City of Bethlehem

2022 CDBG Action Plan Public Hearing and Technical Assistance Webinar

October 14th 6:00PM

Discussion Outline

- Consolidated Plan Goals and Priorities
- 2021 Program Accomplishments
- Community Needs Survey Results
- CDBG Eligibility Guidelines
- Low/Moderate Income Requirements
- Applying for CDBG Funds
- Annual Action Plan Process and Timeline
- Q&A

2020-24 Consolidated Plan Goals

All projects must meet one of the following Consolidated Plan Goals:

City of Bethlehem Goals

1. Improve the quality of existing housing
2. Increase the rate of homeownership
3. Provide quality infrastructure and community facilities
4. Enhance public safety
5. Support the growth of the local economy
6. Foster strong, vibrant neighborhoods
7. Enhance the availability of community services

Northside Neighborhood

Priority goals in the Neighborhood Revitalization Strategy Area (NRSA):

1. Housing Improvements
2. Supporting and developing the local economy
3. Transportation and streetscape enhancements

2021 Program Accomplishments

- Carlton Avenue street repaving and sidewalk reconstruction
- Rehabilitation of child care center
- Roof replacement at shelter facility
- Food pantry renovations
- 44 homes improved through City's Housing Rehab program
- Rental assistance provided to 112 families
- $425,000 in COVID-relief grants to 92 local businesses
- Recreational facility improvements
- Completed 11 residential façade improvement projects
- Provided funding for 14 housing counseling seminars in English and Spanish
- Assisted 164 youth with after school and mentorship programs
- Support for local drug and alcohol recovery program
- Assisted 19 City residents with fair housing legal services
- Assistance for individuals in at-risk populations
- Support for development of community grocery store
- Provided fresh food to 700 City residents at mobile fresh food market

