
BOROUGH OF CHAMBERSBURG

100 South 2nd Street, Chambersburg, PA 17201

FY 2019 Annual Action Plan – Substantial Amendment # 2

*In Accordance with the HUD Guidelines for the
Community Development Block Grant (CDBG) Program
and Community Development Block Grant - Covid Virus
(CDBG-CV) Program*

Amended November 9, 2020

Council President:

Alice C. Elia

Borough Manager:

Jeffrey Stonehill

***Land Use and Community
Development Director:***

Phil Wolgemuth



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**CARES ACT Substantial Amendment # 2:**

The Borough of Chambersburg has prepared a substantial amendment to its FY 2019 Annual Action Plan. The purpose substantial amendment will enable the Borough to access the CARES Act funds. The Borough has been allocated and will receive the following additional funds for FY 2019: \$195,725 in Community Development Block Grant – Coronavirus # 1 (CDBG-CV) funds, \$170,168 in Community Development Block Grant – Coronavirus # 3 (CDBG-CV) funds, and will be reallocating \$17,320 in FY 2016 CDBG funds. The Borough of Chambersburg is amending its FY 2019 Annual Action Plan by adding the following projects/activities for the CARES Act funds and the reallocated FY 2016 CDBG funds: Food Programs - \$98,812.00; and Mortgage, Rent, and/or Utility Assistance - \$284,401.00.

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AP-05 Executive Summary - 24 CFR 91.200(c), 91.220(b)**1. Introduction**

The Borough of Chambersburg, Pennsylvania is a entitlement community under the U.S. Department of Housing & Urban Development's (HUD) Community Development Block Grant (CDBG) Program. In compliance with the HUD regulations, the Borough of Chambersburg has prepared this FY 2019 Annual Action Plan for the period of July 1, 2019 through June 30, 2020. The Annual Action Plan is a strategic plan for the implementation of the Borough's Federal

Programs for housing, community, and economic development within the Borough of Chambersburg. This is the fifth Annual Action Plan under the Borough's FY 2015-2019 Five Year Consolidated Plan.

The FY 2019 Annual Action Plan outlines the actions to be undertaken in Fiscal Year 2019 with the Federal resources received by the Borough of Chambersburg. The CDBG Program and activities outlined in this Annual Action Plan will principally benefit low- and moderate-income persons. The Borough's previous performance under the CDBG Program was discussed at the Public Hearings. The FY 2019 Annual Action Plan is a collaborative effort of the Borough of Chambersburg, the community at large, social service agencies, housing providers, community development agencies, and economic development groups. The planning process was accomplished through public meetings, statistical data, and review of community plans, and meetings with Department Heads and Officials.

Available Funds:

During the FY 2019 Program Year, the Borough of Chambersburg, PA will receive the following Federal funds.

- **CDBG - \$332,090.00**

FY 2019 CDBG Budget:

The Borough of Chambersburg proposes to undertake the following activities with the FY 2019 CDBG Funds:

1. **Grant Administration - \$59,000.00 (18%)**
2. **BOPIC, Inc. – Job Training for Youth - \$22,487.00**
3. **Borough of Chambersburg Elder Street Reconstruction - \$250,603.00**

Total \$332,090.00

CARES Act Substantial Amendments:

The Coronavirus Aid, Relief, and Economic Security Act (CARES Act), Public Law 116-136, was signed into law on Friday, March 27, 2020. HUD received \$3.064 billion in funds through the CARES Act for the Community Development Block Grant (CDBG-CV), Emergency Solutions Grant (ESG-CV), and Housing Opportunities for Persons With AIDS (HOPWA-CV) programs. The Borough of Chambersburg is amending its FY 2019 Annual Action Plan to access the CARES Act funds.

Available Funds:

Through the passage of the CARES Act, the Borough of Chambersburg will receive an allocation of CDBG-CV funds. The Borough will receive the following grant amounts:

- **CDBG-CV # 1 Funds** - \$195,725.00
- **CDBG-CV # 3 Funds** - \$170,168.00
- **FY 2016 CDBG Funds** - \$17,320.00
- **Total: \$383,213.00**

FY 2020 CDBG-CV Programs Budget:

The Borough of Chambersburg proposes to undertake the following activities with the FY 2020 CDBG-CV Grant funds:

FY 2020 CDBG-CV Budget -

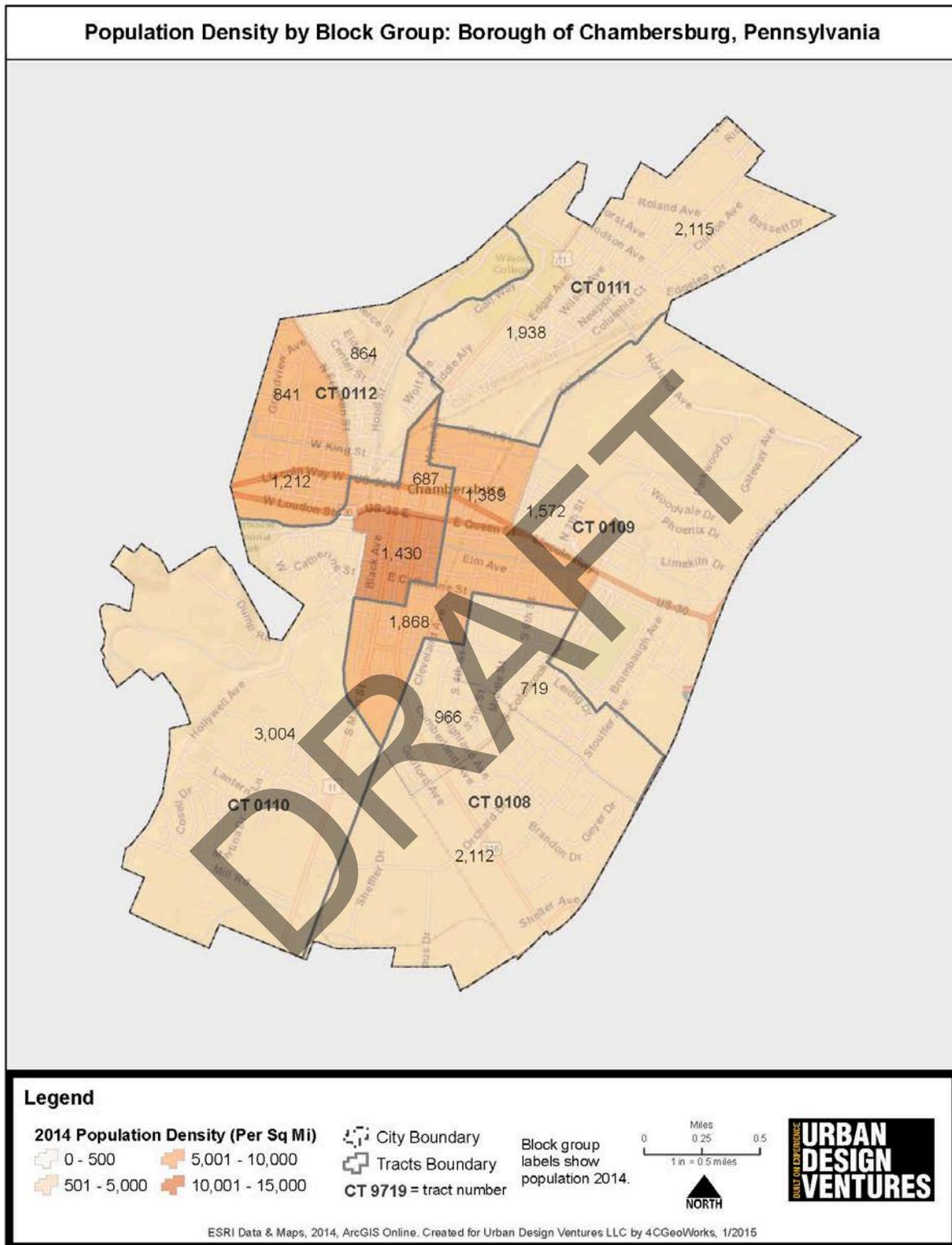
- **Food Programs** - \$98,812.00
- **Mortgage, Rent, and/or Utility Assistance** - \$284,401.00

Total CDBG-CV Budgets = \$365,893.00

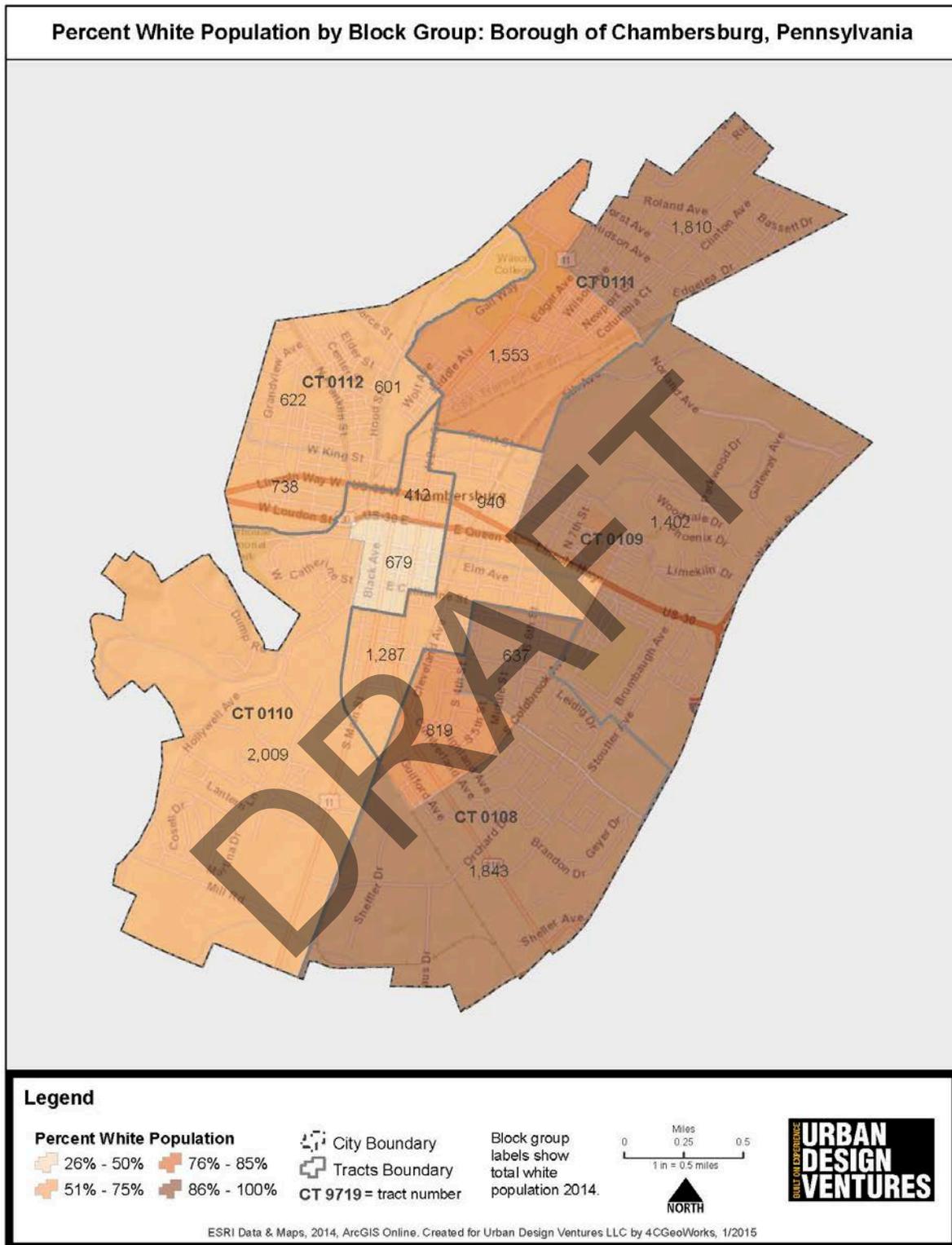
Maps:

