

**CITY OF BETHLEHEM  
PUBLIC NOTICE  
COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM  
HOME INVESTMENT PARTNERSHIPS PROGRAM  
2022 PROGRAM YEAR**

2022 Draft CDBG and HOME Annual Action Plan Public Review and Comment Period

Notice is hereby provided that the City of Bethlehem, PA has completed its first draft of the 2022 Annual Action Plan for the Community Development Block Grant (CDBG) and HOME Investment Partnerships (HOME) program funds. CDBG and HOME funds are primarily intended to benefit low to moderate income (LMI) individuals, families, populations, and areas. The City strongly encourages LMI individuals in the City and organizations that serve them to provide comments to the Annual Action Plan and participate in the hearing below.

Interested citizens are invited to examine this report and comment on its contents during the required thirty (30) day Public Review and Comment Period that will begin on Thursday, June 16, 2022 and extend through Saturday, July 16, 2022. The draft plan is available to the public for review in person during the Public Review and Comment Period at the following locations:

- The lobby area of City Hall, 10 East Church Street, Bethlehem, PA 18018 (see the door monitor at the front desk);
- Bethlehem Public Library, Main Library, 11 West Church Street, Bethlehem, PA 18018 (see the front desk, telephone number 610-867-3761);
- Bethlehem Public Library, South Side Branch, 400 Webster Street, Bethlehem, PA 18015 (see the front desk, telephone number 610-867-7852); and
- A copy of the draft Annual Action Plan is located at the following link: <https://www.bethlehem-pa.gov/CityOfBethlehem/media/DCED-Media-Library/CommunityDevelopment/v3-DRAFT-2022-Action-Plan.pdf>

See also: <https://www.bethlehem-pa.gov/Community-Economic-Development/Community-Development/CDBG-Home>

Public comments will be accepted and can be addressed to Trevor Gross, Grants Specialist ([tgross@bethlehem-pa.gov](mailto:tgross@bethlehem-pa.gov)), telephone number 610-419-1447. Comments must be received before 4:30 pm on July 16, 2022 by email, or dropped off with the door monitor at City Hall, 10 East Church Street, Bethlehem, PA 18018.

The public is also invited to participate in a public hearing on the draft 2022 Annual Action Plan. The public hearing will be an in-person meeting at the City Council Meeting on Tuesday, July 5, 2022, at 7:00 p.m. in Town Hall Rotunda, 10 East Church Street, Bethlehem, PA 18018.

A summary of the proposed 2022 allocations and a draft of the Annual Action Plan follow this notice.

This notice is issued in accordance with the CDBG and HOME regulations. The City of Bethlehem does not discriminate based on disability.

BY ORDER OF CITY OF BETHLEHEM  
J. William Reynolds, Mayor

## Summary of Proposed 2022 Allocations

**2022 Annual Action Plan Allocations**

CDBG 2022 Award	\$1,391,666.00	Program Administration Cap (20%) - \$278,333.20
Prior Year Funds	\$48,788.00	Public Services Cap (15%) - \$208,749.90
<b>Total CDBG Funds</b>	<b>\$1,440,454.00</b>	

<u>Organization</u>	<u>CDBG Funding Recommendation</u>	<u>CDBG-CV (CARES) Funding Recommendation</u>	<u>Program</u>
Program Administration	\$278,333.20		DCED Program Administration and Planning Costs
Center for Humanistic Change	\$10,000.00	\$30,000.00	Project SUCCESS - At-risk youth in-school mentoring and case management
Hogar CREA of Pennsylvania	\$35,000.00	\$25,000.00	Substance abuse counseling
Bethlehem Emergency Sheltering, Inc.	\$0.00	\$25,000.00	Emergency Shelter
ShareCare	\$10,000.00	\$0.00	Volunteer caregiving to elderly and disabled individuals
Lehigh Valley Center for Independent Living	\$20,000.00	\$0.00	PLACE - disabled individuals/at-risk homeless
New Bethany Ministries - Representative Payee Program	\$58,749.90	\$0.00	Rep Payee program
Hispanic Center Lehigh Valley - Food Pantry & Food Services	\$15,000.00	\$0.00	Pantry Food Service
YWCA - Bethlehem TechGYRLS after school STEM	\$10,000.00	\$0.00	TechGYRLS
Kellyn Foundation	\$0.00	\$24,000.00	Mobile Market Retrofit
New Bethany Ministries	\$25,000.00	\$24,500.00	Choice Pantry
New Bethany Ministries	\$25,000.00	\$0.00	Trinity Soup Kitchen
CACLV - Bethlehem Homebuyer Assistance/Financial Counseling	\$20,000.00	\$0.00	CAFS 2021 BHAP
CADCB	\$30,000.00	\$0.00	Friendship Park Residential Facades
RDA-Blight Remediation Program Delivery	\$35,000.00	\$0.00	Acquisition of blighted properties
Housing Rehab Grants and Loans	\$300,000.00	\$0.00	Rehab of owner occupied housing
Housing Rehab Program Delivery	\$210,000.00	\$0.00	Program delivery salary support
YMCA	\$279,582.90	\$0.00	Child Care Wing Renovations - III
CADCB	\$30,000.00	\$0.00	NS2027 Neighborhood Organizer
<b>Total 2022 CDBG Projects</b>	<b>\$1,391,666.00</b>	<b>\$128,500.00</b>	

