Borough and Upland Borough.
	Planned Activities	<ul style="list-style-type: none"> • Recreation Improvements, Park Improvements, Playground Improvements, Sanitary Sewer Rehabilitation, Streetscape Improvements, Storm Water Improvements, Street Resurfacing, Community Center Improvements and Installation of Pedestrian Lighting. • Estimated funding includes \$332,928 in contingency funding for cost overruns.

2	Project Name	Housing Rehabilitation
	Target Area	Not applicable
	Goals Supported	Housing Rehabilitation (AHF)
	Needs Addressed	Affordable Housing AFH Factor: Location & Type of Affordable Housing AFH: Loss of Affordable Housing
	Funding	CDBG: \$200,000
	Description	Provide qualified low- and-moderate income homeowners with a 0% interest deferred loan for major systems and critical repairs.
	Target Date	6/30/2021
	Estimate the number and type of families that will benefit from the proposed activities	15 low- and-moderate income households
	Location Description	Urban County
	Planned Activities	Major system and critical repairs to owner-occupied low- and-moderate income households including lead paint remediation. Delaware County Housing Rehabilitation Loan Program - \$110,000 Habitat for Humanity of Montgomery and Delaware Counties Critical Repairs Program - \$90,000
3	Project Name	Public Services
	Target Area	Not applicable
	Goals Supported	Public Services

	Needs Addressed	Affordable Housing Homelessness AFH Factor: Location & Type of Affordable Housing AFH Factor: Source of Income Discrimination AFH Factor: Lack of Access to Opportunity AFH Factor: Impediments to Mobility
	Funding	CDBG: \$527,000
	Description	Shelter and services to support homeless persons and affordable housing. Services to support low- and-moderate income youth and families.
	Target Date	6/30/2021
	Estimate the number and type of families that will benefit from the proposed activities	700 homeless persons will be provided overnight shelter and services. 75 low- and-moderate income persons will be provided non-housing services
	Location Description	Countywide
	Planned Activities	<ul style="list-style-type: none"> • Emergency shelter operations for single adults and families - \$330,000 • Emergency shelter operations for victims of domestic violence and their children - \$68,000 • Emergency shelter operations for homeless mental health clients - \$54,000 • Academic improvement, socio-emotional well-being, increased financial literacy, and workforce readiness training for youth and families - \$75,000
4	Project Name	Anti-Blight Activities
	Target Area	Not applicable
	Goals Supported	Blight Removal
	Needs Addressed	Non-Housing Community Development AFH Factor: Lack of Private Investment

	Funding	CDBG: \$145,000
	Description	Arrest or elimination of blighting influences through historic preservation.
	Target Date	6/30/2021
	Estimate the number and type of families that will benefit from the proposed activities	One (1) National Register Listed Structure will be preserved to eliminate a specific condition detrimental to public safety and health.
	Location Description	31 N. Lansdowne Avenue, Lansdowne
	Planned Activities	Replacement of a failing roof system.
5	Project Name	Planning/Fair Housing
	Target Area	Not applicable
	Goals Supported	Fair Housing, Planning & Administration
	Needs Addressed	AFH Factor: Source of Income Discrimination AFH Factor: Land Use and Zoning Laws AFH Factor: Impediments to Mobility AFH: Loss of Affordable Housing AFH Factor: Admission & Occupancy Procedures AFH Factor: Lack of Accessible Housing AFH Factor: Location of Accessible Housing AFH Factor: Lack of In-Home Supported Services AFH Factor: Lack of Resources for Fair Housing
	Funding	CDBG: \$211,000
	Description	Planning activities and fair housing education services.
	Target Date	6/30/2021

	Estimate the number and type of families that will benefit from the proposed activities	Two (2) Agencies and residents of Morton Borough.
	Location Description	Countywide
	Planned Activities	<ul style="list-style-type: none"> • Planning activities including comprehensive, community development, functional, zoning and historic preservation - \$106,000 • Fair housing education and testing - \$40,000 • Update of Morton Borough Comprehensive Plan and Zoning Ordinance - \$65,000
6	Project Name	Administration
	Target Area	Not applicable
	Goals Supported	Fair Housing, Planning & Administration
	Needs Addressed	AFH Factor: Lack of Private Investment AFH Factor: Land Use and Zoning Laws AFH Factor: Admission & Occupancy Procedures AFH Factor: Regulatory Barriers
	Funding	CDBG: \$532,035 HOME: \$91,412
	Description	Administration of Federal entitlement programs.
	Target Date	6/30/2021
	Estimate the number and type of families that will benefit from the proposed activities	One (1) agency
	Location Description	600 N. Jackson Street, Suite 101, Media, PA 19063
	Planned Activities	Program(s) administration

7	Project Name	Affordable Housing Development
	Target Area	Not applicable
	Goals Supported	Production of Affordable Housing (AHF)
	Needs Addressed	Affordable Housing AFH Factor: Location & Type of Affordable Housing AFH Factor: Lack of Private Investment AFH Factor: Lack of Access to Opportunity AFH Factor: Lack of Accessible Housing AFH Factor: Location of Accessible Housing AFH: Access to Public Housing for Disabilities
	Funding	HOME: \$1,291,438
	Description	Production of affordable rental housing through new construction.
	Target Date	6/30/2021
	Estimate the number and type of families that will benefit from the proposed activities	Funding will be provided for construction of a 96 unit affordable rental building for seniors with a PACE senior care center. 7 HOME assisted rental units will be completed and occupied for low-and-moderate income seniors with prior year funding.
	Location Description	Constitution Avenue, Ridley Township
	Planned Activities	Development of affordable senior rental housing
8	Project Name	Homeownership
	Target Area	Not applicable
	Goals Supported	Homeownership (AHF)

	Needs Addressed	Affordable Housing AFH Factor: Location & Type of Affordable Housing AFH Factor: Lack of Access to Opportunity AFH Factor: Impediments to Mobility AFH: Availability of Affordable Units
	Funding	HOME: \$180,000
	Description	The Homeownership First Program provides counseling, down payment and closing cost assistance to qualified first-time homebuyers to improve access to affordable housing.
	Target Date	6/30/2021
	Estimate the number and type of families that will benefit from the proposed activities	Twenty (20) low- and-moderate income households.
	Location Description	Urban County
	Planned Activities	Counseling, down-payment and closing cost assistance to qualifying first-time homebuyers.
9	Project Name	ESG20 Delaware County
	Goals Supported	Public Services Rapid Rehousing of homeless households Homeless Prevention (AFH) Fair Housing, Planning & Administration
	Needs Addressed	Affordable Housing Homelessness AFH Factor: Location & Type of Affordable Housing AFH Factor: Lack of Access to Opportunity AFH Factor: Impediments to Mobility AFH: Availability of Affordable Units
	Funding	ESG: \$319,053

Description	Shelter operations including cleaning supplies and personnel protective equipment and administration. Emergency placement of homeless persons in hotel rooms to depopulate existing shelters and slow the transmission of the Coronavirus. Administration costs for the ESG-CV program.
Target Date	6/30/2021
Estimate the number and type of families that will benefit from the proposed activities	10 homeless persons through prevention services. 15 homeless households through rapid-rehousing.
Location Description	6310 Market Street, Upper Darby 1414 Meetinghouse Road, Upper Chichester
Planned Activities	<ul style="list-style-type: none"> • Emergency shelter operations (\$178,205) • Homeless Prevention and Rapid Rehousing (\$116,920) • Program Administration (\$23,928)

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 development of geographic priorities for investing housing and community development dollars was informed by the County's Comprehensive Plan Delaware County 2035. Delaware County 2035 notes that municipalities often contain multiple types of landscapes and development patterns within their borders and can include multiple types of characteristics along the urban to rural gradient. Therefore, creating sharp lines between types of communities along municipal boundaries is not practically useful. Instead, Delaware County 2035 seeks to define places by four development characteristics instead of defining entire municipalities into a single category:

- Mature Neighborhoods
- Growing Suburbs
- Open Space
- Greenways.

The HUD identified low- and moderate-income areas, areas of low income and minority concentration generally overlay with the identified Mature Neighborhoods.

During the planning process for the 2018 - 2022 ConPlan the County elected not to identify and target geographic areas as a basis for funding preference.

Rationale for the priorities for allocating investments geographically:

The County continues to remain committed to improving low- and-moderate income residential neighborhoods which are generally found in the built-out mature neighborhoods identified in the County's 2018-2022 ConPlan. These neighborhoods have older infrastructure which is prone to fail or be in need of repair. Mature neighborhoods have also experienced population and business loss as the Western areas of the County become more developed. These losses have reduced tax base in the mature neighborhood municipalities providing less local funding for replacement of aging infrastructure. As a result, CDBG funding requests for infrastructure improvements greatly exceed available funding. In PY 20, 100% of the CDBG funds directed towards public facility and infrastructure improvements are located within the mature neighborhoods.

Discussion

The need for improvements in the Mature Neighborhoods was established in Delaware County 2035. Public participation for the 2018-2022 ConPlan and 2018-2022 Assessment of Fair Housing confirmed

the need for investments in the Mature Neighborhoods to stabilize and spur economic development in these predominately low- and moderate-income neighborhoods. Although public service activities are available to all residents of the County, the offices are primarily located in the Mature Neighborhoods to provide access to the most vulnerable population.

Affordable Housing

AP-55 Affordable Housing – 91.220(g)

Introduction:

The County will continue to use local and federal funding to expand and improve affordable housing options for low- and moderate-income households.

The County utilizes HOME funds for the Homeownership First Program, which provides counseling, down payment and closing cost assistance for potential low- and moderate-income homebuyers. Increasing low- and moderate-income homeownership addresses the ConPlan goal of homeownership and AFH goal 33: Expanded Affordable Homeownership Housing.

The County will continue to offer 0% interest deferred loans for the Housing Rehabilitation Program, utilizing CDBG and local funds. The program provides major systems repairs for eligible low- and moderate-income homeowners. The program provides an opportunity for low- and moderate-income homeowners to make necessary repairs, they otherwise couldn't afford, while staying current with regular monthly expenditures. The financial relief helps stabilize local neighborhoods and helps prevent the deterioration of affordable housing. Additionally, the County is seeking to strengthen rehabilitation efforts by entering into a partnership with Habitat For Humanity of Montgomery and Delaware County. The County has awarded them CDBG funds for the initiation of a critical repairs program in Delaware County. Starting this year, the County will also offer lead remediation services to qualifying low- and moderate-income homeowners and landlords to increase the affordable housing stock of healthy homes. The Lead Hazard Reduction Program will provide testing and abatement funding for households who otherwise may not be able to afford it.

One Year Goals for the Number of Households to be Supported	
Homeless	0
Non-Homeless	45
Special-Needs	0
Total	45

Table 8 - One Year Goals for Affordable Housing by Support Requirement

One Year Goals for the Number of Households Supported Through	
Rental Assistance	0
The Production of New Units	0
Rehab of Existing Units	25
Acquisition of Existing Units	20
Total	45

Table 9 - One Year Goals for Affordable Housing by Support Type

Discussion

The Homeownership First program will provide counseling and financial assistance for twenty (20) first time low- and moderate-income homebuyers in FY 20.

Fifteen (15) owner-occupied residences will be rehabilitated through the Housing Rehabilitation Program in FY 20.

Ten (10) owner-occupied and/or rental units will receive lead remediation through the Lead Hazard Reduction Program in FY 20.

AP-60 Public Housing – 91.220(h)

Introduction:

OHCD and DCHA have a long history of collaboration providing affordable housing for the County's low-income residents. The County often provides HOME funding for public private partnerships to create or modernize affordable housing. The County also provides assistance, when requested, towards supportive housing programs offered by DCHA.

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

In PY 20, DCHA has proposed to provide funds for the demo/reconstruction of the of Greenhill Court apartments in Sharon Hill. DCHA has created a Request for Proposals for this project. Rehabilitation, including upgrades to doors, windows, kitchens, baths, roofs and HVAC systems, are also planned for Lincoln Park homes in Sharon Hill. Four units in Nether Providence are proposed for kitchen, bath, roofing, siding, HVAC, electrical, door and/or window upgrades. This work was planned for PY 19, however the Request for Proposals was not issued and is planned for solicitation of proposals in 2020.

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

DCHA property managers encourage resident organizations to take a proactive role in their respective communities. Programs are offered in gardening, nutrition, exercise, budgeting and credit; trips and educational seminars are also offered. DCHA holds meetings for all Resident Organization Officers to discuss various topics concerning DCHA and the development and implementation of comprehensive plans. DCHA offers a Family Self-Sufficiency (FSS) Program to current participants of the Housing Choice Voucher Program and Public Housing programs. Any adult member of the household may sign up and participants receive assistance from the FSS Coordinator who helps identify goals, needs and any problems. Upon employment or an increase in earnings, participants are provided a free savings account which becomes available upon successful completion of the participant's goals. It can be used towards a down payment to purchase a home, education or any worthwhile investment in the participants future.

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

DCHA is not designated as troubled.

Discussion:

OHCD and DCHA will continue to leverage private and public funds to create additional affordable housing opportunities to low income residents. The continued redevelopment of Kinder Park will provide additional affordable housing in Ridley Township which is designated as an opportunity area. The final phase of construction, Kinder Park IV, providing over 90 units of affordable senior housing and an included healthcare facility, is expected to commence in FY 20.