The following maps illustrate the demographic characteristics of the Borough of Chambersburg:

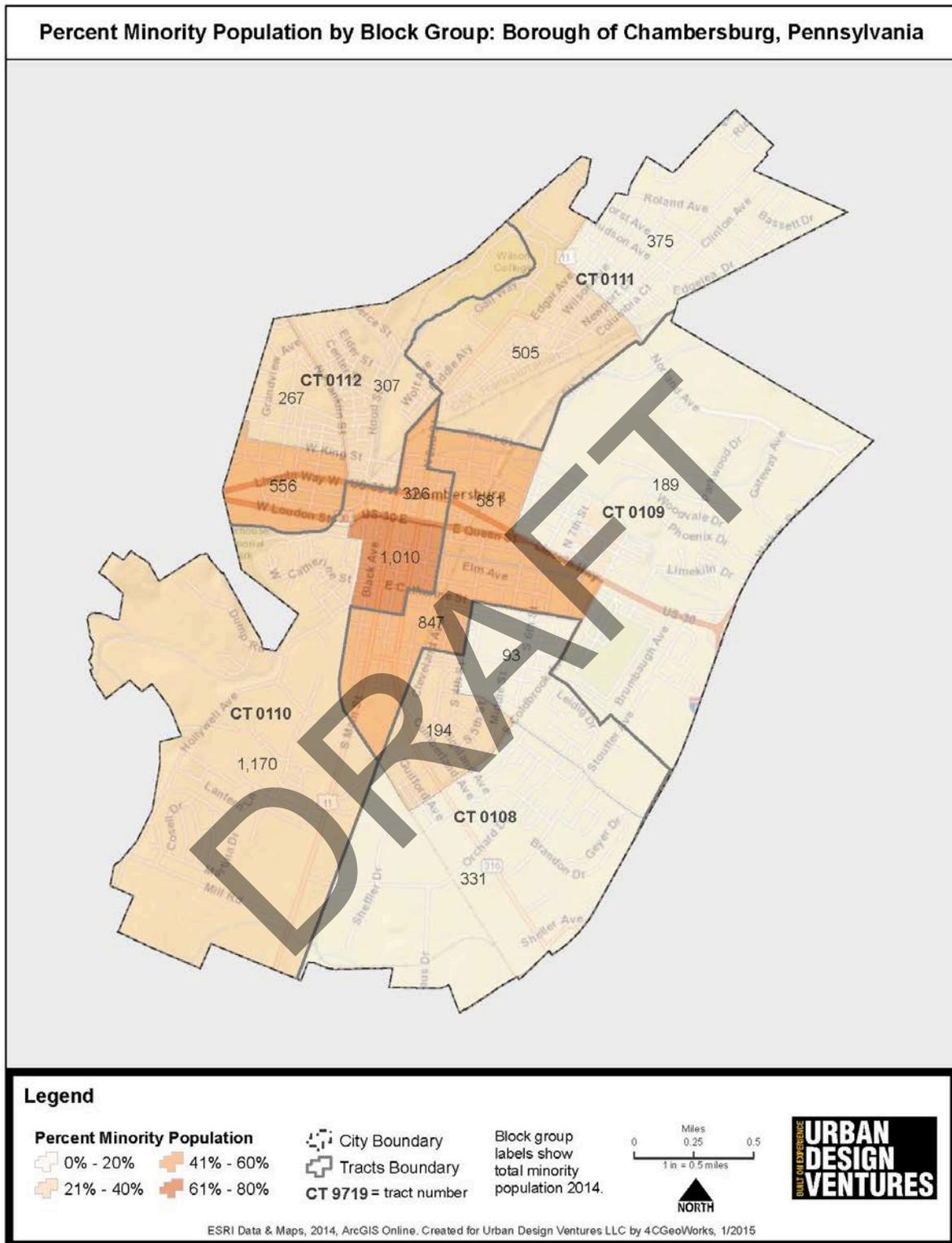
- Population Density by Block Group
- Percent White Population by Block Group
- Percent Minority Population by Block Group
- Percent Population Age 65+ by Block Group
- Total Housing Units by Block Points
- Percent Owner-Occupied Housing Units by Block Group
- Percent Renter-Occupied Housing Units by Block Group
- Percent Vacant Housing Units by Block Group
- Low/Moderate Income Percentage by Block Group
- Commercial Hot Spots