HOME 2022 Award	\$430,794.00	CHDO Set Aside Minimum (15%) - \$64,619
HOME Program Income	\$4,395.00	Program Administration Cap (10%) - \$43,079
<b>Total HOME Funds</b>	<b>\$435,189.00</b>	

<u>Organization</u>	<u>HOME Funding Recommendation</u>	<u>Program</u>
CACLV - Community Housing Development Organization (CHDO)	\$64,619.00	CHDO Set Aside
Program Administration	\$43,079.00	DCED Program Administration and Planning Costs
Housing Rehab (acquisition/rehab/resale)	\$143,096.00	Rehab of owner-occupied or rental housing
CACLV - Homebuyer Program	\$80,000.00	Homebuyer Program (acquisition/rehab/resale)
Affordable Housing Project Requests	\$100,000.00	Future Affordable Housing Projects
<b>Total HOME Projects</b>	<b>\$430,794.00</b>	

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

# Executive Summary

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

### 1. Introduction

The City of Bethlehem has prepared the 2022 Annual Action Plan (AAP) to implement goals and objectives and further priority housing and community development needs outlined in the City's 2020-24 Five-Year Consolidated Plan. This AAP covers the period from January 1, 2022, to December 31, 2022.

The AAP 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 fiscal year 2022, the City of Bethlehem must submit its AAP to HUD.

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

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

The city intends to make full use of the flexibility inherent in the 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 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 five 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 facade improvements
- Support neighborhood stabilization efforts and blight elimination initiatives through increased code enforcement and property clearance or rehab programs
- Support a wide range of eligible public services and facilities, including affordable childcare, 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), Bethlehem 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 continued impacts of the COVID-19 pandemic have caused staff turnover and challenges within City as well as its subrecipients and community partners. 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 keep needed citywide programs and services that help the homeless, low-moderate income households as well as improve public facilities. City staff strive to efficiently provide CDBG and HOME program delivery. City staff, Council and the Community Development Committee 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 Plan. Two public hearings were conducted both virtually and in-person, including technical assistance workshops for local agencies applying for CDBG funding. To help assess the impacts of the COVID-19 pandemic, the City conducted a Social Services Survey, Stakeholder Interviews, attended CoC meetings and Fair housing quarterly meetings to discuss the challenges and needs such entities face in raising funding, providing services, and retaining volunteers.

### **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 was completed containing all interview documents, surveys, hearings, educational sessions, and meeting summaries that were part of the 2022 AAP planning program. The Summary is an appendix of the APP.

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

No comments or views were excluded from consideration in the development of this Plan.

## **7. Summary**

By coordinating the AAP 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.

**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	BETHLEHEM	
CDBG Administrator		Department of Community and Economic Development
HOME Administrator		Department of Community and Economic Development
ESG Administrator		

**Table 1 – Responsible Agencies**

**Narrative (optional)**

The AAP 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 AAP to strategically implement its CDBG Program, which funds housing, 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 AAP 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. On October 14, 2021, a public hearing was held to solicit input on community needs. A second public hearing was held later in 2022 to allow input into the first draft of the Annual Action 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 Bethlehem Blight Betterment (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 approximately eleven 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))**

During the development of the AAP HUD approved the Northside 2027 NRSA. During the development of the Northside 2027 Neighborhood Plan and the 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.

As the City continues to move forward implementing its Consolidated Plan through the development of a consistent AAP, 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 Lehigh and Northampton counties and the City. In 2021 there were 49 people counted at the Bethlehem Emergency shelter. This number is extremely low and does not accurately reflect BES homelessness counts due to COVID distancing mandates. When reviewing unique Bethlehem Coordinated Entry Enrollments in 2021 having a Bethlehem zip code there were 131 unduplicated homeless households counted. No data is available from the 2022 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 as well as the BES 2022 AAP application.

**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.

**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	<b>Agency/Group/Organization</b>	City of Bethlehem Department of Community and Economic Development
	<b>Agency/Group/Organization Type</b>	Other government - County Grantee Department
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Market Analysis Economic Development
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	DCED department heavily informed the AAP based on information gleaned from elected officials, private developers, service providers and the public.
2	<b>Agency/Group/Organization</b>	North Penn Legal Services
	<b>Agency/Group/Organization Type</b>	Housing Service-Fair Housing
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Market Analysis Economic Development Anti-poverty Strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The organization participated outreach surveys and educational sessions.

