

CITY OF BETHLEHEM, PA

Community Development Block Grant (CDBG) and HOME Investment Partnership (HOME) funds

Draft Annual Action Plan (AAP) for Program Year (PY) 2023

Public Comment Period

A copy of the Draft PY 2023 Annual Action Plan (AAP) follows. A public review and comment period will run from Thursday, March 16, 2023 through Saturday, April 15, 2023. Written comments on the proposed AAP may be emailed to Trevor Gross (tgross@bethlehem-pa.gov), with copy to Robert G. Vidoni (rvidoni@bethlehem-pa.gov), or delivered to the Community Development Bureau, 10 E. Church St., Bethlehem, PA 18018 before the close of the comment period.

This notice is issued in accordance with CDBG and HOME regulations. The City of Bethlehem does not discriminate based on disability. If you are in need of translation services or reasonable accommodations related to the written AAP, or providing comments to the AAP, please contact Trevor Gross at tgross@bethlehem-pa.gov or 610-865-7085. City Hall is wheelchair accessible. Special parking is available at the primary entrance to City Hall at 10 East Church Street, Bethlehem, PA 18018.

CITY OF BETHLEHEM, DEPARTMENT OF COMMUNITY AND ECONOMIC DEVELOPMENT,
COMMUNITY DEVELOPMENT BUREAU.

First floor, 10 East Church Street, Bethlehem, PA 18018. Phone: (610) 865-7085

Summary of Proposed 2023 Allocations

CDBG/HOME FUNDING RECOMMENDATIONS (2023)

City of Bethlehem, PA - Program Year 2023

SUMMARY

2023 CDBG Award to City:				CDBG					
\$1,416,201				<table border="1" style="float: right; border-collapse: collapse;"> <tr> <td style="background-color: #ffffcc;">Program Admin Cap (20%):</td> <td style="text-align: right;">\$283,240</td> </tr> <tr> <td style="background-color: #d9ead3;">Pub. Service Cap (15%):</td> <td style="text-align: right;">\$212,430</td> </tr> </table>		Program Admin Cap (20%):	\$283,240	Pub. Service Cap (15%):	\$212,430
Program Admin Cap (20%):	\$283,240								
Pub. Service Cap (15%):	\$212,430								
<u>Ref.</u>	<u>Type</u>	<u>Organization</u>	<u>Program</u>	<u>CDBG Funding</u>	<u>CDBG-CV Funding</u>				
1	A	City Program Administration and Planning	CDBG Program Administration and Planning Costs	263,240					
2	A	North Penn Legal Services	Fair housing (preventing housing discrimination: race/color/religion/sex/nationality/family status/disability)	20,000					
3	PS	Hogar CREA International of Pennsylvania, Inc.	Substance abuse counseling and treatment services (in-patient treatment for women)	50,000					
4	PS	Bethlehem Emergency Sheltering, Inc.	Emergency homeless shelter and services running November - April	2,000	98,000				
5	PS	ShareCare Faith in Action	Volunteer caregiving and other services to elderly and disabled individuals and their caregivers	10,000					
6	PS	Lehigh Valley Center for Independent Living (LVCIL)	PLACE Program (housing counseling services for elderly and disabled individuals at-risk of homelessness)	10,000					
7	PS	New Bethany Ministries	Representative Payee Program (fiduciary/banking/payment services for disabled individuals)	52,750					
8	PS	Hispanic Center Lehigh Valley (HCLV)	Food pantry services (culturally-appropriate emergency food services to individuals and families)	15,000					
9	PS	YWCA Bethlehem	TechGYRLS Program (After-school Science Technology Engineering Math (STEM) program for girls)	15,000					
10	PS	Kellyn Foundation	Mobile Food Pantry Voucher Program (Delivery of fresh produce to food-insecure neighborhoods)	30,000					
11	PS	New Bethany Ministries	Trinity Soup Kitchen (Provide healthy daily meals to low-income and homeless on north side)	25,000					
12	H	Community Action Lehigh Valley	BHAP (Financial Counseling for Bethlehem Homebuyer Assistance Program - down payment and closing costs assistance)	20,000					
13	H	Housing Rehab Grants and Loans	Rehabilitation, including emergency repairs, of owner-occupied, LMI, households in the City	275,000					
14	H	Housing Rehab Program Delivery	Program delivery salary and delivery costs for City Housing Rehabilitation program	130,000					
15	F	Greater Valley YMCA, Bethlehem Branch	Facility renovations (classrooms, lighting, floors, common areas, kitchen, safety, other work)	198,000					
16	F	Boys & Girls Club of Bethlehem	Facility renovations (auxiliary gym area and related facilities work)	40,000					
17	F/NRSA	City of Bethlehem	Friendship Park Renovations - Phase I (engineering; infrastructure removal; road work; fencing work; other)	240,211					
18	F	City of Bethlehem	Non-congregate shelter acquisition (project costs related to acquisition of real estate to serve as shelter)	20,000					
Total 2023 CDBG Allocations:				\$1,416,201	\$98,000				

2023 HOME Award to City:				HOME					
\$455,213				<table border="1" style="float: right; border-collapse: collapse;"> <tr> <td style="background-color: #ffffcc;">Program Admin Cap (10%):</td> <td style="text-align: right;">\$45,521</td> </tr> <tr> <td style="background-color: #d9ead3;">CHDO Minimum (15%):</td> <td style="text-align: right;">\$68,282</td> </tr> </table>		Program Admin Cap (10%):	\$45,521	CHDO Minimum (15%):	\$68,282
Program Admin Cap (10%):	\$45,521								
CHDO Minimum (15%):	\$68,282								
<u>Ref.</u>	<u>Type</u>	<u>Organization</u>	<u>Program</u>	<u>HOME Funding</u>					
19	A	City HOME Program Administration and Planning	HOME Investment Partnership Program (HOME) Administration and Planning Costs	45,521					
20	CHDO	Community Action Lehigh Valley	Community Housing Development Organization (CHDO) Set Aside (affordable housing development)	68,282					
21	H	Housing Rehabilitation (acquisition/rehab/resale)	Rehabilitation of owner-occupied or rental housing in the City	143,000					
22	H	City of Bethlehem	Affordable Housing (AH) Project Opportunities: rehab/rental assistance/development/other	198,410					
Total 2023 HOME Allocations:				\$455,213					

Project Type/Codes	
A	Administration
CHDO	CHDO Set-Aside
H	Housing
NRSA	NRSA / Other - Northside 2027
PS	Public Service
F	Public Facilities & Infrastructure

Community Development Block Grant (CDBG) - United States Department of Housing and Urban Development (HUD) funding
HOME Investment Partnership Program (HOME) - HUD funding directed toward housing projects

2022 Community Development Block Grant (CDBG) and
HOME Investment Partnership (HOME) funds
Draft Annual Action Plan (AAP)



CITY OF BETHLEHEM, PA

FISCAL YEAR/PROGRAM YEAR 2023 HUD ANNUAL ACTION PLAN

U.S. Department of Housing and Urban Development

Annual Action Plan
2023

1

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Appendix A – Citizen Participation Comments

Executive Summary

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

1. Introduction

The City of Bethlehem (City, or sometimes, grantee) has prepared the 2023 Annual Action Plan (AAP or Action Plan) to implement goals and objectives and further priority housing and community development needs outlined in the City's 2020-2024 Five-Year Consolidated Plan (Consolidated Plan or Con Plan). This Action Plan covers the period from January 1, 2023, to December 31, 2023.

The Action Plan allows the City to continue to receive federal housing and community development funds as a direct Entitlement from the U.S. Department of Housing and Urban Development (HUD). In order to continue to receive these funds for program year 2023, the City must submit its AAP to HUD.

2. Summarize the objectives and outcomes identified in the Action Plan

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

The City intends to make full use of the flexibility inherent in the Community Development Block Grant (CDBG) program to address the myriad of needs identified throughout our community. Additionally, CDBG efforts will be coordinated with the housing support available through the HOME Investment Partnerships (HOME) Program. The City has identified goals to be met each year and the specific activities that will be supported to achieve those goals. The overall needs, identified through extensive community input for this and other related plans that will be addressed over the next several years are:

- Improve existing housing stock, both rental and owner-occupied
- Increase home ownership opportunities
- Improve public spaces, including parks, streets and other infrastructure
- Enhance public safety through services and environmental improvements such as lighting
- Support economic development, including infrastructure improvements to commercial areas serving nearby residential neighborhoods and through support for commercial and residential facade improvements
- Support neighborhood stabilization efforts and blight elimination initiatives through increased code enforcement and property clearance or rehabilitation programs
- Support a wide range of eligible public services and facilities, including affordable child care, before- and after-school programming, job readiness services, mental health services, child nutrition services, financial literacy programs (including foreclosure prevention) and food pantries and homeless shelters.

3. Evaluation of past performance

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

As detailed in its Consolidated Annual Performance and Evaluation Reports (CAPERs), the City consistently operates CDBG and HOME programs that are timely, compliant and, most importantly, an asset to our residents, especially the City's most vulnerable residents.

The City recognizes and will continue to evaluate past performances to ensure the City and its subrecipients are implementing activities effectively. Despite the spread of an infectious disease, the City will continue to work with its partners to ensure gaps in services are addressed.

The City is focused on directing HUD resources as well as CDBG CARES funds to address current public service and facility needs of its residents. The City recognizes the importance of its HUD funding to maintain vital citywide programs and services that help the homeless and low-moderate income households, as well as aiding City efforts to improve its public facilities. City staff strive to efficiently provide CDBG and HOME program delivery. City staff and City Council have reviewed project activities and the public and subrecipients have participated in the AAP outreach process happening throughout 2021 and 2022.

4. Summary of Citizen Participation Process and consultation process

Summary from citizen participation section of plan.

The City completed a robust citizen participation process in the development of this Action Plan. Two in-person public hearings were conducted in connection with this plan. Moreover, City staff conducted several technical assistance workshops for existing CDBG and HOME subrecipients along with assisting applicants with application-related technical assistance.

