

**COUNTY OF DELAWARE
OFFICE OF HOUSING
AND COMMUNITY DEVELOPMENT**



**ANNUAL ACTION PLAN
FOR FISCAL YEAR 2019
(JULY 1, 2019 – JUNE 30, 2020)**

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

June 2019



DELAWARE COUNTY COUNCIL

John P. McBlain., Chairman
Colleen P. Morrone, Vice Chairman

Michael F. Culp
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Brian P. Zidek

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Philip Welsh
Assistant Director

Sarah Carley
Housing Program Specialist

Patricia A. Gabriele
Office Manager/Operations Coordinator

Bernice Clark-Dickerson
CD Program Coordinator

Devon Mingey
Community Development 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 2019

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- Maps: Low and Moderate Income Concentration Areas
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- Delaware County Continuum of Care Discharge Policy
- FY 19 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):**

*** Other (Specify):**

*** 3. Date Received:**

4. Applicant Identifier:

B-19-UC-42-0006

5a. Federal Entity Identifier:

5b. Federal Award Identifier:

State Use Only:

6. Date Received by State:

7. State Application Identifier:

8. APPLICANT INFORMATION:

*** a. Legal Name:**

County Of Delaware

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

23-6003046

*** c. Organizational DUNS:**

076954890

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:

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:

*** 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 Grants/Entitlement Grants (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 1, 2, 7

* b. Program/Project 1, 2, 7

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

Add Attachment

Delete Attachment

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17. Proposed Project:

* a. Start Date: 07/01/2019

* b. End Date: 06/30/2020

18. Estimated Funding (\$):

* a. Federal	3631060
* b. Applicant	0
* c. State	0
* d. Local	0
* e. Other	1251975
* f. Program Income	50000
* g. TOTAL	4,933,035

* 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: hill11@co.delaware.pa.us

* Signature of Authorized Representative:

Linda Hill

* Date Signed: 5/30/2019

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.

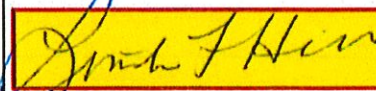
As the duly authorized representative of the applicant, I certify that the applicant:

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.

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, Housing & Community Development
APPLICANT ORGANIZATION	DATE SUBMITTED
County of Delaware	5/30/2019

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></div> * Other (Specify): <div></div>	
* 3. Date Received: <div></div>		4. Applicant Identifier: M-19-UC-42-0209			
5a. Federal Entity Identifier: <div></div>			5b. Federal Award Identifier: <div></div>		
State Use Only:					
6. Date Received by State: <div></div>		7. State Application Identifier: <div></div>			
8. APPLICANT INFORMATION:					
* a. Legal Name: County Of Delaware					
* b. Employer/Taxpayer Identification Number (EIN/TIN): 23-6003046			* c. Organizational DUNS: 076954890		
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: <div></div>		
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: <div></div>					
* Telephone Number: 610-891-5425			Fax Number: 610-566-0532		
* Email: hill11@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 1, 2, 7

* b. Program/Project 1, 2, 7

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

Add Attachment

Delete Attachment

View Attachment

17. Proposed Project:

* a. Start Date: 07/01/2019

* b. End Date: 06/30/2020

18. Estimated Funding (\$):

* a. Federal	916,193
* b. Applicant	0
* c. State	0
* d. Local	0
* e. Other	1,063,969
* f. Program Income	500,000
* g. TOTAL	2,480,162

*** 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

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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: hill1@co.delaware.pa.us

* Signature of Authorized Representative:



* Date Signed:

5/30/2019

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).
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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.
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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, Housing & Community Development
APPLICANT ORGANIZATION	DATE SUBMITTED
County of Delaware	5/30/2019

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): <input type="text"/> * Other (Specify): <input type="text"/>	
* 3. Date Received: <input type="text"/>		4. Applicant Identifier: E-19-UC-42-0006			
5a. Federal Entity Identifier: <input type="text"/>			5b. Federal Award Identifier: <input type="text"/>		
State Use Only:					
6. Date Received by State: <input type="text"/>		7. State Application Identifier: <input type="text"/>			
8. APPLICANT INFORMATION:					
* a. Legal Name: County Of Delaware					
* b. Employer/Taxpayer Identification Number (EIN/TIN): 23-6003046			* c. Organizational DUNS: 076954890		
d. Address:					
* Street1: 600 N. Jackson Street					
Street2: Suite 101					
* City: Media					
County/Parish: Delaware					
* State: PA: Pennsylvania					
Province: <input type="text"/>					
* Country: USA: UNITED STATES					
* Zip / Postal Code: 19063-2561					
e. Organizational Unit:					
Department Name: OHCD			Division Name: <input type="text"/>		
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: <input type="text"/>					
Title: Director					
Organizational Affiliation: <input type="text"/>					
* 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:

14.231

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 1, 2, 7

* b. Program/Project 1, 2, 7

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

Add Attachment

Delete Attachment

View Attachment

17. Proposed Project:

* a. Start Date: 07/01/2019

* b. End Date: 06/30/2020

18. Estimated Funding (\$):

* a. Federal	306,369
* b. Applicant	0
* c. State	0
* d. Local	0
* e. Other	0
* f. Program Income	0
* g. TOTAL	306,369

*** 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: hill11@co.delaware.pa.us

* Signature of Authorized Representative:

* Date Signed: 5/30/2019

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.

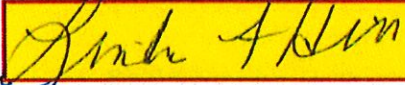
PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET. SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.

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.

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, Housing & Community Development
APPLICANT ORGANIZATION	DATE SUBMITTED
County of Delaware	5/30/2019

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.

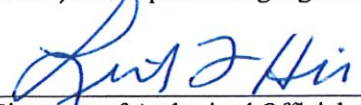
Anti-Lobbying --To the best of the jurisdiction's knowledge and belief:

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

5/30/2019
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) 2019 [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

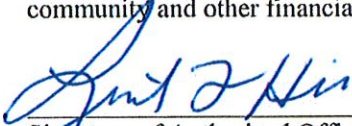
5/30/2019
Date

Director, OHCD
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

5/30/2019
Date

Director, OHCD
Title

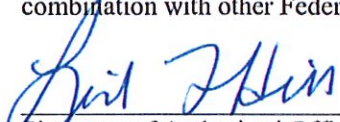
Specific HOME Certifications

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

5/30/2019
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.

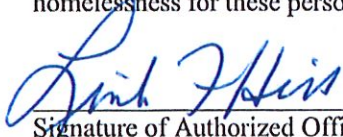
Matching Funds – The recipient will obtain matching amounts required under 24 CFR 576.201.

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.



Signature of Authorized Official

5/30/2019

Date

Director, OHCA

Title

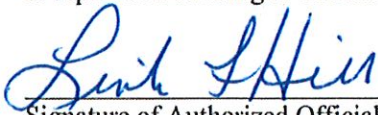
Housing Opportunities for Persons With AIDS Certifications

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

5/30/2019

Date

Director, OHCD

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)

Introduction

Delaware County is pleased to present its Annual Action Plan for the period July 1, 2019 through June 30, 2020. The FY 19 Action Plan is the second year of implementing the strategy outlined in the Delaware 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.

Summarize the objectives and outcomes identified in the Plan

CDBG PROGRAM

- Construct infrastructure improvements including sanitary sewer rehabilitation, street improvements and storm water improvements for seventeen (17) low- and-moderate income neighborhoods. Improvements will be made at five (5) Municipal operated park and recreation facilities. Building improvements will be made to two (2) community facilities.
- Provide emergency shelter and services to 700 homeless persons.
- Stabilize communities through rehabilitation of fifteen (15) owner-occupied residences through the Housing Rehabilitation Program.

HOME PROGRAM

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

- Create/improve one (1) affordable homeownership unit through a Community Housing Development Organization.

ESG PROGRAM

- Assist eight (8) households to quickly regain stability in permanent housing through rapid-rehousing.
- Assist sixty (60) persons with homeless prevention services.
- Provide emergency overnight shelter and services.

Evaluation of past performance

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 2017 Consolidated Annual Performance Evaluation Report confirms the County met all applicable CDBG and HOME requirements. 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.

Fiscal Year (FY) 18 was the first year of the County's 2018 - 2022 ConPlan. Funding for FY 18 projects was not made available by HUD for drawdown until November 2018, four months after the program year began. This delayed many of the public facility and infrastructure projects that could not proceed to construction during the winter months. Taking this into consideration the County still anticipates meeting the majority of its one year goals established in the FY 18 Action Plan. Assuming timely release of FY 19 funds for expenditure by HUD the County expects to meet or exceed the 2nd year projected goals established in the 2018 -2022 ConPlan.

Delaware County expects to invest over one million dollars of local County funds for affordable housing activities and demolition of blighted structures in FY 18 improving the quality of life for residents.