3	<b>Agency/Group/Organization</b>	Greater Valley YMCA - Bethlehem Branch
	<b>Agency/Group/Organization Type</b>	Housing Services - Housing Services-Children Services-Persons with Disabilities Services-Health Services-Education
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Market Analysis Economic Development Lead-based Paint Strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The organization participated outreach surveys and educational sessions. The organization also participated in a public hearing on October 16, 2021.
4	<b>Agency/Group/Organization</b>	New Bethany Ministries
	<b>Agency/Group/Organization Type</b>	Housing Services - Housing Services-Employment
	<b>What section of the Plan was addressed by Consultation?</b>	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

	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The organization participated outreach surveys and educational sessions. The organization also participated in a public hearing on October 16, 2021.
5	<b>Agency/Group/Organization</b>	CACLV/LVCLT
	<b>Agency/Group/Organization Type</b>	Civic Leaders
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Economic Development
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The organization participated outreach surveys and educational sessions. The organization also participated in a public hearing on October 16, 2021.
6	<b>Agency/Group/Organization</b>	LEHIGH VALLEY CENTER FOR INDEPENDENT LIVING (LVCIL)
	<b>Agency/Group/Organization Type</b>	Services-Elderly Persons Services-Persons with Disabilities Services-homeless
	<b>What section of the Plan was addressed by Consultation?</b>	Homelessness Strategy Non-Homeless Special Needs
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The organization participated outreach surveys, public hearings, and educational sessions.
7	<b>Agency/Group/Organization</b>	Kellyn Foundation
	<b>Agency/Group/Organization Type</b>	Services-Health Services-Food Access
	<b>What section of the Plan was addressed by Consultation?</b>	Fresh Food in LMI areas

<p><b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b></p>	<p>The organization participated outreach surveys and educational sessions. The organization also participated in a public hearing on October 16, 2021.</p>
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**Identify any Agency Types not consulted and provide rationale for not consulting**

N/A

**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.
Northside NRSA	City of Bethlehem Department of Community and Economic Development	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.
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.
Southside Neighborhood Preservation Program (NPP)	CACLV Southside Vision Development Committee	CACLV was successful in re-establishing another NPP for Southside neighborhood. This initiative hopes to continue work with housing and neighborhood light, improve transportation and streetscapes.

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Eviction Prevention Program	New Bethany Ministries	New Bethany Ministries in collaboration with the City and CARES funding, established an Eviction Prevention Program that provides rental subsidies and needed services to LMI families facing eviction. Over 500 families were assisted.
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 will be 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 APP the breadth and depth needed to produce a comprehensive strategy, presented in this Annual Action Plan. The 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**

In 2021 a public participation program was rolled out including community dialogue with Northside NRSA committees, accomplishments of the City's Blight Program, the Southside NPP and committees, and informational webpage postings. The city added public input and participation options specific to the 2022 AAP by:

- Holding a public hearing in October 2021 to further explore and identify community and public service needs, especially those that could fall within the purview of the CDBG and HOME programs
- Conducting a social services survey and stakeholder interviews to identify needs
- Hosting routine technical service and educational workshops
- Holding a public hearing in June 2022 to review the final draft of this plan

**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	October 16, 2021, the City conducted the first of two required public hearings.	Seven individuals participated. Comments included: the need for more affordable housing, food accessibility, individual case management during intake processes, and the continued economic and social impacts of COVID-19.	All comments were accepted.	

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)
2	Public Workshops & Focus Group Meeting	Non-profit Organizations	In September and November in 2021, the city conducted two technical assistance workshops on application completion and another session on CDBG compliance. Participants of the sessions were also asked to discuss on-going impacts of COVID-19 on various aspects of operations and services.	All comments were documented and analyzed.	All comments were accepted.	

3	Social Service Survey	Social services and subrecipients	<p>Twelve social services responded to the survey. Priority should give to housing and public services. Specifically, improving the quality of existing housing stock, increase housing units, rapid re-housing support, homeless shelter support, rental and utility assistance and increasing homeownership opportunities. Priority public services include childcare services, homeless prevention assistance, substance abuse and mental health services and job training. Priority populations include neglected or abused homeless children,</p>	All surveys were accepted and documented.	All survey responses were accepted.	
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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)
			veterans, elderly, and disabled individuals.			
4	Public Comment Period	Non-targeted/broad community	June 16, 2022-July 16, 2022	All comments were documented and analyzed.	All comments were accepted.	
5	Public Hearing	Non-targeted/broad community	July 5, 2022, the City will conduct the second of two required public hearings.	All comments were documented and analyzed.	All comments were accepted.	
6	Public Hearing	Non-Targeted/Broad Community	July 19, 2022, City Council is scheduled to approve resolution adopting the AAP			

**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 our residents.

In addition to the 2022 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	1,391,666	0	0	1,391,666	2,783,332	Estimated at 4 times estimated Year 3 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 TBRA	430,794	0	0	430,794	861,588	Estimated at 4 times estimated Year 3 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 funds for public services activities are matched with numerous state funding sources and local donations. Most public facilities /infrastructure projects are in part funded from other state grants and City Bonds 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. All subrecipient applications describe the resources leveraged for program delivery.

**If appropriate, describe publically 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 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.