Community Needs Survey Results – Priorities for LMI individuals

Top 3 CDBG Priorities

1. Housing
2. Public Services
3. Public Facilities

Top 3 Con Plan Priorities

1. Expanding Public Services
2. Improve Quality of Existing Housing
3. Improvements to Public Facilities

Top 3 Public Service Priorities

1. Preventing Homelessness
2. Providing Affordable Housing
3. Mental Health Services

Top 3 At-risk Populations

1. At-risk children
2. Veterans
3. Individuals with disabilities

Community Needs Survey Results – Housing Priorities

Top 3 Housing Priorities

1. Increase Affordable Housing Units (80%)
2. Rent & Utility Assistance
3. Homeownership Assistance

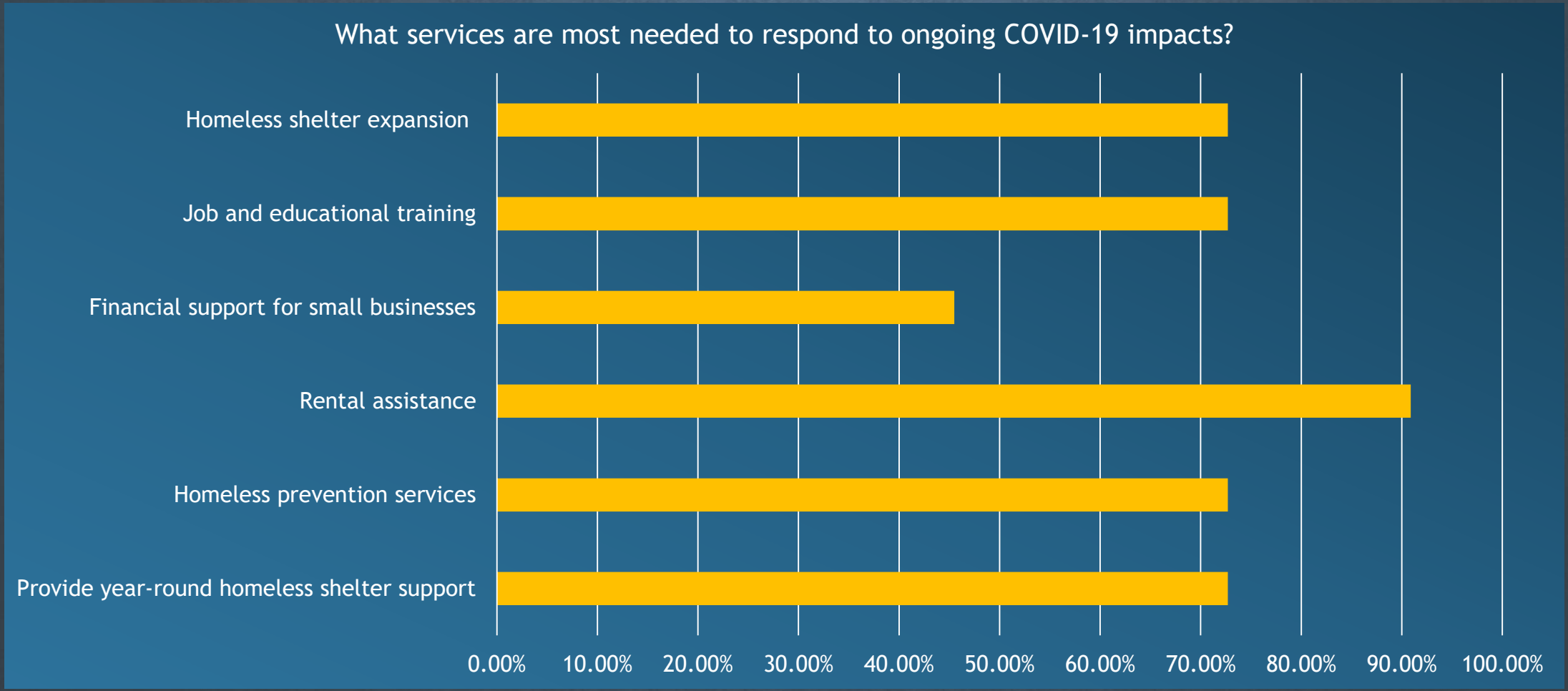
Top 3 Supportive Housing Needs

1. Victims of Domestic Violence
2. Elderly
3. Disabled Persons

Top 3 Homeless Prevention Services

1. Mental Health Support
2. Rapid Re-housing Support
3. Substance Abuse and Recovery Support

Community Needs Survey Results – Continued Response to COVID



Community Needs Survey Results – Looking Ahead

Program Overview

Program Eligibility

- Activities servicing local housing needs
- Activities providing needed public services or facilities
- Activities relating to neighborhood revitalization needs
- Activities encouraging local economic development

Importance of Success

Any project considered for funding must be:

- Achievable
- Fiscally Sound
- Not have an adverse environmental impact

Activity Eligibility

Beneficiary Information

- Beneficiaries must be residents of the City of Bethlehem with annual incomes at or below 80% of the area median.

Activities

- Public Services
- Public Facilities

Public Service Funding Priorities

- Public Service projects must be a new activity or demonstrate a substantial (25%) increase in activity outreach and impact

Additional Criteria

Each Activity must

- Be carried out in a cost-effective manner.
- Have broad-based community support, which may be demonstrated by letters of support.
- Not duplicate other services in operation or known to be in development.

Each Sponsoring Organization must have

- The experience and expertise to meet the proposed objectives in the defined time period
- The fiscal accountability and the commitment of other resources necessary to accomplish the proposed objectives
- Established any necessary relationships with other organizations to meet the proposed objectives.

CDBG Construction Projects

**Applies to construction projects assisted with >$2,000 CDBG funds*

- Environmental Review
- Construction Schedule
- Construction Budget
- Bid Package Requirements
- Wage Rate Determinations*
- Payroll Submissions*
- Employee Rights Poster*
- Employee Interviews*

View previous training on this topic:

Construction Projects and Davis Bacon Act

Monitoring & Recordkeeping

- All subrecipients are required to document basic information on the clientele served, including income documentation
- Quarterly accomplishment reporting including beneficiary information
- Periodic site visits by City staff (may be virtual)
- Subrecipient must submit all supporting documentation with requests for reimbursement.
- All public service programs must have written policies and procedures
- Program records must be kept for a minimum of 4 years after grant close-out

Calculating Low/Moderate Income

Median Income

- $81,900 (based on a family size of 4)

Low-Moderate Income

- 80% of Median or $65,500

Very Low Income

- 50% of Median or $40,951

Extremely Low Income

- 30% of Median or $24,551

It is important to determine and document the income level of beneficiary households.