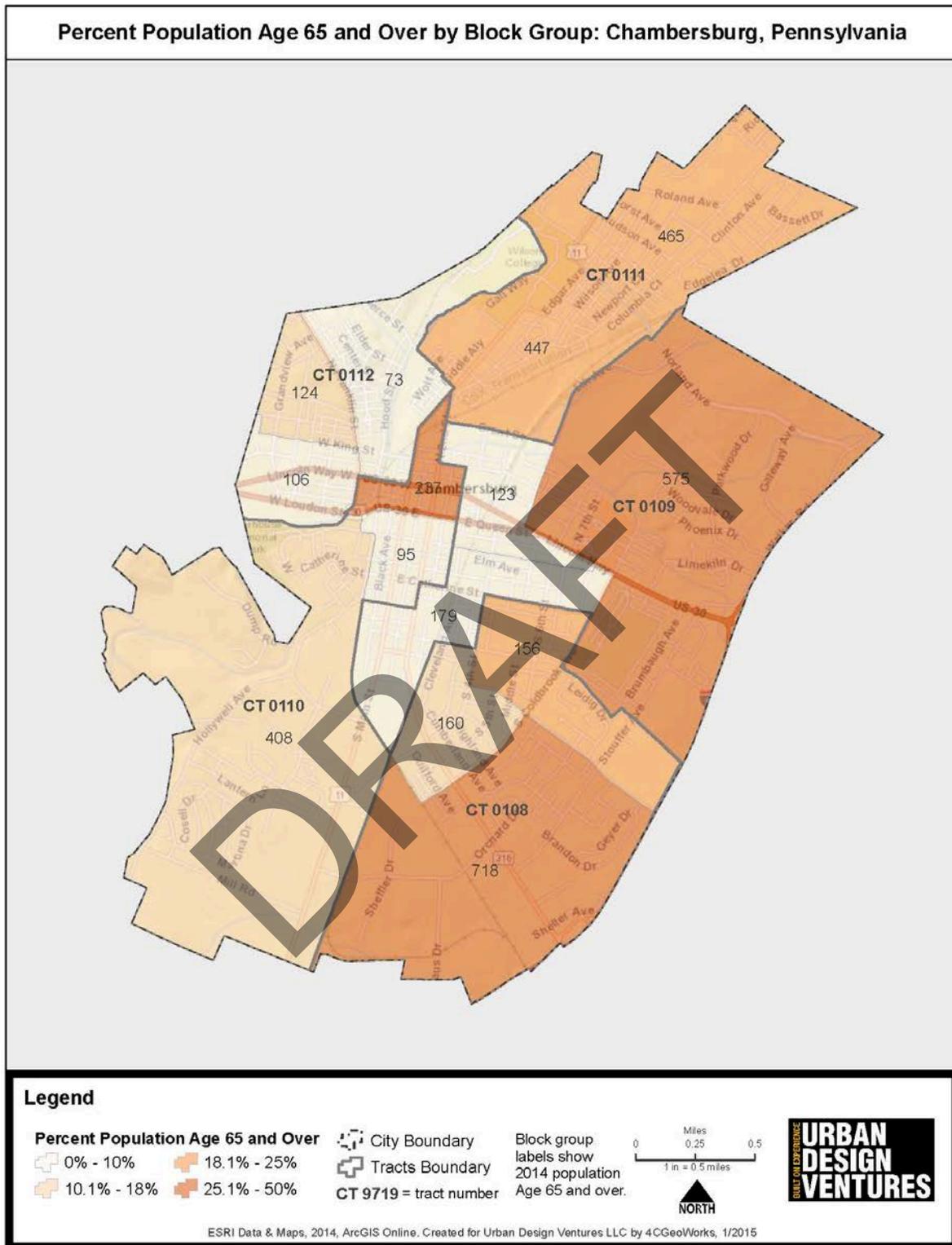
Population Density by Block Group



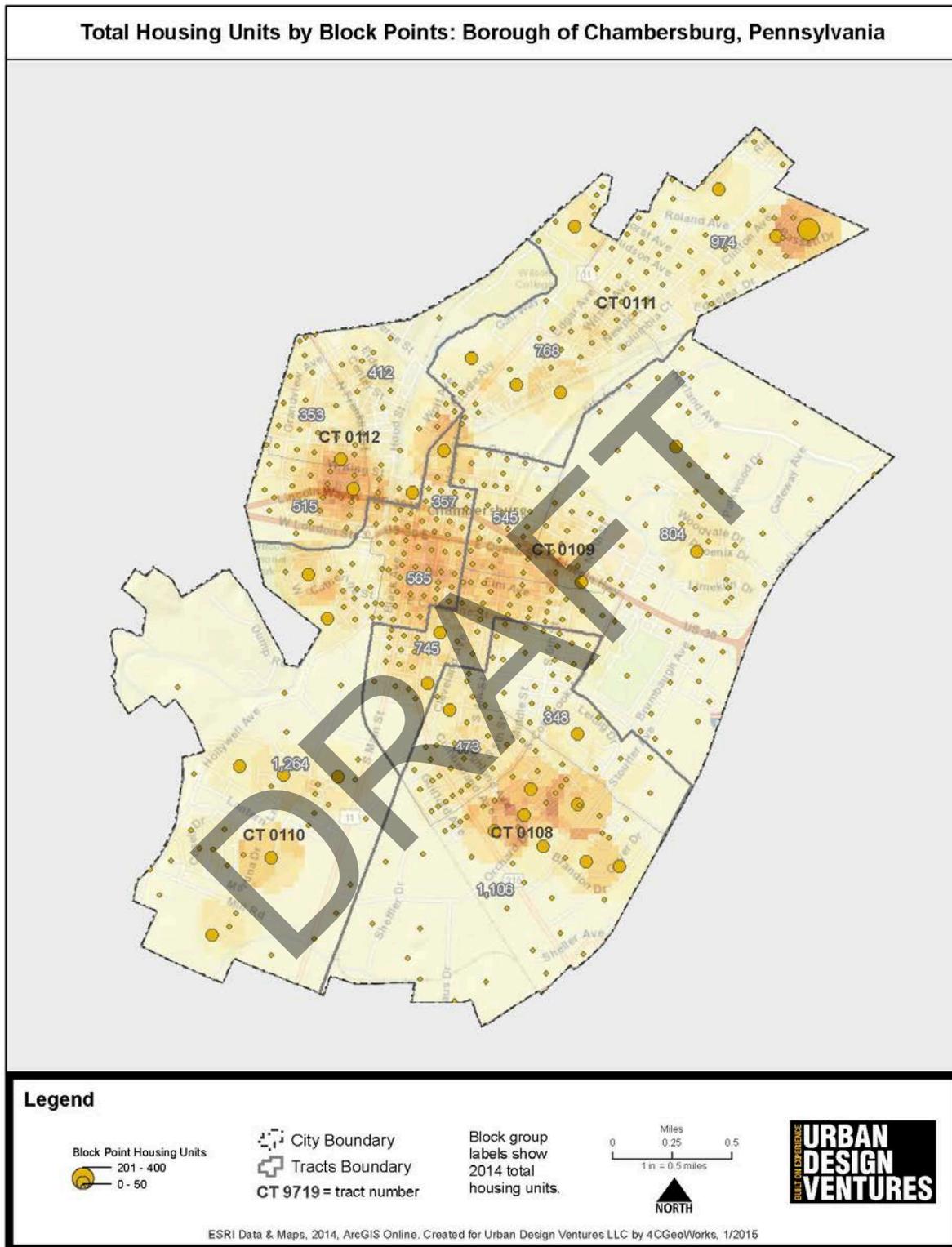
Percent White Population by Block Group



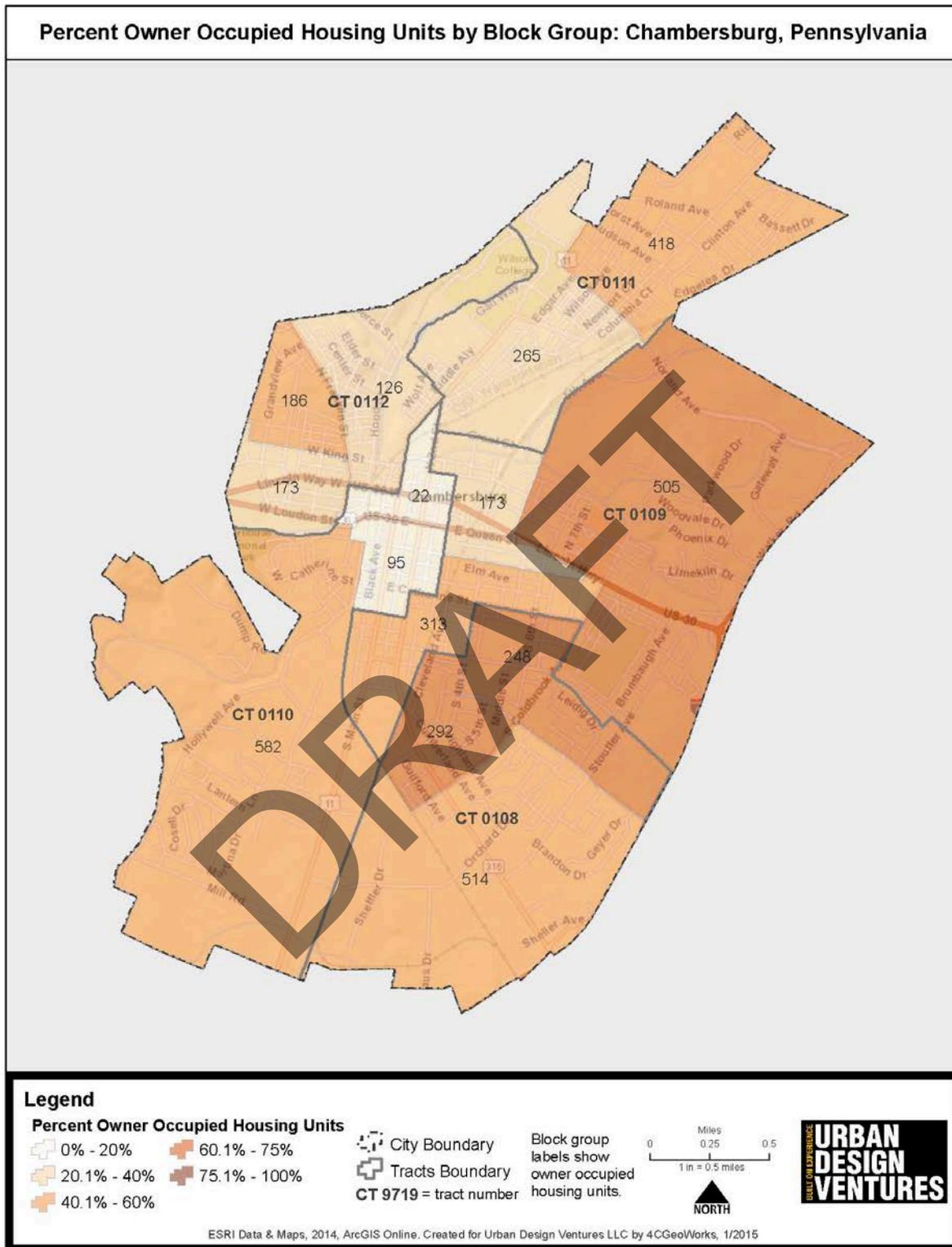
Percent Minority Population by Block Group



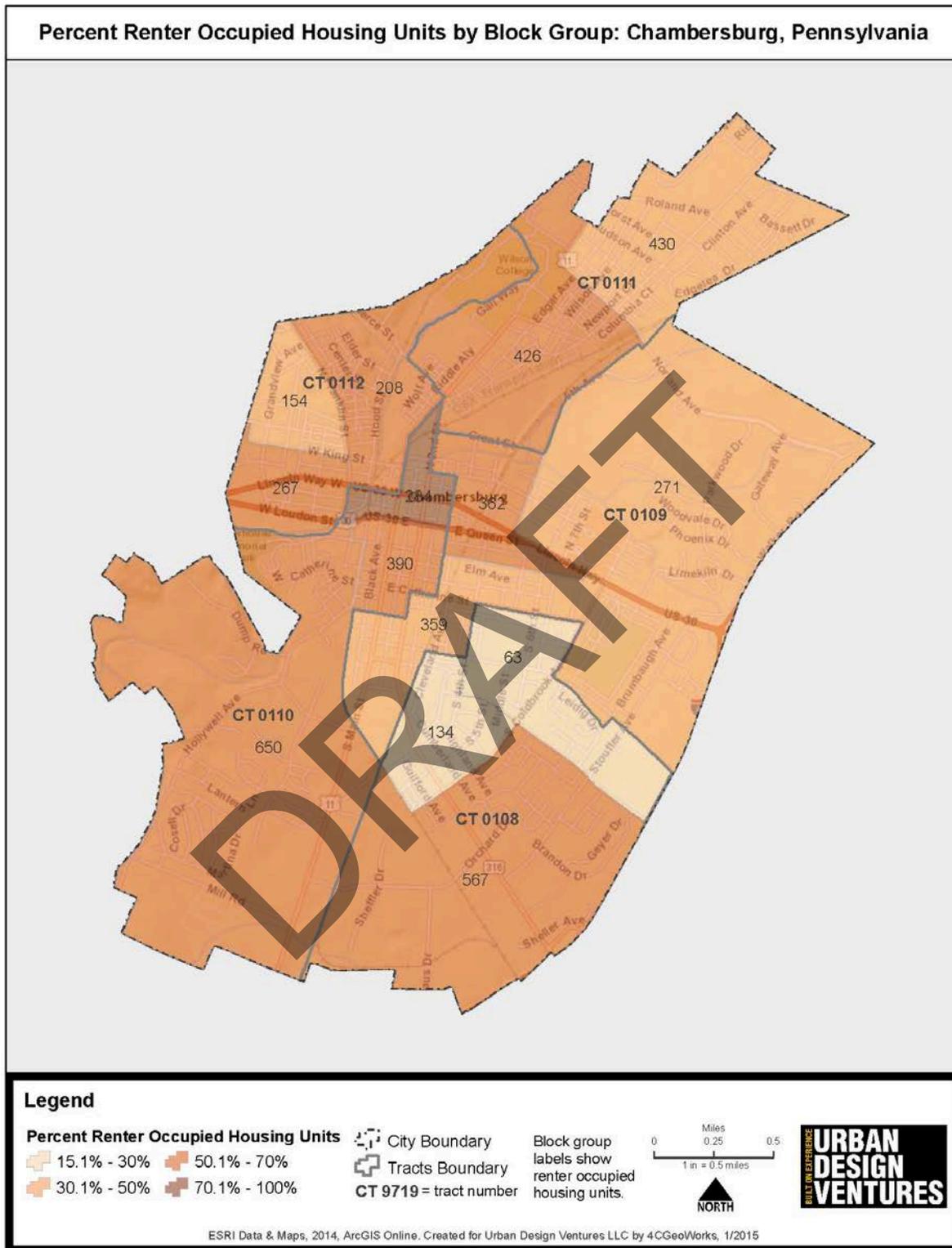
Percent Population Age 65 and Over by Block Group