## 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

Table 6 – Goals Summary

#### Goal Descriptions

<b>1</b>	<b>Goal Name</b>	Create and Preserve Affordable Rental Housing
	<b>Goal Description</b>	Projects that invest in the creation and preservation of quality rental affordable housing.
<b>2</b>	<b>Goal Name</b>	Preserve Owner-Occupied Housing
	<b>Goal Description</b>	This project includes the hard and soft costs required to rehabilitate owner-occupied housing under both the CDBG and HOME programs.
<b>3</b>	<b>Goal Name</b>	Enhance Homeownership Opportunities
	<b>Goal Description</b>	This goal covers both a rehabilitation & resale activity as well as direct homebuyer assistance.

4	<b>Goal Name</b>	Address Impediments to Fair Housing Choice
	<b>Goal Description</b>	Services that help low- and moderate-income individuals and families address barriers to live where they want.
5	<b>Goal Name</b>	Support Homeless Housing and Services
	<b>Goal Description</b>	This goal captures investments in wrap around services, outreach and housing investments for families and individuals struggling with homelessness.
6	<b>Goal Name</b>	Support High Quality Public Services
	<b>Goal Description</b>	This goal supports a wide array of programming and investment to that directly assist low- and moderate-income families with social services, education, training, and other support.
7	<b>Goal Name</b>	Improve Public Facilities & Infrastructure
	<b>Goal Description</b>	Investing in public facilities and infrastructure that serve primarily low- and moderate-income residents.
8	<b>Goal Name</b>	Create and Preserve Local Jobs
	<b>Goal Description</b>	The goals support investments into local businesses to help them create and preserve low- and moderate-income jobs in the community.
9	<b>Goal Name</b>	CDBG/HOME Program Administration
	<b>Goal Description</b>	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 FY 2022 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 made available around July 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	Administration & Planning
2	Project SUCCESS/Crossroads Mentoring Program (Center for Humanistic Change)
3	Substance Abuse Counseling (Hogar CREA)
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	New Bethany Ministries Choice Pantry
10	New Bethany Ministries Trinity Soup Kitchen
11	CALV CAFS 2021 BHAP
12	Blight Remediation Program Delivery (RDA)
13	Friendship Park Residential Facades (CADCB)
14	CDBG and HOME Housing Rehabilitation (City of Bethlehem)
15	Housing Rehab Program Delivery (City of Bethlehem)

#	Project Name
16	Child Care Wing Renovations - Phase III (YMCA)
17	Northside NRSA Neighborhood Organizer (CADCB)
18	Affordable Housing Activities

**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**

<b>1</b>	<b>Project Name</b>	Administration & Planning
	<b>Target Area</b>	City of Bethlehem
	<b>Goals Supported</b>	CDBG/HOME Program Administration
	<b>Needs Addressed</b>	Planning and Administration
	<b>Funding</b>	CDBG: \$278,333.20 Home: \$43,079
	<b>Description</b>	Salary and wages of local staff as well as professional fees for consultants to assist with the administration of the HOME and CDBG programs and with planning activities.
	<b>Target Date</b>	12/31/2023
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	
	<b>Location Description</b>	
	<b>Planned Activities</b>	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 for assistance with the administration of the CDBG And HOME programs and/or planning activities, including comprehensive plans, community development plans, functional plans, and other eligible plans and studies.
<b>2</b>	<b>Project Name</b>	Project SUCCESS/Crossroads Mentoring Program (Center for Humanistic Change)
	<b>Target Area</b>	City of Bethlehem Northside 2027
	<b>Goals Supported</b>	Support High Quality Public Services
	<b>Needs Addressed</b>	Enhance the Availability of Community Services
	<b>Funding</b>	CDBG: \$10,000
	<b>Description</b>	Crossroads serves students in kindergarten to fifth grade and Project SUCCESS serves at-risk students in 6th-12th grade. School administrators, counselors, or other school staff refer students who they determine are at-risk for academic, attendance, and/or behavioral issues.
	<b>Target Date</b>	12/31/2022

	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Approximately fifteen (15) at-risk high-school students are targeted by the program.
	<b>Location Description</b>	The CHC will serve Donegan Elementary, Fountain Hill Elementary, Lincoln Elementary, Northeast Middle, and Liberty High Schools through the Project SUCCESS/Crossroads Mentoring program in the Bethlehem Area School district with funding provided by CDBG.
	<b>Planned Activities</b>	Project SUCCESS provides students in 6th-12th grade, who school identify as at-risk, with the social-emotional support and practical skills needed to identify and develop personal character and resiliency, succeed in school, graduate from high school, and cope with challenges in life. A staff mentor works with students through three main activities: <ol style="list-style-type: none"> <li>1. Mentoring small groups of students who need to develop specific life skills.</li> <li>2. Working one-on-one with individual students.</li> <li>3. Providing classroom-based resiliency programs.</li> </ol>
<b>3</b>	<b>Project Name</b>	Substance Abuse Counseling (Hogar CREA)
	<b>Target Area</b>	City of Bethlehem
	<b>Goals Supported</b>	Support High Quality Public Services
	<b>Needs Addressed</b>	Enhance the Availability of Community Services
	<b>Funding</b>	CDBG: \$35,000
	<b>Description</b>	People suffering from the disease of addiction can come to Hogar CREA and receive intensive inpatient treatment in a therapeutic community.
	<b>Target Date</b>	12/31/2023
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Approximately 25 females with the disease of addiction will be served.
	<b>Location Description</b>	1920 E. Market Street, Bethlehem, PA
	<b>Planned Activities</b>	Staffing expenses related to running an inpatient treatment facility for women.
<b>4</b>	<b>Project Name</b>	Faith In Action (ShareCare)
	<b>Target Area</b>	City of Bethlehem