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

Introduction:

Delaware County has a comprehensive, coordinated approach to providing shelter, supportive services and housing assistance to those who are homeless, or threatened with homelessness, through an extensive, countywide CoC system that fosters self-sufficiency. The continuum encompasses prevention services, outreach, coordinated entry, day centers, emergency shelters, transitional and permanent housing, as well as appropriate supportive services. Homeless services are available to families and individuals and to persons with special needs including HIV/AIDS, substance addiction, physical and mental disabilities, as well as victims of domestic violence and veterans.

The Delaware County HSC has been working since 1991 to address the problem of homelessness in the County. The Coalition has grown to include over 90 members representing nonprofit organizations, local government, the business community, funding entities, homeless or formerly homeless individuals, as well as providers of homeless services. As part of the HSC's efforts to develop a coordinated CoC for homeless families and individuals, the HSC established a governing structure consistent with the requirements of the HEARTH Act. The CoC Governing Board, the COCAT and the Governing Board committees oversee the planning and coordination of homeless services in the County. The COCAT has representation from two County offices, the OBH and OHCD. DAFS, Division of Mental Health and Division of Drug and Alcohol fall under the OBH umbrella. DAFS is the CoC Lead Agency and HMIS Lead Agency.

OHCD has an integral role in the CoC as a member of the CoC Governing Board, Governing Board committees, COCAT, HSC and HSC committees. The Consolidated Plan (CP) homeless strategies were developed by OHCD in conjunction w/ these entities and thus are aligned w/ the CoC Collaborative Plan to End Homelessness. The CP goals addressing homelessness are 1) Affordable Housing 2) Rapid Rehousing 3) Homeless Prevention 4) Public Services.

In PY 20, Delaware County will continue to provide support of its established CoC system to address the needs of homeless persons. This year, the County, through OHCD, will provide \$ 431,000 in local County Affordable Housing Funds (AHF) to operate McKinney CoC programs critical to the delivery of housing and services to the County's most vulnerable residents. In addition, \$452,000 in CDBG and \$178,205 in ESG funds are allocated to operation and essential services at four emergency shelters. ESG funds in the amount of \$116,920 are allocated to HP and RRH activities.

The County, through OBH DAFS, provides rental assistance to approximately 60 households with HIV/AIDS. OBH also allocates approximately \$30,000 annually to support HP activities for households at risk of becoming homeless.

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

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

The County's CoC system has a strong & long history of providing outreach services to the homeless population. There are four providers of outreach, on the streets locating & engaging the unsheltered homeless. The CoC manages an outreach protocol that includes a phone line & a process for dispatching outreach teams when the public observes persons on the street. Providers also respond to requests from the County, social service organizations, hospitals & law enforcement that have identified a homeless person who is without shelter & resources. Also, the Homeless

Services Coalition (HSC) has an Outreach & Crisis Response Committee that includes formerly homeless persons & regularly coordinates joint outreach, including the January PIT and Summer PIT Counts. To help track outreach encounters, the County's HMIS system is capable of recording street outreach encounters & tracking homeless persons who refuse to provide identifying information.

SAMHSA Projects for Assistance in Transition from Homelessness (PATH) funds are utilized by two CoC providers to deliver outreach & supportive services for people with serious mental illness (SMI) experiencing homelessness.

As part of the County's CoC priority to serve veterans, two nonprofit homeless service providers receive funds through the Supportive Services for Veteran Families (SSVF) Program. One component of the program is extensive outreach & engagement to veterans.

The CoC uses several tools to assist with outreach efforts. One tool the outreach workers utilize is the County's Survival Guide to Homeless Services that is published annually by the HSC. The Guide, which was designed as a foldable card for homeless consumers, lists places that people can go to receive CE assessments, shelter, prepared meals, clothing, behavioral health care, medical care, housing, government & legal services etc. Copies of this guide are distributed during outreach & to all public libraries, school districts, municipalities, hospitals, law enforcement agencies, elected officials & social service agencies in the County. A shortened laminated version of the Guide, which covers emergent information such as shelters, showers, meals & crisis services is distributed during street outreach encounters.

Also of importance to note is the involvement of the law enforcement community. Twice a year, OBH conducts a Crisis Intervention Training for police & 1st responders. One of the training modules addresses homeless services & outreach to the unsheltered homeless. The goal of this training is to improve coordination with local police & 1st responders, to provide them with the resources & tools

needed to respond effectively to the homeless they encounter and connect them to the appropriate resources. Needs of those persons engaged through outreach are identified via assessments that occur through the Coordinated Entry (CE) system which is described below.

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

The County's CoC has implemented a decentralized coordinated system w/ 4 entry/access points in areas of high need. The CoC operate under a "No Wrong Door" model w/access locations & methods to assure countywide coverage. 6 CE specialists funded under 3 organizations represent a team who provide assessment services. The goals of CE are: 1) respond to housing crises by providing low-barrier, person-centered, countywide entry process that is fair and provides equal access to resources; 2) utilize the same assessment approach & decision making process to help people resolve their housing crisis & receive stable housing quickly; 3) ensure that people w/the most severe service needs & levels of vulnerability are prioritized for assistance; 4) develop a Housing Stability Plan identifying barriers, needs, referrals and linkages to services, housing assistance & financial stability resources 5) divert persons from shelters whenever possible.

The CE system has 4 components: Access, Assessment, Prioritization & Referral. Phased assessments are used to determine vulnerability & service level needs. Initial assessments use triage questions & the Service Prioritization Decision Assistance Tool (VI SPDAT) to help determine the housing status of the households & the housing path needed to become stable. For those households who are homeless, timely assessment of needs, housing barriers, income potential, vulnerability, housing assistance program eligibility, mainstream resource needs & other service needs result in the development of a housing stability plan that outline the best possible path & programming for that household. After prioritizing the neediest households, referrals to services & housing are completed.

For those referred to emergency shelter (ES) or transitional housing (TH), intensive case management services that are housing focused & person centered are provided. The clients & case managers continue to build upon the Housing Stability Plan developed at CE. The more comprehensive SPDAT is completed after placement. Critical support services such as life skills, money management, parenting, mental health services, D&A services, employment training, etc. to improve the participant's ability to achieve self-sufficiency are provided using Federal, State & local funding.

Both CDBG & ESG funds are allocated to the operation & provision of services at 4 ES programs in the County. In PY 20, Delaware County intends to provide approximately \$178,205 in ESG & \$452,000 in CDBG funds to the provision of shelter & support services for the homeless at the Life Center of Eastern Delaware County, Wesley House Shelter, the Domestic Abuse Project of Delaware County shelter & the Mental Health Partnership's CONNECT shelter. Additionally, in PY 20, local AHF resources in the amount of \$431,000 will be provided to OBH & their nonprofit subrecipients to support an array of McKinney CoC funded programs.

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:

Delaware County has placed a priority on assisting the homeless in making the transition to permanent housing (PH) & self-sufficiency & has shown continued progress in advancing this priority. The CE system helps to reduce the length of time persons' experience homelessness through the timely assessment & development of housing stability plans, identifying the most appropriate housing placement & moving homeless persons into an array of Rapid Rehousing (RRH) & Permanent Supportive Housing (PSH) programs. Many critical support services such as housing focused & person centered case management, life skills, money management, parenting, employment/training etc. are provided to improve participant's ability to achieve self-sufficiency. HMIS data is used to evaluate the average length of stay (LOS) at each shelter.

The CoC has been proactive in reallocating funds for new RRH & PSH Initiatives & in applying for new RRH & PSH projects to increase the availability of & access to affordable housing for homeless households. The majority of new PSH projects have been dedicated &/or targeted to the chronically homeless. County ESG funds are also targeted to RRH & are used to assist homeless persons in becoming stably housed as quickly as possible. Approximately \$25,000 in PY 20 ESG funds will be used for point in time RRH.

The CoC has adopted the order of prioritization outlined in HUD's Notice CPD-16-11 which provides guidance on prioritizing PSH beds based on length of time homeless & the severity of service needs/levels of vulnerability. The CoC has implemented a Permanent Housing Clearinghouse (PHC) that manages the "by name" prioritized list for those who need PSH & RRH placement. During the CE process, the HMIS, with the VI SPDAT incorporated, produces a score that indicates the likely housing path for those who are literally homeless. The HMIS sends an automatic referral to the PHC. The PHC & HMIS are interconnected & therefore assessment information is carried forward with the referral. This streamlines the process for accessing PH.

The County has been very involved with the Veterans Housing Initiative which includes maintaining & managing a master list of homeless veterans. Delaware County recently met all the federal benchmarks & was recognized by HUD & the USICH for ending veteran homelessness in the County. The CoC will continue to operate the SSVF Program & provide both RRH & Homeless Prevention services to vets. VASH Vouchers through the DCHA will also be used whenever available.

Recently a Transition Age Youth (TAY) Collaborative that included representatives from the mental health, foster care & juvenile justice systems as well as youth providers including those who serve LGBTQ youth was formed. The Collaborative Leadership Team & the TAY Homeless Task Force has developed a strategy to end youth homelessness. As part of that strategy, a new TAY Bridge to PH Program was developed & is currently operational.

Another priority area for the CoC is to reduce homeless recidivism by providing ample PH solutions to at risk populations & to provide tracking & follow up services to those who become stably housed. Case managers (CM) utilize the Prepared Renters Education Program (PREP) to provide clients with a thorough understanding of the fundamentals of renting & maintaining housing. CMs counsel their clients on what to do should they become unstable & provide households that are discharged to PH with a "Don't Wait Until It's Too Late" brochure outlining where to turn in case their housing became unstable. Last year, 97% of persons entering PSH programs stayed for at least 6 months.

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:

Delaware County has policies & protocols in place to ensure that persons being discharged from publicly funded institutions or systems of care are released to an appropriate setting & any necessary services are in place. Attached are the County's CoC discharge policies for the following systems: Foster Care, Health Care, Mental Health Care & Corrections.

Reducing the number of persons becoming homeless is a priority for our CoC. The CoC CE system helps to reduce the number of homeless persons entering the homeless system by preventing homelessness via intake, assessment, diversion, housing counseling & emergency financial assistance. Homeless providers will continue to offer diversion strategies, increase landlord mediation efforts, adhere to the Emergency Shelter service priority guidelines, ensure that all possible housing resources are utilized before households are placed in shelter & will offer short-term interventions with family & friends.

\$91,920 in PY 20 County ESG funds are allocated to homeless prevention activities & will be utilized to provide rental assistance for rental arrears, financial assistance for move-in costs, case management & connections to appropriate resources. The State funded Human Services Block Grant (HSBG) Program, SSVF & Federal Emergency Management Agency (FEMA) also provide funding for homeless prevention activities. These programs will help very low-income households avoid becoming homeless.

Discussion:

OHCD will continue to coordinate with other government, nonprofit & private sector entities to develop & implement services to meet the needs of persons at risk of homelessness, homeless persons & special needs populations.

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

Introduction:

The County is experiencing a growing disparity between home and rental prices and affordability resulting in increased cost burdens especially for low-and moderate-income households. Currently more than half of renter-occupied households in Delaware County are in unaffordable situations.

There is a lack of affordable housing in desirable areas: Housing that is affordable is often located in areas that are considered unsafe and lacking amenities such as grocery stores and desirable school districts. Additionally, it can be difficult to find affordable housing close to employment centers. Resident history including prior evictions, bad credit, criminal background and financial illiteracy are also barriers.

At the regulatory level, land use planning laws in Pennsylvania leave counties without authority over the development of municipal land use planning, subdivision and land development ordinances. While the County has recently published the Delaware County 2035, this is an advisory resource only as local government ultimately controls land use and development.

A detailed listing of barriers to affordable housing in Delaware County are presented in the 2018-2022 Consolidated Plan sections MA-40 and SP-55 and OHCD's 2018-2022 Assessment of Fair Housing.

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:

To overcome barriers to affordable housing, the County Planning Commission reviews proposed development and advises local municipalities, funds affordable housing development in order to increase supply, assists residents to afford to purchase and/or stay in their homes through a variety of programs, proactively identifies affordable housing solutions for the County's most vulnerable populations and improves community infrastructure by investing in physical improvements and amenities. Specifically, in PY 20 the County will undertake the following actions:

1. The Delaware County Planning Department, in conjunction with the Office of Housing & Community Development, will finalize the Housing Component Plan of Delaware County 2035, the County's comprehensive plan. The Housing Component Plan provides guidance and recommended actions at both the County and municipal levels to address housing concerns and plan for a more equitable housing landscape. Recommended actions will reduce barriers to housing by prioritizing housing

maintenance, developing safe and desirable communities and encouraging the development of a range of housing options in every community.

2. The Delaware County Planning Department conducts local development reviews to identify affordable housing concerns relative to local regulatory documents of county municipalities. In particular, these reviews look for exclusionary code and zoning practices and make recommendations to local governments that foster the maintenance and development of affordable housing.

3. The County will work closely with entities that work to increase the number and quality of affordable housing units including CHDOs and development corporations. During PY 20, the County will coordinate with interested organizations and developers on affordable housing initiatives.