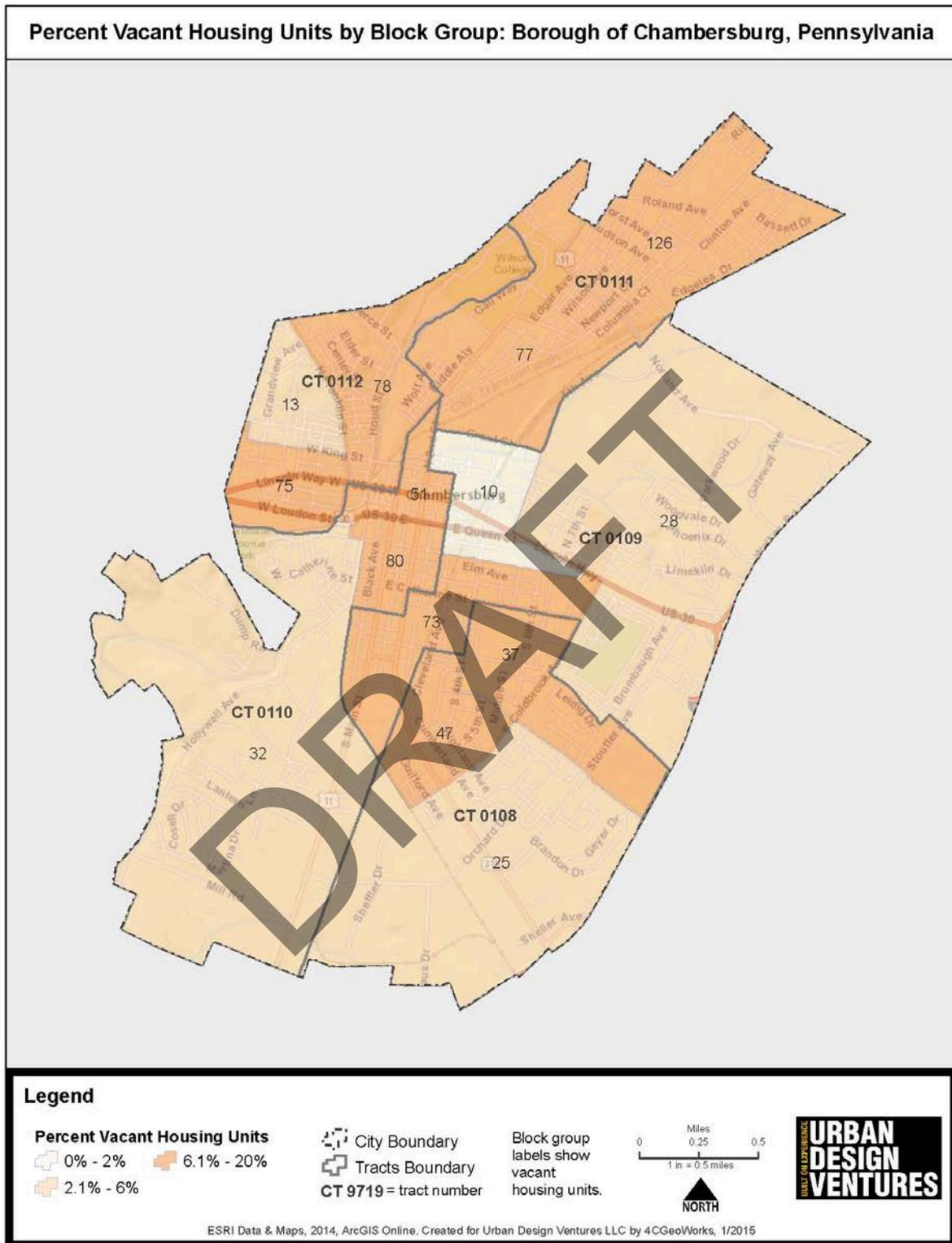
Total Housing Units by Block Points



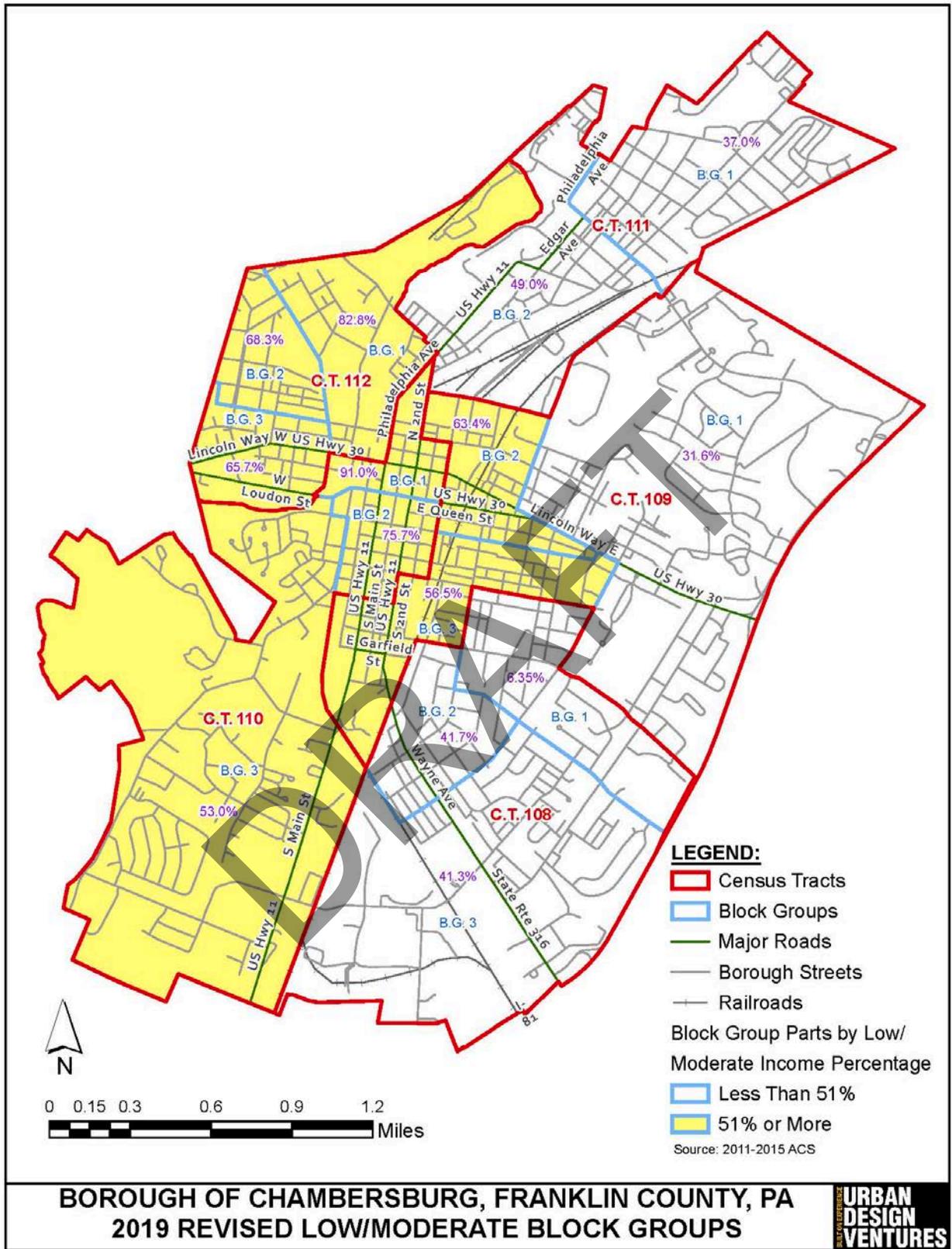
Percent Owner-Occupied Housing Units by Block Group