	<b>Goals Supported</b>	Support High Quality Public Services
	<b>Needs Addressed</b>	Foster Strong, Vibrant Neighborhoods Enhance the Availability of Community Services
	<b>Funding</b>	CDBG: \$10,000
	<b>Description</b>	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.
	<b>Target Date</b>	12/31/2022
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	The program will serve approximately eighty (80) adults with disabilities.
	<b>Location Description</b>	321 Wyandotte Street, Bethlehem, PA
	<b>Planned Activities</b>	ShareCare provides caregiving assistance to people who are elderly or disabled. Most 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.
5	<b>Project Name</b>	LVCIL PLACE Program
	<b>Target Area</b>	City of Bethlehem Northside 2027
	<b>Goals Supported</b>	Address Impediments to Fair Housing Choice Support High Quality Public Services
	<b>Needs Addressed</b>	Foster Strong, Vibrant Neighborhoods Enhance the Availability of Community Services Housing (NS)
	<b>Funding</b>	CDBG: \$20,000



	<b>Description</b>	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.
	<b>Target Date</b>	12/31/2023
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	The PLACE program will serve 35 City residents with disabilities and their family members who are living on limited income and may be at-risk for homelessness.
	<b>Location Description</b>	713 N. 13th Street, Allentown, PA
	<b>Planned Activities</b>	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.
<b>6</b>	<b>Project Name</b>	Representative Payee Program (New Bethany Ministries)
	<b>Target Area</b>	City of Bethlehem
	<b>Goals Supported</b>	Support Homeless Housing and Services Support High Quality Public Services
	<b>Needs Addressed</b>	Foster Strong, Vibrant Neighborhoods Enhance the Availability of Community Services
	<b>Funding</b>	CDBG: \$58,749.90
	<b>Description</b>	The Representative Payee Program is New Bethany Ministries' homeless prevention program, which provides financial management services to adults who are struggling with mental health problems and/or are unable to manage their finances.
	<b>Target Date</b>	12/31/2023

	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	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).
	<b>Location Description</b>	333 W. 4th Street, Bethlehem, PA
	<b>Planned Activities</b>	Staffing and administration costs for the Representative Payee Program.
<b>7</b>	<b>Project Name</b>	HCLV Food Pantry Food Services
	<b>Target Area</b>	City of Bethlehem
	<b>Goals Supported</b>	Support High Quality Public Services
	<b>Needs Addressed</b>	Foster Strong, Vibrant Neighborhoods Enhance the Availability of Community Services
	<b>Funding</b>	CDBG: \$15,000
	<b>Description</b>	The Food Pantry at the Hispanic Center of the Lehigh Valley 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.
	<b>Target Date</b>	12/31/2023
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	The HCLV's targeted focus area for service provision is the Southside and Marvin/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 from these Census Tracts 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.
	<b>Location Description</b>	520 E. 4th Street, Bethlehem, PA

	<b>Planned Activities</b>	The HCLV Food Pantry will serve a minimum of 120 households from these Census Tracts 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.
<b>8</b>	<b>Project Name</b>	TechGYRLS (YWCA)
	<b>Target Area</b>	City of Bethlehem
	<b>Goals Supported</b>	Support High Quality Public Services
	<b>Needs Addressed</b>	Enhance the Availability of Community Services
	<b>Funding</b>	CDBG: \$10,000
	<b>Description</b>	The TechGYRLS Afterschool STEM delivers high-quality, hands-on science, technology, engineering, and math enrichment to Bethlehem girls ages 9 - 13.
	<b>Target Date</b>	12/31/2023
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Approximately 100 girls between the ages of 9 and 13 will be served by this program.
	<b>Location Description</b>	We will be serving girls and families in the catchment area of these BASD schools: Northeast Middle, Broughal Middle, Donegan, Fountain Hill, Freemansburg, Thomas Jefferson, Lincoln, Marvin, and William Penn.
<b>Planned Activities</b>	Staffing and supply costs associated with running the STEM program. Funded activities will include the Spring 2022 sessions and Fall 2022 sessions.	
<b>9</b>	<b>Project Name</b>	New Bethany Ministries Choice Pantry
	<b>Target Area</b>	City of Bethlehem
	<b>Goals Supported</b>	Support High Quality Public Services
	<b>Needs Addressed</b>	Foster Strong, Vibrant Neighborhoods Enhance the Availability of Community Services
	<b>Funding</b>	CDBG: \$25,000