The first public hearing in the Action Plan process was held Tuesday, January 31, 2023. This hearing informed Bethlehem residents of the Action Plan and solicited public comments prior to the kickoff of the 30-day public review period. A draft Action Plan was made available for public review beginning March 16, 2023 and ending April 15, 2023. The Plan was also made available at the following physical and virtual locations:

- City Hall, City of Bethlehem;
- South Branch – Bethlehem Area Public Library, Bethlehem PA
- North Branch – Bethlehem Area Public Library, Bethlehem, PA; and
- The City of Bethlehem website at <https://www.bethlehem-pa.gov/Community-Economic-Development/Community-Development/CDBG-Home>.

The second public hearing in connection with this Action Plan will occur Tuesday, April 4, 2023. This hearing, conducted in City Council, will solicit public comments on the program year 2023 projects. Bethlehem City Council will be asked to consider the Action Plan for approval during their April 18, 2023 Council meeting.

In compliance with the Americans with Disabilities Act (ADA), the City will advertise the availability of accessibility services and assisted hearing devices for future Action Plan-related public hearings.

5. Summary of public comments

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

A Public Participation Summary will be completed containing all hearings, educational sessions and meeting summaries that were part of the 2023 AAP planning program. The Summary is Appendix A to this Action Plan.

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

No comments or views will be excluded from consideration in the development of this Action Plan.

7. Summary

By coordinating the Action Plan process with other pertinent planning efforts in the City and by incorporating the City staff's experience in operating the CDBG and HOME programs, the City believes it has developed a workable, effective road map for the use of HUD resources -- one that maximizes the impact of those resources to improve the lives of our residents.

The City ensured residents were provided reasonable notice and opportunity to comment during the Annual Action Plan process as set forth in its Citizen Participation Plan. The CDBG and HOME programs were designed to address housing, non-housing, and community development needs for the low- and moderate-income population. Therefore, the City endeavored to address all public comments received.

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

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

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

Agency Role	Name	Department/Agency
Lead Agency	CITY OF BETHLEHEM	
CDBG Administrator	CITY OF BETHLEHEM	Department of Community and Economic Development
HOME Administrator	CITY OF BETHLEHEM	Department of Community and Economic Development

Table 1 – Responsible Agencies

Narrative (optional)

The Action Plan stipulates that the City’s Department of Community and Economic Development (DCED) will administer the community development programs for the Community Development Block Grant (CDBG) and HOME Investment Partnerships (HOME) Programs.

Consolidated Plan Public Contact Information

Robert Vidoni, Esq. (RVidoni@bethlehem-pa.gov)
Housing & Community Development Administrator
(610) 997-5731

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

1. Introduction

The City has prepared an Action Plan in order to strategically implement its CDBG Program, which funds housing and community and economic development activities. Through a collaborative planning process that involved a broad range of public and private agencies, the City has developed a plan that allocates federal entitlement funds available through the CDBG and HOME Program.

Consultation to educate and inform the Action Plan took place in a variety of ways:

First, there is the ongoing technical assistance that DCED staff provides to a wide range of community partners, including non-profits and other City departments. This results in continuous dialogue and data gathering to find out the needs of residents and the public service entities striving to meet those needs.

Next, there are public hearings, workshops, stakeholder interviews, and subrecipient training specifically intended to shape this plan.

In addition to these direct methods of public participation in this process, the City has recently undertaken two very relevant community planning programs, one directed at a specific geographic area, and one directed at blight issues that Bethlehem wishes to address before it worsens. The B3 Initiative continues to provide recommendations that are incorporated in this AAP. The Northside 2027 Neighborhood Plan (Northside NRSA) was completed in 2020 and is now fully operating with four committees and multiple housing and commercial grant programs for Northside NRSA residents; and undergoing new branding and promotion projects and a redesign of Friendship Park.

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

The City will continue to enhance coordination between service providers and internal departments by working closely with Bethlehem residents and funding public service agencies, such as Fair Housing Services. Every year, residents are encouraged to contribute and participate in the City's One-Year Plan. By encouraging public participation and providing information on the availability of various programs, the City will continue to accurately assess the direct needs of the community.

During the development of the 2022 AAP, HUD approved the Northside 2027 NRSA. Following a recent rebranding, the area is also referred to as "Northside Alive." During the development of the Northside 2027 Neighborhood Plan and the Bethlehem Blight Betterment (B3) Initiative, the City engaged a wide range of stakeholders in the process of shaping the City's future. Those conversations, AAP public hearings plus numerous focus groups and presentations connected to the other planning efforts,

provided a huge opportunity to establish various community connections. New partnerships were established with housing providers and an array of service providers - to share perspectives on meshing resources with needs. Participants included private and governmental health, mental health, and other service agencies. On February 28, 2023, the City held a public hearing on the NRSA, at a local elementary school, to discuss housing, residential façade, and other services available to residents along with unveiling plans for renovating Friendship Park, a popular park located within the NRSA.

As the City continues to move forward implementing its Consolidated Plan through the development of consistent AAPs, new community development initiatives and opportunities will continue to be created in the City to better serve emerging resident needs. The City is the conduit of information and point of connection among and between the various stakeholder groups who contribute to planning efforts. The City affirmatively seeks to strengthen these joint efforts through information exchange, coordination of services and the facilitation of networking opportunities.

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

The City participates in the Lehigh Valley Regional Homeless Advisory Board (RHAB), which is part of the Eastern Pennsylvania Continuum of Care (CoC) and is charged with devising a community plan meant to organize and deliver housing and services to meet the specific needs of people who are homeless as they move to stable housing and maximum self-sufficiency, particularly chronically homeless individuals and families, families with children, veterans, and unaccompanied youth.

<https://pennsylvaniacoc.org/lehigh-valley-rhab>

Each year, a Point-in-Time Count is conducted in January and includes persons residing in shelter and transitional housing facilities as well as persons living unsheltered in county and City. In 2022 there were 80 people counted in Lehigh and Northampton Counties during the Point In Time Count (PIT). This number is extremely low and does not accurately reflect Bethlehem Emergency Shelter homelessness counts due to COVID distancing mandates. When reviewing unique Bethlehem Coordinated Entry Enrollments in 2022 having a Bethlehem zip code there were 69 unduplicated homeless households counted. No data is available from the 2023 PIT count. Detailed HMIS data is collected on the County level. Data in Plan narratives is taken from the Lehigh County and Northampton County Point-in-Time Counts.

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 City actively participates in the RHAB, attending monthly meetings and specific committee meetings. Northampton County is preparing a Housing Strategy through those channels, the City provides input in determining how to allocate regional ESG and COVID resources, develop performance standards, evaluate outcomes, and develop funding policies and procedures related to homeless services and systems.

However, the City does not receive ESG Funds and does not submit any ESG-related reports to HUD.

DRAFT

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

Table 2 – Agencies, groups, organizations who participated

1	Agency/Group/Organization	City of Bethlehem Department of Community and Economic Development
	Agency/Group/Organization Type	Other government - City Grantee Department
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Market Analysis Economic Development
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	DCED department heavily informed the AAP based on information gleaned from elected officials, service providers, stakeholders, and the public.
2	Agency/Group/Organization	North Penn Legal Services
	Agency/Group/Organization Type	Housing Service-Fair Housing
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Market Analysis Economic Development 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?	The organization participated in hearings and educational/technical assistance sessions.
3	Agency/Group/Organization	Greater Valley YMCA - Bethlehem Branch
	Agency/Group/Organization Type	Housing Services - Housing Services-Children Services-Persons with Disabilities Services-Health Services-Education

	What section of the Plan was addressed by Consultation?	Housing Need Assessment Market Analysis Economic Development Lead-based Paint Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The organization participated in hearings, technical assistance sessions, and educational sessions.
4	Agency/Group/Organization	New Bethany Ministries
	Agency/Group/Organization Type	Housing Services - Housing Services-Employment
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy Market Analysis Economic Development 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?	The organization participated in several meetings with staff and educational sessions.
5	Agency/Group/Organization	Community Action Lehigh Valley (CALV), previously known as Community Action Committee of the Lehigh Valley (CACLV)
	Agency/Group/Organization Type	Civic Leaders
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Economic Development
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The organization participated in hearings, technical assistance trainings, an educational session, and multiple meetings with staff.

6	Agency/Group/Organization	LEHIGH VALLEY CENTER FOR INDEPENDENT LIVING (LVCIL)
	Agency/Group/Organization Type	Services-Elderly Persons Services-Persons with Disabilities Services-homeless
	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?	Participated in public hearings and educational sessions.
7	Agency/Group/Organization	Kellyn Foundation
	Agency/Group/Organization Type	Services-Health Services-Food Access
	What section of the Plan was addressed by Consultation?	Fresh Food in LMI areas
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The organization participated educational sessions, multiple technical assistance meetings, and multiple other staff meetings.

<p>Agencies Consulted in connection with City's HOME-ARP Non-congregate shelter Allocation Plan. The City reached out to the following agencies and received responses from the majority:</p>	<ul style="list-style-type: none"> • New Bethany Ministries • Bethlehem Emergency Sheltering • Lehigh Conference of Churches • Lehigh Valley Center for Independent Living • Valley Youth House • Turning Point – Lehigh Valley • Valley Health Partners Street Medicine Bethlehem • Lehigh Valley Regional Homeless Advisory Board • Third Street Alliance • St. Luke's University Health Network • Bethlehem Area School District • Eastern PA Continuum of Care • Battle Borne • Bethlehem Housing Authority (BHA) • Northampton County Human Services • Northampton County Housing Authority • Lehigh County Housing Authority • Lehigh County Department of Human Services • Pennsylvania Housing Finance Agency
<p>What section of the Plan was addressed by Consultation?</p>	<p>Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy</p>
<p>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</p>	<p>These organizations were all consulted in connection with the preparation of the City's HOME-ARP allocation plan allocating funds to the acquisition/rehabilitation/development of a non-congregate emergency shelter that will serve qualifying populations. The consultations will likely improve overall coordination between the City and the consulted agencies in connection with a variety of community development areas.</p>

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

No public agencies were intentionally left out of the consultation process. The City of Bethlehem, to the best of its ability, was in contact with all known local organizations and agencies that are relevant to the CDBG and HOME activities.