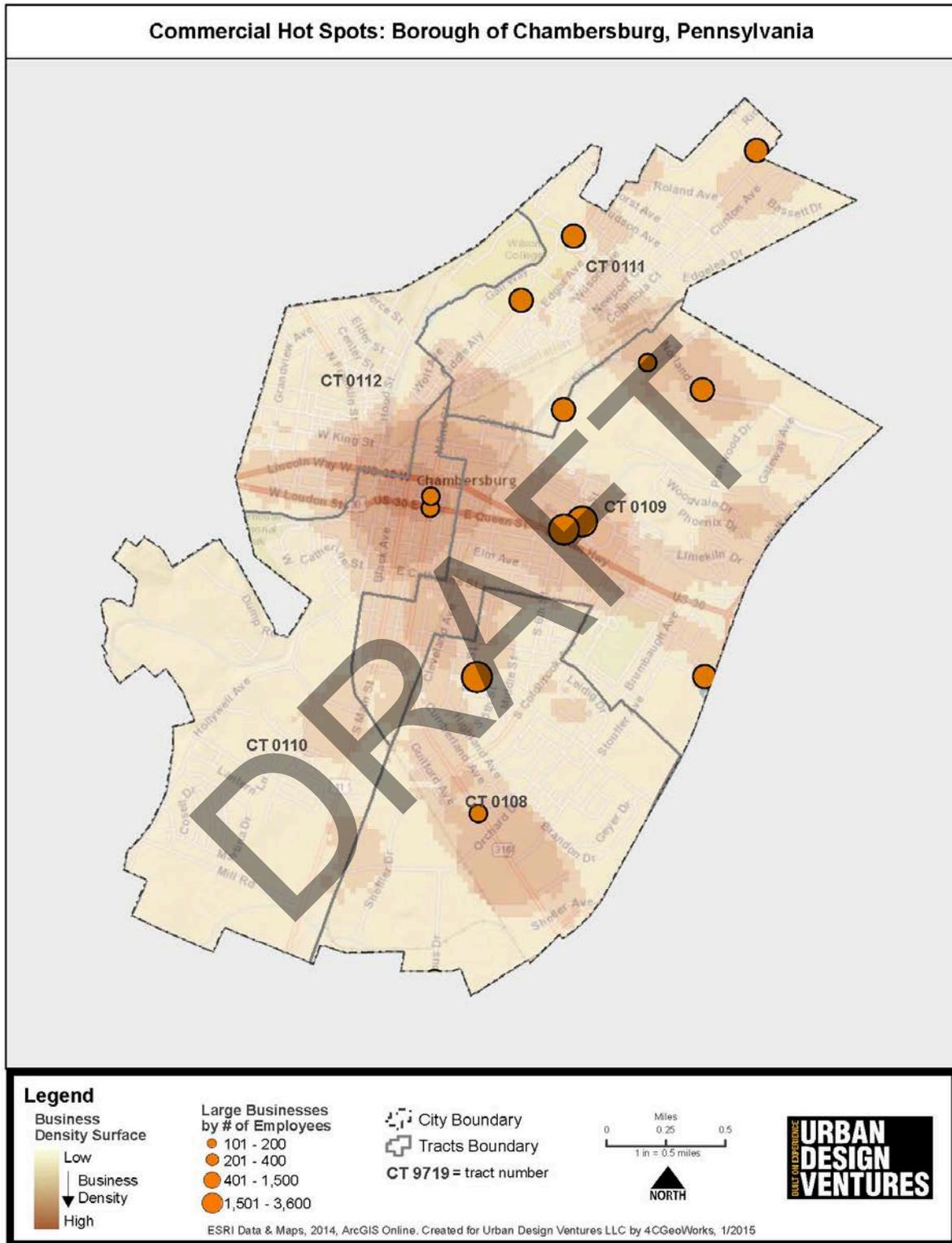
Percent Renter-Occupied Housing Units by Block Group



Percent Vacant Housing Units by Block Group



Low/Moderate Income Percentage by Block Group



Commercial Hot Spots

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.

During the FY 2019 CDBG Program Year, the Borough of Chambersburg proposes to address the following priority need categories identified in its FY 2015-2019 Five Year Consolidated Plan:

Community Development Priority

There is a need to improve the public and community facilities, infrastructure, public services, code enforcement, public safety, clearance, and the quality of life in Chambersburg Borough.

Goals/Strategies:

- **CD-2 Infrastructure** - Improve the Borough's infrastructure through rehabilitation, reconstruction, and new construction of streets, walks, curbs, ADA ramps, sewer, water, storm water management, bridges, green infrastructure, etc.
- **CD-3 Public Services** - Improve and increase programs for the youth, the elderly, the disabled, and social/welfare programs for Borough residents.

Economic Development Priority

There is a need to increase employment, self-sufficiency, education, job training, technical assistance, and economic empowerment of the residents of Chambersburg Borough.

Goals/Strategies:

- **ED-1 Employment** - Support and encourage new job creation, job retention, employment, and job training services.

Administration, Planning, and Management Priority

There is a continuing need for planning, administration, management, and oversight of Federal, state, and local funded programs.

Goals/Strategies:

- **AM-1 Overall Coordination** - Provide program management and oversight for the successful administration of Federal, state, and local funded programs, including planning services for special studies, environmental clearance, fair housing, and compliance with all Federal, state, and local laws and regulations.

3. Evaluation of past performance

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

The Borough of Chambersburg has a good performance record with HUD. The Borough regularly meets the performance standards established by HUD. Each year the Borough prepares its Consolidated Annual Performance and Evaluation Report (CAPER). This report is submitted within ninety (90) days after the start of the new program year. Copies of the CAPER are available for review at the Borough of Chambersburg, Land Use and Community Development Department, Community and Economic Development Office located at 100 South 2nd Street, Chambersburg, PA 17201.

The FY 2017 CAPER, which was the third CAPER for the FY 2015-2019 Five Year Consolidated Plan, was approved by HUD on November 26, 2018. In the FY 2017 CAPER, the Borough of Chambersburg expended 100% of its CDBG funds to benefit low- and moderate-income persons. The Borough obligated 0% of its funds during the FY 2017 CAPER period on public services, which is below the statutory maximum of 15%. The Borough obligated 20% of its funds on Planning and Administration during this CAPER period, which is at the statutory maximum of 20%. The Borough did not meet the required 1.5 maximum drawdown ratio. The Borough's ratio was 2.02 as of May 2, 2018. The Borough worked hard over the last year to get under the 1.5 drawdown ratio. On June 18, 2018, the Borough drew down the final amount of funds to get under the 1.5 drawdown ratio with a drawdown ratio of 1.47.

4. Summary of Citizen Participation Process and consultation process

Summary from citizen participation section of plan.

The Borough of Chambersburg has followed its Citizen Participation Plan in the planning and preparation of this Annual Action Plan. The Borough held its first public hearing on the needs of the community and its residents on Tuesday, March 12, 2019. This provided the residents, agencies and organizations with the opportunity to discuss the Borough's CDBG program and to provide suggestions for future CDBG Program priorities and activities. In addition, the Borough passed out CDBG funding applications. The Borough additionally emailed the application to be completed for FY 2019 CDBG funding to the list of agencies, organizations, and Department heads. The CDBG funding application was also available on the Borough's website.

A copy of the "Draft FY 2019 Annual Action Plan" was placed on public display for review by the general public, agencies, and organizations in the community. A newspaper notice announcing that these documents were placed on public display was published in "The Register-Herald," the newspaper of general circulation in the area. The "Draft FY 2019 Annual Action Plan" was on public display at the following locations:

- **Borough of Chambersburg, Land Use and Community Development Department, Community and Economic Development Office** - 100 South 2nd Street, Chambersburg, PA 17201
- **Coyle Free Library** - 102 North Main St, Chambersburg, PA 17201
- **Borough of Chambersburg Recreation Center** - 235 South Third Street, Chambersburg PA, 17201
- The Borough of Chambersburg website: <http://www.borough.chambersburg.pa.us>

The Draft FY 2019 Annual Action Plan was on public display from Friday, May 3, 2019 through Monday, June 3, 2019.

A more detailed analysis and description of the citizen participation process is contained in the Appendix section of this plan.

The following schedule was used in the preparation of the FY 2019 Annual Action Plan:

- **Resident, service providers, and stakeholder consultation** – February – June 2019
- **Publish First Public Hearing in the Newspaper** – Monday, February 25, 2019
- **First Public Hearing** – Tuesday, March 12, 2019 at 7:00 PM at the Borough Council Hall
- **CDBG Funding Applications are due to the Borough** – Friday, March 15, 2019 at 4:00 PM
- **Borough Staff and Council CDBG Committee met to develop the budget** – Monday, April 29, 2019
- **Publish Second Public Hearing and that Plan is on display** – Friday, May 3, 2019
- **FY 2019 Annual Action Plan goes on Display** – Friday, May 3, 2019
- **Second Public Hearing** – Thursday, May 23, 2019 at 7:00 PM at the Borough Council Chambers
- **FY 2019 Annual Action Plan off Display** – Monday, June 3, 2019
- **Borough Council Adoption of the FY 2019 Annual Action Plan** – Monday, June 3, 2019
- **Plan submitted electronically to HUD Philadelphia Office** – On or before Friday, June 14, 2019
- **Program Year Begins** – July 1, 2019

CARES Act Substantial Amendment # 1:

The Borough of Chambersburg placed the FY 2019 Annual Action Plan - Substantial Amendment on its website for public display from Wednesday, August 12, 2020 through Monday, August 24, 2020. The City held a Public Hearing on the Substantial Amendment on Wednesday, August 19, 2020 at 2:00 PM. The public hearing was held at the Borough of Chambersburg's Council Chambers located on the first floor of the Municipal Building, 100 South Second Street, Chambersburg, PA 17201. The purpose of the Public Hearing was to present the Substantial Amendment to the residents for the FY 2016 CDBG reallocation of funds and the FY 2020 CDBG-CV funds.

CARES Act Substantial Amendment # 2:

The Borough of Chambersburg placed the FY 2019 Annual Action Plan - Substantial Amendment on its website for public display from Friday, October 30, 2020 through Monday, November 9, 2020. The City held a Public Hearing on the Substantial Amendment on Monday, November 9, 2020 at 2:00 PM. The public hearing was held at the Borough of Chambersburg's Council Chambers located on the first floor of the Municipal Building, 100 South Second Street, Chambersburg, PA 17201. The purpose of the Public Hearing was to present the Substantial Amendment to the residents for the allocation of CDBG-CV # 3 funds.

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.

The Borough of Chambersburg held its First Public Hearing on Tuesday, March 12, 2019 at 7:00 PM. Comments received at that public hearing are included in the attachments at the end of the FY 2019 Annual Action Plan.

The FY 2019 Annual Action Plan was placed on public display on Friday, May 3, 2019. The Second Public Hearing was held on Thursday, May 23, 2019 at Borough of Chambersburg Municipal Building. Comments that were received at the Second Public Hearing are included in the attachments at the end of the FY 2019 Annual Action Plan.

CARES Act Substantial Amendment # 1:

Comments received at the Public Hearing and during the display period are included in the Citizen Participation section at the end of this plan.

CARES Act Substantial Amendment # 2:

Comments received at the Public Hearing and during the display period are included in the Citizen Participation section at the end of this plan.

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

All comments and suggestions that were received to date, have been accepted and incorporated into the planning document.

CARES Act Substantial Amendment # 1:

The Borough of Chambersburg accepted all comments.

7. Summary

The FY 2019 Annual Action Plan for the Borough of Chambersburg includes the Borough's CDBG Program and outlines which activities the Borough will undertake during the program year beginning July 1, 2019 and ending June 30, 2020. This is the Borough's fifth year of the FY 2015-2019 Five Year Consolidated Plan.