Summary of Citizen Participation Process and consultation process

Delaware County adhered to its Citizen Participation Plan to implement its 2019 Action Plan. Applications for the CDBG program were available on October 30, 2018. All Urban County municipalities and interested non-profits were sent information concerning the upcoming 2019 application. A public notice advertising the availability of applications and a Needs Assessment Hearing was published in the Philadelphia Inquirer - Delaware County Edition, on November 1, 2018. On the evening of December 6, 2018, a public Needs Assessment Hearing was held to solicit public input for the FY 19 CDBG, HOME and ESG programs.

On March 20, 2019, Delaware County Council made a conditional award of FY 19 projects and initiated a 30-day comment period. Notification of conditional awards were emailed to all applicants, posted on the County's website and advertised in the Philadelphia Inquirer - Delaware County Edition on March 28,

2019. In addition, adjacent units of local government were informed of the County's conditional awards in case inter-governmental cooperation was required to complete the proposed activities. A 30-day public comment period commenced on March 29, 2019 and ended on April 29, 2019.

As advertised, on Wednesday, April 3, 2019 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 FY 19 Conditional List of Awards the opportunity to do so.

Summary of public comments

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

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

All comments were accepted.

Summary

The FY 19 Action Plan was formally approved by Delaware County Council on May 29, 2019. The County looks forward to providing the proposed improvements benefiting multiple 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)

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.

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)

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, Pennsylvania Housing Advisory Committee and Delaware Valley Regional Planning Commission. 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). For additional information on the activities planned for the DHOT see sections AP-35, AP-60 and AP-85. 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 and the 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 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 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 become self-sufficient and 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 and/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 2018 -2022 ConPlan homeless strategies were developed by OHCD in conjunction with these entities and are aligned with the CoC Collaborative Plan. ConPlan goals addressing homelessness are 1) Affordable Housing, 2) Rapid Rehousing, 3) Homeless Prevention, and 4) Public Services.

The ConPlan includes specific strategies for 1) Outreach and assessment of needs, 2) Emergency shelter and transitional housing needs, 3) Helping homeless households (HH) make the transition to permanent housing and independent living, including shortening the time a HH experiences homelessness, facilitating access to affordable housing units and preventing the recently homeless from becoming homeless again, and 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 and protocols in place to ensure that persons being discharged from publicly funded institutions or systems of care are released to an appropriate setting and 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 and 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 funding decisions 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) and 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 FY 19 Action Plan (AP), 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 2/26/19. 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 the County's Human Services Block Grant Program. As such, it was determined that the majority of ESG funds for FY 19 should be allocated to HP with approximately 20% of the funds targeted to point in time RRH assistance.

OHCD also made a presentation at the 3/20/19 HSC meeting regarding the Annual Plan and the ESG Program. The proposed allocations were presented, and comments were solicited. All in attendance agreed with the proposed FY 19 ESG allocations and were encouraged to review the draft Annual Plan and submit any comments to OHCD.

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, and 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 strategy 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.

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

Table 2 – Agencies, groups, organizations who participated

1	Agency/Group/Organization	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 3/20/19 HSC meeting. Agency will continue to serve those in need by coordinating the emergency food program, provide transitional/rapid rehousing housing and PSH to the mental health and D7A population.
2	Agency/Group/Organization	Community Action Agency of Delaware County, Inc.
	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 3/20/19 HSC 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 services.
3	Agency/Group/Organization	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 3/20/19 HSC meeting and the 2/25/19 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.

4	Agency/Group/Organization	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 3/20/19 HSC meeting and the 2/25/19 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.
5	Agency/Group/Organization	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 3/20/19 HSC meeting and the 2/25/19 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.
6	Agency/Group/Organization	The Salvation Army
	Agency/Group/Organization Type	Housing Services - Housing Services-Elderly Persons Services-Persons with Disabilities Services-Homeless Regional organization
	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 3/20/19 HSC meeting and the 2/25/19 Governing Board meeting. Agency will continue to provide coordinated entry assessment services and operate day center, overnight shelter and PSH programs.
7	Agency/Group/Organization	Wesley House Community Corporation
	Agency/Group/Organization Type	Services-Children Services-Elderly Persons Services-Persons with Disabilities Services-Victims of Domestic Violence Services-Homeless

	What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Member of the HSC. Participated in the 3/20/19 HSC meeting. Agency will continue to operate emergency shelter for families with children, single adult females and unaccompanied youth.
8	Agency/Group/Organization	Life Center of Delaware County
	Agency/Group/Organization Type	Services-Elderly Persons Services-Persons with Disabilities Services-Victims of Domestic Violence 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 HSC. Participated in the 3/20/19 HSC meeting. Agency will continue to operate emergency shelter for single adults.
9	Agency/Group/Organization	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 3/20/19 HSC 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.
10	Agency/Group/Organization	Crozer-Keystone Health System, Inc.
	Agency/Group/Organization Type	Services-Persons with Disabilities Services-Homeless Services-Health Health Agency Business Leaders Major Employer
	What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Member of the HSC. Participated in the 3/20/19 HSC meeting. Agency will continue to provide education and blended case management to homeless persons with disabilities.
11	Agency/Group/Organization	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 3/20/19 HSC meeting and the 2/25/19 Governing Board meeting. DCHA will continue to collaborate with the CoC to provide graduates of S+C and PSH programs Section 8 vouchers when feasible. DCHA will continue to apply for all available resources to support new subsidized permanent housing.
12	Agency/Group/Organization	Mental Health Partnerships
	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 3/20/19 HSC meeting and the 2/25/19 Governing Board meeting. Agency will continue to provide outreach, day center, shelter, rapid rehousing and supportive services.
13	Agency/Group/Organization	Domestic Abuse Project of Delaware County
	Agency/Group/Organization Type	Services-Children Services-Victims of Domestic Violence Services-Homeless
	What section of the Plan was addressed by Consultation?	Homeless Needs - Families with children Homelessness Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Member of the CoC Governing Board and HSC. Participated in the 3/20/19 HSC meeting and the 2/25/19 Governing Board meeting. Agency will continue to provide emergency shelter to victims of domestic abuse and their families.

14	Agency/Group/Organization	Family Promise of Delaware County
	Agency/Group/Organization Type	Services-Children Services-Persons with Disabilities Services-Victims of Domestic Violence Services-Homeless
	What section of the Plan was addressed by Consultation?	Homeless Needs - Families with children Homelessness Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Member of the HSC. Participated in the 3/20/19 HSC meeting. Agency will continue to provide emergency shelter to families with children.
15	Agency/Group/Organization	Bucks County Intermediate Unit - Region 8 Education Support Coordinator
	Agency/Group/Organization Type	Services-Children Services-Education Regional organization Major Employer
	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 HSC. Participated in the 3/20/19 HSC meeting. Agency will continue to act as the management agency for Region #8 (includes Delaware County) for the PA Education and Youth Experiencing Homelessness Program.
16	Agency/Group/Organization	A New Day at Ralph Moses House
	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 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 HSC. Participated in the 3/20/19 HSC meeting. Agency will provide CoC funded transitional housing/rapid housing services.
17	Agency/Group/Organization	Family Management Emergency Shelter
	Agency/Group/Organization Type	Services-Children Services-Victims of Domestic Violence Services-Homeless
	What section of the Plan was addressed by Consultation?	Homeless Needs - Families with children Homelessness Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Member of the HSC. Participated in the 3/20/19 HSC meeting. Agency will continue to provide emergency shelter for CYS involved families with children.
18	Agency/Group/Organization	Legal Aid of Southeastern PA
	Agency/Group/Organization Type	Housing Services - Housing Services - Victims
	What section of the Plan was addressed by Consultation?	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 HSC. Participated in the 3/20/19 HSC meeting. Agency provides free legal assistance to low income and vulnerable populations. Legal assistance includes issues related to housing and evictions.

19	Agency/Group/Organization	United Way of Greater Philadelphia and Southern New Jersey
	Agency/Group/Organization Type	Services-Education Services-Employment Regional organization Civic Leaders Foundation
	What section of the Plan was addressed by Consultation?	Homeless Needs - Families with children 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. Attended the 2/16/19 CoC Governing Board meeting. Agency invests in nonprofit partners to help individuals and families break the cycle of poverty.
20	Agency/Group/Organization	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 3/20/19 HSC meeting and the 2/25/19 Governing Board meeting. Agency provides a variety of services to veterans including transitional housing for homeless veterans.
21	Agency/Group/Organization	Senior Community Services
	Agency/Group/Organization Type	Services-Elderly Persons Services-Health
	What section of the Plan was addressed by Consultation?	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 HSC. Participated in the 3/20/19 HSC meeting. Provides direct services and programs to seniors in the community and in their homes.
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Identify any Agency Types not consulted and provide rationale for not consulting

All known agencies were consulted with.

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 2019 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 2019 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.

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
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 2019 Action 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.
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 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.

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
2016 Hazard Mitigation Plan	Delaware County Planning Department	The 2016 Hazard Mitigation Plan studies the risks the County faces from natural and human-made disasters. It is an update to the 2011 Hazard Mitigation Plan. The 2016 Update serves as a blueprint for reducing potential property damage and bodily harm. The County worked closely with Delaware County Emergency Services, local municipalities, and other planning partners to create this Plan in accordance with FEMA and PEMA requirements.