4. Barriers to affordable housing for disabled and special needs residents will continue to be addressed with the ongoing efforts of the Disability Housing Options Team (DHOT). The DHOT will conduct semi-annual community partner stakeholder meetings to foster collaborative efforts towards the provision of affordable housing for disabled community.

5. The County will enhance the overall quality and viability of low-/moderate-income communities through CDBG-funded revitalization projects including street, sidewalk and other infrastructure projects.

6. The number of affordable housing options available to County residents will be increased with the provision of County funds for the addition of affordable rental housing units and first-time homebuyer assistance loans.

7. Delaware County contracts with the Housing Equality Center of Pennsylvania (HECP) to provide technical assistance and education to staff members and partners regarding fair housing compliance, convene quarterly meetings of the Delaware County Fair Housing Task Force, and prepare and distribute fair housing materials.

Discussion:

Delaware County addresses barriers to affordable housing by increasing the amount and quality of affordable rental and homeowner housing options, providing homeowner assistance programs, making physical condition and infrastructure improvements, conducting municipal guidance and development reviews, and furthering fair housing education and support.

To improve fair housing knowledge and awareness, OHCD asks CDBG applicants to report any fair housing complaints in the previous 12 months. Applicants for PY 20 noted zero (0) complaints from County constituents. OHCD continues to proactively educate and work to minimize the chance that

municipalities are enacting code and zoning regulations and practices that limit resident access to affordable housing.

AP-85 Other Actions – 91.220(k)

Introduction:

The County will continue to collaborate with multiple local organizations and applicable County offices to provide healthy affordable housing and services for residents of Delaware County. The County has designated CAADC as the official anti-poverty agency. Together CAADC and the County will work to eliminate lead paint hazards in the County and reduce the number of poverty-level families through multiple programs outlined below.

Actions planned to address obstacles to meeting underserved needs:

The County's Assessment of Fair Housing 2018-2022 established expanding accessible and affordable housing for persons with disabilities as a goal for implementation. In 2018, the County in collaboration with DCHA and the HSC Governing Board formed the DHOT. The DHOT is exploring options for a stakeholder meeting in PY 20. The forum will provide stakeholders the ability to coordinate resources improving the availability of affordable housing for persons with disabilities. This event was scheduled to occur on March 12, 2020, however it was cancelled due to the emerging health crisis associated with the COVID-19 pandemic. The County will continue to monitor state funding for opportunities to support an accessibility modification program for persons with disabilities.

Although Delaware County foreclosure rates are down from the prior year according to RealtyTrac data, Delaware County foreclosures still exceed Pennsylvania and the National percentage of units by area. The County will continue to support Legal Aid of Southeastern PA (LASP) with local funds to help address this issue. LASP provides legal advice, negotiation and brief services to low- and moderate-income residents through a toll-free hotline. This hotline will continue to provide residents with free legal advice to avoid foreclosure, homeless prevention and other legal issues affecting homeownership.

Actions planned to foster and maintain affordable housing:

The County does not anticipate any units in the County's portfolio will be lost due to the HOME affordability period expiring or financial distress in FY 20. If financial distress is discovered through the County's annual audit process, the County will attempt to mediate the situation to ensure the life of the affordability period.

Construction commenced on Simpsons Gardens II, senior affordable housing, in Summer 2019. Simpsons Gardens II will expand the Simpsons Gardens campus in Lansdowne by providing 41 new affordable senior units, 7 of which will be HOME-assisted. Construction is expected to finish in Winter 2020/21 with full occupancy by Spring 2021.

The County has also initiated steps to close on Kinder Park IV, the last phase of the Kinder Park redevelopment in Ridley. To date, the redevelopment has replaced semi-detached deteriorating rowhomes with 160 independent family rental units, a new community building and playgrounds. Phase IV of the project will add 96 new affordable senior rental units, a congregate dining facility and PACE care facility. The project is expected to close in the Summer of 2020 with construction beginning shortly thereafter.

Actions planned to reduce lead-based paint hazards:

Lead-based paint education, screening and remediation is provided in all County HUD funded housing activities including the Homeownership First Program, Housing Rehabilitation Program, CHDO activities and assistance provided for homeless prevention and rapid rehousing clients. Participants in all programs are provided the EPA pamphlet Protect Your Family from Lead and each participating property built prior to 1978 undergoes a Lead Inspection/Risk Assessment by a certified professional to determine the presence of lead-based paint hazards. Properties in the HRP or CHDO activities found to have lead hazards have remediation completed by certified professionals and a clearance is obtained. Properties under HO 1st or where assistance is being provided for homeless prevention/rapid rehousing, have inspections completed by a certified independent inspector to verify all painted surfaces are free of deteriorated paint. If defective paint surfaces are identified, the property is no longer considered eligible for purchase via the Homeownership First Program. Or in the case of homeless prevention/rapid-rehousing, the lead-based paint visual inspection is conducted using the HUD ESG Lead Screening Worksheet which dictates that all deteriorated paint identified during the visual assessment must be repaired prior to clearing the unit for assistance. If the area of deteriorated paint exceeds the de minimus levels outlined in the worksheet, the area must be stabilized utilizing safe work practices and pass a clearance inspection by a state certified lead professional prior to the provision of housing assistance.

In the fall of 2019, Delaware County has significantly increased its efforts to reduce lead-based paint hazards through a Lead Hazard Reduction Grant from the OLHCHH in the amount of \$1,000,000. The program is expected to launch in PY 20 with the goal of remediating lead hazards in at least 35 homes over a 42-month period. The program will be open to any homeowner, landlord or renter in the County with children under 6 and meeting the eligibility criteria.

Finally, the County provides local funds and technical support to CAADC to support the Healthy Homes Initiative. Under this initiative, the program provides lead paint remediation for the homes of low- and moderate-income households with children under the age of six. Staff will also continue to participate in a newly formed LBP Coalition for Delaware County. The Coalition brings together all stakeholders and providers to reduce LBP hazards- in housing.

Actions planned to reduce the number of poverty-level families:

Efforts to reduce the number of poverty-level families requires investment in quality affordable housing, transportation & social services. CAADC provides workforce development through multiple programs: The Work Ready Program's helps participants to remediate barriers to employment & prepare them for job search, placement, & retention through work experience & job readiness training. Case management services & job readiness instruction helps participants alleviate employment barriers & improves the ability to obtain & maintain employment. The Veteran Employment Program provides job readiness training & financial literacy training towards the goal of full-time employment with participating businesses. The Pharmacy Technician Training Program offers case management, barrier remediation, mentorship, job readiness & life skills training, financial literacy, leadership development opportunities, supportive services, & comprehensive guidance. Program participants take a preparation course at Delaware County Community College for the Pharmacy Technician Certification Board exam, complete an externship at an approved pharmacy, & receive job placement & retention service.

The County has awarded PY 20 CDBG funding to a new subrecipient the Making a Change Group. The funding will provide operations support for the Team MAC and Connected Families Programs. Team MAC is a youth development and mentoring program that provides student academic improvements, socio-emotional well-being, increased financial literacy and workforce readiness training for low- and-moderate income students. Connected Families provides a heightened sense of community, socio-emotional well-being, financial well-being, and job readiness for low- and-moderate income families. Efforts to sustain affordable housing & social services for poverty-level families are thoroughly detailed throughout this Plan.

Actions planned to develop institutional structure:

OHCD will continue to promote consistency with ConPlan through work w/the following agencies: Delaware County Planning Department (DCPD) is responsible for DelCo 2035, the County Comp. Plan, reviews local zoning, subdivision & land development plans & ordinances to ensure they are consistent w/Delco 2035 & are compliant w/fair housing laws. Department of Human Services (DHS) is responsible for the behavioral health, drug & alcohol, intellectual disabilities & HIV/AIDS populations. OHCD will continue to collaborate w/DHS & ensure the ConPlan & Human Services Plans are consistent. DCHA & the County have adopted a joint Assessment of Fair Housing (AFH) & will continue to work together to ensure the goals and outcomes of the AFH are accomplished. DHS, OHCD & DCHA have established the DHOT to assist persons w/disabilities in coordinating resources & services essential to accessing or maintaining permanent housing. This initiative will continue during this period. OHCD will work collaboratively w/related agencies to ensure housing & community development goals are met. They include, but are not limited to the following entities: County Office of Services for the Aging (COSA), Office of Workforce Development, Delaware County Commerce Center.

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

OHCD plans to continue participation with the Countywide CoC for homeless individuals and families. As a member of the CoC Governing Board and COCAT, OHCD staff ensures that grants pursued by the CoC are for projects that are consistent with the goals established in the County's ConPlan. As an active participant in the HSC, OHCD staff has the opportunity to collaborate with over 90 representatives of nonprofit organizations, local government officials, business leaders, funding entities and homeless or formerly homeless individuals. The HSC meets quarterly and uses a system of working committees to coordinate service delivery, identify needs and barriers, plan service expansion and provide forums for communication among service providers.

The County maintains a working partnership with the metropolitan cities status communities of Upper Darby Township, Haverford Township and Chester City. This critical partnership allows the County to collaborate with the neighboring municipalities in planning and executing affordable housing and public improvement initiatives.

Discussion:

Solid leadership and planning are required to ensure County departments and outside agencies are addressing the community needs of County residents. The County recognizes that without public comment through citizen participation some local community needs may not be addressed. As in years past the County has received a limited number of comments through the adopted citizen participation plan. The National Research Center (2014) compiled data to shed light on the types of residents who are most active in local government meetings. Their findings show that, nationwide, "citizen participation in local government remains abysmally low", with more than 76% of residents reporting that they had never attended a local public meeting. The County is constantly reviewing its current citizen participation plan and making revisions to attract more comments from the public at large. With additional citizen participation the County will be able to ensure additional underserved needs are being met, especially during the COVID-19 pandemic and local stay-at-home orders.

Program Specific Requirements

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

Introduction:

The Final list of Activities included in the appendices details the CDBG, HOME and ESG funded activities that the County will undertake in FY 20 to address the priority needs of the 2018 - 2022 ConPlan. In allocating funding each activity has been verified for eligibility and program national objective compliance. The County will utilize a period of one year to utilize over 70% of CDBG funds to benefit persons of low and moderate income.

Community Development Block Grant Program (CDBG) Reference 24 CFR 91.220(l)(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	\$25,000
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	\$370,806
5. The amount of income from float-funded activities	0
Total Program Income:	\$395,806

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 | 78.39 |
| 3. 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. | 2020 |

HOME Investment Partnership Program (HOME)

Reference 24 CFR 91.220(l)(2)

1. A description of other forms of investment being used beyond those identified in Section 92.205 is as follows:

The County anticipates using proceeds from the Affordable Housing Fund (Act 137) to supplement HOME-funded activities. In addition, all HOME housing developments are expected to apply for supplemental financing administered by the Pennsylvania Housing Finance Agency including the Low Income Housing Tax Credit Program and/or PennHOMES and any other private/financial/local funding available to leverage HOME funding.

The County has elected to reduce the CHDO set-aside requirement to zero per the waiver provided in the April 10, 2020 memo: Availability of Waivers and Suspensions of the HOME Program Requirements in Response to COVID -19 Pandemic.

2. A description of the guidelines that will be used for resale or recapture of HOME funds when used for homebuyer activities as required in 92.254, is as follows:

The County uses HOME funds for the following homebuyer activity:

1. Homeownership First: a down payment and/or closing cost program providing loans of up to \$5,000 to qualified first-time homebuyers. Homebuyer assistance is provided by two agencies for low- and moderate-income residents looking to purchase a home within the Urban County. The program is advertised through the distribution of flyers and posted on the County website (<https://delcopa.gov/hcd/housinginitiatives.html>) and website of each provider agency (<https://www.cciphousing.org/programs/homebuyers-assistance-programs/delaware-county-homeownership-first-and-revitalization-program/> and <https://mediafellowshiphouse.org/homebuyer-program/>). The program is available to all eligible applicants and they are served on a first-come first-

serve basis. Eligible applicants must adhere to the HOME affordable homeownership limits established by HUD for Delaware County. No preference for beneficiaries is established and the program is restricted to funding allocated in AP-20.

Delaware County uses the **Recapture** option for this program.

The County uses the following provisions for the recapture of HOME funds when used for homebuyer activities:

a. Recapture provisions are imposed for the duration of the Affordability Period on all HOME-assisted homebuyer projects through a written agreement with the homebuyer;

b. Recapture terms are detailed in a written agreement between the County and Homebuyer. The Homeownership First program agreement will include a Disclosure Statement indicating if the property is located in a Revitalization Program community. CHDO related agreements may include an Affordability Restrictions Agreement;

c. The County requires that a mortgage lien be placed on the property in its favor for the amount of the HOME investment;

d. Recapture provisions are triggered by a transfer of title, either voluntary or involuntary during the Affordability Period;

e. Refinancing for a lower interest rate must be approved by the County and will not trigger Recapture. If the homeowner receives cash-back the loan must be recaptured;

f. Upon sale of the home by the HOME-assisted buyer, the County will recapture the full HOME direct subsidy received by the homeowner from available net proceeds of the sale. If the net proceeds are insufficient, the County will recapture what is available from the net proceeds. Net proceeds are defined as the sales price minus the first mortgage repayment minus closing costs.

g. For properties located in the former Revitalization Program communities, the loan will be forgiven on a pro-rata basis over five years from the date of settlement. The pro-rata amount recaptured cannot exceed available net proceeds from the sale. The following formula will be used to determine the recapture amount:

$$\frac{(\# \text{ Years Homebuyer Occupied/Period of Affordability}) \times \text{Total \$ HOME direct subsidy}}{\text{Recapture Amount}}$$

h. If the proceeds from the sale of the property are insufficient to repay the principal balance due, then the County will recapture the loan from the net proceeds, subject to availability.

i. Recaptured funds will be used to support eligible HOME Program activities.