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

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care	Eastern Pennsylvania CoC	LVRHAB Board meetings help shape CoC Work Plan and identifies opportunities for CDBG and HOME funds that complement CoC efforts.

DRAFT

<p>Northside NRSA</p>	<p>City of Bethlehem Department of Community and Economic Development</p>	<p>The initiatives of the Northside 2027 (Northside NRSA) Plan and the work of the four committees help to identify opportunities within the Northside NRSA neighborhood for projects that meet the needs of our Strategic goals. Several key projects and activities happened in 2021: Union and Main street reconstruction and accessibility improvements; consultant selection for Neighborhood Branding and Friendship Park Redesign.</p> <p>In 2022, the City organized and promoted a variety of events and meetings in the NRSA, also referred to as “Northside Alive,” including the following (not exhaustive):</p> <ul style="list-style-type: none"> • June 16, 2022: Reimagine Friendship Park Community Input Meeting • Aug. 10, 2022: Community Development and Neighborhood Branding - Northside Alive • Aug. 27, 2022; Community Block Party • Sept. 12, 2022: Economic Vitality Event • Sept. 14, 2022: Community Development and Neighborhood Branding Committee Meeting • Sept. 16, 2022: Housing/Safe and Vibrant Public Realm - Northside Alive • Sept. 27, 2022: Friendship Park Redesign Open House • Oct. 7, 2022: Meeting - Housing Committee - Northside Alive • Oct. 10, 2022: Meeting - Economic Vitality - Northside Alive • Oct. 12, 2022: Meeting - Community Development and Neighborhood Branding - Northside Alive • Oct. 21, 2022: Meeting - Safe and Vibrant Public Realm – Northside Alive • Oct. 26, 2022: Building a Bethlehem for Everyone: What You Told Us and What's in Store <p>In July 2022, the Bethlehem Police Department teamed with the Bethlehem Health Bureau to hold a joint engagement event for families and children in Friendship Park. Parents and children were introduced to a variety of City programs including recreation opportunities and health services.</p> <p>On February 28, 2023, the City held a public hearing on the NRSA, at a local elementary school, to discuss housing, residential façade, and other services available to residents along with unveiling plans for renovating Friendship Park, a popular park located within the NRSA. City staff and stakeholders collaborate on a monthly basis during regular Northside Alive</p>
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Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
		committee meetings devoted to improving public-private-non-profit partnerships and delivering needed services to the communities within the NRSA.
Southside Lighting Plan	CACLV Southside Vision Development Committee	The Southside Vision Development Committee seeks a lighting design firm to develop a comprehensive lighting plan for south Bethlehem which will improve transportation and streetscape and foster strong, vibrant neighborhoods. During 2022 and continuing into 2023, City staff and stakeholders collaborate on regular monthly meetings designed improve service delivery to vulnerable south side neighborhoods.
Southside NPP	CACLV Southside Vision Development Committee	CACLV was successful in re-establishing another NPP for Southside neighborhood. This initiative hopes to continue working with housing and neighborhood light, improve transportation and streetscapes.
Eviction Prevention Program	New Bethany Ministries	New Bethany Ministries in collaboration with the City and CARES funding, continues to administer its Eviction Prevention Program that provides rental subsidies and needed services to LMI families facing eviction.
Strategy to Address Homelessness	City of Bethlehem	Utilizing ARP funds, the City and its partners have embarked upon a planning study that will review several sites appropriate for an emergency shelter. The shelter is envisioned to offer needed family services along with shelter facilities. The report was completed in 2022.

Table 3 – Other local / regional / federal planning efforts

Narrative (optional)

Through the multi-pronged efforts described above, a plethora of information was collected from a wide range of community perspectives to give the AAP the breadth and depth needed to produce a comprehensive strategy, presented in this Annual Action Plan. The Action Plan allocates and uses its CDBG and HOME resources in an efficient, effective, unduplicated, and coordinated manner.

AP-12 Participation – 91.105, 91.200(c)

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

A number of meetings were held prior to the adoption of the PY 2023 Annual Action Plan in order to allow for citizens to participate in the process by providing their comments and suggestions on the community's housing, public facility, and public service needs. Nonprofit agencies played a key role in providing information and recommendations in the development of this Action Plan. Next, a public hearing was held on January 31, 2023, to discuss development of the Action Plan and developments in the local public service environment. A 30-day public comment period for the draft PY 2023 Annual Action Plan commenced on March 16, 2023 and will end on April 15, 2023. A second meeting on April 4, 2023, will be held as a public hearing before the City Council to adopt the Action Plan. Moreover, on February 28, 2023, the City held a public hearing to discuss City revitalization efforts in the NRSA, available housing rehabilitation services, residential façade programs, and other services available to residents along with unveiling plans for renovating Friendship Park, a popular park located within the NRSA. City staff and stakeholders collaborated on a monthly basis during regular Northside Alive committee meetings devoted to improving public-private-non-profit partnerships and delivering needed services to the communities within the NRSA. See above for a partial list of community meetings and events held in the NRSA during 2022. Based on strong community support, the City is in the process of initiating significant improvements to Friendship Park and the related CDBG activity was included in this Action Plan. Additionally, during 2022 and continuing into 2023, City staff and stakeholders collaborate at regular monthly meetings designed improve service delivery to vulnerable south side neighborhoods.

To ensure maximum participation, the draft Action Plan has been made available for public review online at the City's website, with hard copies available at public counters at the following locations:

Citizen Participation Outreach

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
1	Public Hearing	Non-targeted/broad community	January 31, 2023 the City conducted the first public hearing on the development of the 2023 Action Plan.	All comments were documented and analyzed.	All comments were accepted.	
2	Public Hearing	Non-targeted/broad community	February 28, 2023, City Staff held a public hearing on City revitalization efforts withing the NRSA.	All comments were documented and analyzed.	All comments were accepted.	
3	Public Hearing	Non-targeted/broad community	April 4, 2023, the City will conduct the second of two required public hearings.	All comments were documented and analyzed.	All comments were accepted.	
4	NRSA Events	Non-targeted/broad community Families Businesses	See above list for variety of non-public hearing events and meeting held in the NRSA.	-	-	

Table 4 – Citizen Participation Outreach

Expected Resources

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

Introduction

In addition to the entitlement grant amounts announced by HUD, the City brings a wide variety of resources and effort to bear on addressing the community's needs. All potential funding sources - state, federal and private - are investigated and pursued as appropriate. Finding more funding to implement the City's Consolidated Plan's goals plays a significant role in ongoing efforts to improve the quality of life for all of our residents.

In addition to the 2023 CDBG and HOME allocations, this section also includes the reprogramming of prior year CDBG funds. Specifically, the City intends to reprogram unused funds previously allocated to recreation.

Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	1,332,082	0	0	1,332,082	1,451,250	Estimated at Year 4 allocation

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
HOME	public - federal	Acquisition Homebuyer assistance Homeowner rehab Multifamily rental new construction Multifamily rental rehab New construction for ownership	409,254	0	0	409,254	452,334	Estimated at Year 4 allocation

Table 5 - Expected Resources – Priority Table

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

CDBG funds requested in the AAP are only a portion of the costs associated with many of the activities. CDBG funding for public services activities is often matched with other funding sources and local donations. Some public facilities/infrastructure projects are in part funded from other grants sources and other City sources, with CDBG being local match or providing for a funding gap.

With respect to affordable housing, HOME funds require a 25% match from other sources, the other funding sources generally exceed the City investment and thus the match requirement. All subrecipient applications describe the resources leveraged for program delivery.

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

City parks and streets being improved are the only publicly owned land or property located within the jurisdiction that is currently anticipated to be used to address the needs identified in the Action Plan.

Discussion

While available resources are insufficient to meet all needs, careful monitoring, diligent leveraging and ongoing coordination helps the City assure that its residents receive the most benefit from the CDBG and HOME funding received.

DRAFT

Annual Goals and Objectives

AP-20 Annual Goals and Objectives

Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Create and Preserve Affordable Rental Housing	2020	2024	Affordable Housing	City of Bethlehem	Improve the quality of existing housing Foster Strong, Vibrant Neighborhoods Housing (NS)	CDBG: \$20,000 HOME: \$163,940	Rental units rehabilitated: 138 Household Housing Unit
2	Preserve Owner-Occupied Housing	2020	2024	Affordable Housing	City of Bethlehem	Improve the quality of existing housing Foster Strong, Vibrant Neighborhoods Housing (NS)	CDBG: \$405,000 HOME: \$143,000	Homeowner Housing Rehabilitated: 14 Household Housing Unit
3	Enhance Homeownership Opportunities	2020	2024	Affordable Housing	City of Bethlehem	Increase the rate of homeownership Foster Strong, Vibrant Neighborhoods Housing (NS)	CDBG: \$20,000 HOME: \$61,388	Homeowner Housing Added: 2 Household Housing Unit Direct Financial Assistance to Homebuyers: 5 Households Assisted

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
4	Address Impediments to Fair Housing Choice	2020	2024	Affordable Housing Public Housing Homeless	City of Bethlehem	Foster Strong, Vibrant Neighborhoods Enhance the Availability of Community Services Housing (NS)	CDBG: \$20,000	Public service activities for Low/Moderate Income Housing Benefit: 30 Households Assisted
5	Support Homeless Housing and Services	2020	2024	Homeless	City of Bethlehem	Foster Strong, Vibrant Neighborhoods Enhance the Availability of Community Services	CDBG: \$170,000	Public service activities for Low/Moderate Income Housing Benefit: 200 Households Assisted Homelessness Prevention: 25 Persons Assisted
6	Support High Quality Public Services	2020	2024	Non-Housing Community Development	City of Bethlehem	Support the Growth of the Local Economy Foster Strong, Vibrant Neighborhoods Enhance the Availability of Community Services Housing (NS) Local Economy (NS)	CDBG: \$137,750	Public service activities other than Low/Moderate Income Housing Benefit: 9,000 Persons Assisted