Narrative

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)

Summary of citizen participation process/Efforts made to broaden citizen participation

Applications were made available and availability of FY 19 funding was announced in the Philadelphia Inquirer - Delaware County Edition on November 1, 2018. Applications were distributed to the 46 participating municipalities of the Urban County and all non-profits that expressed an interest on October 30, 2018. On the evening of December 6, 2018, a housing and community development Needs Assessment Hearing was held to solicit public input for the FY 19 program year. On March 28, 2019, the Conditional List of Awards and notice of public hearing was published in the Philadelphia Inquirer - Delaware County Edition and made available on the County's website. In addition, the Conditional List of Awards and notice of public hearing was emailed to all applicants on March 20, 2019. On March 26, 2019 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 Conditional Awards. The list of awards and draft FY 19 Action Plan was available for review at OHCD during the 30-day comment period from March 29, 2019 to April 29, 2019.

As advertised, on Wednesday, April 3, 2019 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 FY 19 Conditional List of Awards and FY 19 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 initiated work on an expanded 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	Summary of response/ 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 requests were received for applications as a result of publication of the availability of 2019 applications and notice of 2019 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 Affordable Housing Center of Pennsylvania (AHCOPA) attended the needs assessment hearing.	- AHCOPA representative inquired about establishing a branch office in Delaware County utilizing HOME funds to assist Delaware County residents. They are exploring increasing Home-ownership programs outside of Philadelphia. AHCOPA was encouraged to submit an application for funding if AHCOPA Board of Directors approved expansion into Delaware County.	All comments were accepted.	www.delcopa.gov/hcd
3	Newspaper Ad	Minorities Persons with disabilities Non-targeted/ broad community	As a result of publication of 2019 Conditional Awards and Notice of Public Hearing, one (1) municipality contacted the County.	- Clifton Heights Borough requested the County consider funding rehabilitation of a recently collapsed storm sewer system. The Borough was advised to submit a complete application during the public comment period for consideration.	All comments were accepted.	
4	Internet Outreach	Non-targeted/ broad community Applicants	As a result of the 2019 Conditional Awards and Notice of Public Hearing posted on the County's website and emailed to all applicants for 2019 funding one (1) municipality contacted the County.	- Aldan Borough inquired why their application was only partially funded. The Borough was advised that only part of the request met the National Objective of Low and Moderate Income Area benefit.	All comments were accepted.	www.delcopa.gov/hcd/

	Mode of Outreach	Target	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
5	Public Meeting	Minorities Persons with disabilities Non-targeted/ broad community	Three (3) applicants were present at the Public Hearing for the 2019 Conditional Award of funds.	<p>- Colwyn Borough requested County Council consider funding for a second 2019 CDBG project to provide recreation improvements. The Borough was advised that additional awards would be considered after the end of the 30-day comment period and HUD has posted the 2019 program allocations.</p> <p>- The Delaware County Literacy Council thanked Delaware County Council for their continued support through a 2019 CDBG award for building renovations.</p> <p>- Upper Chichester Township thanked Delaware County for their continued support through a 2019 CDBG award for replacement of way-finding signage.</p>	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 2				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	3,631,060	50,000	1,251,975	4,933,035	9,593,287	Funding will be leveraged through local municipal match funds.
HOME	Public - Federal	Acquisition Homebuyer assistance Homeowner rehab Multifamily rental new construction Multifamily rental rehab New construction for ownership TBRA	916,193	500,000	1,063,969	2,480,162	2,915,130	Funding will be leveraged through local AHF investment as well as Low Income Housing Tax Credits (LIHTC).

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 2				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	306,369	0	0	306,369	890,124	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 anticipated that over \$1 million in state and local funds will be expended to leverage housing and community development activities undertaken during FY 19. The County anticipates collaborating with various public and private entities in carrying out the priority needs of this Action Plan. Additional resources may include, but are not limited to: Housing Choice Vouchers, Mainstream Vouchers, LIHTC, Historic Housing Tax Credits, HUD Continuum of Care Program Community Services Block Grant, PA Human Services Block Grant and PA Healthy Homes Initiative. Multiple previously funded projects were completed at costs under allocated amounts and the County elected to suspend the Revolving Loan Fund after operations ceased resulting in a larger than usual amount of prior year resources available for commitment.

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: \$3,581,035	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 57420 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: \$452,000 ESG: \$178,205	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	Public Facility or Infrastructure Activities for Low/Moderate Income Housing Benefit: 15 Households Assisted
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: \$2,208,562	Homeowner Housing Rehabilitated: 1 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 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: Lack of Access to Opportunity AFH Factor: Impediments to Mobility	ESG: \$85,187	Homelessness Prevention: 60 Persons Assisted
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: \$20,000	Tenant-based rental assistance / Rapid Rehousing: 8 Households Assisted
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 Resources for Fair Housing	CDBG: \$700,000 HOME: \$91,600 ESG: \$22,977	Other: 3 Other

Goal Descriptions

1	Goal Name	Public Facility & Infrastructure Improvements
	Goal Description	Improve existing and support new infrastructure; support improvements to existing public facilities.
2	Goal Name	Public Services
	Goal Description	Shelter and services to the homeless, those faced with homelessness and abused spouses and their children.
3	Goal Name	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	Goal Name	Production of Affordable Housing (AHF)
	Goal Description	Increasing the supply of affordable rental units and the availability of affordable owner-occupied housing.
5	Goal Name	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	Goal Name	Homeless Prevention (AFH)
	Goal Description	Homeless prevention will provide financial assistance and services to prevent individuals and families from becoming homeless.
7	Goal Name	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	Goal Name	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.

Projects

AP-35 Projects – 91.220(d)

Introduction

The County has planned the following for FY 19 Federal funds:

CDBG

Public Facility and Infrastructure Improvements	\$3,581,035
Public Services	\$452,000
Planning/Administration/Fair Housing	\$700,000

HOME

Affordable Housing Development	\$2,071,112
15% CHDO Reserve	\$137,450
Homeownership	\$180,000
Administration	\$91,600

ESG

Emergency Shelter	\$178,205
Homeless Prevention & Rapid Rehousing	\$105,187
Administration	\$22,977

No ESG funds are budgeted for street outreach.

Please see AP-38 for detail on projects the County plans to undertake during FY 19 to address priority needs identified in the 2018 - 2022 ConPlan and AFH.

Individual activity locations 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	Planning/Fair Housing
4	Administration
5	Public Services
6	Affordable Housing Development
7	Homeownership
8	ESG19 - Delaware County

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

The FY 19 Action Plan is the second 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 (AHF).

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 (DHOT). The DHOT was awarded 45 Mainstream and 2 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	
	Goals Supported	Public Facility & Infrastructure Improvements
	Needs Addressed	Non-Housing Community Development
	Funding	CDBG: \$3,581,035
	Description	Improvements and development of public facilities and infrastructure.
	Target Date	6/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	57,420 Low- and-moderate income persons will be assisted.
	Location Description	Activities will benefit low- and-moderate income areas in Aldan Borough, Chester Township, Clifton Heights Borough, Collingdale Borough, Colwyn Borough, Darby Borough, Eddystone Borough, Folcroft Borough, Glenolden Borough, Marcus Hook Borough, Media Borough, Millbourne Borough, Morton Borough, Nether Providence Township, Norwood Borough, Parkside Borough, Prospect Park Borough, Ridley Park Borough, Ridley Township, Trainer Borough, Upland Borough Upper Chichester Township and Yeadon Borough.
	Planned Activities	<ul style="list-style-type: none"> Sanitary sewer rehabilitation, street improvements, recreation improvements, park improvements, storm water system rehabilitation and upgrades to community learning centers. Estimated funding amount includes \$388,341 in contingency for cost overruns.
2	Project Name	Housing Rehabilitation
	Target Area	
	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	The County Housing Rehabilitation Loan program provides qualified low- and-moderate income homeowners with a 0% interest deferred loan for major systems repairs.
	Target Date	6/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	15 households
	Location Description	Urban County
	Planned Activities	Major system repairs to owner-occupied low- and-moderate income households including lead paint remediation.
3	Project Name	Planning/Fair Housing
	Target Area	
	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: \$146,000
	Description	Planning activities and fair housing education services.
	Target Date	6/30/2020

	Estimate the number and type of families that will benefit from the proposed activities	Two (2) agencies
	Location Description	Countywide
	Planned Activities	<ul style="list-style-type: none"> Planning activities including comprehensive, community development, functional, zoning and historic preservation Fair housing education and testing
4	Project Name	Administration
	Target Area	
	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: \$554,000 HOME: \$91,600
	Description	Administration of Federal entitlement programs.
	Target Date	6/30/2020
	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
5	Project Name	Public Services
	Target Area	
	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: \$452,000
	Description	Shelter and services to support homeless persons and affordable housing.
	Target Date	6/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	700 homeless persons will be provided overnight shelter and services.
	Location Description	Countywide
	Planned Activities	<ul style="list-style-type: none"> • Emergency shelter operations for single adults and families • Emergency shelter operations for victims of domestic violence and their children • Emergency shelter operations for homeless mental health clients
6	Project Name	Affordable Housing Development
	Target Area	
	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: Availability of Affordable Units
	Funding	HOME: \$2,208,562
	Description	Production of affordable rental and/or homeowner housing through new construction or rehabilitation activities.
	Target Date	6/30/2020