3. A description of the guidelines for resale or recapture that ensures the affordability of units acquired with HOME funds? See 24 CFR 92.254(a)(4) are as follows:

a. The County will ensure the affordability requirements for not less than the applicable period for the investment as per 24 CFR 92.254(a)(4);

b. The County will use a deed restriction to ensure affordability throughout the duration of the Affordability Period;

c. The County may use an Affordable Housing Restriction Agreement to further define the guidelines for ensuring the affordability of unit acquired with HOME funds.

4. Plans for using HOME funds to refinance existing debt secured by multifamily housing that is rehabilitated with HOME funds along with a description of the refinancing guidelines required that will be used under 24 CFR 92.206(b), are as follows:

The County has no plans to use HOME funds to refinance existing debt.

Emergency Solutions Grant (ESG)

Reference 91.220(l)(4)

1. Include written standards for providing ESG assistance (may include as attachment)

Through a collaborative process with the CoC, Delaware County established Program Operating Guidelines for the operation of the ESG Program. The guidelines establish the following standards:

1. Evaluating a household's eligibility for ESG assistance

2. Determining and prioritizing what type of households should receive assistance

3. Determining participant/program financial contributions, maximum amount of assistance, and the number of months of assistance

4. Type and duration of stabilization services a household may receive

See attached ESG Homeless Prevention and Rapid Rehousing Operating Guidelines.

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 County's CoC has implemented a Coordinated Entry (CE) system that is a decentralized coordinated system with four entry/access points located in areas of high need. The CoC operates under a "No Wrong Door" model with access locations and methods available to assure coverage is countywide. In addition, CE can be completed via telephone and on a mobile basis. There are 6 CE Specialists funded under three organizations that represent a team of specialists who provide assessment services. The goals of CE are to: 1) respond to housing crises by providing a low barrier, person centered, county-wide entry process that is fair and allows equal access to housing assistance and homeless prevention resources 2) utilize the same assessment approach and decision making processes to help people resolve their housing crises and become stably housed as quickly as possible 3) ensure that people with the most severe service needs and levels of vulnerability are prioritized for housing and homeless assistance 4) develop a Housing Stability Plan that identifies housing barriers, is inclusive of individual needs and includes client chosen referrals, linkages to services, housing assistance and financial stability resources and 5) divert persons from shelter whenever possible.

The CE system has 4 components: Access, Assessment, Prioritization and Referral. Phased assessments are used to determine vulnerability and service level needs. Initial assessments, using triage questions and the Service Prioritization Decision Assistance Tool (VI SPDAT), help determine the housing status of the households and the housing path needed to become stable.

The goal of the CoC CE system is to ensure that everyone who has a housing crisis is comprehensively assessed to determine their housing status and intervention needs. Diversion and homeless prevention strategies are used for those households who are at risk of homelessness. For those

households who are homeless, timely assessment of needs, housing barriers, income potential, vulnerability, housing assistance program eligibility, mainstream resource needs, and other service needs result in the development of a housing stability plan that outlines the best possible path and programming for that household to be permanently and stably housed as quickly as possible. After prioritizing the neediest households, referrals to services and housing are completed.

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 CoC provides input into all of the PJ's funding for homeless programs. The CoC Governing Board, the Advisory Team (COCAT) & other committees oversee the planning & coordination of homeless services in the County. OHCD is an active member of the CoC Governing Board, multiple CoC committees & the COCAT. The COCAT is comprised of representatives from the OBH & OHCD. The Division of Adult & Family services (DAFS), Mental Health, and Drug and Alcohol fall under OBH's umbrella. the COCAT brings a breadth of knowledge about homelessness, special populations, housing & service resources. The team has worked together for over 20 years to identify financial and programmatic gaps, review & evaluate funding priorities, allocate funds & ensure the needs of the populations are met.

The HSC, comprised of over 90 members representing nonprofit organizations, local government, the business community, funding entities, homeless or formerly homeless individuals & homeless service providers, also plays an integral role. The HSC meets quarterly & has multiple committees that work to implement the County's Collaborative Plan to End Homelessness. The HSC provides valuable input regarding targeting resources as well insight on the CoC system & programmatic improvements.

OHCD, DAFS & HSC homeless services providers collaborated to develop a plan for implementation of the ESG Homeless Prevention (HP) & Rapid Rehousing (RRH) activities. Together they develop & approve allocations, budgets, provider roles/responsibilities, reporting & program operating guidelines. The collaboration resulted in the leveraging of other funds to support intake, assessment, housing search & case management. The COCAT continues to ensure seamless implementation of ESG.

In addition to public notices & hearings, OHCD presented the PY 20 ESG funding plan to the CoC Governing Board at its 2/25/2020 meeting. OHCD solicited comments & recommendations for ESG allocations. The Board supported the allocation of \$178,205 to the Life Center Shelter. The balance of ESG funds are typically allocated to HP and RRH w/most funds allocated to RRH. However, this year, there has been a significant decrease in the amount of funds available for HP from the County's Human Services Block Grant Program. As such, it was determined that the majority of ESG funds for PY 20 should be allocated to HP w/approximately 20% of the funds targeted to point in time RRH assistance.

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.

Delaware County has implemented and will continue its plan to meet the requirement of 576.405 a) through consultation with the CoC Governing Board as well as its committees and the HSC as outlined above. There are homeless and/or formerly homeless persons who are active members of the Board, its committees and the HSC.

5. Describe performance standards for evaluating ESG.

The County's Homeless Management Information System (HMIS) includes all ESG requirements and provides outcome data used to evaluate performance. Delaware County requires all agencies that provide services to homeless individuals/households to actively participate in the HMIS.

COC Performance measures include 1) Decreasing the length of time persons remain homeless 2) Decreasing homeless recidivism 3) Decreasing the overall number of homeless persons as well as the number of persons who become homeless for the first time 4) Increasing income 5) Increasing the use of mainstream benefits 6) Increasing successful housing placements and housing stability.

ESG funding has been designed to complement and coordinate with CoC performance measures. The County's Collaborative Plan to End Homelessness goals and strategies promote shelter diversion as well as moving homeless households as quickly as possible into stable housing. Homeless Prevention and Rapid Rehousing activities funded with County ESG resources is one of the strategies employed by the CoC. ESG funds are also utilized to support operations of an emergency shelter which is an important component of the CoC community wide coordinated approach to address housing crises as outlined in the CoC Collaborative Plan.

In addition, OHCD is a member of the HMIS Evaluation and Performance committee of the CoC Governing Board which is responsible for further developing a comprehensive methodology and phased in implementation plan to evaluate the performance of both the County's homeless services system and programs including those funded through the CoC, ESG and other sources.

Discussion:

OHCD is responsible for ensuring all Federal Program activities are carried out in compliance with federal and local regulations and in accordance with regulations 24 CFR 570.501(b); 24 CFR 578.81 and 24 CFR 92.504.

To accomplish this, OHCD follows an established CDBG Subrecipient Monitoring Plan and Housing Development Fund Compliance Manual. The central theme of these plans is that effective programs depend upon a cooperative, problem solving relationship with Subrecipients. To advance this partnership approach, OHCD staff focus on providing service and management support through open and consistent communication.

To ensure that all funded activities are implemented in accordance with federal regulations, OHCD staff use a combination of on-site and in-house desk monitoring throughout the program year. Each grant recipient is required to adhere to standard operational steps instituted by OHCD and to establish and maintain administrative, financial, and individual case/project files.

For HOME funded rental developments projects, OHCD staff monitor client files annually. A certified inspector or engineer will inspect units within 12 months of project completion and thereafter during the period of affordability in accordance with regulations 24 CFR 92.251.

Counseling agencies that administer the County's HOME and locally funded Homeownership First Program will be monitored on-site every two years.

CDBG and ESG funded public service activity progress is monitored in-house by review of Direct Services Clientele Reports. Subrecipients complete and submit reports on a quarterly and annual basis. OHCD staff will conduct desk and/or on-site monitoring for each grant recipient following the close of each

program year. High-risk Subrecipients will be monitored more frequently as determined by prior monitoring results.

During the course of the program year, OHCD staff performs routine review of CDBG public facility and improvement projects by requiring Subrecipients to seek approval at varying stages of implementation, including, but not limited to project set-up, bid advertisement and contract award, construction, project close-out and reporting of accomplishments. This monitoring plan serves to identify any problem areas and unnecessary project delays, and provide an overview of Subrecipient, as well as overall program, performance. At a minimum, the following steps will be conducted for each of the public facility and improvement projects in PY 2020:

- Project initiation meeting with Subrecipient to review Agreement, OHCD procedures and CDBG regulations
- Review of bid package before advertisement for adherence to predetermined scope of work and federal provisions
- Review of bid tabulations and proof of publication before granting approval to award
- Review of executed contract for accuracy and completeness
- Pre-construction conference to review labor classification, wage rates, and reporting procedures
- Review of certified payrolls and request for payments before release of funds to contractor
- In addition, OHCD staff monitors individual projects and overall program performance through maintenance of project files, IDIS, and the OHCD Access Management Information System, as well as IPA Audits.

Emergency Solutions Grant Program
Homeless Prevention and Rapid Rehousing Assistance

Operating Guidelines

The following guidelines are subject to change at any time. Guidelines shall only be changed or edited by the Office of Housing and Community Development.

4/1/13 Amended: 7/1/14, 12/7/15, 9/20/19

I. PROGRAM OVERVIEW

A. Goal of Emergency Solutions Grant (ESG)

Prevent homelessness and quickly re-house and stabilize those who are homeless for persons most likely to achieve stable housing after assistance concludes. ESG will assist homeless and at-risk households by providing financial assistance and housing relocation and stabilization services to those who are homeless or at risk of homelessness in accordance with the attached definitions. Assistance is focused on housing stabilization, linking those assisted to community resources and mainstream benefits, and helping them develop a plan for housing stability.

B. Populations To Be Served

1. Households who are currently in housing but are at risk of homelessness and need temporary assistance to prevent them from becoming homeless
2. Households who are experiencing homelessness and need assistance to obtain and retain housing.

C. Eligible Activities

1. Rental Assistance
 - ☐ Short- and Medium- Term
 - ☐ Arrears
 - ☐ Late Payment Fees
2. Housing Relocation & Stabilization
 - Financial Assistance
 - ☐ Security Deposits (up to 2 months)
 - ☐ Last Month's Rent
 - ☐ Utility Deposits
 - Services
 - ☐ Assessment and Diversion
 - ☐ Case Management
 - ☐ Housing Search and Placement

D. Other Requirements

1. All households must initially be assessed via the Coordinated Entry process
2. Coordination with local CoC, FEMA Board and TANF agency (DHS/CAO) to ensure that ESG activities are aligned with prevention and ending homelessness strategies.

3. Ensure that all participants are enrolled in applicable mainstream resources.
4. Input data in HMIS and conduct a data quality review at least monthly.
5. Reporting
 - Monthly log of intakes, approvals, denials and participant withdrawals
 - Quarterly Performance Report
 - Annual Report
6. Conduct Habitability Standards for all units
7. All clients must receive the HUD/EPA Lead Based Paint Brochure and acknowledge receipt of the Brochure
8. Perform Lead-based Paint visual inspections for units constructed before 1978 when a child under age of 6 will be living in the unit
9. Determine Rent Reasonableness for all units
10. Verify and document the "risk" of homelessness, of which, qualifies them for financial assistance.
11. Verify and document homelessness, of which, qualifies them for financial assistance
12. Carefully assess the need and appropriateness of at risk or homeless households for ESG assistance to determine their level of need and assistance needed.

E. Ineligible and Prohibited Activities

The following activities/expenses are explicitly prohibited under the ESG Program:

1. Mortgage costs
2. Construction and rehabilitation
3. Credit card or any consumer debt
4. Car repair or other transportation costs
5. Food
6. Medical/dental care or medicines
7. Childcare
8. Employment training
9. Clothing and grooming
10. Pet care
11. Entertainment
12. Work or education related materials
13. Cash assistance to program participants
14. Staff certification
15. Licenses and general training
16. Participation fees

II. PARTICIPANT ELIGIBILITY

A. Minimum Requirements for all participants

1. Must use CoC coordinated entry system; and
2. Must have at least one (1) consultation with a case manager to determine type of assistance needed; and
3. Must meet HUD's definition of Homelessness or At Risk of Homelessness (see attached); and
4. Must be below 30% of AMI (using Section 8 income eligibility standards) - *This requirement is not applicable to **initial** eligibility determination for Rapid Re-housing; and*
5. Must meet both of the following:

- No other appropriate housing options have been identified
 - The HH lacks the financial resources and supports needed to obtain immediate housing or remain in existing housing; and
6. Must be a County resident
 7. Must sign Agreement for financial assistance and stabilization services, including but not limited to at least four (4) follow-up contacts.
 8. Must have a re-evaluation of income and an updated Service Plan every ninety days. If income exceeds 30% of AMI at the annual re-certification of RRII clients, assistance can no longer be provided.