During the FY 2019 Program Year, the Borough of Chambersburg, Pennsylvania anticipates the following Federal financial resources:

- FY 2019 CDBG Funds \$332,090.00
- CDBG Program Income \$0.00
- **Total: \$332,090.00**

During the FY 2019 CDBG Program Year, the Borough of Chambersburg proposes to address the following priorities from the FY 2015-2019 Five Year Consolidated Plan:

- **CD-2 Infrastructure:** Improve the Borough's infrastructure through rehabilitation, reconstruction, and new construction of streets, walks, curbs, ADA ramps, sewer, water, storm water management, bridges, green infrastructure, etc.
- **ED-1 Employment:** Support and encourage new job creation, job retention, employment, and job training services.
- **AM-1 Overall Coordination:** Provide program management and oversight for the successful administration of Federal, state, and local funded programs, including planning services for special studies, environmental clearance, fair housing, and compliance with all Federal, state, and local laws and regulations.

A "draft" of the FY 2019 Annual Action Plan was placed on public display at the Borough of Chambersburg Department of Land Use and Community Development, 100 South 2nd Street; the Coyle Free Library, located at 102 North Main Street; the Borough of Chambersburg Recreation Center, located at 235 South Third Street; for public review. The display period started on Friday, May 3, 2019 through Monday, June 3, 2019 for a 30-day display period. In addition, the Borough put the draft Plan on its website (<http://www.chambersburgpa.gov>). A Final Public Hearing was held on Thursday, May 23, 2019 to discuss the proposed activities and solicit resident comments. Upon completion of the 30-day comment period, the Borough of Chambersburg submitted the FY 2019 Annual Action Plan to the U.S. Department of Housing and Urban Development Philadelphia Office on or before Friday, June 14, 2019.

CARES Act Substantial Amendment # 1:

The Borough of Chambersburg is amending its FY 2019 Annual Action Plan to access the CARES Act funds. The Borough will receive \$195,725 in Community Development Block Grant - Coronavirus (CDBG-CV) funds and will reallocate \$17,320 in FY 2016 CDBG funds. The Borough of Chambersburg amended its FY 2019 Annual Action Plan by adding the following projects/activities for the CARES Act funds:

FY 2020 CDBG-CV Budget -

- **Food Programs - \$56,270.00**
- **Mortgage, Rent, and/or Utility Assistance - \$156,775.00**

Total CDBG-CV, ESG-CV, and HOPWA-CV Budgets = \$213,045.00

To expedite the disbursement of the Borough's FY 2020 CDBG-CV funds, via 24 CFR 5.110, the CARES Act authorizes HUD to grant waivers to the public notice, public comment, and citizen participation plan requirements found in 24 CFR 91.105I(2) and (k), 24 CFR 91.115I(2) and (i) and 24 CFR 91.401. In accordance with the Borough of Chambersburg's Citizen Participation Plan and HUD's regulatory requirement waivers (which reduce the minimum 30-day public comment period to a 5-day period).

The Borough of Chambersburg amended its Citizen Participation Plan by adding a section on Emergency Disasters to address the Borough's inability to hold open public hearings in person. The Borough amended the language to allow virtual public hearings through conference calls or an online video conference call platform as long as the public is able to provide public comments during the virtual public hearing. The Borough is not able to place its documents on public display because of the coronavirus distancing order by the Governor of the Commonwealth of Pennsylvania. Instead the Borough attached the plans to the Borough's website (<http://www.chambersburgpa.gov>).

A copy of the Substantial Amendment was on public display for viewing on the Borough's website for a period of at least 5 days beginning on Wednesday, August 12, 2020 and ending on Monday, August 24, 2020 at the following web address: <http://www.chambersburgpa.gov>.

The Substantial Amendment was reviewed and adopted at the Borough Council's August 24, 2020 meeting. The FY 2019 Action Plan – Substantial Amendment was re-submitted in IDIS to HUD after it was approved by Borough Council.

CARES Act Substantial Amendment # 2:

The Borough of Chambersburg is amending its FY 2019 Annual Action Plan to access the CARES Act funds. The Borough will receive \$170,168 in Community Development Block Grant – Coronavirus # 3 (CDBG-CV) funds. The Borough of Chambersburg amended its FY 2019 Annual Action Plan by adding the following projects/activities for the CARES Act funds:

FY 2020 CDBG-CV Budget -

- **Food Programs** - \$98,812.00
- **Mortgage, Rent, and/or Utility Assistance** - \$284,401.00

Total CDBG-CV, ESG-CV, and HOPWA-CV Budgets = \$383,213.00

To expedite the disbursement of the Borough's FY 2020 CDBG-CV funds, via 24 CFR 5.110, the CARES Act authorizes HUD to grant waivers to the public notice, public comment, and citizen participation plan requirements found in 24 CFR 91.105I(2) and (k), 24 CFR 91.115I(2) and (i) and 24 CFR 91.401. In accordance with the Borough of Chambersburg's Citizen Participation Plan and HUD's regulatory requirement waivers (which reduce the minimum 30-day public comment period to a 5-day period).

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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
CDBG Administrator	Chambersburg	Land Use and Community Development Department

Table 1 – Responsible Agencies

Narrative (optional)

The administering lead agency is the Borough of Chambersburg’s Land Use and Community Development Department, Community Development Office for the CDBG Program. The Community Development Office of the Borough of Chambersburg prepares the Five Year Consolidated Plan, Annual Action Plans, ERR’s, and the Consolidated Annual Performance and Evaluation Reports (CAPER), processes pay requests, and performs contracting and oversight of the programs on a day to day basis. In addition, the Borough has a private planning consulting firm available to assist the Borough on an as needed basis.

Consolidated Plan Public Contact Information

Mr. Phil Wolgemuth
 Assistant to the Borough Manager/Land Use and Development Director
 Borough of Chambersburg’s Land Use and Community Development Department
 100 South Second St., Chambersburg, PA 17201
Phone: (717) 261-3232
Fax: (717) 264-0224
Email: pwolgemuth@chambersburgpa.gov
Website: <http://www.chambersburgpa.gov>

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

1. Introduction

While preparing the FY 2019 Annual Action Plan, the Borough of Chambersburg consulted with the Franklin County Housing Authority, local housing providers, social service agencies, community and economic development organizations, the local Continuum of Care members, Borough department representatives, and Borough Officials. Input from the meetings and public hearings were used in making decisions on which projects to fund.

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

The Borough of Chambersburg works with the following agencies to enhance coordination:

- **Franklin County Housing Authority** – Section 8 Housing Choice Vouchers and improvements to public housing communities.
- **Social Services Agencies** – funds to improve services to low and moderate income persons.
- **Housing Providers** – funds to rehabilitate and develop affordable housing and provide housing options for low- and moderate-income households.
- **Community and Economic Development Agencies** – funds to improve services to low and moderate income persons.

As part of the CDBG application planning process, local agencies and organizations were invited to submit proposals for CDBG funds for eligible activities. These groups participated in the planning process by attending public hearings and phone calls.

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 Borough of Chambersburg is now part of the Eastern PA CoC, South Central Regional Homeless Advisory Board (RHAB), which oversees the Continuum of Care Network for Central Pennsylvania for nine (9) counties. The CoC includes homeless service providers, Community Action Partnerships (CAPs), local/county/state governments, Housing & Redevelopment Authorities, and domestic violence, aging, mental health, and faith-based organizations.

The CoC solicits and considers a full range of opinions through the five (5) Regional Homeless Advisory Board (RHABs) monthly meetings and semi-annual full CoC meetings. Both forums provide opportunities for knowledgeable persons to provide input and assistance in ending homelessness. The RHAB Co-Chairs represent multiple interest groups including: CDBG Jurisdictions, Public Housing Authorities, domestic violence service providers, Veterans, youth

service providers, Community Action Partnerships (CAP), homeless service providers, and faith-based organizations. The chair of the Coordinated Entry Committee represents a Runaway and Homeless Youth Program (RHY)/CoC-funded agency, assuring that needs of homeless youth are included in the Coordinated Entry design. The Chair of the Governance and Policy Committee represents a domestic violence program, reinforcing the need for safety, security, and choice for domestic violence survivors in the development and implementation of CoC policies.

CoC standing committees, membership, and functions are defined in the Governance Charter. Committee members are recruited by the Board or by the Committee and are drawn from the CoC and community-at-large to provide needed expertise. Key to meeting the goals of Opening Door, the nation's first comprehensive federal strategy to prevent and end homelessness, include:

- Data Management, Collection, and Outcomes Committee, which develops and maintains a system for tracking CoC performance outcomes and progress in meeting goals of Opening Doors.
- Funding Committee, which develops ranking criteria; reviews and ranks projects; and determines a reallocation strategy to best meet the Opening Doors goals.
- Ad Hoc Coordinate Entry Committee, which works with a consultant to oversee Coordinated Entry planning and provides tools for the CoC to meet Opening Doors goals.

The Board comprises a diverse set of representative stakeholders throughout the region, including many social service and governmental organizations. The RHAB identifies regional and local homeless issues; coordinates regional planning; identifies regional housing gaps and needs, strategies, and priorities; provides input for Supportive Services for Veterans Families (SVF) and Emergency Solutions Grants (ESG) applications; participates in completion of the CoC application; monitors Homeless Management Information Systems (HMIS) participation and implementation; and coordinates and follows-up on the Point-in-Time (PIT) count and AHAR.

Most of the Eastern PA CoC comes under the Commonwealth's Consolidation Plan developed by PA-DCED, however, there are twelve (12) additional Consolidated Plan Jurisdictions representing the more populated areas of the Lehigh Valley and Cumberland County, plus cities. PA-DCED uses web-based forums to meet with Regional Housing Advisory Committees (RHACs). The RHACs include state grantees, housing officials, developers, non-profits, CoC Chairs, and PA-DCED staff. Also as part of the citizen participation process, members of the CoC receive notice of public meetings, documents available for review, and citizen comment periods. The County and City Five Year Consolidated Plan Jurisdictions follow the Five Year Consolidated Plan guidelines for consultation, including interviews, surveys, and focus groups with stakeholders knowledgeable about homelessness in their communities.