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
7	Improve Public Facilities & Infrastructure	2020	2024	Non-Housing Community Development	City of Bethlehem	Provide quality infrastructure and community facilities Foster Strong, Vibrant Neighborhoods Transportation & Streetscape (NS)	CDBG: \$428,000	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 9,000 Persons Assisted
8	Create and Preserve Local Jobs	2021	2024	Non-Housing Community Development	City of Bethlehem Northside 2027	Support the Growth of the Local Economy Local Economy (NS)	CDBG: \$	Public service activities other than Low/Moderate Income Housing Benefit: 50 Persons Assisted Businesses assisted: 2 Businesses Assisted
9	CDBG/HOME Program Administration	2020	2024	Non-Housing Community Development	City of Bethlehem Northside 2027	Planning and Administration	CDBG: \$244,416 HOME: \$40,925	Other: 1 Other

Table 6 – Goals Summary

Goal Descriptions

1	Goal Name	Create and Preserve Affordable Rental Housing
	Goal Description	Projects that invest in the creation and preservation of quality rental affordable housing.
2	Goal Name	Preserve Owner-Occupied Housing
	Goal Description	This project includes the hard and soft costs required to rehabilitate owner-occupied housing under both the CDBG and HOME programs.
3	Goal Name	Enhance Homeownership Opportunities
	Goal Description	This goal covers both a rehabilitation & resale activity as well as direct homebuyer assistance.
4	Goal Name	Address Impediments to Fair Housing Choice
	Goal Description	Services that help low- and moderate-income individuals and families address barriers to live where they want.
5	Goal Name	Support Homeless Housing and Services
	Goal Description	This goal captures investments in wrap around services, outreach and housing investments for families and individuals struggling with homelessness.
6	Goal Name	Support High Quality Public Services
	Goal Description	This goal supports a wide array of programming and investment to directly assist low- and moderate-income families with social services, education, training and other support.
7	Goal Name	Improve Public Facilities & Infrastructure
	Goal Description	Investing in public facilities and infrastructure that serve primarily low- and moderate-income residents.
8	Goal Name	Create and Preserve Local Jobs
	Goal Description	The goals support investments into local businesses to help them create and preserve low- and moderate-income jobs in the community.
9	Goal Name	CDBG/HOME Program Administration
	Goal Description	This goal is intended to represent the City's activities for overall administration of the HOME and CDBG programs.

Projects

AP-35 Projects – 91.220(d)

Introduction

With input from a variety of stakeholders, data from a variety of sources, and with hands-on experience in front-line services to the most vulnerable populations in the City, DCED plans a mix of activities in program year 2023 to address the priority needs. Infrastructure improvements, housing rehab, recreation and support for public service facilities improvements are just some of the approaches to improving neighborhoods, houses and, most importantly, families in Bethlehem. Applications for funding are generally made available in the fall of each year. Application information was made available on the City's website and was directly emailed to public service organizations in the region that have either requested funding during the previous program year and or remain interested in future funding. The City keeps a list of new and interested organizations that are in contact during the year and directly mails applications to these groups as well. Applications were reviewed and evaluated by an internal committee based on the quality of the project, the need for the project, project or service duplication, recipient performance history, value of the resources versus the number of residents served and alignment with the City's goals and needs. Funding is awarded based on annual allocation award, level of impact, beneficiaries, and need for the project, service or program. DCED allocation recommendations are reviewed by both the Mayor and City Council for final approval.

Projects

#	Project Name
1	CDBG Administration
2	Substance Abuse Counseling (Hogar CREA)
3	Bethlehem Emergency Sheltering
4	Faith In Action (ShareCare)
5	LVCIL PLACE Program
6	Representative Payee Program (New Bethany Ministries)
7	HCLV Food Pantry Food Services
8	TechGYRLS (YWCA)
9	Kellyn Mobile Food Pantry
10	New Bethany Ministries Trinity Soup Kitchen
11	CALV – Homeownership Counseling for City BHAP
12	CDBG and HOME Housing Rehabilitation (City of Bethlehem)
13	Housing Rehab Program Delivery (City of Bethlehem)
14	Facility Renovations - Phase III (YMCA)
15	Boys & Girls Club of Bethlehem - Gym Renovations
16	Friendship Park – Phase I Improvements (DCED)
17	Non-congregate Shelter Acquisition (DCED)

#	Project Name
18	North Penn Legal Services - Fair Housing Activities
19	Affordable Housing Activities
20	HOME Administration
21	Community Housing Development Organization (CHDO)
22	City HOME Funded Rehabilitation

Table 7 - Project Information

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

CDBG and HOME deliberations are based on funding activities that have the greatest benefit to City residents while hopefully being spent in a timely manner without redundancy. The system for establishing the priority for selection of these projects is predicated upon the following criteria:

- Meeting the statutory and regulatory requirements of the CDBG and HOME Programs
- Meeting the needs of low- and moderate-income residents
- Focusing on low- and moderate-income areas or neighborhoods
- Coordination and leveraging of resources
- Response to expressed needs
- Sustainability and or long-term impact
- Has the ability to demonstrate measurable progress and success, and
- Address identified populations in-need.

AP-38 Project Summary

Project Summary Information

1	Project Name	CDBG Administration
	Target Area	City of Bethlehem
	Goals Supported	Program Administration
	Needs Addressed	Planning and Administration
	Funding	CDBG: \$263,240
	Description	Salary and wages of local staff as well as professional fees for consultants to assist with the administration of the HOME and CDBG programs.
	Target Date	12/31/2023
	Estimate the number and type of families that will benefit from the proposed activities	N/A
	Location Description	10 E Church Street
Planned Activities	This activity will reimburse the City for salary and wages of employees administering the CDBG and HOME programs. Funds may also be used to pay for professional services. HUD Matrix Code: 21A General Administration. National Objective: Benefit to Low- and Moderate-Income persons or household.	
2	Project Name	Substance Abuse Counseling (Hogar CREA)
	Target Area	City of Bethlehem
	Goals Supported	Support High Quality Public Services
	Needs Addressed	Enhance the Availability of Community Services
	Funding	CDBG: \$50,000
	Description	People suffering from the disease of addiction are able to come to Hogar CREA and receive intensive inpatient treatment in a therapeutic community.
	Target Date	12/31/2023

	Estimate the number and type of families that will benefit from the proposed activities	Approximately 25 females with the disease of addiction will be served.
	Location Description	1920 E. Market Street, Bethlehem, PA
	Planned Activities	Staffing expenses related to running an inpatient treatment facility for women. HUD Matrix Code: 05F Substance Abuse Services. National Objective: LMC
3	Project Name	Bethlehem Emergency Sheltering, Inc. (BES)
	Target Area	City of Bethlehem
	Goals Supported	Support Homeless Housing and Services Support High Quality Public Services
	Needs Addressed	Foster Strong, Vibrant Neighborhoods Enhance the Availability of Community Services
	Funding	CDBG: \$2,000 CDBG-CV: \$98,000
	Description	From November 15 – April 15, BES provides shelter, a hot dinner in the evening and a bagged breakfast every morning. BES serves adult men and women in the Bethlehem area who are currently unsheltered or homeless. BES partners with other agencies to provide access to a variety of health and social services.
	Target Date	12/31/2023
	Estimate the number and type of families that will benefit from the proposed activities	Provide food, shelter, and other services to an average of approximately forty-five (45) adult men and women per night of shelter service
	Location Description	75 East Market Street, Bethlehem, PA 18018 (Shelter site)
	Planned Activities	Provide food and shelter to unsheltered individuals. HUD Matrix Code: 03T Homeless Programs. National Objective: LMC with “Homeless” Presumed Benefit.
	Project Name	Faith In Action (ShareCare)

4	Target Area	City of Bethlehem
	Goals Supported	Support High Quality Public Services
	Needs Addressed	Foster Strong, Vibrant Neighborhoods Enhance the Availability of Community Services
	Funding	CDBG: \$10,000
	Description	ShareCare strives to help older adults and those with disabilities to enjoy a quality of life and remain independent as long as possible by providing caregiving assistance such as transportation to and from appointments, light household and yard chores, visitation to prevent isolation, Caregiver Canines program and respite care.
	Target Date	12/31/2023
	Estimate the number and type of families that will benefit from the proposed activities	The program will serve approximately eighty (80) adults with disabilities.
	Location Description	321 Wyandotte Street, Bethlehem, PA
	Planned Activities	ShareCare provides caregiving assistance to people who are elderly or disabled. The majority of the requests are for transportation to and from doctor's appointments. Additional requests are received for assistance with shopping, visitation, Caregiver Canines, respite care, light chores, and yard work. All services are provided by volunteers at no cost to the recipients and/or their families. The funds received will be used for staff salaries. HUD Matrix Code: Senior Services 05A. National Objective: LMC
5	Project Name	LVCIL PLACE Program
	Target Area	City of Bethlehem Northside 2027
	Goals Supported	Address Impediments to Fair Housing Choice Support High Quality Public Services
	Needs Addressed	Foster Strong, Vibrant Neighborhoods Enhance the Availability of Community Services Housing (NS)
	Funding	CDBG: \$10,000