	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. The number of HOME units is undetermined and will be established during underwriting and cost allocation analysis. CHDO funding will provide affordable housing for one household at less than 80% MFI.
	Location Description	Constitution Drive, Ridley Township CHDO affordable housing project is undetermined.
	Planned Activities	<ul style="list-style-type: none"> • Development of affordable senior rental housing (\$2,071,112) • CHDO creation of affordable owner housing unit (\$137,450)
7	Project Name	Homeownership
	Target Area	
	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	6/30/2020
	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.
8	Project Name	ESG19 - Delaware County
	Target Area	

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: \$306,369
Description	Assisting people quickly to regain stability in permanent housing after experiencing a financial crises and/or homelessness. A percentage of Delaware County's grant may be used for traditional homeless activities such as essential services and shelter operations.
Target Date	6/30/2020
Estimate the number and type of families that will benefit from the proposed activities	60 homeless persons through prevention services. 8 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 re-housing (\$105,187) • Program administration (\$22,977)

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.

Geographic Distribution

Table 8 - Geographic Distribution

Target Area	Percentage of Funds

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 bases 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 FY 19, 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.

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

One Year Goals for the Number of Households to be Supported	
Homeless	0
Non-Homeless	35
Special-Needs	0
Total	35

Table 10 - One Year Goals for Affordable Housing by Support Type

One Year Goals for the Number of Households Supported Through	
Rental Assistance	0
The Production of New Units	0
Rehab of Existing Units	15
Acquisition of Existing Units	20
Total	35

Discussion

- The Homeownership First program will provide counseling and financial assistance for twenty (20) first time low- and moderate-income homebuyers in FY 19.
- Fifteen (15) owner-occupied residences will be rehabilitated through the Housing Rehabilitation Program in FY 19.

AP-60 Public Housing – 91.220(h)

Introduction

OHCD and DCHA have a long history of collaboration providing public housing for the County's low-income residents. The County often provides HOME funding for public private partnerships to create or modernize public 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 FY 19, DCHA has proposed to provide funds for the demo/reconstruction of the of Greenhill Court apartments in Sharon Hill. DCHA is currently creating 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.

Over 56% of DCHA's FY 19 capital funds are being reserved for Phase IV of the Kinder Park redevelopment project. DCHA has collaborated with a private developer in preparation of a Low-Income Housing Tax Credit application. The County has committed \$3,500,000 of future HOME funds to this project, allocating \$2,071,112 in the FY 19 Action Plan. Phase IV will provide 96 new service enhanced senior units.

In FY 18, DCHA was awarded 45 Mainstream Vouchers to serve all eligible households with disabilities with priority to those who are homeless or at risk of homelessness. DCHA entered into a Memorandum of Understanding with the DHOT and HSC Governing Board to make voucher referrals, coordinate participation and administer the vouchers.

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

participant's 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.

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 with these entities and are aligned with the CoC Collaborative Plan to End Homelessness. The CP goals addressing homelessness are 1) Affordable Housing, 2) Rapid Rehousing, 3) Homeless Prevention, and 4) Public Services.

In FY 19, Delaware County will continue to provide support to 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 \$102,189 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 history of providing outreach services to the County's homeless population. Two outreach providers in addition to the outreach worker from the Veterans Administration and the County Mobile Crisis Team are on the streets locating and trying to engage the unsheltered homeless. The CoC manages an outreach protocol that includes an "access" phone line and a process for dispatching outreach teams to locations when the public calls to seek assistance with observed persons on the street. The providers also respond to requests from the County, social service organizations, hospitals and law enforcement that have identified a homeless person who is without shelter and resources. Also, the Homeless Services Coalition (HSC) has an Outreach & Crisis Response Committee that includes formerly homeless persons and regularly coordinates joint outreach, including the January PIT Count as well as a Summer PIT Count. To help track outreach encounters, the County's HMIS system is capable of recording street outreach encounters and 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 and supportive services for people with serious mental illness (SMI) experiencing homelessness on the streets and in shelters.

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 and 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 Coordinated Entry assessments, shelter, prepared meals, clothing, behavioral health care, medical care, housing, government and legal services. Multiple copies of this guide are distributed during outreach and to all public libraries, school districts, municipalities, hospitals, law enforcement agencies, elected officials and social service agencies in the County. A shortened laminated version of the Guide, which covers emergency information such as shelters, showers, meals and crisis services is also 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 (CIT) for police and first responders. One of the training modules addresses homeless services and outreach to the unsheltered homeless. The goal of this training is to improve coordination with local police and first responders, to provide them with the resources and tools needed to respond effectively to the homeless they encounter on the street and connect them to appropriate resources. Needs of those persons engaged through outreach are identified via assessments

that occur through the Coordinated Entry (CE) system described below.

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

The County's CoC has implemented a 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 ensure that coverage is countywide. In addition, CE can be completed via telephone and on a mobile basis. There are six (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 four 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. 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.

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

Both CDBG and ESG funds are allocated to the operation and provision of services at four ES programs in

the County. In FY 19, Delaware County intends to provide approximately \$178,205 in ESG and \$452,000 in CDBG funds to the provision of shelter and support services for the homeless at the Life Center of Eastern Delaware County, Wesley House, the Domestic Abuse Project of Delaware County, and the Mental Health Partnership's overnight church based CONNECT shelter.

Additionally, in FY 19, local AHF resources in the amount of \$431,000 will be provided to OBH and 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) and self-sufficiency and 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 and development of housing stability plans, identifying the most appropriate housing placement and moving homeless persons into an array of Rapid Rehousing (RRH) and Permanent Supportive Housing (PSH) programs. Many critical support services such as housing focused and person centered case management, life skills, money management, parenting and employment/training are provided to improve a 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 and PSH Initiatives and in applying for new RRH and PSH projects to increase the availability of and access to affordable housing for homeless households. The majority of new PSH projects have been dedicated and/or targeted to the chronically homeless. County ESG funds are also targeted to RRH and are used to assist homeless persons in becoming stably housed as quickly as possible. Approximately \$20,000 in FY 19 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 and 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 and 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 and HMIS are interconnected and 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 and

managing a master list of homeless veterans. Delaware County recently met all the federal benchmarks and was recognized by HUD and the USICH for ending veteran homelessness in the County. The CoC will continue to operate the SSVF Program and provide both RRH and 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 and juvenile justice systems as well as youth providers including those who serve LGBTQ youth was formed. The Collaborative Leadership Team and 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 and is currently operational.

Another priority area for the CoC is to reduce homeless recidivism by providing ample PH solutions to at-risk populations and to provide tracking and 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 and maintaining housing. CMs counsel their clients on what to do should they become unstable and 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 and protocols in place to ensure that persons being discharged from publicly funded institutions or systems of care are released to an appropriate setting and 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 and 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 and 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 and will offer short-term interventions with family and friends. In FY 19, \$81,250 County ESG funds are allocated to homeless prevention activities and will be utilized to provide rental assistance for rental arrears, financial assistance for move-in costs, case management and connections to appropriate resources. The State funded Human Services Block Grant (HSBG) Program, SSVF and 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 and private sector entities to develop and implement services to meet the needs of persons at risk of homelessness, homeless persons and special needs populations.

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

Introduction:

During preparation of the 2018 - 2022 ConPlan, OHCD collaborated with several partners to establish actions that will work to improve access to affordable housing and achieve the goals prescribed in the Assessment of Fair Housing (AFH) 2018-2022. The Delaware County Planning Department also launched the Housing Component piece of the County Comprehensive plan, Delaware County 2035. The purpose of the Housing Plan is to guide the County and its municipalities in planning for a diverse and equitable housing supply.

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

Pennsylvania land use planning laws leave counties without regulatory authority over the development of municipal land use planning, subdivision and land development ordinances. Through daily interaction with the various local development review processes, the Delaware County Planning Department identifies concerns relative to local regulatory documents of County municipalities which act as barriers to affordable housing. Within the remaining municipalities that contain developable land, they have identified a lack of sufficient land that is 1) zoned for medium – high- density residential use, 2) served by appropriate water, sewer and transportation infrastructure, and 3) conducive to the construction of affordable housing.

The Housing Component Plan, developed in conjunction with OHCD, seeks to provide guidance and recommended actions for both the County and its municipalities to address such housing concerns and plan for a more equitable housing landscape. The plan describes five main objectives:

1. Encourage economically diverse, attractive neighborhoods with proximity to amenities that create desirable places to live within Delaware County;
2. Provide a diversity of housing types in all areas of the County;
3. Ensure the provision of quality housing stock in all neighborhoods;
4. Create a full range of housing opportunities for populations of all ages, abilities, and income levels; and
5. Establish a data-based housing policy to inform funding decisions and encourage program development.