	<b>Description</b>	New Bethany's Choice Food Pantry is valuable to the community because it offers a three-day supply of food to households and has lifted its regulations of clients only utilizing the Food Pantry once a month, while implementing safety precautions, driven by CDC guidelines, by utilizing New Org for remote ordering to ensure the safety of our staff and consumers.
	<b>Target Date</b>	12/31/2023
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	New Bethany's Choice Food Pantry primarily serves households below the median income, residing in zip code areas 18015 and 18018. Our overall objectives are to serve an average of 8,000 food-insecure households in our pantry annually, provide healthier food options to 5,000 adults, children, and seniors annually, and hear at least 50% of those who access the food pantry report satisfaction with their experience.
	<b>Location Description</b>	380 Shawnee Street, Bethlehem, PA
	<b>Planned Activities</b>	New Bethany's Choice Pantry is open daily and continues to remain open daily (Monday-Friday), providing individuals and families with a 3-day supply of groceries. Clients have the option of choosing our Standard cart which contains a mix of all groceries we have available, or to make direct selection of preferred items. Our consumers also have the option of remote orders and scheduling order pick up.
<b>10</b>	<b>Project Name</b>	New Bethany Ministries Trinity Soup Kitchen
	<b>Target Area</b>	City of Bethlehem Northside 2027
	<b>Goals Supported</b>	Support High Quality Public Services
	<b>Needs Addressed</b>	Foster Strong, Vibrant Neighborhoods Enhance the Availability of Community Services
	<b>Funding</b>	CDBG: \$25,000
	<b>Description</b>	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.
	<b>Target Date</b>	12/31/2022
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	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.
	<b>Location Description</b>	44 E. Market Street, Bethlehem, PA

	<b>Planned Activities</b>	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.
<b>11</b>	<b>Project Name</b>	CALV CAFS 2021 BHAP
	<b>Target Area</b>	City of Bethlehem Northside 2027
	<b>Goals Supported</b>	Preserve Owner-Occupied Housing Enhance Homeownership Opportunities
	<b>Needs Addressed</b>	Improve the quality of existing housing Increase the rate of homeownership Housing (NS)
	<b>Funding</b>	CDBG: \$20,000 HOME: \$80,000
	<b>Description</b>	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.
	<b>Target Date</b>	12/31/2023
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	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.
	<b>Location Description</b>	1337 E. 5th Street, Bethlehem, PA
	<b>Planned Activities</b>	HCP will administer the Bethlehem Homebuyer Assistance Program (BHAP) year-round, daily, 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, daily, 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.
<b>12</b>	<b>Project Name</b>	Blight Remediation Program Delivery (RDA)
	<b>Target Area</b>	City of Bethlehem Northside 2027

	<b>Goals Supported</b>	Create and Preserve Affordable Rental Housing Preserve Owner-Occupied Housing
	<b>Needs Addressed</b>	Improve the quality of existing housing Foster Strong, Vibrant Neighborhoods Housing (NS)
	<b>Funding</b>	CDBG: \$35,000
	<b>Description</b>	CDBG funds help pay for program delivery for staff that administer the City's blighted property program as well as payment for any third-party contractors.
	<b>Target Date</b>	12/31/2023
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	N/A
	<b>Location Description</b>	City-wide, including the Northside NRSA neighborhood.
	<b>Planned Activities</b>	CDBG funds help pay for program delivery for staff that administer the City's blighted property program as well as payment for any third-party contractors. Such contractors include appraisal, title search, legal and or other technical assistance services needed.
<b>13</b>	<b>Project Name</b>	Friendship Park Residential Facades (CADCB)
	<b>Target Area</b>	Northside 2027
	<b>Goals Supported</b>	Create and Preserve Affordable Rental Housing Preserve Owner-Occupied Housing
	<b>Needs Addressed</b>	Foster Strong, Vibrant Neighborhoods
	<b>Funding</b>	CDBG: \$30,000
	<b>Description</b>	CADCB will implement a targeted residential facade improvement program to improve the appearance of the area immediately surrounding Friendship Park in the Northside 2027 neighborhood. This will increase neighborhood residents' perceptions of the attractiveness and desirability of their neighborhood, increase property values, and strengthen businesses. Specifically, at least two residential facades will be funded by the City. Funds will be given directly to the contractor performing the facade repairs, with no funds directed to the homeowner.
	<b>Target Date</b>	12/31/2023