B. Prevention - In addition to the requirement that all participants meet HUD's definition of Homelessness, At Imminent Risk of Homelessness or At Risk of Homelessness, prevention funds are to be targeted to those at greatest risk of becoming homeless.

C. Rapid Re-Housing - All participants must be Literally Homeless in accordance with HUD's definition and meet the 'Minimum Requirements' stated above. There is no income threshold at initial evaluation; however, income must be below 30% of AMI at re-certification. Re-certification of eligibility is required, at a minimum, every 12 months.

1. Literally Homeless - An individual or family who lacks a fixed, regular and adequate nighttime residence, meaning:
 - ☐ Has a primary nighttime residence that is a public or private place not meant for human habitation (cars, parks, abandoned buildings, streets/sidewalks).
 - ☐ Is living in a publicly or privately-operated shelter designated to provide temporary living arrangements including emergency shelters, transitional housing and hotels/motels paid for by a governmental or charitable entity.
 - ☐ Is exiting a hospital or other institution where (s)he has resided for 90 days or less and who resided in an emergency shelter or place not meant for human habitation immediately prior to entering that hospital or institution.
2. Fleeing/Attempting to Flee Domestic Violence - Any individual or family who is fleeing, or is attempting to flee, domestic violence and meets the HUD definition of Literally Homeless above.

D. Documenting Eligibility - The following HUD "preferred order of documentation" shall be utilized when determining eligibility.

1. Third Party Documentation
 - ☐ Source - notices/statements
 - ☐ Written - letters/referrals
 - ☐ Oral - recorded oral statements
2. Intake Observations - recorded intake staff observations
3. Self-Certification - individual/heads of household statement
4. Due Diligence - recorded intake staff efforts

The following documentation must be maintained on all households seeking assistance. If determined ineligible, documentation must reflect the reason(s) for the determination.

1. Minimum Requirements - All clients

- ☐ Income Documentation - Pay stubs, SSA letters, DHS letters, bank statements, etc.

- ❑ No other appropriate housing options have been identified – Documentation from other sources that alternate housing is not an option, client is not eligible for other housing, letters from family members, phone call documentation by intake worker confirming conversations with family and friends.
- ❑ The HH lacks the financial resources and supports needed to obtain immediate housing or remain in existing housing – bank statements, termination notice, health care/utility bills indicating arrears, financial analysis showing expenses vs. income.
- ❑ Must be a County resident – current lease, utility bill, DHS statement, current PA ID with county address.
- ❑ Copy of all utility bills where applicable

2. **Homeless Prevention** - Proof of need based on presenting situation

- ❑ *Homelessness within 14 days from a private dwelling* – court eviction, landlord letter of intent to evict
- ❑ *Homelessness within 21 days from a private dwelling* – court eviction, landlord letter of intent to evict
- ❑ *Discharge within 2 weeks from an institution in which the person has been a resident for more than 180 days (prisons, hospitals, mental health institutions)* – documentation from the institution
- ❑ *Leaving hotel/motel (not paid by charitable or government entity)* – evidence they lack the financial resources to stay
- ❑ *Condemned housing* – notice from the municipality
- ❑ *Pending foreclosure of rental housing* – foreclosure notice

Rental ledger and copy of lease from current landlord are required for all situations.

3. **Rapid Re-housing**

- ❑ *Is living in a publicly operated shelter designated to provide temporary living arrangements (including congregate shelters, transitional housing, and hotels/motels paid for by charitable organizations or by federal, state and local government programs)* – The agency must have written verification from the shelter staff that the participant has been residing at a shelter for homeless persons. The verification must be on agency letterhead, signed and dated.
- ❑ *Has a primary nighttime residence that is a public or private place not meant for human habitation (cars, parks, abandoned buildings, and streets/sidewalks)* – The agency should obtain information to verify that a participant is coming from the street. This may include names of other organizations or outreach workers who have assisted them in the recent past who might provide documentation. If you are unable to verify that the person is coming from the street, have the participant

prepare or you assist the participant in preparing a written statement about the participant's previous living place. The participant and the intake worker must both sign and date the self-certification statement. If an outreach worker or social service agency referred the participant to your agency, you must obtain written verification from the referring organization regarding where the person has been residing. This verification should be on agency letterhead, signed and dated.

- *Is exiting a hospital or other institution where (s)he has resided for 90 days or less and who resided in an emergency shelter or place not meant for human habitation immediately prior to entry into the hospital or institution.* The agency must have evidence on letterhead from the institution that the participant was in the facility less than 90 days and is being discharged within the week before receiving ESG assistance. Documentation of homelessness prior to entry into the institution is also required. The agency must also have information on the income of the participant and what efforts were made to obtain housing, and why, without the ESG assistance, the participant would be living on the street or in an emergency shelter.
- *Victims of Domestic Violence* – The agency must have written verification *from the participant* that he/she is fleeing a domestic violence situation. If the participant is unable to prepare the verification, the agency can prepare a written statement about the participant's previous living situation. The participant and the intake worker must both sign and date the self-certification statement. Documentation that the participant meets HUD's definition of Literally Homeless is also required.

E. Determining Housing Stability - The following factors will be used to determine the ability for housing stability (subsidized or unsubsidized).

1. Income Status
2. Potential to increase income
3. Ability to pay housing expenses once assistance has ended
4. School/Vocational participation and completion
5. The situation is resolvable within a reasonable timeframe and with the resources available

III. PROGRAM GUIDELINES FOR FINANCIAL ASSISTANCE

A. Intake, Referral & Selection Process

All County residents who are facing housing crises are referred to one of three Coordinated Entry (CE) sites for a coordinated assessment. The participant completes a Housing Assistance questionnaire and then meets with a Coordinated Entry Specialist (CES). The CES conducts a coordinated assessment utilizing HMIS and the VI SPDAT assessment tool which takes into consideration households needs and vulnerabilities.

HMIS generates a CE score via the VI SPDAT assessment tool as well as a recommendation for the best possible housing path for the household such as RRH or PSH. In addition, the CES makes a disposition recommendation for the type of immediate assistance needed such as a referral to shelter for the literally homeless, referral for homeless prevention services for those at risk of homelessness etc.

For literally homeless households who enter emergency shelter, a housing referral is automatically generated through HMIS and sent to the Permanent Housing Clearinghouse (PHC). A full SPDAT is to be completed within 14 days of entry into shelter. Housing assignments through the PHC are based on program eligibility and vulnerability. All housing assignments are prioritized by the full SPDAT score. Once an assignment is sent to a provider, the provider has 48 hours to acknowledge the referral and seven days to accept or deny the client. If a program denies a person placement into their program there is a process in place to see what supports can be put into place for the provider to accept the client. If a person is street homeless, an outreach worker generates a manual referral into the PHC.

For those who require utility assistance, Point in Time (PIT) RRH or homeless prevention assistance a referral is made to the Community Action Agency of Delaware County (CAADC) who has funding for those services. A CES at CAADC will meet with the client to determine the appropriate type assistance for the household and a referral to the Direct Services/Intake staff will be made.

Once it is determined that the household is eligible for PIT RRH or homeless prevention services such as financial assistance for rental arrears, the case is forwarded to the disposition committee which consists of the Support Services Manager, Direct Services Coordinator and the ESG case manager. They will review each case and determine the most appropriate funding source to utilize. To determine if a household is eligible for ESG assistance an ESG Participant Eligibility Worksheet must be completed by the ESG case manager. Households not eligible for ESG will be referred to other financial assistance programs such as CoC, HSBG, HAP, SSVF, FEMA or other resources.

If eligible for ESG homeless prevention assistance or PIT RRH, the case manager shall meet with the client to develop a Housing Stability Goal Plan, review the monthly financial budget/analysis, schedule financial literacy counseling, make referrals to services, and prepare all documentation.

B. Rent Assistance and Housing Relocation and Stabilization

- ☐ Assistance provided needs to be the minimum amount needed to resolve the situation.
- ☐ Rent Assistance cannot be combined with assistance from another federal, state or local source for the same period of time.
- ☐ All payments must be made to third parties and never directly to a participant.
- ☐ All approved households must sign a service agreement, which will include their rental subsidy and their payment amount where applicable.
- ☐ New household members must meet the minimum eligibility guidelines and either the homeless or at risk of homelessness eligibility guidelines.

1. Rental Assistance

- ☐ Rental Assistance – Not to exceed 24 months of rental payments. Utilize sliding scale subsidy when applicable.
- ☐ Rental Arrears – One-time payment for up to 3 months of rent with the option of 4-6 months of rent with OHCD approval. If the participant is currently receiving a rental subsidy, the assistance is based upon their pre-determined participant payment amount for the program of which they are enrolled.
- ☐ The sub-recipient or an affiliate of the sub-recipient organization cannot own units assisted with ESG funds.
- ☐ Landlords must sign an agreement with sub-recipient for forgoing eviction and rental subsidy terms for prevention assistance.

- ❑ For RRH, the landlord and agency representative must sign an ESG Rental Assistance Agreement outlining payments to be made by the agency and the tenant.
- ❑ Rent Assistance Calculation - Rental assistance amount will be based upon one of the following methods:
 - a. Full rent amount
 - b. The Housing Choice Voucher guidelines
 - c. A shallow-rent flat payment (i.e. \$300/month)
 - d. A declining rental subsidy
 - e. Subsidy based on individual budget and expense/debt analysis

2. Housing Relocation and Stabilization – Financial Assistance

- ❑ Security Deposits – No greater than or equal to two (2) months' rent
- ❑ Last Month's Rent – If necessary, may be paid at the time owner is paid the security deposit. Must not exceed one month's rent
- ❑ Utility Deposits – Standard deposit required by utility companies for gas, electric, water and sewage

C. Level and Type of Assistance - Each household is limited to one application for ESG assistance within a 24-month period.

1. Prevention

- ❑ Rental Arrears – One-time payment for up to 3 months of rent with the option of 4-6 months of rent with OHCD approval.
- ❑ Move in costs – Security Deposit, First Month's Rent and Last Month's Rent

2. Rapid Re-housing

- ❑ Move-in Costs – Security Deposit (not more than 2 months) and Last Month's Rent
- ❑ Rental Assistance – Not to exceed 24 months
- ❑ Utility Deposits
- ❑ Housing Relocation and Stabilization Services – Not to exceed 24 months

IV. GUIDELINES FOR HOUSING STABILITY & RELOCATION SERVICES

A. Case Management Services - All Clients

- Conduct program orientation
- Conduct comprehensive needs assessment
- Develop a housing stability and service plan
- Complete a financial analysis and budget with each household
- Ensure compliance with all ESG regulations
- Conduct inspections for habitability standards and lead-based paint
- Perform rent reasonableness analysis
- Client advocacy
- Information and referral
- Link participants to community resources
- Link and enroll in mainstream benefits
- Develop a discharge plan for preventing housing instability
- Calculate and verify monthly rental assistance

- Enroll participants in financial literacy workshop and confirm participant completion of workshop
- Provide housing education as outlined in the Prepared Renter Education Program

B. Case Management Services – Clients Receiving Ongoing Assistance

- Assist with locating and obtaining suitable housing. Activities will include helping households to understand leases; secure utilities; make moving arrangements; as well as outreach to property owners related to locating and/or retaining housing
- Provide up to 24 months of intensive case management services with a minimum of two face to face CM sessions per month
- Home visits are required
- Provide financial literacy/money management and housing education services
- Conduct ongoing assessments and, at a minimum, update the housing stability and service plan every three months
- Complete a financial analysis and budget with each participant minimally every three months
- Conduct recertification process for all participants every twelve months for the purpose of determining the provision of ongoing assistance

V. REQUIREMENTS FOR HOUSING UNITS ASSISTED

Verification of the following must be included in the participants file.

A. Habitability Standards – Units of all households assisted with ESG funding (including financial assistance and housing relocation and stabilization services) must meet the HUD ESG Minimum Habitability Standards for Permanent Housing as established at 24 CFR 576.403. Certified program staff must document compliance using the HUD ESG Habitability Standards for Permanent Housing Checklist. The timing and frequency of inspections depends on the type of activity as described by HUD.

B. Lead Based Paint Visual Inspection –All units constructed before 1978, in which a child under the age of six or a pregnant woman resides, requires a LBP visual assessment and periodic inspections. Assessment and inspections are required for units and common areas servicing the units.

Units are exempted from the above Visual Inspection requirements, if they meet one of the following criteria: a) it is a zero-bedroom or SRO-sized unit, b) it is housing for the elderly and there are no children under the age of 6, c) a lead-based paint inspection has been conducted in accordance with HUD regulations and found not to have lead-based paint, d) the property has had all lead-based paint identified and removed in accordance with HUD regulations or e) it meets any of the other exemptions described in 24 CFR part 35.115(a).

An initial visual assessment and annual inspections are required for as long as ESG funds are being used to assist the family in the unit. Both must meet HUD's standards described in the applicable regulations. In addition, the unit must be inspected again if a new family assisted with ESG funds moves in, and the clock for periodic inspections is reset. Finally, the owner must provide a notice to occupants if lead based paint evaluation and hazard reduction activities have taken place, in accordance with 24 CFR part 35.125.