Corresponding recommended actions are meant to reduce barriers to housing such as prioritizing housing maintenance, developing desirable communities, and encouraging the development of a range of housing options in every community. The Plan includes tools for municipalities that can be

implemented in their own planning efforts and zoning ordinances to help reach these goals.

Delaware County also contracts with the Housing Equality Center of Pennsylvania (HECP) to provide technical assistance to staff members and partners regarding fair housing compliance, convene quarterly meetings of the Delaware County Fair Housing Task Force, conduct fair housing education sessions and prepare and distribute fair housing materials. Planning for a municipal training session also commenced in 2018. HECP, in partnership with OHCD, will host a fair housing compliance training in April 2019 for local officials and municipal staff. The training will cover basic provisions of the Fair Housing Act, best practices for ensuring the fair housing rights of constituents, Affirmatively Furthering Fair Housing obligations for recipients and subrecipients of federal funding, and technical issues for local governments such as zoning and land use, code enforcement, reasonable accommodations for persons with disabilities, group homes and recovery homes, and implementing non-discriminatory policies and procedures.

Discussion:

As part of the CDBG application process and in an effort to improve fair housing knowledge and awareness, OHCD asks applicants to respond if they have received any fair housing complaints in the last 12 months. Applicants noted zero complaints over the last year from County constituents, however, OHCD continues to proactively educate and work to reduce the chance that municipalities are enacting code and zoning regulations and practices that limit residents access to affordable housing. The upcoming approval of the Housing Component of Delaware County 2035 also seeks to provide best practices in increasing housing options for all residents.

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 2019. In 2018, the County in collaboration with DCHA and the HSC Governing Board formed the DHOT. The DHOT is planning an education forum for stakeholders of the disability community early in FY 19. The forum will provide stakeholders with the ability to coordinate resources improving the availability of affordable housing for persons with disabilities. 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 19. 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.

The County expects construction to commence on Simpson Gardens II in FY 19 providing 41 new

affordable senior units, seven of which will be HOME-assisted.

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 the Homeownership First Program are given the EPA pamphlet *Protect Your Family from Lead*. Prior to the purchase of a home, an inspection is completed by a certified independent inspector. For properties built prior to 1978, the inspector verifies that 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. The only exception is when the defective paint surfaces are localized in one small area (less than 2 square feet within the unit and less than 20 square feet on exterior surfaces) and the seller agrees, at their expense, to have that area tested for lead based paint by a certified lead-based paint inspector or risk assessor. If the paint is determined to contain amount of lead above the HUD prescribed levels, then the seller may, at their expense, repair the defective paint surfaces prior to settlement. A re-inspection of the property shall be conducted prior to settlement to ensure that all failing items, including defective paint surfaces, were properly corrected.

The Housing Rehabilitation Program provides for up to \$25,000 of major systems repairs. For repairs of \$5,000 or less, all painted surfaces disturbed are tested for lead based paint. Repairs between \$5,000 and \$25,000 require that a state certified professional complete a Lead Inspection/Lead Risk assessment for the entire property. In either case, a qualified lead hazard control contractor performs the abatement. At the conclusion of all rehabilitation activities, a clearance test will be performed by a state certified professional to ensure acceptable dust clearance levels in each room where work was performed. All participants in the rehabilitation program are provided with the EPA pamphlet: *The Lead-Safe Guide to Renovate Right* and are required to acknowledge receipt at time of application.

Homeless prevention and rapid rehousing clients are provided the EPA pamphlet: *Protect Your Family from Lead in Your Home* and are required to acknowledge receipt of the pamphlet. Prior to assistance being provided for housing, a HUD certified visual assessor is required to perform a lead-based paint visual inspection for units constructed before 1978 when a child under the age of 6 will be living in the unit. The only exception is if the unit is a zero bedroom or SRO-sized unit. 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 minimums 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 addition, the County provides AHF funds and technical support to CAADC to support the Healthy Homes Initiative. The program provides lead paint remediation from the homes of low- and moderate-

income households with children under the age of six.

In addition, staff will participate in a newly formed LBP Coalition for Delaware County. The Coalition will bring 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 and social services. CAADC has established a mission to assist residents to move toward economic self-sufficiency and to strengthen the community through innovative approaches to programs including: housing, workforce development, energy conservation, social services and community and economic development.

CAADC provides workforce development through multiple programs. The Work Ready Program's goal is to remediate participants' barriers to employment and prepare them for job search, placement, and retention through work experience and job readiness training. Through case management services and daily job readiness instruction, participants can alleviate employment barriers and improve their ability to obtain and maintain employment. The Veteran Employment Program provides job readiness training and 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 and life skills training, financial literacy, leadership development opportunities, supportive services, and comprehensive guidance. Program participants take a preparation course at Delaware County Community College for the Pharmacy Technician Certification Board (PTCB) exam, complete an externship at an approved pharmacy, and receive job placement and retention services.

Efforts to sustain affordable housing and social services for poverty-level families are thoroughly detailed throughout the 2019 Action Plan.

Actions planned to develop institutional structure

Delaware County is the applicant and administrator of CDBG, HOME, ESG and other federal and state funding sources. OHCD is responsible for the day to day administration of CDBG, HOME, ESG, local Affordable Housing fund and related funding sources that provide consistency with the ConPlan.

OHCD will promote consistency with the ConPlan during the program year by working collaboratively with related agencies to ensure that housing and community development goals and objectives are met. Related agencies include, but are not limited to the following entities:

- The Delaware County Planning Department (DCPD): Responsible for *Delaware County 2035* consisting of a central, land use policy framework plan and several related, interconnected, but more detailed component plans. DCPD reviews local zoning, subdivision and land development plans and ordinances to ensure they are consistent with *Delaware County 2035* and are

compliant with fair housing laws. DCPD also provides technical assistance to municipal officials and the public in the areas of planning, community development and municipal management.

- The County Department of Human Services (DHS): An umbrella agency responsible for the administration of coordinated human services for the behavioral health, drug and alcohol, intellectual disabilities and HIV/AIDS populations. OHCD will continue to collaborate with DHS and ensure the ConPlan and Human Services Plans are consistent. Recently, DCPD Staff collaborated with DHS to develop and train Point In Time Count volunteers in using a GIS based application for counting persons experiencing homelessness. This mapping application enabled staff to visualize the geographic location of homeless persons and manage data more efficiently. It is anticipated that staff will continue this collaboration to maximize the benefits of using GIS as a planning tool.
- DCHA and the County have adopted a joint Assessment of Fair Housing (AFH) and will continue to work together to ensure the goals and outcomes of the AFH are accomplished.
- DHS, OHCD and DCHA have established a Disability Housing Options Team (DHOT) to assist persons with disabilities in coordinating resources and services essential to accessing or maintaining permanent housing. This initiative will continue during this period.
- The County Office of Services for the Aging (COSA): Designated by the PA Department of Aging as the area agency on aging, COSA is responsible for planning, coordinating and administering programs for residents over the age of 60.
- The Office of Workforce Development: A PA CareerLink® Partner that works in collaboration with other county and state agencies to provide and implement a myriad of workforce development programs in accordance with the Workforce Investment Act of 1998.
- The Delaware County Commerce Center: A centralized location for all economic development in Delaware County. This agency operates as an umbrella organization for the administration of the Delaware County Economic Development Oversight Board, Delaware County Industrial Development Authority, Delaware County Industry Development Corporation and Delaware County Redevelopment Authority.

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 members 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 is 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 plans to review its current citizen participation plan and make 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.

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 19 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	\$50,000
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	\$1,251,975
5. The amount of income from float-funded activities	0
Total Program Income:	\$1,301,975

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.	85.56%

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.

HOME Investment Partnership Program (HOME)

Reference 24 CFR 91.220(l)(2)

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

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

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:

In accordance with 24 CFR Part 92.254, Delaware County uses the following guidelines for the resale or recapture of HOME funds when used for homebuyer activities:

- a. The County requires that a mortgage be placed on the property in its favor for the HOME investment;
- b. Upon sale of the home by the HOME-assisted buyer, the County will recapture the full HOME investment from the proceeds of the sale. 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. If the proceeds from the sale of the property are insufficient to repay the principal balance due, then the County will only recapture the net proceeds. Net proceeds is defined as the sales price minus first mortgage repayment minus any closing costs.
- c. The County will use funds that are recaptured to support eligible HOME Program activities.