	Description	LVCIL Community Support Coordinators will provide consumers with housing options and will connect them to community services they need to achieve or maintain their independence. LVCIL housing staff will also educate landlords, property managers, and realtors on the benefits of renting to people with disabilities and will conduct extensive community outreach and training to benefit consumers.
	Target Date	12/31/2023
	Estimate the number and type of families that will benefit from the proposed activities	The PLACE program will serve thirty-five (35) City residents with disabilities and their family members who are living on limited income and may be at-risk for homelessness.
	Location Description	713 N. 13th Street, Allentown, PA
	Planned Activities	LVCIL Community Support Coordinators will meet with the clients to gather all essential information needed for project activities. This initial assessment will determine the consumer's eligibility for the PLACE program and will provide a full understanding of their housing needs, including accommodations, income level, rent range, and other factors. Public services also include housing counseling; support coordination; independent living skills education; and community outreach training. HUD Matrix Code: 05X Housing Information & Referral Services. National Objective: LMC
6	Project Name	Representative Payee Program (New Bethany Ministries)
	Target Area	City of Bethlehem
	Goals Supported	Support Homeless Housing and Services Support High Quality Public Services
	Needs Addressed	Foster Strong, Vibrant Neighborhoods Enhance the Availability of Community Services
	Funding	CDBG: \$52,750
	Description	The Representative Payee Program is New Bethany Ministries' homeless prevention program, which provides fiduciary and financial management services to adults who are struggling with mental health problems and/or are unable to manage their finances.
	Target Date	12/31/2023

	Estimate the number and type of families that will benefit from the proposed activities	The grant is for thirty-one (31) Bethlehem residents, 47% of the Representative Payee Program, to receive payee and financial counseling services. Due to the nature of NBM's work and its location, it serves a population that, to the degree it is possible to verify, is composed of only low-income individuals and families, more than 85% of whom are extremely low income (0-30% AMI).
	Location Description	333 W. 4th Street, Bethlehem, PA
	Planned Activities	Staffing and administration costs for the Representative Payee Program. HUD Matrix Code: 03T Homeless Programs. National Objective: LMC with "Homeless" Presumed Benefit.
7	Project Name	HCLV Food Pantry Food Services
	Target Area	City of Bethlehem
	Goals Supported	Support High Quality Public Services
	Needs Addressed	Foster Strong, Vibrant Neighborhoods Enhance the Availability of Community Services
	Funding	CDBG: \$15,000
	Description	The Food Pantry at the Hispanic Center of the Lehigh Valley (HCLV) addresses food insecurity among low- to moderate-income residents of Northampton County, with a primary focus on residents of the City of Bethlehem by providing emergency food services.
	Target Date	12/31/2023
	Estimate the number and type of families that will benefit from the proposed activities	The HCLV's targeted focus area for service provision is the Southside and Marvine/Pembroke neighborhoods of Bethlehem, which comprise 54% of HCLV's clients from all programs within Census Tracts 105, 109, 110, 112, and 113. All these Census Tracts are designated by HUD as low/moderate income tracts. The HCLV Food Pantry will serve a minimum of 120 households with emergency food through appointments at the Food Pantry, and successfully refer 15 households who receive emergency food on 3 or more occasions to the HCLV Social Service Program for assistance in establishing self-sufficiency through individualized case management.
Location Description	520 E. 4th Street, Bethlehem, PA	

	Planned Activities	The HCLV Food Pantry will serve a minimum of 120 households with emergency food through appointments at the Food Pantry, and successfully refer 15 households who receive emergency food on 3 or more occasions to the HCLV Social Service Program for assistance in establishing self-sufficiency through individualized case management. HUD Matrix Code: 05W – Food Banks. National Objective: LMC
8	Project Name	TechGYRLS (YWCA)
	Target Area	City of Bethlehem
	Goals Supported	Support High Quality Public Services
	Needs Addressed	Enhance the Availability of Community Services
	Funding	CDBG: \$15,000
	Description	The TechGYRLS Afterschool STEM delivers high-quality, hands-on science, technology, engineering, and math enrichment to Bethlehem girls ages 9 - 13.
	Target Date	12/31/2023
	Estimate the number and type of families that will benefit from the proposed activities	Approximately 100 girls between the ages of 9 and 13 will be served by this program.
	Location Description	The program will serve girls in the catchment area of these BASD schools: Northeast Middle, Broughal Middle, Donegan, Fountain Hill, Freemansburg, Thomas Jefferson, Lincoln, Marvine, and William Penn. Additional BASD schools may be considered by City and YWCA.
Planned Activities	Staffing and supply costs associated with running the STEM program. Funded activities will include the Spring 2022 sessions and Fall 2022 sessions. HUD Matrix Code: 05D. National Objective: LMC	
9	Project Name	Kellyn Mobile Food Pantry
	Target Area	City of Bethlehem
	Goals Supported	Enhance the Availability of Community Services Support High Quality Public Services
	Needs Addressed	Foster Strong, Vibrant Neighborhoods Enhance the Availability of Community Services
	Funding	CDBG: \$30,000

	Description	Provide food vouchers for fresh produce and healthy meals to families in low-resource neighborhoods in the City of Bethlehem via the Eat Real Food Mobile Market (food pantry). Matrix Code: 05W – Food Banks; National Objective: LMC
	Target Date	12/31/2023
	Estimate the number and type of families that will benefit from the proposed activities	Kellyn will serve approximately 400 qualifying individuals in 2023.
	Location Description	Southside, roughly 300 block of the Greenway – bordered by Taylor and Polk Streets and E. 3rd and 4th Streets Moravian House - 737 Main St, Bethlehem, PA 18018 Marvine Elementary - 1425 Livingston St, Bethlehem, PA 18017
	Planned Activities	Fresh food distribution, hands-on cooking programs.
10	Project Name	New Bethany Ministries - Trinity Soup Kitchen
	Target Area	City of Bethlehem Northside 2027
	Goals Supported	Support High Quality Public Services
	Needs Addressed	Foster Strong, Vibrant Neighborhoods Enhance the Availability of Community Services
	Funding	CDBG: \$25,000
	Description	The Trinity Soup Kitchen provides access to a daily hot meal to those who are homeless or in need of assistance due to lack of resources.
	Target Date	12/31/2023
	Estimate the number and type of families that will benefit from the proposed activities	Trinity Soup Kitchen will serve primarily low and extremely low-income people who live in census tracts on Bethlehem’s northside. Around 75 people utilize the Trinity Soup Kitchen, located on Bethlehem’s north side, on a daily basis.
	Location Description	44 E. Market Street, Bethlehem, PA

	Planned Activities	The Trinity Soup Kitchen will use funds to provide meals and ensure equal access to a free meal for low income and homeless persons with limited mobility to travel to the southside meal center. The Trinity Soup Kitchen will ensure a healthy and balance lunch, including fresh fruit or vegetable options is offered daily. HUD Matrix Code: 05W Food Banks . National Objective: LMC with “Homeless” presumed benefit.
11	Project Name	CALV – Homeownership Counseling for City BHAP
	Target Area	City of Bethlehem Northside 2027
	Goals Supported	Preserve Owner-Occupied Housing Enhance Homeownership Opportunities
	Needs Addressed	Improve the quality of existing housing Increase the rate of homeownership Housing (NS)
	Funding	CDBG: \$20,000
	Description	The Bethlehem Homebuyer Assistance Program (BHAP) will assist low- to moderate-income households throughout the City of Bethlehem that are seeking assistance for down payment and closing costs.
	Target Date	12/31/2023
	Estimate the number and type of families that will benefit from the proposed activities	Special emphasis will be placed on targeting households in south Bethlehem (census tracts 109, 110, 111, 112, and 113) and the Northside NRSA neighborhood (census tracts 106, 107, and 108). The program will serve at least fifteen (15) households through one or more aspects of its services.
	Location Description	1337 E. 5th Street, Bethlehem, PA

	Planned Activities	HCP will administer the Bethlehem Homebuyer Assistance Program (BHAP) year-round, on a daily basis, to meet the ongoing needs of the community. Additionally, HCP administers the homeownership counseling program (which consists of first-time homebuyer seminars, pre-purchase counseling, pre-settlement counseling, and the home ownership savings account program) year-round, on a daily basis, to meet the ongoing needs of the community. HCP administers seven First Time Homebuyer Seminars each fiscal year, four in English and three in Spanish. HUD Matrix Code: 13A Housing Counseling. National Objective: LMH
12	Project Name	CDBG Housing Rehabilitation (City of Bethlehem)
	Target Area	City of Bethlehem Northside 2027
	Goals Supported	Preserve Owner-Occupied Housing
	Needs Addressed	Improve the quality of existing housing Housing (NS)
	Funding	CDBG: \$275,000
	Description	Funds will be used to rehabilitate homes throughout the City.
	Target Date	12/31/2023
	Estimate the number and type of families that will benefit from the proposed activities	Approximately thirty (30) families will benefit from the rehabilitation activities.
	Location Description	To be determined.
Planned Activities	Construction costs associated with full home rehabilitation, emergency home rehabilitation, and facade improvements. HUD Matrix Code: 14A Single Unit Residential Rehabilitation. National Objective: LMH	
13	Project Name	Housing Rehab Program Delivery (City of Bethlehem)
	Target Area	City of Bethlehem Northside 2027 (NRSA) aka Northside Alive Area
	Goals Supported	Preserve Owner-Occupied Housing

	Needs Addressed	Improve the quality of existing housing Housing (NS)
	Funding	CDBG: \$130,000
	Description	Housing rehab program delivery associated with the CDBG funded Housing Rehabilitation Program.
	Target Date	12/31/2023
	Estimate the number and type of families that will benefit from the proposed activities	Approximately thirty (30) units are expected to be rehabilitated.
	Location Description	Properties citywide with special target areas of the Northside NRSA and Southside neighborhoods.
	Planned Activities	Housing rehab program delivery associated with staff costs for the CDBG funded Housing Rehabilitation Program. Cost of salary and fringe benefits for City housing rehab staff. HUD Matrix Code: 14H Rehabilitation Administration. National Objective: LMH
14	Project Name	Facility Renovations - Phase III (YMCA)
	Target Area	City of Bethlehem
	Goals Supported	Support High Quality Public Services Improve Public Facilities & Infrastructure
	Needs Addressed	Provide quality infrastructure and community facilities
	Funding	CDBG: \$198,000
	Description	Renovations to create a safer, high quality childcare facility. The completion of these renovations will enable the YMCA to sustain a robust childcare program assisting generations of Bethlehem children. One major renovation objective to become an acknowledge Keystone STARS entity, a standard of care above the state minimum health and safety licensing regulations.
	Target Date	12/31/2023
	Estimate the number and type of families that will benefit from the proposed activities	Thirty-six (36) children residing in low- and moderate-income households will benefit from the proposed project.