C. Rent Reasonableness & Fair Market Rent – All units assisted with ESG funding must meet the Rent Reasonableness guidelines as established by HUD. The agency must provide and document three comparable rents. All rents must be below HUD prescribed Fair Market Rents (FMRs).

VI. PROGRAM DISCHARGE & TERMINATION OF ASSISTANCE

Participants may be discharged from the program for the following reasons:

1. Completed Program Successfully – Housing is stable.
2. Program Non-Compliance – Did not comply with requirements of program.
3. No longer eligible for assistance
 - **Rapid Re-housing** - If during annual reevaluation, a household's income is greater than 30% AMI, they are no longer eligible for ESG and assistance is terminated.

A. Participant Non-Compliance - For persons who are non-compliant with program requirements, written warnings, probationary terms and case consultations will be utilized prior to the termination of assistance for any household. Participant compliance will be considered, at minimal, during re-evaluation or monthly case management sessions.

1. A Written Warning
2. Probation
3. Recommendation for Termination

B. Terminating Assistance – All extenuating circumstances will be examined and judgment exercised in determining when violations warrant termination so that a participant's assistance is terminated only in the most severe cases. The following formal process shall be utilized:

1. Written Notice clearly defining the reasons for termination
2. Review of the decision – participant is given the opportunity to present written or oral objections to a person other than person who made the decision.
3. Prompt written notice of the final decision.

C. Client Appeals – Existing Subrecipient Appeals processes will be utilized.

D. Resuming Assistance - Previously terminated households can resume assistance at a later date as determined on a case-by-case basis.

VII. HMIS PARTICIPATION, REPORTING REQUIREMENTS AND RECORDKEEPING

Sufficient records must be established and maintained to demonstrate that ESG requirements are being met. Agencies must comply with the written Policies and Procedures for Recordkeeping that comply with the provisions established under CFR 24 Part 576.500.

All participants assisted under ESG must be entered into the HMIS and "closed" when assistance has ended. The agency must update all client level data monthly. A data quality review must be conducted at least monthly. Quarterly and annual reports will be due on the last day of the period. Sub-recipient will run the HMIS report, review for errors, add missing data and submit a finalized, accurate hard copy report to OHCD.

Subrecipients are also required to keep record of all clients that are screened and classified as ineligible for ESG assistance. Records must include documentation of the reason for determination per 24 CFR 576.500(d). Quarterly and annual reports will be due on the last day of each month.

Documentation of participant eligibility and assistance provided must be retained for 5 years after the expenditure of all funds from the grant under which the program participant was served.

X. FEDERAL GUIDELINES

Sub-recipients shall comply with the Department of Housing and Urban Development's published Homeless Emergency Assistance and Rapid Transition to Housing: Emergency Solutions Grants Program and Consolidated Plan Conforming Amendments issued December 5, 2011 [Docket No. FR-5474-I-01].

In addition, sub-recipients shall also comply with the guidelines issued under the Frequently Asked Questions (FAQ's) within the HUD Homelessness Resource Exchange (hudhre.info). This document is updated occasionally and serves as policy and procedural clarifications to the ESG guidance cited above.

Sub-recipients shall comply with the Violence Against Women Act (VAWA) in accordance with 24 CFR Part 5, Subpart L and 24 CFR 576 which provides protections for victims of domestic violence, dating violence, sexual assault, or stalking. The subrecipient will follow the Delaware County CoC and ESG VAWA Policies and Procedures as well as the Delaware County CoC and ESG Emergency Transfer Plan.

Sub-recipients shall comply with HUD's final rule entitled "Equal Access in Accordance with an Individual's Gender Identity in Community Planning and Development Programs" as well as the final rule entitled "Equal Access to Housing in HUD Programs Regardless of Sexual Orientation or Gender Identity". These regulations require that all individuals regardless of their sexual orientation, gender identity or marital status have equal access to all facilities and housing programs.

XI. CONFIDENTIALITY

ESG sub-grantees must develop and implement procedures to ensure: 1). The confidentiality of records pertaining to any individual provided with assistance; and 2). That the address or location of any assisted housing will not be made public, except to the extent that this prohibition contradicts a pre-existing privacy policy of the grantee.

XII. ENVIRONMENTAL REVIEW

Consistent with the provisions for administrative and management expenses, tenant-based rental assistance and supportive services in 24 CFR 50.19(b)(3), (11) and (12), the activities to be assisted are categorically excluded for the requirements of the National Environmental Policy Act of 1969 (42 U.S.C. 4321) and are not subject to environmental review under the related laws and authorities.

XIII. MONITORING

The Delaware County Office of Housing and Community Development (OHCD) is responsible for monitoring all ESG activities to ensure all program requirements established by HUD and the County are met. OHCD will follow monitoring procedures set forth in its Subrecipient Monitoring Plan. In addition, participating agencies may be subject to additional monitoring by the Philadelphia HUD Office of Community Planning and Development, HUD's Office of Special Needs Assistance Programs, HUD's Office of the Inspector General, HUD's Office of Fair Housing and Equal Opportunity, or another federal agency to determine whether the sub-grantee complied with the requirements of this program.

XIV. CONFLICTS OF INTEREST

With respect to the use of ESG funds to procure services, equipment, supplies or other property, agencies receiving ESG funds shall comply with the provisions of 24 CFR 84.42. With regard to all other decisions involving the use of ESG funds, the following restriction shall apply: No person who is an employee, agent, consultant, officer or elected or appointed official of the grantee and who exercises or has exercised any functions or responsibilities with respect to assisted activities, or who is in a position to participate in a decision-making process or gain inside information with regard to such activities may obtain a personal or financial interest or benefit from the activity, or have an interest in any contract, subcontract, or agreement with respect thereto, or the proceeds there under, either for himself/herself or for those with whom he/she has family or business ties, during his/her tenure for one year thereafter.

Agencies cannot conduct an initial evaluation for households occupying housing owned by said agency (including any parent or subsidiary).

APPENDICES

- Proof of Publication – Notice of Proposed Action Plan, Public Comment Period and Hearing
- Resolution of Delaware County Council – FY 20 Action Plan for Housing and Community Development Programs
- Maps
 - Low and Moderate Income Concentration Areas
 - FY 20 CDBG, ESG and HOME Project/Activities
- Delaware County Continuum of Care Discharge Policy
- Final List of Activities

Agency	Agency Address	Agency Phone	Agency Fax	Agency E-mail	Agency Website
Alabama	Alabama Department of Transportation	205-942-2000	205-942-2000	adot@adot.state.al.us	www.adot.state.al.us
Alaska	Alaska Department of Transportation	907-457-2000	907-457-2000	adot@adot.state.ak.us	www.adot.state.ak.us
Arizona	Arizona Department of Transportation	602-944-2000	602-944-2000	adot@adot.state.az.us	www.adot.state.az.us
Arkansas	Arkansas Department of Transportation	501-681-2000	501-681-2000	adot@adot.state.ar.us	www.adot.state.ar.us
California	California Department of Transportation	916-227-2000	916-227-2000	adot@adot.state.ca.us	www.adot.state.ca.us
Colorado	Colorado Department of Transportation	303-733-2000	303-733-2000	adot@adot.state.co.us	www.adot.state.co.us
Connecticut	Connecticut Department of Transportation	203-261-2000	203-261-2000	adot@adot.state.ct.us	www.adot.state.ct.us
Delaware	Delaware Department of Transportation	302-739-2000	302-739-2000	adot@adot.state.de.us	www.adot.state.de.us
Florida	Florida Department of Transportation	904-487-2000	904-487-2000	adot@adot.state.fl.us	www.adot.state.fl.us
Georgia	Georgia Department of Transportation	404-656-2000	404-656-2000	adot@adot.state.ga.us	www.adot.state.ga.us
Hawaii	Hawaii Department of Transportation	808-586-2000	808-586-2000	adot@adot.state.hi.us	www.adot.state.hi.us
Idaho	Idaho Department of Transportation	208-333-2000	208-333-2000	adot@adot.state.id.us	www.adot.state.id.us
Illinois	Illinois Department of Transportation	618-244-2000	618-244-2000	adot@adot.state.il.us	www.adot.state.il.us
Indiana	Indiana Department of Transportation	317-232-2000	317-232-2000	adot@adot.state.in.us	www.adot.state.in.us
Iowa	Iowa Department of Transportation	515-281-2000	515-281-2000	adot@adot.state.ia.us	www.adot.state.ia.us
Kansas	Kansas Department of Transportation	913-296-2000	913-296-2000	adot@adot.state.ks.us	www.adot.state.ks.us
Kentucky	Kentucky Department of Transportation	606-562-2000	606-562-2000	adot@adot.state.ky.us	www.adot.state.ky.us
Louisiana	Louisiana Department of Transportation	504-386-2000	504-386-2000	adot@adot.state.la.us	www.adot.state.la.us
Maine	Maine Department of Transportation	207-624-2000	207-624-2000	adot@adot.state.me.us	www.adot.state.me.us
Maryland	Maryland Department of Transportation	410-326-2000	410-326-2000	adot@adot.state.md.us	www.adot.state.md.us
Massachusetts	Massachusetts Department of Transportation	617-725-2000	617-725-2000	adot@adot.state.ma.us	www.adot.state.ma.us
Michigan	Michigan Department of Transportation	313-226-2000	313-226-2000	adot@adot.state.mi.us	www.adot.state.mi.us
Minnesota	Minnesota Department of Transportation	612-296-2000	612-296-2000	adot@adot.state.mn.us	www.adot.state.mn.us
Mississippi	Mississippi Department of Transportation	601-359-2000	601-359-2000	adot@adot.state.ms.us	www.adot.state.ms.us
Missouri	Missouri Department of Transportation	573-751-2000	573-751-2000	adot@adot.state.mo.us	www.adot.state.mo.us
Montana	Montana Department of Transportation	406-444-2000	406-444-2000	adot@adot.state.mt.us	www.adot.state.mt.us
Nebraska	Nebraska Department of Transportation	402-471-2000	402-471-2000	adot@adot.state.ne.us	www.adot.state.ne.us
Nevada	Nevada Department of Transportation	702-462-2000	702-462-2000	adot@adot.state.nv.us	www.adot.state.nv.us
New Hampshire	New Hampshire Department of Transportation	603-271-2000	603-271-2000	adot@adot.state.nh.us	www.adot.state.nh.us
New Jersey	New Jersey Department of Transportation	908-262-2000	908-262-2000	adot@adot.state.nj.us	www.adot.state.nj.us
New Mexico	New Mexico Department of Transportation	505-764-2000	505-764-2000	adot@adot.state.nm.us	www.adot.state.nm.us
New York	New York Department of Transportation	516-475-2000	516-475-2000	adot@adot.state.ny.us	www.adot.state.ny.us
North Carolina	North Carolina Department of Transportation	919-419-2000	919-419-2000	adot@adot.state.nc.us	www.adot.state.nc.us
North Dakota	North Dakota Department of Transportation	701-328-2000	701-328-2000	adot@adot.state.nd.us	www.adot.state.nd.us
Ohio	Ohio Department of Transportation	614-265-2000	614-265-2000	adot@adot.state.oh.us	www.adot.state.oh.us
Oklahoma	Oklahoma Department of Transportation	405-521-2000	405-521-2000	adot@adot.state.ok.us	www.adot.state.ok.us
Oregon	Oregon Department of Transportation	503-325-2000	503-325-2000	adot@adot.state.or.us	www.adot.state.or.us
Pennsylvania	Pennsylvania Department of Transportation	717-781-2000	717-781-2000	adot@adot.state.pa.us	www.adot.state.pa.us
Rhode Island	Rhode Island Department of Transportation	401-863-2000	401-863-2000	adot@adot.state.ri.us	www.adot.state.ri.us
South Carolina	South Carolina Department of Transportation	803-799-2000	803-799-2000	adot@adot.state.sc.us	www.adot.state.sc.us
South Dakota	South Dakota Department of Transportation	605-799-2000	605-799-2000	adot@adot.state.sd.us	www.adot.state.sd.us
Tennessee	Tennessee Department of Transportation	615-542-2000	615-542-2000	adot@adot.state.tn.us	www.adot.state.tn.us
Texas	Texas Department of Transportation	512-469-2000	512-469-2000	adot@adot.state.tx.us	www.adot.state.tx.us
Utah	Utah Department of Transportation	801-224-2000	801-224-2000	adot@adot.state.ut.us	www.adot.state.ut.us
Vermont	Vermont Department of Transportation	802-244-2000	802-244-2000	adot@adot.state.vt.us	www.adot.state.vt.us
Virginia	Virginia Department of Transportation	804-781-2000	804-781-2000	adot@adot.state.va.us	www.adot.state.va.us
Washington	Washington Department of Transportation	206-462-2000	206-462-2000	adot@adot.state.wa.us	www.adot.state.wa.us
West Virginia	West Virginia Department of Transportation	304-526-2000	304-526-2000	adot@adot.state.wv.us	www.adot.state.wv.us
Wisconsin	Wisconsin Department of Transportation	608-261-2000	608-261-2000	adot@adot.state.wi.us	www.adot.state.wi.us
Wyoming	Wyoming Department of Transportation	307-334-2000	307-334-2000	adot@adot.state.wy.us	www