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:

In accordance with 24 CFR 92.254, the County uses the following procedures to ensure the affordability of units acquired with HOME funds:

- a. The County will ensure the affordability requirements for not less than the applicable period specified below, beginning after project completion:
 - A minimum of five (5) years where the per unit subsidy is less than \$15,000;
 - Ten (10) years where the per unit subsidy is between \$15,000 and \$40,000; and
 - Fifteen (15) years where the per unit subsidy is over \$40,000.
- b. In the event of resale during the Period of Affordability, the unit will be made available for

purchase only to a buyer whose family qualifies as a low-income family and will use the property as the family's principal residences;

- c. The County will ensure that HOME assisted units remain affordable to a "reasonable range of low-income homebuyers" during the Affordability Period as required in 24 CFR 92.254 by conducting a market analysis that includes an evaluation of the location and characteristics of the housing and residents in the neighborhood (e.g., sale prices, age and amenities of the housing stock, incomes of residents, percentage of owner-occupants) in relation to housing and incomes in the housing market area;
- d. The County will use deed restrictions on HOME funded units to ensure affordability throughout the duration of the Affordability Period;
- e. The County may use an Affordable Housing Restriction Agreement to further define the guidelines for ensuring the affordability of units acquired with HOME funds in the event of resale or recapture.

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)

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*.

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.

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 PJs funding for homeless programs. The 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 is an active member of the CoC Governing Board, multiple CoC Governing Board committees and the COCAT. The COCAT is comprised of representatives from the 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. For over 20 years, the team 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.

The Homeless Services Coalition (HSC), which is comprised of over 90 members representing nonprofit organizations, local government, the business community, funding entities, homeless or formerly homeless individuals, and homeless service providers, also plays an integral role. The HSC meets quarterly and has multiple committees that work to implement the County's Collaborative Plan to End Homelessness. The HSC 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) and Rapid Rehousing (RRH) activities. The group discussed, developed and approved allocations, budgets, provider roles/responsibilities, reporting and program operating guidelines. The collaboration resulted in the leveraging of other funds to support intake, assessment, housing search and case management. 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 Consolidated Plan, OHCD presented the FY 19 ESG funding levels to the CoC Governing Board at its 2/26/19 meeting. OHCD solicited comments and 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 with 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 FY 19 should be allocated to HP with approximately 20% of the funds targeted to point in time RRH assistance. OHCD also made a presentation at the 3/20/19 HSC meeting regarding the CP and the ESG Program. The proposed allocations were presented, and comments were solicited. All in attendance agreed with the proposed FY 19 ESG allocations and were encouraged to review the draft CP and submit any comments to OHCD.

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.

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; and 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.

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

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
 - ☐ Last Month's Rent
 - ☐ Utility Deposits
 - Services
 - ☐ Assessment and Diversion
 - ☐ Case Management
 - ☐ Housing Search and Placement

D. Other Requirements

1. Coordination with local CoC, FEMA Board and TANF agency (DPW/CAO) to ensure that ESG activities are aligned with prevention and ending homelessness strategies.
2. Ensure that all participants are enrolled in applicable mainstream resources.

3. Input data in HMIS and conduct a data quality review at least monthly.
4. Reporting
 - Quarterly Performance Report
 - Annual Report
5. Conduct Habitability Standards for all units
6. Perform Lead-based Paint visual inspections for units constructed before 1978 when a child under age of 6 will be living in the unit
7. Determine Rent Reasonableness for all units
8. Verify and document the “risk” of homelessness, of which, qualifies them for financial assistance.
9. Verify and document homelessness, of which, qualifies them for financial assistance
10. 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 – If client is moving out of the county, only security deposit assistance will be provided; and
7. Must sign Agreement for financial assistance and stabilization services, including but not limited to at least three (3) follow-up contacts.

B. Prevention – In addition to the requirement that all participants meet HUD's definition of Homelessness or At Risk of Homelessness, prevention funds are targeted to those at greatest risk of becoming homeless. All participants must meet one of the following risk factors and meet the 'Minimum Requirements' stated above.

HIGH RISK PRIORITIES

1. Homelessness within 21 days from a private dwelling or institution
2. Condemned housing
3. Sudden and significant loss of income
4. Pending foreclosure of housing
5. Recent traumatic life event preventing a HH from meeting its financial responsibilities

The following medium risk factors/priorities will also be considered, but must be in combination with one of the above High Risk Factors:

MEDIUM RISK PRIORITIES

1. Homeless in last 12 months
2. Young HOH (under 25 with children or pregnant)
3. Current or past involvement with child welfare, including foster care
4. High overcrowding
5. Significant medical debts

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-evaluation. Re-evaluation 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 also meets the HUD definition of Literally Homeless above.

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

1. Adequate Income
2. Documented ability 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 6 months

E. 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, DPW 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 programs, 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, DPW 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 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

- ❑ *Sudden and significant loss of income* – tax forms, pay-stubs, termination notice, unemployment compensation notice of award
- ❑ *Pending foreclosure of rental housing* – foreclosure notice
- ❑ *Recent traumatic life event that may have prevented the HH from meeting its financial responsibilities* – proof of life event

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

3. Rapid Re-housing

- ❑ *Sleeping in an emergency shelter* – The agency must have written verification from the emergency shelter staff that the participant has been residing at an emergency shelter for homeless persons. The verification must be on agency letterhead, signed and dated.
- ❑ *Sleeping in a 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 prepare a written statement about the participant's previous living place. The participant and the intake worker must both sign and date the 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.
- ❑ *Exiting a hospital or other institution where (s)he has resided for 90 days or less and who was sleeping in an emergency shelter or place not meant for human habitation immediately prior to entry into 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. If the person is being discharged from a prison and the prison is required to provide or arrange housing upon release, the person is not homeless.
- ❑ *Graduating from, or timing out of a transitional housing program* – Written documentation that the participant was homeless prior to transitional housing program entry. Written verification from the transitional housing program that the participant is timing out of the program and a housing stability plan is within reach, within 3 months. The housing stability plan must be confirmed.
- ❑ *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 statement. Documentation that the participant meets HUD's definition of Literally Homeless is also required.

III. PROGRAM GUIDELINES FOR FINANCIAL ASSISTANCE

A. Intake, Referral & Selection Process

Community Action Agency of Delaware County, Inc, (CAADC), is the central point of intake for financial assistance. All county residents who need assistance will be referred to CAADC. CAADC will assess each household for program eligibility, type(s) of assistance needed, the level of need, other resources available and the household's ability to maintain housing once the assistance has ended. The HMIS will provide tools, such as the Results Oriented Management Accountability (ROMA) assessment, to assist in determining those households that are most likely to remain stable. The ROMA assessment is a self-sufficiency scale that scores persons within 10 categories and indicates whether they are thriving, safe, stable, at-risk or in-crisis.

The intake worker will complete an application packet for each household that will include, but not be limited to, the following:

- ☐ Assistance Questionnaire
- ☐ Intake Financial Summary Form – printed from the HMIS
- ☐ ROMA Assessment results
- ☐ Participant Eligibility Worksheet

The CAADC ESG Case Manager/Supervisor shall meet with the client to determine the appropriate assistance program and action plan for the household. Households not eligible for ESG will be referred to other financial assistance programs such as HAP, FEMA or other utility assistance resources. If eligible for ESG Homeless Prevention assistance, the case manager shall develop a Housing Stability Goal Plan, review the monthly financial budget/analysis with client, schedule financial literacy counseling, make referrals to services, and prepare all documentation and recommendation for assistance for presentation to Disposition Committee (DC) when applicable. If eligible for ESG Rapid Re-housing, the CAADC Case Manager/Supervisor shall contact Catholic Social Services (CSS) to refer client for financial assistance and services. The CSS Case Manager/Supervisor shall review client documentation, meet with the client, and prepare recommendation for assistance for presentation to DC.

The DC may meet separately for Prevention and Rapid Re-housing, as needed, but at least monthly, to review eligible applications and recommendations for assistance, problem solve complex cases, and grant final approval of household assistance. The DC will consist of representatives from CAADC, CSS, the Office of Housing & Community Development and the Office of Adult Services.

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 18 months of rental payments. Utilize sliding scale subsidy when applicable.
- ☐ Rental Arrears – One-time payment for up to three months of rent. 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.
- ☐ If client is moving out of the county, we will only assist with security deposit.
- ☐ 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.

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

- ☐ Total of all rent assistance provided per household shall not exceed \$2,500
- ☐ Rental Arrears only – Maximum three months

2. Rapid Re-housing

- ☐ Total of all financial and rent assistance provided per household shall not exceed \$7,500
- ☐ Move-in Costs – Security Deposit and Last Month's Rent
- ☐ Rental Assistance – Not to exceed 18 months
- ☐ Utility Deposits
- ☐ Housing Relocation and Stabilization Services – Not to exceed 18 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 18 months of intensive case management services with a minimum of one face to face session CM per month
- 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 six 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 will 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 will 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.

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 19 Action Plan for Housing and Community Development Programs
- Maps
 - Low and Moderate Income Concentration Areas
 - FY 19 CDBG, ESG and HOME Project/Activities
- Delaware County Continuum of Care Discharge Policy
- Final List of Activities

**Proof of Publication in The Philadelphia Inquirer
Under Act. No 160, P.L. 877, July 9, 1976**

**STATE OF PENNSYLVANIA
COUNTY OF PHILADELPHIA**

Helene Sweeney being duly sworn, deposes and says that **The Philadelphia Inquirer** is a daily newspaper published at 8th and Market Streets, Philadelphia County, Pennsylvania, which was established in the year 1829, since which date said daily newspaper has been regularly published and distributed in said County, and that a copy of the printed notice of publication is attached hereto exactly as the same was printed and published in the Delaware County editions and issues of said daily newspaper on the following dates:

March 28, 2019

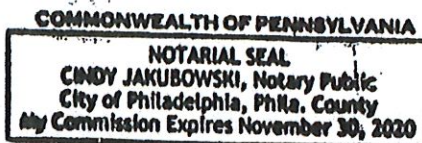
Affiant further deposes and says that she is an employee of the publisher of said newspaper and has been authorized to verify the foregoing statement and that she is not interested in the subject matter of the aforesaid notice of publication, and that all allegations in the foregoing statement as to time, place and character of publication are true.