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

Referrals are made to the South Central Community Action Programs Franklin County Shelter for services by Franklin County Information and Referral, other agencies, shelters, police departments, hospitals, and churches. The SCCAP Franklin County Shelter completes a Needs Assessment on every client upon admission.

The main categories of needs in SCCAP's Assessment (each with specific sub-categories) are as follows: Employment Skills/Training; Money Management; Housing; Health; Public Assistance/Type Needed; Parenting/Family; Legal; and Other/Miscellaneous.

The Point-in-Time Counts for the Sheltered and Unsheltered homeless population are completed twice a year in the months of January and July. The results of the counts are available in the state PAHMIS system for approved users. The public can access the information through the HUD website and the Housing Alliance of Pennsylvania website.

The SCCAP Franklin County Shelter receives ESG funds. The CoC provides input on the allocation of ESG funding to subrecipients, through a "Performance Interview Planning Checklist" that was developed as a standardized tool for CoC input on applicant capacity and participation in the CoC. The CoC provides input on ESG applications and ranks and reviews projects.

Most of the Eastern PA CoC ESG funding is allocated by PA-DCED. The CoC participated in developing priorities, target populations, outcome measures, and evaluation processes for ESG under HEARTH, including prioritizing Rapid Re-Housing (RRH) for 45% of funds (excluding emergency shelters, outreach, and administration). PA-DCED convened a Data Committee composed of CoC members to review and analyze quarterly CoC performance reports for establishing benchmarks and data driven performance standards for outcome evaluation and funding decisions. An ESG Committee, also composed of CoC members, is being formed to help in setting ESG policy/performance standards.

Throughout different times of the year, the CoC and the HMIS lead work together to assess data quality throughout the CoC. This includes working on Annual Homeless Assessment Report (AHAR) submission, the PIT count, project review/ranking, and working with individual programs while completing their Annual Performance Reports (APRs). According to the Eastern PA CoC, the largest overall barrier to HMIS-participation remains non-HUD funded volunteer and faith-based operated projects and VA-funded projects, such as VASH. Additional outreach to volunteer and faith-based organizations will occur through the implementation of coordinated entry. Increased engagement and education among these groups should lead to increased HMIS participation. The CoC will work with Veterans to improve participation among VA-funded projects. In regards to VASH, the CoC built a new bed/voucher-based process within the CoC's HMIS and will begin piloting this enhancement with Public Housing Authorities.

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

Table 2 – Agencies, groups, organizations who participated

1.	Agency/Group/Organization	Chambersburg
	Agency/Group/Organization Type	Housing Other government - Local Grantee Department
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homelessness Strategy Non-Homeless Special Needs Market Analysis Economic Development Anti-poverty Strategy Lead-based Paint Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The Borough of Chambersburg Departments were contacted and submitted funding requests. The Borough funded the Elder Street Reconstruction project in 2019. This is a multi-year activity.
2.	Agency/Group/Organization	Franklin County Housing Authority
	Agency/Group/Organization Type	Housing PHA Other government - County Regional organization
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Public Housing Needs Non-Homeless Special Needs Anti-poverty Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The Franklin County Housing Authority was contacted to determine the housing needs of its very low-income clients.

3.	Agency/Group/Organization	Eastern PA CoC
	Agency/Group/Organization Type	Services-homeless Publicly Funded Institution/System of Care Other government - State Regional organization Correction Facilities
	What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The Eastern PA CoC South Central-RHAB was contacted and presented the homeless needs in the region, Point-In-Time Survey results, and 2018 CoC funding amounts.
4.	Agency/Group/Organization	United Way of Franklin County
	Agency/Group/Organization Type	Services-Children Services-Elderly Persons Services-Persons with Disabilities Services-homeless Services-Health Services-Education Services-Employment Regional organization Planning organization Business and Civic Leaders
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs Economic Development Anti-poverty Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	United Way of Franklin County was contacted, but did not submit a funding request.
5.	Agency/Group/Organization	Women in Need, Inc.
	Agency/Group/Organization Type	Housing Services - Housing
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Non-Homeless Special Needs Market Analysis

	<p>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</p>	<p>Women in Need, Inc. was contacted, but did not submit a funding request.</p>
<p>6.</p>	<p>Agency/Group/Organization</p>	<p>Maranatha Ministries</p>
	<p>Agency/Group/Organization Type</p>	<p>Housing Services - Housing Services-Victims of Domestic Violence Services-homeless Regional organization Correction Facilities</p>
	<p>What section of the Plan was addressed by Consultation?</p>	<p>Housing Need Assessment Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy Non-Homeless Special Needs Anti-poverty Strategy</p>
	<p>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</p>	<p>Maranatha Ministries was consulted to ascertain the homeless needs in the Borough of Chambersburg. Maranatha Ministries was invited to submit an application but did not.</p>
<p>7.</p>	<p>Agency/Group/Organization</p>	<p>Bopic Inc.</p>
	<p>Agency/Group/Organization Type</p>	<p>Services-Children Services-Health Services-Education Business and Civic Leaders Neighborhood Organization</p>
	<p>What section of the Plan was addressed by Consultation?</p>	<p>Non-Homeless Special Needs Anti-poverty Strategy</p>
	<p>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</p>	<p>Bopic Inc. was consulted to ascertain the social service needs in the Borough of Chambersburg. Bopic, Inc. was contacted and submitted a funding request. The request was funded.</p>

8.	Agency/Group/Organization	Chambersburg Hispanic American Center
	Agency/Group/Organization Type	Services - Housing Services-Children Services-Education Services-Employment Business and Civic Leaders Neighborhood Organization
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs Market Analysis Economic Development Anti-poverty Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Chambersburg Hispanic American Center was contacted but did not submit a funding request.
9.	Agency/Group/Organization	Network Ministries
	Agency/Group/Organization Type	Services-Children Services-Education
	What section of the Plan was addressed by Consultation?	Anti-poverty Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Network Ministries was contacted and submitted a funding request. The request was not funded.
10.	Agency/Group/Organization	PA Department of Health
	Agency/Group/Organization Type	Services-Health Health Agency Child Welfare Agency Publicly Funded Institution/System of Care Other government - State Regional organization Planning organization
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Non-Homeless Special Needs Lead-based Paint Strategy

Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The Borough consulted the 2015 Childhood Lead Surveillance Annual Report released by the Pennsylvania Department of Health. The data identified in the Report is incorporated in the Annual Action Plan.
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Identify any Agency Types not consulted and provide rationale for not consulting

All agency types were consulted and contacted during the planning process.

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 South Central Regional Homeless Advisory Board (Central-RHAB)	They are incorporated in the Five Year Consolidated Plan and the Annual Action Plans.
Annual and Five Year Capital Plans	Franklin County Housing Authority	Franklin County Housing Authority is the lead agency providing public housing assistance and Section 8 Vouchers in the County. The goals of the Borough and the Housing Authority are complementary.
Official Map	Borough of Chambersburg Community and Economic Development Office	They are incorporated in the Five Year Consolidated Plan and the Annual Action Plans.
Chambersburg Elm Street Neighborhood Plan	Borough of Chambersburg	They are incorporated in the Five Year Consolidated Plan and the Annual Action Plans.
Franklin County Greenways and Open Space Plan	Franklin County Planning Commission	They are incorporated in the Five Year Consolidated Plan and the Annual Action Plans.
Comprehensive Plan	Borough of Chambersburg	They are incorporated in the Five Year Consolidated Plan and the Annual Action Plans.
Comprehensive Recreation, Park, & Open Space Plan	Borough of Chambersburg	They are incorporated in the Five Year Consolidated Plan and the Annual Action Plans.
Energy Efficiency Program	Borough of Chambersburg	They are incorporated in the Five Year Consolidated Plan and the Annual Action Plans.

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
2015 Childhood Lead Surveillance Annual Report	Pennsylvania Department of Health	They are incorporated in the Five Year Consolidated Plan and the Annual Action Plans.

Table 3 – Other Local / Regional / Federal Planning Efforts

Narrative (optional)

The Borough of Chambersburg has consulted and coordinated with various agencies and organizations, borough-wide, county-wide, and Commonwealth-wide. A culmination of these efforts has resulted in the development of the Borough's FY 2019 Annual Action Plan.

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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**

The FY 2019 Annual Action Plan has many components that require and encourage citizen participation. These components are the following: a public needs hearing and a public hearing to gather comments on the draft plan on public display. All of these comments are included in the Annual Action Plan in the Exhibit Section. Through the citizen participation process, the Borough uses resident input to develop how the plan will serve the low- and moderate-income population to reach the goals set forth in the Five Year Consolidated Plan.

The Borough of Chambersburg has followed its adopted Citizens Participation Plan to develop its Annual Action Plan.

CARES Act Substantial Amendment # 1:

The Borough put the “draft” FY 2019 Annual Action Plan – Substantial Amendment on public display on the Borough’s website: <http://www.chambersburg.pa.us>.

The display period started on Wednesday, August 12, 2020 through Monday, August 24, 2020 for at least a 5-day display period. A public hearing was held on Wednesday, August 19, 2020 at 2:00 P.M. to discuss the proposed CARES Act activities and solicit resident comments on the substantial amendment. Upon completion of the public comment period, the Borough of Chambersburg submitted the FY 2019 Annual Action Plan – Substantial Amendment to the U.S. Department of Housing and Urban Development Philadelphia Office on or before Monday, August 31, 2020.

CARES Act Substantial Amendment # 2:

The Borough put the “draft” FY 2019 Annual Action Plan – Substantial Amendment on public display on the Borough’s website: <http://www.chambersburgpa.gov>.

The display period started on Friday, October 30, 2020 through Monday, November 9, 2020 for at least a 5-day display period. A public hearing was held on Monday, November 9, 2020 at 2:00 P.M. to discuss the proposed CARES Act activities and solicit resident comments on the substantial amendment. Upon completion of the public comment period, the Borough of Chambersburg submitted the FY 2019 Annual Action Plan – Substantial Amendment to the U.S. Department of Housing and Urban Development Philadelphia Office on or before Monday, November 16, 2020.