	Location Description	430 E. Broad Street, Bethlehem, PA
	Planned Activities	Building renovations and security updates in the Child Care and other portions of the YMCA facility serving children. HUD Matrix Code: 03M Child Care Centers. National Objective: LMC
15	Project Name	Boys & Girls Club of Bethlehem
	Target Area	The Boys and girls Club of Bethlehem is seated firmly within the 010500-2&3 census tracts of Marvine- Pembroke housing. While we serve children and families from this area, we also serve children from throughout the City, with families in Southside Bethlehem and Westside participating in our programs
	Goals Supported	Support High Quality Public Services Improve Public Facilities & Infrastructure
	Needs Addressed	Provide quality infrastructure and community facilities
	Funding	CDBG: \$40,000
	Description	Repairs to the gymnasium area floor, ceiling, and walls.
	Target Date	12/31/2023
	Estimate the number and type of families that will benefit from the proposed activities	500 Youth
	Location Description	1430 Fritz Drive Bethlehem PA 18017
	Planned Activities	Repairs to the gymnasium area floor ceiling and walls. HUD Matrix Code: 03D Youth Centers. National Objective: LMA
16	Project Name	Friendship Park – Phase I Improvements
	Target Area	North side NRSA
	Goals Supported	Improve Public Facilities & Infrastructure
	Needs Addressed	Provide quality infrastructure and community facilities
	Funding	CDBG: \$240,211

	Description	Improvements to public park and recreation facilities, including installation of splash pad and shade features, and other work intended to increase public utilization of the park in the heart of the NRSA. This will be a City activity performed by the Department of Community and Economic Development.
	Target Date	12/31/2023
	Estimate the number and type of families that will benefit from the proposed activities	Anticipated that at least one hundred (100) City residents will utilize the improved park area.
	Location Description	247 East North Street, Bethlehem, PA 18018
	Planned Activities	Improvements to public park and recreation facilities. Matrix Code: 03F Parks, Recreational Facilities. National Objective: LMA
17	Project Name	Non-congregate Shelter Acquisition (City activity)
	Target Area	To be determined
	Goals Supported	Support Homeless Housing and Services Support High Quality Public Services
	Needs Addressed	Enhance the Availability of Community Services
	Funding	CDBG: \$20,000
	Description	Funds will support the acquisition/rehabilitation/construction of a non-congregate shelter. This will be a City activity performed by the Department of Community and Economic Development. Matrix Code: 01 Acquisition National Objective: LMC
	Target Date	12/31/2023
	Estimate the number and type of families that will benefit from the proposed activities	To be determined when shelter specifications finalized
	Location Description	To be determined. All areas of the City are under consideration
	Planned Activities	Funds will support the acquisition/rehabilitation/construction of a non-congregate shelter to serve qualified homeless populations

18	Project Name	North Penn Legal Services – Fair Housing Activities
	Target Area	City of Bethlehem
	Goals Supported	Planning & Administration Fair Housing Services
	Needs Addressed	Improve the quality of existing housing
	Funding	CDBG: \$20,000
	Description	Fair housing support services to low- income households in the City. Matrix Code: 21D Fair Housing Activities. National Objective: LMC
	Target Date	12/31/2023
	Estimate the number and type of families that will benefit from the proposed activities	75
	Location Description	33 North Main Street, STE 200, Pittston, PA 18640 (Administrative office address)
Planned Activities	Fund North Penn Legal to provide fair housing services for to provide training, outreach, and legal services to ensure that all housing is available without discrimination.	
19	Project Name	Affordable Housing Activities (DCED - City Activity)
	Target Area	City of Bethlehem Northside 2027 Area (NRSA) aka Northside Alive
	Goals Supported	Create and Preserve Affordable Rental Housing Preserve Owner-Occupied Housing
	Needs Addressed	Improve the quality of existing housing Increase the rate of homeownership
	Funding	HOME: \$198,410
	Description	Undertake affordable housing activities and projects that are driven by City, private housing entities and/or nonprofit developers.
	Target Date	12/31/2023

	Estimate the number and type of families that will benefit from the proposed activities	To be determined.
	Location Description	To be determined.
	Planned Activities	Undertake affordable housing activities and projects that are driven by City, private housing entities and or nonprofit developers. Perform planning and design activities, acquisition, development and or construction costs required to undertake affordable housing projects.
20	Project Name	HOME Administration
	Target Area	City of Bethlehem
	Goals Supported	HOME Program Administration
	Needs Addressed	Planning and Administration
	Funding	HOME: \$45,521
	Description	Salary and wages of local staff as well as professional fees for consultants to assist with the administration of the HOME programs.
	Target Date	12/31/2023
	Estimate the number and type of families that will benefit from the proposed activities	N/A
	Location Description	10 E Church St.
	Planned Activities	This activity will reimburse the City for salary and wages of employees administering the CDBG and HOME programs. Funds may also be used to pay for professional services.
21	Project Name	Community Housing Development Organization (CHDO)
	Target Area	City of Bethlehem
	Goals Supported	Create and Preserve Affordable Rental Housing Enhance Homeownership Opportunities
	Needs Addressed	Improve the quality of existing housing Increase the rate of homeownership

	Funding	HOME: \$68,282
	Description	Provide funds to produce affordable housing opportunities using the 15% CHDO set-aside funding as required under the HOME Investment Partnerships (HOME) entitlement grant.
	Target Date	12/31/2023
	Estimate the number and type of families that will benefit from the proposed activities	To be Determined
	Location Description	10 E Church St
	Planned Activities	This program will provide funds to produce affordable housing opportunities using the 15% CHDO set-aside funding as required under the HOME Investment Partnerships (HOME) entitlement grant.
22	Project Name	City HOME Funded Rehabilitation
	Target Area	City of Bethlehem Northside 2027 Area (NRSA) aka Northside Alive
	Goals Supported	Create and Preserve Affordable Rental Housing Preserve Owner-Occupied Housing
	Needs Addressed	Improve the quality of existing housing Increase the rate of homeownership
	Funding	HOME: \$143,000
	Description	Funds will be used to rehabilitate homes throughout the City.
	Target Date	12/31/2023
	Estimate the number and type of families that will benefit from the proposed activities	15
	Location Description	Citywide
	Planned Activities	Construction costs associated with full home rehabilitation, emergency home rehabilitation, and facade improvements.

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

In 2023, the City is targeting approximately 100% of CDBG funds specifically to the neighborhoods of the City of Bethlehem and/or residents of the City of Bethlehem.

Geographic Distribution

Target Area	Percentage of Funds
City of Bethlehem	90

Table 8 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

The Consolidated Plan seeks to address priority needs both citywide as well as the designated targeted area. Housing rehab, assistance to seniors and at-risk youth services, homeless services, neighborhood improvements, and special needs populations are not limited by geographic boundaries.

CDBG and HOME resources will be allocated geographically as:

- Citywide
- Northside NRSA - Having received the NRSA designation allows the full range of HUD-funded benefits to be targeted. The NRSA is sometimes referred to as “Northside Alive” or the “Northside 2027” area.

While focusing on the Northside, the City will remain cognizant of the fact that important and needed work remains on the Southside. 2023 applications for projects and activities received leverage CDBG and HOME resources here with other federal, state, and local support.

Discussion

The Northside Alive neighborhood was identified in 2017-18 as a potential Neighborhood Revitalization Strategy Area (NRSA) via an extensive community planning process. The program saw great progress in 2022 as the City hired a Northside neighborhood coordinator tasked with working with residents and local stakeholders to implement revitalization programs. The City completed the Friendship Park redesign planning study, a community-driven reimagining of a park at the center of the neighborhood, which cost \$30,000. Friendship Park is a community gathering place steps from the Linden Street business corridor, but its current lack of shade and expansive asphalt mean it is often underutilized. Design plans call for the installation of a splash pad, which would be the only public water feature within two miles of the neighborhood. The City is moving forward with final design and engineering for the

redesign with the goal of starting construction in 2024. The finished park will be a community hub and potential boost to the neighboring business district.

The City conducted a neighborhood housing survey in the fall of 2022 to identify properties for a CDBG-funded façade program surrounding the Friendship Park area. The City is working with applicants for the façade program currently to qualify them for the program. In 2023, the City continues to host and participate in regularly-scheduled housing committee meetings with community members and stakeholders, to identify housing and public service needs in the NRSA and potentially fund projects. These meetings include City staff, local residents, representatives from the development community, and local school officials.

Businesses and residents have identified the walkability and bikeability of the Northside Alive neighborhood as a major concern. Through collaboration with the Northside Alive Safe and Vibrant Public Realm Committee and the Coalition for Appropriate Transportation, the City invested in bike racks and crosswalk improvements throughout the neighborhood. The bike racks were installed in front of local businesses throughout the neighborhood at no cost. The City also invested \$20,000 to hire a design firm to create a neighborhood brand for Northside Alive to foster an identity for residents and businesses within the zone. The City then provided local businesses with branding materials, like posters and window clings, at no cost and invested in Northside Alive banners to cohesively link the two main business districts within the neighborhood.

The City pays the salary of the Northside Alive neighborhood coordinator, who works with local businesses, residents and community stakeholders to implement the revitalization strategies identified within the Northside 2027 plan (plan which supported the City NRSA application), which serves as a blueprint for neighborhood investment.