RESOLUTION
of
DELAWARE COUNTY COUNCIL

with respect to the
FY 2020 ACTION PLAN

FOR HOUSING AND COMMUNITY DEVELOPMENT PROGRAMS

WHEREAS, on May 20, 2020, the County initiated solicitation of public comment on the proposed Housing and Community Development Fiscal Year 2020 Action Plan; and

WHEREAS, the proposed plan was the subject of public discussion on June 17, 2020; and

WHEREAS, citizen comment on the proposed plan and amendment has been reviewed and evaluated; and

WHEREAS, the proposed new activities have been reviewed and determined to be eligible for funding; and

WHEREAS, County Council desires to finalize the Fiscal Year 2020 Action Plan for submission to the U.S. Department of Housing and Urban Development,

NOW, THEREFORE, BE IT RESOLVED by Delaware County Council:

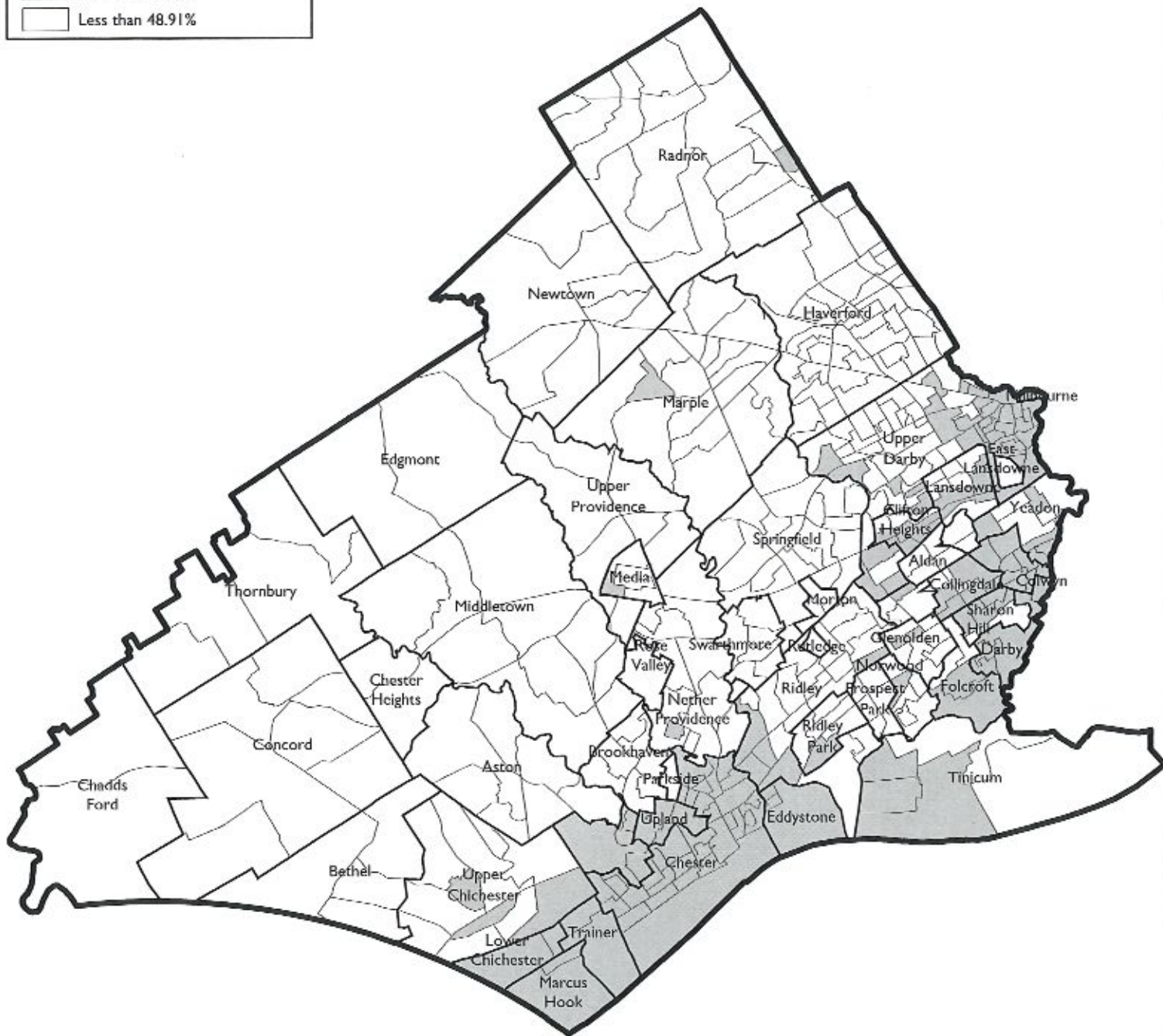
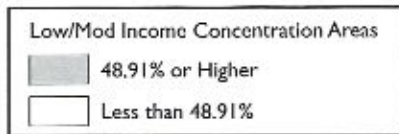
1. That the attached Exhibit outlining the County's final housing and community development allocations for Fiscal Year 2020 is hereby approved.
2. That the Director of the Office of Housing and Community Development is authorized to act as the Certifying Officer to implement the intent of this resolution.
3. That the proper officers and staff are hereby authorized to take such steps as may be necessary to implement the intent of this resolution.

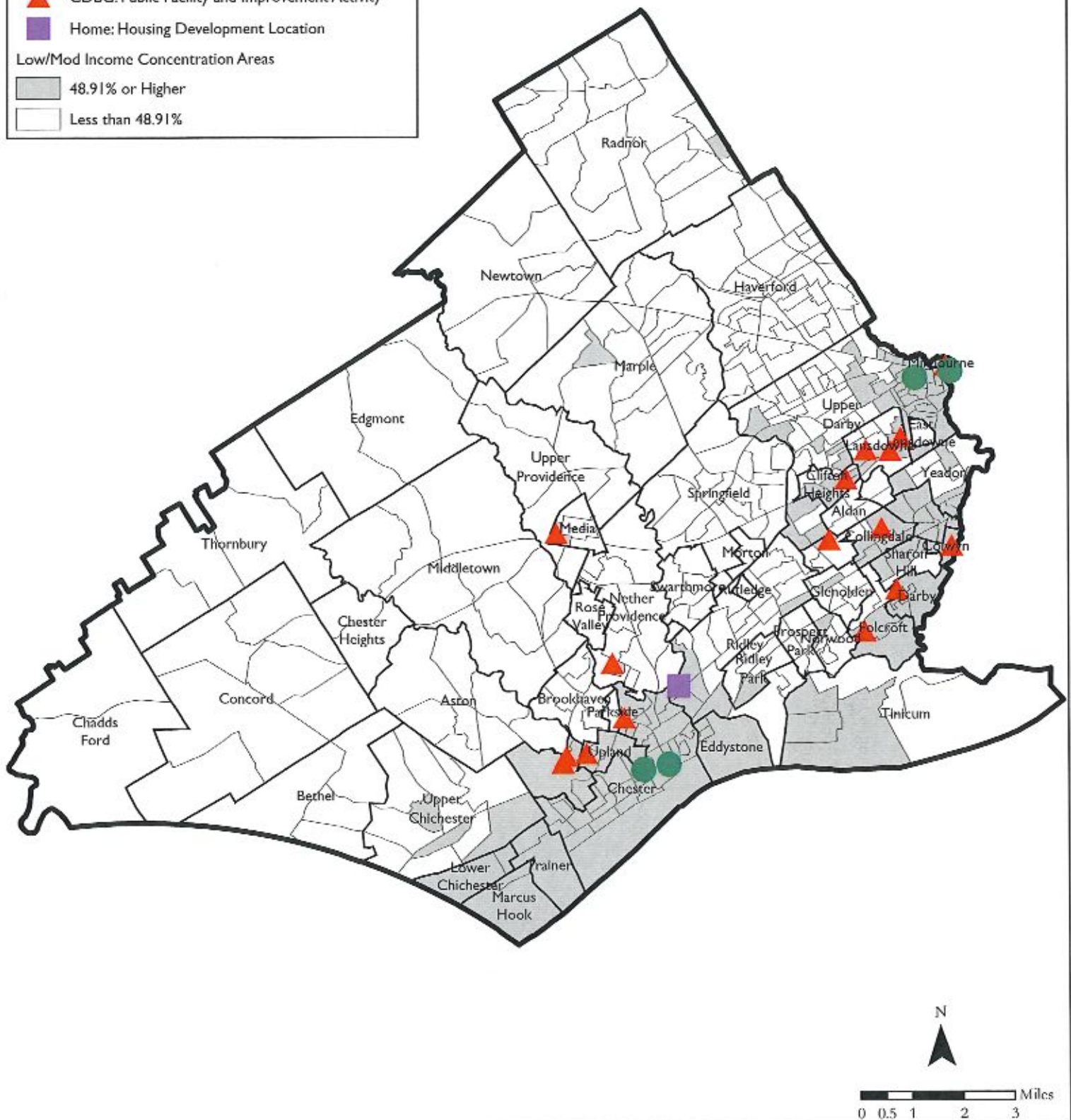
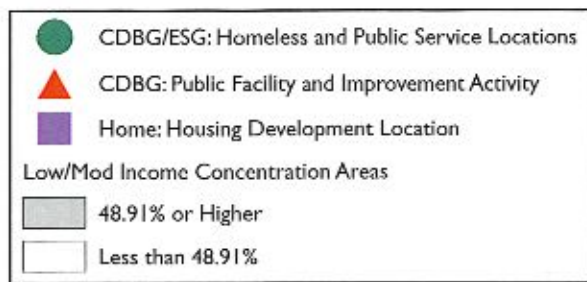
Approved by Delaware County Council on July 15, 2020.


County Clerk

Resolution: CP 2020-01

RECEIVED JUL 17 2020





Delaware County Continuum of Care Discharge Planning Policy

Foster Care – COC Mandated Policy

The county has a strong Intersystem Collaboration Process between OBH, Magellan Behavioral Health (MBH), CYS and the Juvenile Probation Office (JPO), and established a planning process called High Fidelity Wraparound. This team-based process implements individualized plans for children with mental health challenges and their families. The goals are to meet the needs prioritized by the family, improve their ability to manage their own services and supports, and to develop or strengthen their own natural support system. CYS has also established a planning process for families in crisis called Family Group Decision Making. This process assists families to develop a plan to address needs such as out of home placement or impending homelessness. For those children open in Family Based Mental Health Services, the use of Family Support dollars has been used to avoid potential homelessness. OBH gives priority housing access to Transition-Age Youth (TAY) and maintains two TAY residences.

Gaps in having a comprehensive plan - The Delaware County Behavioral Health Case Review Team, which consists of OBH, MBH, CYS and JPO, meets monthly to review and discuss community-based options for youth open in Behavioral Health and CYS and/or JPO who are preparing to discharge from foster care, group home, Juvenile Court placement or Mental Health Residential Treatment Facilities. The goal of this workgroup is to develop options for a plan that will successfully support the youth's permanent residency and behavioral health treatment in the least restrictive setting. These options are then discussed with the youth and his/her interagency team who develop the formal discharge plan. Homelessness is never a considered option. However, avoiding homelessness is a significant challenge for these systems as they attempt to identify the fiscal and programmatic resources necessary to support the housing and treatment needs of an increasingly disabled public system clientele.

Stakeholders - The Office of Behavioral Health provides oversight to the County's Interagency Collaboration Process. The Children's Cabinet and Coalition are examples of stakeholder workgroups whose members include administrators and mid-level supervisors from: all child serving systems (CYS and JPO), School Districts and Intermediate Unit, and other county offices like OBH (Mental Health, Drug and Alcohol, and Adult Services), and, Office of Intellectual Disabilities (OID). These entities work collaboratively to develop processes to increase the resources available in the children's continuum of care. Through these workgroups, many initiatives have evolved that support families and children staying together and avoiding unnecessary out-of-home placements and homelessness. Examples of these initiatives include: Behavioral Health Case Review, Family Engagement Workgroup, Early Child Mental Health Advisory Board, High Fidelity Wraparound, Family Group Decision Making and Mental Health Respite Services.

Discharge locations other than HUD McKinney-Vento funded programs - In line with the youth's permanency plan, youth can be reunited with their biological parents or placed into Kinship Care. Group Homes or Independent Living Programs can be options for the County's Transition-Age Youth (TAY). However, TAY in need of additional behavioral health support may be discharged or diverted from foster care into the county's collaborative program called Multidimensional Treatment Foster Care. This program works with the youth's discharge resource during the eight-month treatment program. OBH also funds a six-bed TAY residence and provides tenant-based subsidies for another six individuals. OBH also maintains priority access to adult community housing and treatment for individuals aging out of the various child-serving systems. OID applies for Medicaid waivers for its "graduates" and links community-based treatment and supports to whatever housing is chosen. TAY also access mainstream housing resources available to all adults in Delaware County

Health Care – COC Mandated Policy

A CoC Hospital Discharge Protocol, geared at preventing homelessness, provides guidelines for coordinated planning between hospital social workers and community housing and human service personnel. The protocol outlines responsibilities for aftercare planning and housing referral for persons without a home: Children and Youth Services (CYS) for children, Transition Age Youth, and existing agency families; County Office of Services for the Aging (COSA) for persons over 60 years of age; and OBH for persons with mental health or substance abuse disorders, and other low income adults and families. The protocol assures, to the extent practicable, that all individuals released from health care facilities receive priority access to services and housing. To prevent discharge to the street, the protocol assures that these persons receive priority access to emergency shelters, with appropriate medical follow-up, in order to prevent relapse and avoid repeated and unnecessary ER treatment.