	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	At least two (2) houses in the Northside 2027 will receive residential façade repairs. Recipients of this program will be low- to moderate-income homeowners or local landlords with low- to moderate-income tenants who have a property in the target area.
	<b>Location Description</b>	Friendship Park, where façade improvement work will take place, covers half a city block, and is bordered by E Garrison Street to the north, Penn Street to the west, E North Street to the south. To its east are residences and businesses which line Linden Street —a major commercial and residential corridor.
	<b>Planned Activities</b>	Properties will be identified and outreach to property owners will be conducted, big package completed, contractor solicitation selection is expected by June, and construction completion in November 2022.
<b>14</b>	<b>Project Name</b>	CDBG and HOME Housing Rehabilitation (City of Bethlehem)
	<b>Target Area</b>	City of Bethlehem Northside 2027
	<b>Goals Supported</b>	Preserve Owner-Occupied Housing
	<b>Needs Addressed</b>	Improve the quality of existing housing Housing (NS)
	<b>Funding</b>	CDBG: \$300,000 HOME: \$143,096
	<b>Description</b>	Funds will be used to rehabilitate homes throughout the City.
	<b>Target Date</b>	12/31/2022
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Approximately thirty (30) families will benefit from the rehabilitation activities.
	<b>Location Description</b>	To be determined.
	<b>Planned Activities</b>	Construction costs associated with full home rehabilitation, emergency home rehabilitation, and facade improvements.
<b>15</b>	<b>Project Name</b>	Housing Rehab Program Delivery (City of Bethlehem)
	<b>Target Area</b>	City of Bethlehem Northside 2027
	<b>Goals Supported</b>	Preserve Owner-Occupied Housing
	<b>Needs Addressed</b>	Improve the quality of existing housing Housing (NS)

	<b>Funding</b>	CDBG: \$210,000
	<b>Description</b>	Housing rehab program delivery associated with the CDBG and HOME funded Housing Rehabilitation Program.
	<b>Target Date</b>	12/31/2023
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	25 units are expected to be rehabilitated.
	<b>Location Description</b>	Properties citywide with special target areas of the Northside NRSA and Southside neighborhoods.
	<b>Planned Activities</b>	Housing rehab program delivery associated with staff costs for the CDBG and HOME funded Housing Rehabilitation Program. Cost of salary and fringe benefits for City housing rehab staff.
16	<b>Project Name</b>	Child Care Wing Renovations - Phase III (YMCA)
	<b>Target Area</b>	City of Bethlehem
	<b>Goals Supported</b>	Support High Quality Public Services Improve Public Facilities & Infrastructure
	<b>Needs Addressed</b>	Provide quality infrastructure and comm facilities
	<b>Funding</b>	CDBG: \$279,582.90
	<b>Description</b>	Essential 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.
	<b>Target Date</b>	12/31/2023
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	36 children residing in low- and moderate-income households will benefit from the proposed project.
	<b>Location Description</b>	430 E. Broad Street, Bethlehem, PA
	<b>Planned Activities</b>	Building renovations and security updates in the Child Care portion of the YMCA facility.
	<b>Project Name</b>	Northside NRSA Neighborhood Organizer (CADCB)



17	<b>Target Area</b>	Northside 2027
	<b>Goals Supported</b>	Support High Quality Public Services
	<b>Needs Addressed</b>	Foster Strong, Vibrant Neighborhoods Enhance the Availability of Community Services
	<b>Funding</b>	CDBG: \$30,000
	<b>Description</b>	To support a Northside NRSA Neighborhood Organizer position employed by CADCB. The Organizer will provide the necessary organizational capacity to address resident concerns and assist neighborhood initiatives. The Organizer will assist the city to accomplish the goals and objectives of the Northside NRSA Neighborhood Plan.
	<b>Target Date</b>	12/31/2023
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Services intend to benefit approximately 110 households. Specifically, the Northside NRSA Neighborhood Organizer will provide information and referral services to at least 25 residents, engage at least 40 residents through community organizing meetings regarding housing and neighborhood issues, and engage at least 45 residents, business owners, key stakeholders involved in either the neighborhoods steering committee and subsequent subcommittees, and support a volunteer block captain to be a channel for residential concerns.
	<b>Location Description</b>	409 E. 4th Street, Bethlehem, PA
<b>Planned Activities</b>	Provide information and referral services, organize community meetings, engage business owners, and key stakeholders, organize steering committee and subcommittee meetings, and direct and train all volunteers.	
18	<b>Project Name</b>	Affordable Housing Activities
	<b>Target Area</b>	City of Bethlehem Northside 2027
	<b>Goals Supported</b>	Create and Preserve Affordable Rental Housing Preserve Owner-Occupied Housing
	<b>Needs Addressed</b>	Improve the quality of existing housing Increase the rate of homeownership
	<b>Funding</b>	HOME: \$100,000
	<b>Description</b>	Undertake affordable housing activities and projects that are driven by City, private housing entities and or nonprofit developers.

	<b>Target Date</b>	12/31/2024
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	To be determined.
	<b>Location Description</b>	To be determined.
	<b>Planned Activities</b>	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.

## **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 2022 the City is targeting approximately 10% of CDBG funds specifically to the Northside NRSA (Northside 2027 area) neighborhood.

#### **Geographic Distribution**

<b>Target Area</b>	<b>Percentage of Funds</b>
City of Bethlehem	100

**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 (Northside 2027 area) - Having received the NRSA designation allows the full range of HUD-funded benefits to be targeted.