Affordable Housing

AP-55 Affordable Housing – 91.220(g)

Introduction

The preservation and expansion of affordable housing opportunities are stated goals from the City's 2020-24 Five Year Consolidated Plan. In addition, the City intends to improve the housing stock in the Northside NRSA. As such, affordable housing activities for in 2023 include:

- Rehabilitation of homes owned and occupied by low-income residents
- First time homebuyers’ program (BHAP) providing subsidies for up to 10 percent of downpayment and closing costs
- Rental subsidies
- Facade improvements to homes
- The acquisition, rehabilitation and resale of homes for low-income buyers

One Year Goals for the Number of Households to be Supported	
Homeless	45
Non-Homeless	116
Special-Needs	35
Total	196

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

One Year Goals for the Number of Households Supported Through	
Rental Assistance	80
The Production of New Units	0
Rehab of Existing Units	30
Acquisition of Existing Units	1
Total	111

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

Discussion

AP-60 Public Housing – 91.220(h)

Introduction

The Bethlehem Housing Authority (BHA) owns and operates more than 1,200 affordable housing units across 11 properties in the City of Bethlehem. BHA is currently considering potential projects that could add additional units to their properties. BHA identified several populations in greater need including: Elderly and handicap households and single mother households. BHA feels the biggest challenge will be to provide enough affordable housing to meet the needs. The current demand has severely outpaced the supply, caused by regulation, cost, lack of affordable homes for sale, and suitable land for development.

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

BHA reports that almost all complexes are in good condition, with a few considered fair. The BHA will continue annually to make improvements to complexes in general and housing units where needed to guarantee a safe, decent home for each resident. BHA strives to decrease families on its wait list.

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

Since the passing of “The Quality Housing and Work Responsibility Act of 1998”, the BHA has had a Resident Advisory Board, comprised of a representative from each development/ building. The Board members meet monthly to assist the Authority in preparation and updating of the Five Year and Annual Plans.

BHA encourages and funds Resident Councils in all of their developments/ buildings. The resident Council members are voted by the residents in an election process which is overseen by BHA staff. Councils are required to hold meetings and set up information sessions that are of interest and importance to the residents. A meeting with Health Care Providers / Agencies is a popular topic. As in 2020, the pandemic continues to affect low- and moderate-income families. There is a greater need for rental assistance, more affordable housing, homelessness prevention and eviction prevention programs and services, child care services, and mental health and substance abuse services. BHA acknowledges that residents biggest challenge is reaching housing independence, and keeping up with the changing technology needed to make employment advancement and increased family wealth.

Representatives from the City receive all BHA meeting agendas and minutes and review all to become familiar with concerns of the board and, more importantly, the resident advisory board. We supply information regarding HOME funded units to the Director and have requested our HOME funded organizations directly solicit residents of the BHA when marketing their apartment units or income

qualified homes.

Information on the City's Bethlehem Housing Assistance Program will be provided to Housing Authority residents.

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

The Bethlehem Housing Authority is not troubled.

Discussion

DRAFT

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

Introduction

The City continues to cooperate with various social agencies, low-income housing advocates and affordable housing providers to address the underserved needs of area residents through the City's continued participation in regional housing forums, fair housing activities and event, and most notably the LVRHAB. The City works with public service providers, including the Bethlehem Emergency Shelter, New Bethany Ministries, Northampton County and Lehigh County Homeless Assistance Programs (HAP) to address emergency shelter and transitional housing needs. The City participates in LVRHAB and is represented by its Housing and Community Development Administrator.

In order to effectively meet the demand for homeless services, Homeless Assistance Program (HAP) funds are block granted to all 67 Pennsylvania counties. HAP funds help assure: 1. homelessness can be avoided through a variety of prevention services assisting clients to maintain affordable housing; 2. people who are homeless can find refuge and care; and 3. homeless and near homeless clients are assisted in moving toward self-sufficiency. City residents in Northampton County can access services through the Northampton County Department of Human Services in Easton, while the residents within Lehigh County receive services through the Lehigh County Department of Aging and Adult Services in Allentown. In general, the City refers all applications for assistance, relative to homelessness, to the Eastern PA Continuum of Care/LVRHAB.

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 City supports regional efforts to contact and serve the homeless and at-risk populations. CARES funds in 2023 are being allocated to the Bethlehem Emergency Shelter for shelter and counseling services. The City continues to participate in efforts that address and assess and house homeless populations with partners like New Bethany Ministries.

In 2023, the City will submit a HOME-ARP allocation plan to HUD allocating funds to the acquisition/rehabilitation/development of a non-congregate emergency shelter that will serve qualifying populations. As described earlier, the City engaged in substantial consultation efforts during preparation of the HOME-ARP Allocation Plan.

Addressing the emergency shelter and transitional housing needs of homeless persons

In 2020, an Affordable Housing Task Force was created to help guide future actions needed with development and land use regulation changes. City administration annually works closely with the

Bethlehem Emergency Shelter to organize its winter shelter currently located in Christ Church in the City. The shelter and its partners are reviewing current and future options for a permanent home for a shelter and supportive housing of the homeless population.

Additionally, through the CoC and County Homeless Assistance Programs, comprehensive and varied programs are available in Bethlehem and the region to assist the homeless make the transition to permanent housing and to address the special needs of persons who are not homeless.

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

The larger population of homeless in the City of Bethlehem does not meet HUD's definition of chronically homeless. They are individuals or families who increasingly cannot find affordable housing, family members who are couch surfing, experiencing barriers to finding or obtaining affordable units, or are individuals facing eviction due to rising rents and or crowded conditions.

Some forms of assistance relate to the individual or family's housing situation and referrals can be made locally to New Bethany Ministries and or regionally to the Pennsylvania Coalition Against Domestic Violence (PCADV), the National Alliance to End Homelessness, the National Coalition for the Homeless or specific programs of the US Department of Housing and Urban Development (HUD). Turning Point of the Lehigh Valley provides assistance in finding permanent, safe housing for victims of domestic violence and Valley Youth House assists with permanent housing solutions for homeless children.

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.

Several 2023 activities are aimed at preventing homelessness:

- Housing Rehab Program reduces the impacts of a deteriorating home and thus helps keep homeowners in their homes.
- New Bethany Ministries' Representative Payee Program combats homelessness by providing fiduciary, financial management, and family budgeting services - including paying rent and utility bills on time. This assistance is especially helpful to individuals with mental health and other

physical challenges.

- New Bethany's Eviction Prevention Program prevents homelessness among rent cost-burdened households.
- Lehigh Valley Center for Independent Living's PLACE program helps locate housing for special needs residents.

Discussion

DRAFT

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

Introduction:

The City, as a participant in the HUD CDBG and HOME Investment Partnership Programs, annually re-examines the area of “barriers to affordable housing”. The City makes changes to public policy and programs as necessary to remove barriers as they become evident. Northampton County is currently preparing a Housing Needs Assessment. City staff participated in a series of focus groups and data gathering requests.

The cities of Allentown, Bethlehem, and Easton, in partnership with Northampton County, have prepared a joint Analysis of Impediments to Fair Housing Choice (AI). The partnership is recognized as the Bethlehem, Easton, Allentown, Northampton (“BEAN”) Fair Housing Partnership. An Analysis of Impediments is a planning document that examines any public or private actions that have the effect of restricting housing choice, or the availability of housing, based on an individual’s race, color, religion, sex, disability, familial status, or national origin. Impediments to fair housing choice identified in the AI, which was completed in April 2021, have been incorporated are as follows:

- Disparities in Mortgage Lending
- Need for Increased Fair Housing Education
- Need for Increased Coordination among Fair Housing
- Condition of Affordable Housing Stock

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

The City is aware of rising housing costs in the community and hopes to find new solutions for affordable housing and economic development programs, and low-income households assistance to cope with high rents and housing costs. In 2021 the City adopted an Affordable Housing LERTA District. The district ordinance enables the City to collect impact fees that will be held in an Affordable Housing Fund. The Fund is expected to assist in the cost of establishing and maintaining affordable housing initiatives and programs. This problem persists as the pandemic effects continue. To date, New Bethany Ministries has provided rental assistance to over 500 renter families in the City. The City will continue to make certain its public policies are not discriminatory and consider policies in light of their impacts on housing affordability.

An examination of 2010 Census data documents that the number of minorities, Hispanics and African Americans, have increased throughout the City. The percentage of Hispanics has increased in seventeen (17) of the eighteen Census Tracts while African American percentages have increased in sixteen (16) of the eighteen (18) Tracts. Many of the Tracts with the smallest ratios of minorities in 2000 had the largest

percentage increases in 2010. Based on the data, there do not appear to be discernable barriers to minorities in accessing housing throughout the City.

Additionally, City staff are active on three housing steering committees 1) Lehigh Valley Regional Housing Group 2) Northside NRSA Housing Subcommittee and 3) Southside Housing Committee. Lehigh Valley Planning Commission in collaboration with Northampton County are completing housing assessment. LVPC has created model ordinances for municipalities that help remove or reduce zoning/policy barriers to the creation of affordable housing.

Discussion:

In some cases, the barriers to affordable housing are directly linked to Fair Housing. In 2023, the City continues to work with North Penn Legal (NPLS) to create virtual educational events related to fair housing. Event information can be found on both the City's and North Penn Legal's websites.

The Bethlehem, Easton, Allentown, Northampton ("BEAN") Fair Housing Partnership's FY 2021 Analysis of Impediments to Fair Housing Choice has identified the following strategies to affirmatively further fair housing.

Actions to be taken to reduce disparities in mortgage lending:

Bethlehem has joined other Lehigh Valley grantees in support of North Penn Legal Services, an organization that provides Fair Housing information and advocacy in the region and will continue to do so in 2023. While looking for ways to fund the recommended testing of lenders, NPLS provides Fair Housing education, including hosting virtual client outreaches and fair housing trainings, and the dissemination of the NPLS Newsletter, a Self-Help Handbook for Tenants, and Emergency Rental Assistance program documents. The City will continue to actively support those efforts with CDBG funds by linking the City website to the North Penn Legal Services website for Fair Housing info. In 2022, NPLS assisted 31 Bethlehem clients with their housing-related legal issues which include: housing discrimination due to physical/mental challenge, public housing admission denial or eviction, and federal subsidized housing termination of Section 8 housing or eviction.