The HUD Calculator makes it easy.
https://www.hudexchange.info/incomecalculator/

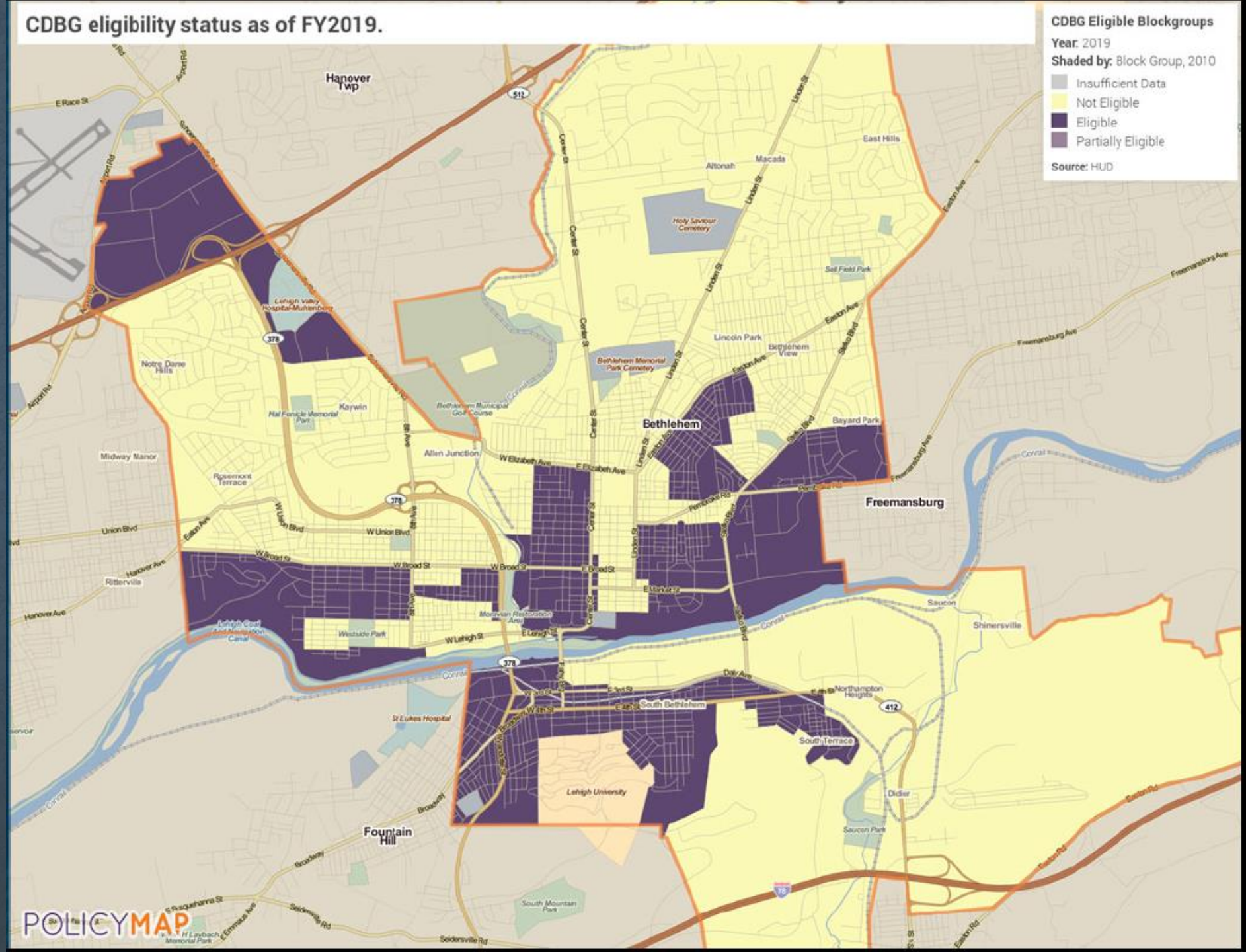
- W2s
- Pension/SSI Statements
- Paystubs

10% - 15% of households

2021 Income Limits

FAMILY SIZE	Extremely Low Income (0% to 30% of Median)	Very Low Income (30% to 50% of Median)	Low Income (50% to 80% of Median)	Over Income (Over 80% OF MEDIAN)
1 person	$0 - $17,200	$17,201 - $28,700	$28,701 - $45,850	Over $45,850
2 persons	$0 - $19,650	$19,651- $32,800	$32,801 - $52,400	Over $52,400
3 persons	$0 - $22,100	$22,100 - $36,900	$36,901 - $58,950	Over $58,950
4 persons	$0 - $26,500	$26,501 - $40,950	$40,951 - $65,500	Over $65,500
5 persons	$0 - $31,040	$31,041 - $44,250	$44,251 - $70,750	Over $70,750
6 persons	$0 - $35,580	$35,581 - $47,550	$47,551 – $76,000	Over $76,000
7 persons	$0 - $40,120	$40,121 - $50,800	$50,801 - $81,250	Over $81,250
8 persons	$0 - $44,660	$44,661 - $54,100	$54,101 - $86,500	Over $86,500

Low/Mod Block Groups



NorthSide NRSA Block Groups

The NRSA designation enables a wider income range to benefit from CDBG activities and services

2022 CDBG Application

Apply online at: https://portal.neighborlysoftware.com/BETHLEHEMPA/Participant

New users must Register for a Neighborly Account before applying.

Section A. Basic Information Form and Proposal summary
Section B. Project Narrative
Section C. Agency Information
Section D. Plan for Monitoring and Recordkeeping
Section E. Budget
Section F. Required Documents

Applications are due by November 1, 2021

Other Funding Priorities

- Demonstrated need for the project
- Leveraging of resources
- Ability to spend grant funds within 18 months
- Quantifiable, outcome-based objectives
- Coordination with other organizations
- Project is located in targeted areas:
  - Northside 2027
  - South Bethlehem

Map of Northside NRSA

www.northside2027.org

CDBG Application & Planning Schedule

2022 Annual Action Plan Schedule	
TASK	DATE
CDBG Applications Open	September 21, 2021
1st Public Hearing (virtual)	October 14, 2021 @ 6:00 PM
Applications Due	November 1, 2021
Administration Recommendations	November 30, 2021
2022 Program Year Begins	January 1, 2022
Final Public Hearing	*April 12, 2022
Council Approval	*April 19, 2022
City Submits 2022 Action Plan to HUD	*April 29, 2022

*Estimated dates subject to change

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City of Bethlehem CDBG Web Page
https://www.bethlehem-pa.gov/Community-Economic-Development/Community-Development/CDBG-Home

Open Discussion

1. In what ways is your organization changing? Why?
2. What are the unmet housing and service needs of the following at-risk populations?
   i. Sheltered and unsheltered homeless
   ii. Those at risk of homelessness
   iii. Victims of domestic violence