Helene Sweeney

Sworn to and subscribed before me this 28th day of March, 2019.

Cindy Jakubowski
Notary Public

My Commission Expires:



Copy of Notice of Publication

**COMBINED NOTICE
COUNTY OF DELAWARE CONSOLIDATED PLAN
CONDITIONAL AWARD OF FUNDS
Public Comment Period and Hearing**

In accordance with the Federal regulations at 24 CFR, Part 91, the County of Delaware has prepared a Consolidated Plan for Housing and Community Development Programs. This document, known as the Annual Plan, is a requirement for direct assistance under certain U.S. Department of Housing and Urban Development (HUD) funding programs including the Community Development Block Grant Program (CDBG), the HOME Investment Partnerships Program (HOME) and the Emergency Shelter Grants Program (ESG).

The County of Delaware will hold a public hearing on Wednesday, April 3, 2019, as part of the regularly scheduled County Council meeting, beginning at 10:00 a.m. The purpose of the hearing is to solicit citizen comment on the proposed Annual Plan. The meeting will convene in the County Council Meeting Room at the Government Center Building, 701 W. First Street, Media.

The conditional award of funds as part of the County's Proposed FY 2019 Action Plan is available for public inspection and review at the Office of Housing and Community Development (OCHD) at the address below, and the OCHD website, <http://www.delcoopa.gov> from March 29, 2019 to April 29, 2019. The conditional award of funds is based on projected allocations until actual allocations are provided by HUD. The County will advertise any necessary adjustments when HUD provides actual allocations.

The Annual Plan contains (1) Applications for Federal CDBG, HOME, and ESG assistance; (2) An Action Plan which identifies the activities that will be undertaken in FY 2019 to address priority needs and local objectives; and (3) Certifications. The County's Annual Plan is consistent with the needs, priorities, and objectives of the County's current Five-Year Consolidated Plan.

CONDITIONAL AWARD OF FUNDS			
PROGRAM	ACTIVITY/DESCRIPTION	LOCATION	AMOUNT
CDBG Funds	Public Facilities and Improvements		
	Public Facilities	Highland, Rosemont, Rosewood, Wynnton and Wynnton East	\$15,000
	Public Facilities	Highland and Rosewood East, Wynnton and Wynnton East	\$15,000
	Public Facilities	Highland and Rosewood East, Wynnton and Wynnton East	\$15,000
	Public Facilities	Highland and Rosewood East, Wynnton and Wynnton East	\$15,000
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HOME Funds	Housing Development		
	Housing Development	Highland and Rosewood East, Wynnton and Wynnton East	\$15,000
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	Housing Development	Highland and Rosewood East, Wynnton and Wynnton East	\$15,000
	Housing Development	Highland and Rosewood East, Wynnton and Wynnton East	\$15,000
ESG Funds	Emergency Shelter		
	Emergency Shelter	Highland and Rosewood East, Wynnton and Wynnton East	\$15,000
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	Emergency Shelter	Highland and Rosewood East, Wynnton and Wynnton East	\$15,000
	Emergency Shelter	Highland and Rosewood East, Wynnton and Wynnton East	\$15,000

HISTORIC PRESERVATION ACTIVITIES
By this notice, the County invites parties who may have an interest in projects that may impact historic resources to make themselves known to the County and to the Office of Historic Preservation (OHP) at the address below, and the OHP website, <http://www.delcoopa.gov> from March 29, 2019 to April 29, 2019 to be included in the PAH 100 nomination process.

PUBLIC COMMENT
Delaware County, in accordance with Federal regulations, is publishing this notice in order to afford interested citizens and organizations the opportunity to comment upon the plan. Comments may be submitted through the web, telephone or in person, Monday through Friday, 9:00 a.m. to 4:00 p.m. Comments will be accepted through April 29, 2019. All comments should be directed to:

Delaware County Council
c/o Office of Housing and Community Development
600 North Jackson Street, Suite 101
Media, PA 19063
(610) 891-5115 TDD 1-800-458-5984

RESOLUTION
of
DELAWARE COUNTY COUNCIL
with respect to the
FY 2019 ACTION PLAN

FOR HOUSING AND COMMUNITY DEVELOPMENT PROGRAMS

WHEREAS, on March 29, 2019, the County initiated solicitation of public comment on the proposed Housing and Community Development Fiscal Year 2019 Action Plan; and

WHEREAS, the proposed plan was the subject of public discussion on April 3, 2019; 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 2019 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 2019 is hereby approved.
2. That the CDBG Economic Development Revolving Loan program operations have ceased and unused funds are hereby recaptured for public facility and infrastructure improvements.
3. 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.
4. That the proper officers and staff are hereby authorized to take such steps as may be necessary to implement the intent of this resolution.

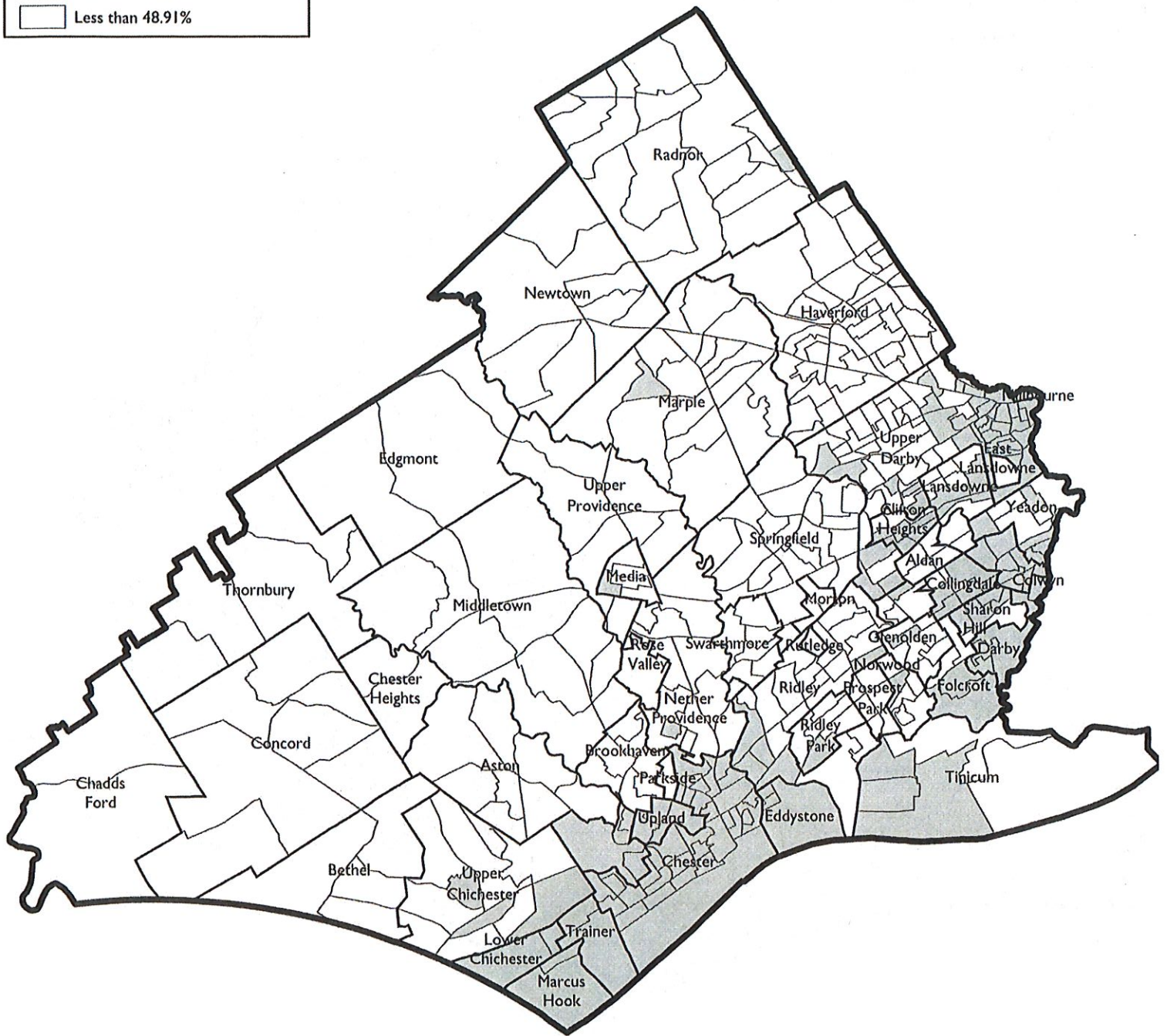
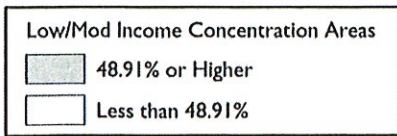
Approved by Delaware County Council on May 29, 2019.