The Bethlehem Housing Assistance Program, initiated in early 2021, is focused on increased homeownership for low- and moderate-income families. The program provides down payment and closing costs for income eligible families. Over 10 local and regional banking institutions have shown support for the program. In 2022, additional lender and brokers inquired about this program evidencing continued interest despite the challenging housing market conditions.

Actions to be taken-Need for Increased Fair Housing Education:

Outreach efforts center on reaching minority and disabled populations as well as landlords/property managers. Through the Project, during the 2023 Program Year, the communities of the Lehigh Valley,

including the City, intend to:

- Provide assistance to at least 15 residents to resolve potential fair housing complaints and violations.
- Educate at least 100 residents on fair housing rights and recourses;
- Disseminate copies of “The Right Stuff About Renting” to provide tenants with information about their rights, including those under fair housing laws;
- Provide training sessions to the Greater Lehigh Valley Realtors Association;
- Conduct a Virtual Fair Housing Conference

Actions to be taken: Increased Coordination Among Fair Housing Providers:

- Coordination with the Bethlehem Human Relations Commission on regional fair housing dialogue and events.
- Coordinate fair housing events with the City’s public service providers

Actions to be taken: Assess the Conditions of Affordable Housing:

- Continue housing rehabilitation activities in owner-occupied units, support efforts to rehabilitate vacant units for sale to eligible households, and support other housing entities whose mission is to increase affordable housing in the City.

AP-85 Other Actions – 91.220(k)

Introduction:

Whether fostering partnerships among the City public service agencies or staff education and development or keeping on top of the latest tools to combat poverty, the City's Housing & Community Development Program strives to surpass basic expectations. As the City and its residents adapt to recurring spread of COVID-19, the City's most vulnerable households still need assistance and support, now more than ever.

Actions planned to address obstacles to meeting underserved needs

Identified obstacles to meeting underserved populations include reducing barriers to rental and owner housing, e.g., rental deposits, down payments, homeless family services, and meeting needs of single female families. Bethlehem plans to continue addressing these obstacles by continuing to pursue all appropriate funding opportunities for housing development, preservation, and family assistance. BHA has determined that the allocation of federal funds should be more flexible. Funding should go where it's needed most. Currently, HUD payment standards do not reflect the needs of the marketplace. One solution is to leverage those federal funds lying in reserve to pay landlords to set aside more of their units to those in a desperate need without claiming statutory limitations to spending such idle funds.

Actions planned to foster and maintain affordable housing

As detailed in AP-38 - Projects - and AP-55 - Affordable Housing, the City is taking a number of steps to foster and maintain affordable housing, including subsidizing the creation of new affordable units, the purchase and rehab of units and the preservation of existing units.

Actions planned to reduce lead-based paint hazards

The City successfully obtained Lead-Healthy-Homes funding to target, assess and remediate lead risks for low-moderate income households. The City's Healthy Homes Program provides a thorough, customized home visiting program. The process includes: a walk-through of the home, assessment documentation, education, and leave-behind materials to help residents create and maintain a healthy and safe environment. This program, teamed with the Lead Hazard Control Program, provides needed lead assessment and abatement from the hazards that are central to lead poisoning. The Health Bureau and the Housing and Community Development Bureau work together to conduct lead abatement construction activities for income-eligible homeowners as part of the Housing Rehabilitation Program. The Lead-Healthy Homes funding is used in combination with CDBG/HOME funds to reach more properties and remediate lead issues at the same time.

Additionally, any property owner in the City can request a lead inspection of their property. The City assesses a fee for this service to cover the cost of the inspectors' time. The Health Bureau and the

Housing Rehabilitation staff coordinate on issues where elevated blood lead levels are identified.

Actions planned to reduce the number of poverty-level families

In 2021 the City adopted an Affordable Housing LERTA District. This tax incentive program assures either the development of affordable housing units as part of a larger housing development or provide a fee-in-lieu of for future affordable housing initiatives or programs.

Recaptured CDBG funds, previously lent out for business development, will continue to support a revolving business loan fund, now being administered through Rising Tide. Ongoing communication between the City and Rising Tide exists through a programmatic agreement to help direct program income to future businesses and business promotion and marketing efforts. This Program has virtually reached a point of self-sufficiency.

The City will continue to invest in future job-creation activities with an emphasis on the hiring of low-income residents and to pursue economic development in all forms to increase the supply of higher-paying jobs available to City residents.

In the award of contracts, the City, as required, will continue to implement the Section 3 Plan, which promotes the utilization of firms owned by or employing low-income persons.

Actions planned to develop institutional structure

Ongoing staff development, consultant input and community dialogue will continue to strengthen the Housing and Community Development Bureau performance in upcoming years.

In 2022 and 2023, DCED conducted training sessions with subrecipients to help with grant administration, monitoring and compliance, application development, and construction labor standards-Davis Bacon Wage requirements. These efforts will help staff and subrecipients apply for and administer CDBG and HOME funding sources, ensuring all resources are highly integrated and administered efficiently. Housing and Community Development Program and its staff are responsible for the

following:

- Program management and oversight
- Inter-department/agency coordination
- Sub-recipient contract administration and monitoring
- Program evaluation and risk assessment
- Report preparation and submission
- Technical assistance
- Special project development
- Consolidated Plan and Annual Action Plan preparation, monitoring, and evaluation
- Housing programs
- Economic development programs and initiatives

Beyond City staff, the Housing & Community Development Bureau will maintain strong relationships with public agencies including the governments of Lehigh and Northampton counties, the Bethlehem Housing Authority, and a network of non-profit and public service organizations.

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

As a common partner with so many of the public and private housing and social service providers, the Housing & Community Development Bureau is a natural conduit for communication and interaction among or between these entities. This Program will continue to serve in that capacity while respecting the autonomy and uniqueness of each partner.

Discussion:

Program Specific Requirements

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

Introduction:

The City has identified all CDBG and HOME activities to be undertaken in FY 2023 in the Projects Section, PR-35 and PR-38, including administrative, project delivery, public services, public facilities and infrastructure and affordable housing, both rehabilitation and new construction.

Community Development Block Grant Program (CDBG)

Reference 24 CFR 91.220(I)(1)

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

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

Other CDBG Requirements

1. The amount of urgent need activities	0
2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan.	75.00%

**HOME Investment Partnership Program (HOME)
Reference 24 CFR 91.220(l)(2)**

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

The City will not provide forms of assistance that are inconsistent with 24CFR 92.205 as detailed in 92.205(b) Forms of assistance (1) and (2). All assistance provided by the City under its Owner-Occupied Housing Rehabilitation Program, Bethlehem Housing Assistance Program; and or acquisition, rehab and resale activities conducted by other non-profit entities; and any new construction rental housing development activities must meet these requirements.

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

The City of Bethlehem operates two HOME-funded homebuyer programs, the Bethlehem Homebuyer Assistance Program (BHAP), which provides down payment and closing cost assistance for the purchase of existing units by eligible homebuyers, and a Homebuyer Program which provides funding for the acquisition, rehab, and resale of HOME funded units to income-qualified homebuyers.

For the BHAP program and Homebuyer projects that result in direct subsidy, Bethlehem has selected the RECAPTURE option for enforcing the HOME-required period of affordability. For ARR projects that exclusively provide development subsidy, the City will implement the required RESALE provisions.

The City of Bethlehem requires that the HOME-assisted housing must meet the affordability requirements for not less than the applicable period specified in the following table, beginning after project completion.

Rental housing activity NSP amount per-unit	Minimum period of affordability in years
Under \$15,000	5
\$15,000 to \$40,000	10
Over \$40,000 or rehabilitation involving refinancing	15
New construction or acquisition of newly constructed housing (does not apply to homeownership projects)	20

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

The following describes the City's subrecipients resale and recapture provisions.

When the RECAPTURE option is enforced, subsequent homebuyers will not be limited to income-eligible households.

Resale Requirements-When HOME funds are provided to a CHDO/Developer/Owner to develop homebuyer unit(s) with no additional assistance paid to the homebuyer, the City elects to implement resale provisions to meet the affordability requirements applicable to the project.

Resale Terms and Conditions-

- a. Homebuyer Household Income must be less than 80% AMI adjusted for family size.
 - b. Affordability Period – a low-to-moderate household must occupy the residence during the entire affordability period
 - c. The homebuyer must occupy the property as their principal residence
 - d. Upon sale of the property the initial homeowner must receive a “fair return” – homeowner’s return on original investment including down payment and any capital improvements, less the amount of deferred maintenance that does not meet local code requirements and remediation of all deficiencies identified during inspection.
 - e. Capital Improvements– Homebuyer would obtain approval from City prior to work being completed - Energy upgrades – HVAC, Water Heater, Insulation and Home modernization
 - f. Consumer Price Index – used to calculate the percent gain which applies to sales within the affordability period
 - g. Resale Process – When a Resale is triggered during the Period of Affordability, the homeowner and developer shall immediately notify the City and HOME Program staff. The City shall agree to the new sale price with professional consultation and appraisal Confirm the fair return calculation Verify income eligibility of the subsequent homebuyer Confirm principal residency requirement Ensure property is affordable to a reasonable range of low-income home buyers New HOME funds invested for the subsequent low-income homebuyer will extend the period of affordability according to HOME regulations.
 - h. Default – failure to comply with the period of affordability requirements may result in demanding repayment of the development subsidy provided to the homebuyers.
4. Plans for using HOME funds to refinance existing debt secured by multifamily housing that is rehabilitated with HOME funds along with a description of the refinancing guidelines required that

will be used under 24 CFR 92.206(b), are as follows:

N/A

DRAFT

Attachments

Appendix A

Citizen Participation Comments

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