While focusing on the Northside, the city will remain cognizant of the fact that important and needed work remains on the Southside. 2022 applications for projects and activities received leverage CDBG and HOME resources here with other federal, state, and local support.

## 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 2022 include:

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

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

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

<b>One Year Goals for the Number of Households Supported Through</b>	
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**

## **AP-60 Public Housing – 91.220(h)**

### **Introduction**

The Bethlehem Housing Authority (BHA) owns and operates more than 1200 affordable housing units across 11 properties in the City of Bethlehem. BHA is currently rehabbing a building on their property and ultimately will add an additional 5 affordable units. 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, and suitable land for development. BHA identified several populations in greater need including elderly and disabled 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 of 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 their developments/ buildings. The resident Council members are chosen by the residents in an election 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 assistance programs and services, childcare 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 increase family wealth.

Representatives from the City receive and review all BHA meeting agendas and minutes 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.

## **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 needs of underserved 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, and 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 2022, the City will work with a consultant to understand the City's and surrounding areas' homeless needs, gaps and solutions as well as review several sites for a permanent emergency shelter.

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 participates in and supports regional efforts to contact and serve the homeless and at-risk populations. CARES funds in 2022 are being allocated to the Bethlehem Emergency Shelter for shelter and counseling services. The City continues to participate in efforts that address, assess, and house homeless populations with partners like New Bethany Ministries.

#### **Addressing the emergency shelter and transitional housing needs of homeless persons**

In 2020, the City created the Affordable Housing Task Force to evaluate the state of development and land use regulations related to affordable housing. The task force included elected officials, City staff, and nonprofit, banking, and real estate development stakeholders. 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 to 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, facing 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 2022 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 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.

## **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. Study results are expected in Spring 2022.

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 household assistance to cope with high rents and housing costs. In 2021 the City adopted an Affordable Housing Local Economic Revitalization Tax Assistance (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. 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 (18) 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. Clearly there are no discernable barriers to minorities in accessing housing throughout the city.

Additionally, City staff is 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 (LVPC), in collaboration with Northampton County, is completing a 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 2022, the City will continue to work with North Penn Legal Services (NPLS) to create virtual educational events related to fair housing. Event information can be found on both the City and NPLS 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 the 2022. 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 soon a flyer for Emergency Rental Assistance programs. 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 2021, NPLS assisted 42 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 (BHAP), initiated in early 2021, is focused on increased homeownership for low- and moderate-income families. The program provides down payment and closing cost assistance for income-eligible families. Over 10 local and regional banking institutions have shown support for the program. In 2021 the BHAP assisted 3 families.

### 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 2022 Program Year, the communities of the Lehigh Valley,

including the City, will:

- 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 recourse;
- Disseminate 800 copies of “The Right Stuff About Renting” to provide tenants with information about their rights, including those under fair housing laws;
- Provide four training sessions to the Greater Lehigh Valley Realtors Association; and
- Conduct a Virtual Fair Housing Conference including four sessions during Fair Housing Awareness Month in April.

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

- Coordinate 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 Pandemic continues, the City's most vulnerable households continue to need assistance and support.

### **Actions planned to address obstacles to meeting underserved needs**

Identified obstacles to meeting underserved populations include reducing barriers to rental and owner housing. Assistance may include rental deposits, down payments, homeless family services, and aid to families headed by a single female. 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 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 2021 DCED conducted training sessions with subrecipients to help with grant administration, 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. The Housing and Community

Development Bureau 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 Department will continue to serve in that capacity while respecting the autonomy and uniqueness of each partner.

## 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 2022 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
<b>Total Program Income:</b>	<b>0</b>

#### 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(I)(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 24 CFR 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 (ARR) 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.

Direct HOME subsidy amount per-unit	Minimum period of affordability in years
Under \$15,000	5
\$15,000 to \$40,000	10
Over \$40,000	15

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:

1. Homebuyer Household Income must be less than 80% AMI adjusted for family size.
2. Affordability Period – a low-to-moderate household must occupy the residence during the entire affordability period
3. The homebuyer must occupy the property as their principal residence
4. Upon sale of the property the initial homeowner must receive a “fair return”
  - 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.
5. Capital Improvements– Homebuyer would obtain approval from City prior to work being completed
  - a. Energy upgrades – HVAC, Water Heater, Insulation
  - b. Home modernization
6. Consumer Price Index – used to calculate the percent gain which applies to sales within the affordability period
7. 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.
  - a. The City shall agree to the new sale price with professional consultation and appraisal
  - b. Confirm the fair return calculation
  - c. Verify income eligibility of the subsequent homebuyer
  - d. Confirm principal residency requirement
  - e. Ensure property is affordable to a reasonable range of low-income homebuyers
  - f. New HOME funds invested for the subsequent low-income homebuyer will extend the period of affordability according to HOME regulations.
8. Default – failure to comply with the period of affordability requirements may result in demanding repayment of the development subsidy provided to the homebuyers.

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

## Attachments