Gaps in having a comprehensive plan - Because ER treatment and hospitalization is based on medical necessity, it is recognized that due to a high volume of patients seeking treatment, and a corresponding lack of emergency housing resources, that some discharge to homelessness may be unavoidable. Health care facilities make every effort to coordinate aftercare plans for each patient. However, due to short-term average length of stay, planning is challenging for those patients who: enter treatment from homelessness; lose their housing while hospitalized; or decline to accept available alternative housing. Health care facilities face enormous cost containment pressures from insurers and cannot hold individuals for extended periods of time while alternative housing resources are explored. Often housing referrals are initiated at these health care facilities prior to discharge. Shelter staff follow-up on housing referrals which can result in waiting lists due to continuing cuts in federal and state funding streams.

Stakeholders - Primary stakeholders are the hospital social work and ER nursing staff. In the majority of cases, these individuals coordinate aftercare planning directly with the patient and the patient's primary family members, as most individuals are discharged home. For those who reside in some type of mainstream or human service contracted housing, the housing case management staff and human service workers (CYS, COSA, OBH) are involved in aftercare planning and service coordination. OBH has a federal Learning Community project to improve health and wellness outcomes for persons with mental illness. In this model of integrated physical and behavioral health care, case managers and other service providers also assist in health care coordination with PCPs and clinic to assure better medical outcomes. For those individuals discharged to shelters, every effort is made to address medical follow-up and those who have mobility issues are targeted to barrier-free beds within the shelter system.

Discharge locations other than HUD McKinney-Vento funded programs - In the majority of discharges from hospital medical surgical units and ERs, people return to the homes they occupied prior to admission. Generally, this is either a private apartment or house occupied by the individual and sometimes the individual's family. In some cases, individuals discharged return to housing placements supported by human service agencies like CYS, COSA or OBH. Examples of human service housing arrangements include: foster families, Therapeutic Foster Care homes, Residential Treatment Facilities, group homes, Domiciliary Care facilities, Community Residential Services facilities, transitional housing, Halfway Houses, Recovery Houses, or Supported Living Service apartments subsidized with rental assistance payments. Individuals also return to other supportive community placements including Personal Care Homes, Assisted Living facilities and nursing homes. Some require more medical stabilization and are placed in rehabilitation facilities until they can return home.

Mental Health Care – State Mandated Policy

The Office of Behavioral Health (OBH) is legally mandated to coordinate mental health services under the PA Mental Health Procedures Act of 1966. OBH maintains contractual agreements with inpatient units for acute psychiatric hospitalization. OBH maintains a Letter of Agreement with Norristown State Hospital (NSH) that frames the relationship between the two entities in regarding long-term care of persons with Serious Mental Illness. OBH and NSH hold meetings to assure that persons in long-term care do not become homeless at discharge, including: quarterly Continuity of Care meetings; monthly clinical treatment team meetings; and, periodic Community Support Plan meetings. All persons discharged from NSH have an approved housing plan that is by both OBH and NSH. To ensure that no one is discharged into homelessness, priority access to a continuum of Community Residential Services is given along with placement supports such as case management, treatment and rehabilitative services.

Gaps in having a comprehensive plan - Despite having contracts for community mental health services that require continuity of care planning; it is not always possible to assure that persons discharged from 24-hour levels of care avoid homelessness. Those people receiving acute, voluntary inpatient hospitalization are treated for a maximum of 10 days. If there are housing issues at discharge, there are times when individuals may be discharged to a homeless shelter. This can be due to a resource not being available the day needed, and sometimes it's due to the discharging individual refusing to accept an available resource. When a discharge to homelessness is unavoidable, efforts are made to engage the person in case management, treatment and rehabilitative services, and to link them to housing as soon as possible. In any case, once a person enters one of these community residences, they are prohibited from being discharged without prior OBH approval.

Stakeholders - OBH staffs are charged with assuring continuity of care and work directly with the NSH, community hospitals, and residential facilities to assure that individuals receive quality care and are not discharged to homelessness. There is also staff at each type of 24 hour facility similarly charged with the same objectives. The state and community hospitals have treatment teams

comprised of psychiatrists, nurses, and social workers who oversee this function, in the community residential facilities. OBH also contracts with community agencies to provide Intensive Case Management (ICM), Assertive Community Treatment (ACT), and Supported Living Services (SLS) designed to help individuals attain and maintain community housing. All staff participates in discharge planning meetings and regularly scheduled Consumer-Oriented, Multi-Assessment Planning (COMAP) meetings to assess needs and to assure availability of appropriate services and housing.

Discharge locations other than HUD McKinney-Vento funded programs - Persons discharged from state and community hospitals have priority access to a continuum of OBH funded Community Residential Services (CRS). OBH maintains contracts for over 45 residential facilities that provide housing for about 330 individuals. Examples of OBH housing for persons with mental illness include: Community Residential Rehabilitation (CRR), Long-Term Structured Residence (LTSR), Three Person Residence (TPR), and Personal Care Home (PCH). In addition to the facility-based resources, OBH also maintains an inventory of shallow rent Bridge and Master Lease subsidies for persons able to live in their own apartments with staff supports. Some individuals live with family members or return to their own residences at discharge, while others access public or private mainstream housing resources. Some individuals housing vouchers or federally assisted housing subsidies, some utilize their Social Security and/or earned income to cover monthly housing and community living expenses.

Corrections – State Mandated Policy

PA ensures individuals released from State Correctional Institutions (SCIs) do not become homeless. The Dept. of Corrections (DOC) policy statement on Inmate Reentry requires access to a viable Home Plan and follow-up services for all "max-outs". PA Board of Probation and Parole policy states that no individual may be released on parole without an approved Home Plan. In Delaware County, release of SCI inmates with mental illness is coordinated jointly between the DOC and OBH. The DOC provides OBH with a MH Roster of mentally ill inmates approaching maximum sentence dates, including those identified as vulnerable to homelessness upon discharge. OBH funds four Behavioral Health Liaisons at the county prison. These individuals help to coordinate release planning & to assess service needs, develop Home Plans and complete treatment and housing referrals. No DOC inmate who agrees to a Home Plan and services will be released to the street, emergency shelters, or McKinney funded program.

Gaps in having a comprehensive plan - Unlike the DOC/SCI process, inmate release planning from the county prison is not as prescribed. Although re-entry planning is done for each county prison release, there are significantly larger numbers of county inmate releases; hence there are not always adequate subsidized or mainstream housing resources available to meet demand. Some inmates are released to homeless shelters when they max-out and no alternative housing resource is available. Sometimes inmates themselves do not accept housing, but more often, there are systemic barriers that prevent housing access. Inmates typically have difficulty obtaining Section 8 Vouchers or other types of federal housing subsidies. Ineligibility for subsidized resources means that inmates must compete for a limited amount of other housing resources with low income populations. Also, community resistance evidenced by criminal background checks employed by landlords and property owner's limits inmate access to mainstream housing resources.

Stakeholders - The DOC has personnel who track inmate release and coordinate with counties to assure inmates released from SCIs avoid homelessness. OBH staff works with a Regional Forensic Coordinator and psychology and social work personnel at both. OBH staff also works with county prison staff, the four Behavioral Health Liaisons at the prison and specialized county Probation/Parole Officers to plan inmate re-entry. There are several behavioral health service providers who specialize in forensic services who meet regularly to plan and coordinate care with housing and probation/parole staff. The county also has jail diversion programs: Prison Alternative Drug and Alcohol Program and Treatment Courts for women with Co-Occurring Disorders and Veterans. The courts oversee inmates diverted to these programs in lieu of incarceration, and when mandated treatment is successfully completed, they also satisfy their criminal commitments. These diversion programs reducing incarceration and jail recidivism

Discharge locations other than HUD McKinney-Vento funded programs - Persons discharged from state and county correctional facilities have priority access to a full continuum of OBH funded Community Residential Services (CRS). OBH contracts for over 45 residential facilities that provide housing for about 330 individuals with mental illness (See Mental Health examples). OBH provides shallow rent Bridge and Master Lease subsidies, for persons with drug and alcohol diagnoses, OBH offers inmate access to Halfway Houses and Recovery Houses. OBH is also in the process of developing a contract for a new forensic Transitional Housing Program to

be operated by a Community Correction Center (CCC) provider. Released inmates also may opt to live with family members or return to their own residences, while others access public or private mainstream housing resources dependent upon availability, choice and ability to pay. Some inmates utilize Social Security benefits and/or employment to cover living expenses. Many inmates enter county or regional CCC facilities.

2020 HOUSING AND COMMUNITY DEVELOPMENT ANNUAL ACTION PLAN

FINAL LIST of AWARDS

SUBRECIPIENT	ACTIVITY/DESCRIPTION	LOCATION	FUNDING
<u>CDBG Funds</u>			
<u>Public Facilities and Improvements</u>			
Chester Township	Tennis Court Rehabilitation	Powell Road	\$112,500
Chester Township	Creation of Skate Park	Powell Road	\$139,000
Clifton Heights	Park Improvements	Union Avenue and Edgemont Avenue	\$188,900
Collingdale	Playground Improvements	501 Jackson Avenue	\$234,300
Colwyn	Playground Improvements	Pine Street	\$107,700
Darby Township	Playground Improvements	Madison Avenue and Linden Avenue	\$79,000
Eddystone	Playground Improvements	Lexington Avenue	\$64,500
Folcroft	Sanitary Sewer Rehabilitation	Grant Avenue and Delview Drive	\$239,500
Historic Lansdowne Theater Corporation	Roof Replacement	31 N. Lansdowne Avenue, Lansdowne	\$145,000
Lansdowne	Sanitary Sewer Rehabilitation	Stratford, Marlyn and Bryn Mawr Avenues	\$100,000
Lansdowne	Creation of Tot Lot	McKinley and Wycombe Avenues	\$198,500
Media	Streetscape Improvements	W. State Street, from Baltimore Pike to Lemon Avenue	\$264,200
Millbourne	Sanitary Sewer Rehabilitation	Market Street, from Sellers Avenue to Park Avenue	\$96,800

Nether Providence	Infrastructure Improvements	Salem Court and Pennsylvania Avenue	\$115,000
Parkside	Pedestrian Improvements	Edgemont Avenue, from E. Parkway Avenue to Beechwood Road	\$93,600
Upland	Camp Upland Carriage House Restoration	6 th Street	\$129,000

Homeless and Public Services

Cobbs Creek Housing Services, Inc.	Emergency shelter operations at the Life Center of Eastern Delaware County	6310 Market Street, Upper Darby	\$291,000
Domestic Abuse Project of Delaware County	Shelter operations for battered spouses and their children	Confidential	\$68,000
Making A Change Group	Team Mac youth development program and Connected Families program	232 W. 9 th Street, Chester	\$75,000
Mental Health Association of SEPA	Emergency overnight shelter for homeless mental health clients	7200 Chestnut Street, Upper Darby	\$54,000
Wesley House Community Corp.	Emergency shelter operations at the Wesley House Homeless Shelter	701 Madison Street, Chester	\$39,000

Housing Rehabilitation

Office of Housing and Community Development	Rehabilitation of owner-occupied units, for low/moderate-income households	Countywide	\$110,000
Habitat for Humanity of Montgomery and Delaware Counties	Critical Home Repairs Program for low/moderate -income households	Countywide	\$90,000

Planning/Fair Housing/Program Administration

Delaware County Planning Department	Planning activities; including comprehensive, community development, functional and historic preservation planning	1055 E. Baltimore Pike, Media	\$106,000
Housing Equality Center of Pennsylvania	Fair housing education services	455 Maryland Drive, Fort Washington	\$40,000
Morton	Comprehensive Plan & Zoning Ordinance Update	500 Highland Avenue	\$65,000
Office of Housing and Community Development	Program administration	600 N. Jackson Street, Media	\$532,035

Contingencies

To Be Determined	Contingency funding for project cost overruns	600 N. Jackson Street, Media	\$332,928
Total CDBG			\$4,110,985

HOME Funds**Housing Development**

Kinder Park IV	Development of affordable senior housing	Constitution Avenue, Woodlyn	\$1,291,438
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Homeownership

Media Fellowship House and Chester Community Improvement Project	Down payment, closing cost and counseling assistance to qualifying first time homebuyers	Countywide	\$180,000
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Administration

Office of Housing and Community Development	Program administration	600 N. Jackson Street, Media	\$91,412
Total HOME			\$1,563,038

ESG Funds

Cobbs Creek Housing Services, Inc.	Emergency Shelter Operations at the Life Center of Eastern Delaware County	6310 Market Street, Upper Darby	\$178,205
To be Determined	Homeless Prevention and Rapid Re-Housing	Countywide	\$116,920
Office of Housing and Community Development	Program administration	600 N. Jackson Street, Media	\$23,928
	Total ESG		\$319,053
	Total Federal Funds		\$5,993,076