County Clerk

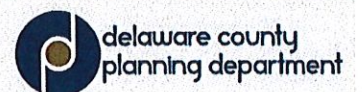
Resolution: CP 2019-01

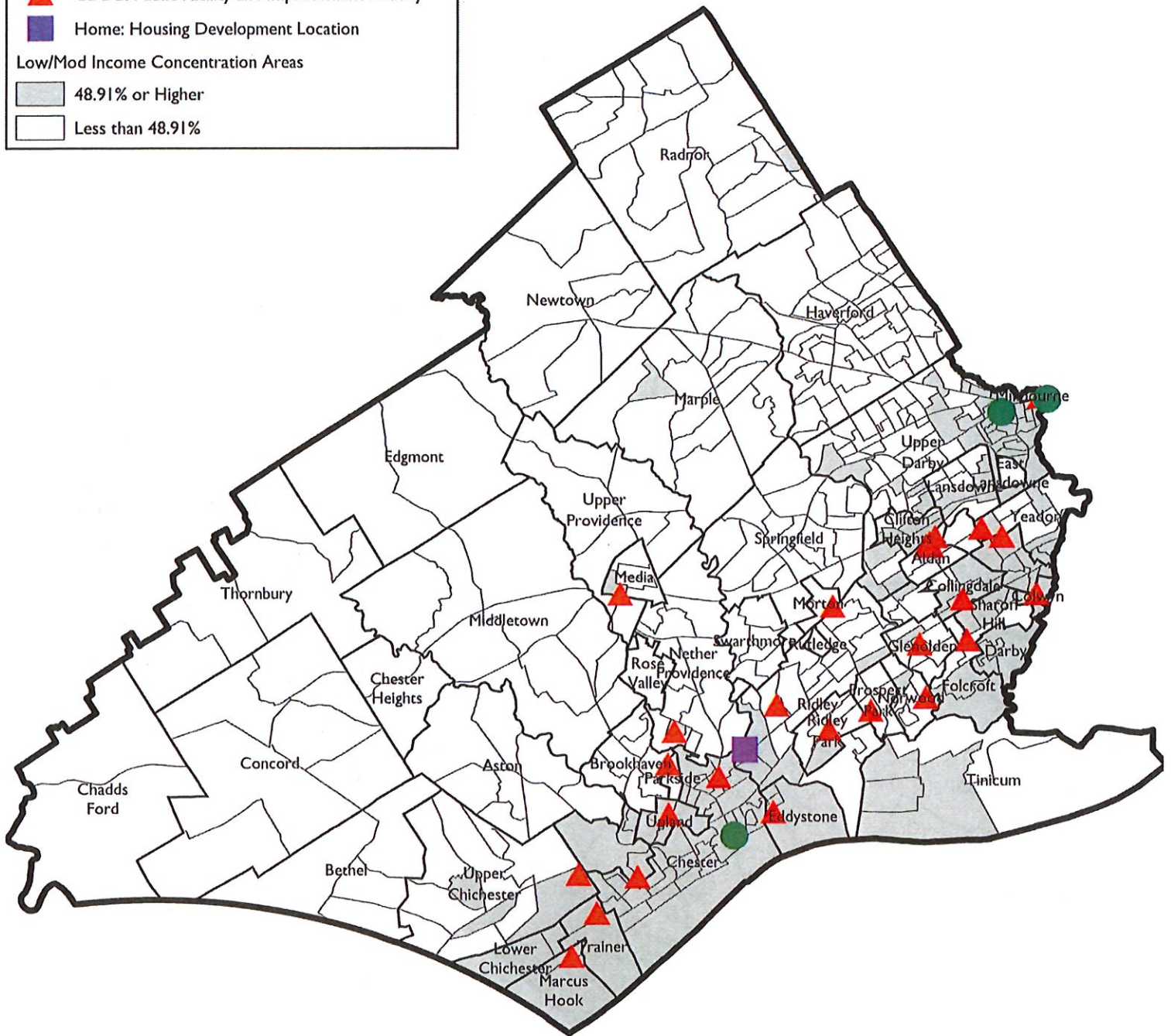
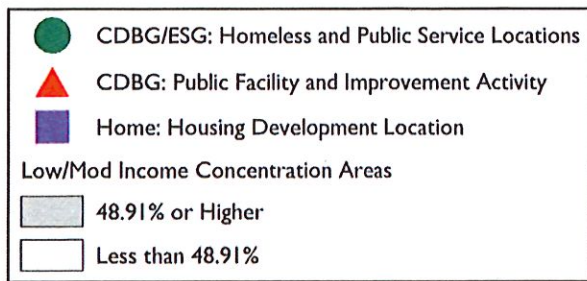
REC'D JUNE 3 2019



**The County of Delaware - FY 19 Action Plan
Areas of Low and Moderate Income Concentration
2011-2015 ACS Data**

Sources:
Delaware County Planning Department, GIS Database
HUD-Low/Moderate Income Summary Data, 2011-2015 ACS
Disclaimer
This map is for analytical purposes only. The reliability
of this map depends on the accuracy of the underlying
data sources which have not been verified





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.

2019 HOUSING AND COMMUNITY DEVELOPMENT ANNUAL ACTION PLAN

AWARD OF FUNDS

SUBRECIPIENT	ACTIVITY/DESCRIPTION	LOCATION	FUNDING
<u>CDBG Funds</u>			
Public Facilities and Improvements			
Aldan	Pedestrian Lighting	Maryland, Hazelwood, Rosewood, Elm, Linden and Wayne Avenues; Springfield and Birchwood Roads; Glenwood Circle	\$45,900
Chester Township	Recreation Improvements	1150 Engle Street	\$93,750
Clifton Heights	Parking Lot Reconstruction	30 S. Springfield Road	\$125,560
Collingdale	Library Improvements	823 MacDade Boulevard	\$180,000
Colwyn	Sanitary Sewer Rehabilitation	Apple Street, from Colwyn Avenue to terminus	\$44,897
Darby Borough	Sanitary Sewer Rehabilitation	Golf Road, from Branford Road to Wycombe Avenue	\$173,600
Delaware County Literacy Council	Building Renovations	2217 Providence Avenue, Chester	\$145,000
Eddystone	Sanitary Sewer Rehabilitation	Eddystone Avenue, from 7 th Street to 9 th Street	\$127,750
Folcroft	Road Construction	Folcroft Avenue, from Elmwood Avenue to terminus	\$109,200
Glenolden	Park Improvements	West Knowles and S. Llanwellyn Avenues	\$105,875
Marcus Hook	Viscose Village Streetscape – Phase III	Spruce Street, from Plaza Street to Pine Street	\$159,750
Media	Pedestrian Lighting	Orange Street, from Baltimore Avenue to W. Lincoln Street	\$73,000

Millbourne	Sanitary Sewer Rehabilitation	Park Avenue, from Market Street to terminus	\$79,600
Morton	Recreation Improvements	500 Highland Avenue	\$133,000
Nether Providence	Storm Water Improvements	Madison Court and Denver Court	\$65,300
Norwood	Storm Water Improvements	Walle Street	\$195,660
Parkside	Park Improvements	Park Vallei Lane	\$115,500
Prospect Park	Streetscape Improvements – Phase III	Prospect Avenue, from 8 th Avenue to 9 th Avenue	\$142,000
Ridley Park	Street Resurfacing	Nevin, Walnut and Dutton Streets; W. Hinckley, E. Hinckley and Morton Avenues; Poplar Walk; Welcome Lane	\$202,385
Ridley	Storm Water Improvements	Kelly and Morris Avenues; Duryea Drive	\$197,500
Trainer	Streetscape Improvements	10 th Street, from Chestnut Street to Meadow Lane	\$193,270
Upland	Park Improvements	Church Street	\$33,500
Upper Chichester	Replacement of Wayfinding Signage	Twin Oaks and Excelsior Village	\$54,500
Yeadon	Sanitary Sewer Rehabilitation	W. Providence Road, from Lansdowne Avenue to Darby Creek	\$146,195
Delaware County	Park Improvements	Countywide	\$250,000
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
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	\$200,000
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 PA	Fair housing education services	455 Maryland Drive, Fort Washington	\$40,000
Office of Housing and Community Development	Program administration	600 N. Jackson Street, Media	\$554,000
Contingencies			
TBD	Contingency funding for project cost overruns	600 N. Jackson Street, Media	\$388,341
Total CDBG			\$4,933,035
<u>HOME Funds</u>			
Housing Development Kinder Park IV	Development of affordable senior housing	Constitution Avenue, Woodlyn	\$2,071,112
Office of Housing and Community Development	CHDO Reserve. Production of affordable rental and/or owner housing	Countywide	\$137,450