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.	Newspaper Ad	Minorities Non-English Speaking - Specify other language: Spanish Persons with disabilities Non-targeted/broad community Residents of Public and Assisted Housing Agencies/Organizations	None.	None.	None.	Not applicable.
2.	Public Meeting	Minorities Non-English Speaking - Specify other language: Spanish Persons with disabilities Non-targeted/broad community Residents of Public and Assisted Housing Agencies/Organization	The Borough of Chambersburg held its First Public Hearing on Tuesday, March 12, 2019 at 7:00 PM. There were a total of 6 attendees. See public hearing comments and sign in sheets in the Attachments Section.	See public hearing comments in the Exhibits section of the Annual Action Plan.	None.	Not applicable.

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)
3.	CDBG Funding Requests	Non-targeted/broad community Agencies/Organizations	The Borough of Chambersburg solicited applications for funding from public, private, and nonprofit agencies. These applications were due back to the Borough by Friday, March 15, 2019 by 4:00 PM.	The Borough of Chambersburg received three (3) applications for funding from social service organizations, public, and private entities.	None.	Not Applicable.
4.	Public Meeting	Minorities Persons with disabilities Non-targeted/broad community Residents of Public and Assisted Housing Agencies/Organizations	The Borough of Chambersburg held its Second Public Hearing on Thursday, May 23, 2019 at 7:00 PM. There were two (2) people in attendance. See public hearing comments and sign in sheets in the Exhibit Section.	See public hearing comments in the Exhibits section of the Annual Action Plan.	None.	Not applicable.
5.	Internet Outreach	Non-targeted/broad community Agencies/Organizations	None.	None.	None.	http://www.borough.chambersburg.pa.us

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)
6.	Flyers	Minorities Non-English Speaking - Specify other language: Spanish Persons with disabilities Non-targeted/broad community Residents of Public and Assisted Housing Agencies/Organizations	None.	None.	None.	Not Applicable.
7.	CARES Act Substantial Amendment - Newspaper Ad	Minorities Persons with disabilities Non-targeted/broad community Residents of Public and Assisted Housing Agencies/Organizations	On Tuesday, August 11, 2020, the Borough of Chambersburg published the CARES Act Substantial Amendment Public Hearing Notice in the "Public Opinion."	None.	None.	Not Applicable.

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)
8.	CARES Act Substantial Amendment - Internet Outreach	Minorities Non-English Speaking - Specify other language: Spanish Persons with disabilities Non-targeted/broad community Residents of Public and Assisted Housing Agencies/Organizations	None.	None.	None.	http://www.chambersburg.pa.us
9.	CARES Act Substantial Amendment - Public Meeting	Minorities Persons with disabilities Non-targeted/broad community Residents of Public and Assisted Housing Agencies/Organizations	The CARES Act Substantial Amendment Public Meeting was held on Wednesday, August 19, 2020 to discuss the CARES Act Substantial Amendment for the Borough. There were eleven (11) individuals in attendance at the public hearing, which included Borough staff and residents.	Meeting minutes can be found in the appendix section of this Annual Action Plan – Substantial Amendment.	None.	Not Applicable.

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)
7.	CARES Act Substantial Amendment - Newspaper Ad	Minorities Persons with disabilities Non-targeted/broad community Residents of Public and Assisted Housing Agencies/Organizations	On Friday, October 30, 2020, the Borough of Chambersburg published the CARES Act Substantial Amendment Public Hearing Notice in the "Public Opinion."	None.	None.	Not Applicable.
8.	CARES Act Substantial Amendment - Internet Outreach	Minorities Non-English Speaking - Specify other language: Spanish Persons with disabilities Non-targeted/broad community Residents of Public and Assisted Housing Agencies/Organizations	None.	None.	None.	http://www.chambersburg.pa.us
9.	CARES Act Substantial Amendment - Public Meeting	Minorities Persons with disabilities Non-targeted/broad community Residents of Public and Assisted Housing Agencies/Organizations	The CARES Act Substantial Amendment Public Meeting was held on Monday, November 9, 2020 to discuss the CARES Act Substantial Amendment for the Borough.	Meeting minutes can be found in the appendix section of this Annual Action Plan – Substantial Amendment.	None.	Not Applicable.

Table 4 – Citizen Participation Outreach

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

Introduction

The Borough of Chambersburg is receiving \$332,090 from CDBG funds. The program year goes from July 1, 2019 through June 30, 2020. These funds will be used to address the following priority needs:

- Community Development
- Employment
- Administration, Planning, and Management

The accomplishments of these projects/activities will be reported in the FY 2019 Consolidated Annual Performance and Evaluation Report.

CARES Act Substantial Amendment # 1:

The following financial resources are identified for the FY 2019 Annual Action Plan – Substantial Amendment to address the priority needs and goals/strategies identified in the Borough of Chambersburg's Five Year Consolidated Plan using the CARES Act funds.

The Borough will receive \$195,725 in Community Development Block Grant - Coronavirus (CDBG-CV) funds. In addition, the Borough will reallocate \$17,320 in FY 2016 CDBG funds to be used to assist in funding Coronavirus projects/activities.

CARES Act Substantial Amendment # 2:

The following financial resources are identified for the FY 2019 Annual Action Plan – Substantial Amendment to address the priority needs and goals/strategies identified in the Borough of Chambersburg's Five Year Consolidated Plan using the CARES Act funds.

The Borough received two (2) allocations of the Community Development Block Grant - Coronavirus (CDBG-CV) funds. The first allocation received by the Borough was \$195,725 and in the third round of funding, the Borough received an allocation of \$170,168 for a total allocation of \$365,893 CDBG-CV funds. In addition, the Borough will reallocate \$17,320 in FY 2016 CDBG funds to be used to assist in funding Coronavirus projects/activities.

Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Reminder of Con Plan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	\$332,090.00	\$0.00	\$0.00	\$332,090.00	\$0.00	Three (3) projects / activities were funded based on FY 2019 CDBG allocations.
Other: CDBG-CV	public - federal	Public Services	\$365,893.00	\$0.00	\$17,320.00	\$383,213.00	\$0.00	2 projects/activities were funded based on the FY 2020 CDBG-CV 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

In addition to the CDBG entitlement funds, the Borough of Chambersburg anticipates the following federal resources may be available to local non-profit organizations to undertake the housing strategies identified in the Five Year Consolidated Plan.

- Supportive Housing Program
- Low-Income Housing Tax Credit Program (LIHTC)
- Section 8 Rental Assistance Program
- Shelter Plus Care
- Section 8 Moderate Rehabilitation Program for Single Room Occupancy (SRO)
- Public Housing Development

Private and non-federal resources that may be available to the Borough of Chambersburg in the FY 2019 Program Year to address needs identified in the FY 2015-2019 Five Year Consolidated Plan are listed below.

- **Elm Street Program** - Pennsylvania Department of Community and Economic Development (DCED) provides funding for Elm Street program which provides assistance and resources to residential and mixed-use areas in proximity to central business districts.
- **Main Street Program** - Pennsylvania Department of Community and Economic Development (DCED) provides funding for the Main Street program to assist the community's downtown economic development efforts through downtown revitalization projects and activities.
- **Neighborhood Assistance Tax Credit** - This program allows business corporations to receive a tax credit from a variety of State taxes for donations made to community based non-profit organizations for the implementation of housing, job training, and education program.
- **Housing and Redevelopment Assistance Program (HRA)** - The Pennsylvania Department of Community and Economic Development (DCED) provides funding for community development and housing assistance.
- **Federal Home Loan Bank Affordable Housing Program (AHP)** - Congress has mandated that ten (10%) of the Federal Home Loan Bank's profits be allocated to provide affordable housing. The FHLB encourages its members to work with public agencies and non-profit housing development organizations in creating highly leveraged affordable housing initiatives. Both sales and rental housing are eligible.
- **PHFA Home Purchase Programs** - The Pennsylvania Housing Finance Agency offers a variety of home purchase loans at competitive rates. Loan products include HFA loans and Keystone loans. Many of these loans are provided at below market rate for qualified buyers. Local mortgage lenders apply to PHFA for a commitment of a pool of mortgage loan funds.
- **Pennsylvania Office of Vocational Rehabilitation** - OVR will provide funds to make housing units accessible if such improvements will assist persons with disabilities in an employment situation.

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

Not applicable. The Borough has not acquired or improved any land, property, or buildings with CDBG funds that are available for sale.

Discussion

Maranatha Ministry, Inc. provided the following information regarding the recipients of Continuum of Care funds in the Borough of Chambersburg:

- **Candleheart Rapid Re-Housing** - \$137,456
- **Franklin/Fulton County Shelter Plus Care Project** - \$86,568
- **Franklin/Fulton Homeless Assistance Project** - \$227,443

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Annual Goals and Objectives

AP-20 Annual Goals and Objectives - 91.420, 91.220(c)(3)&(e)

Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1.	CD-2 Infrastructure	2015	2019	Non-Housing Community Development	Borough Wide	Community Development Priority	CDBG: \$250,603	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 795 Persons Assisted
2.	CD-3 Public Services	2015	2019	Non-Housing Community Development	Borough Wide	Community Development Priority	CDBG: \$17,320 CDBG-CV: \$365,893	Public service activities other than Low/Moderate Income Housing Benefit: 500 Persons Assisted Public service activities for Low/Moderate Income Housing Benefit: 95 Households Assisted
3.	ED-1 Employment	2015	2019	Economic Development	Borough Wide	Economic Development Priority	CDBG: \$22,487	Public service activities other than Low/Moderate Income Housing Benefit: 25 Persons Assisted
4.	AM-1 Overall Coordination	2015	2019	Administration, Planning, and Management	Borough Wide	Administration, Planning, and Management Priority	CDBG: \$59,000	Other: 1 Other

Table 6 – Goals Summary

Goal Descriptions

1.	Goal Name	CD-2 Infrastructure
	Goal Description	Improve the Borough’s infrastructure through rehabilitation, reconstruction, and new construction of streets, walks, curbs, ADA ramps, sewer, water, storm water management, bridges, green infrastructure, etc.
2.	Goal Name	CD-3 Public Services
	Goal Description	Improve and increase programs for the youth, the elderly, the disabled, and social/welfare programs for Borough residents.
3.	Goal Name	ED-1 Employment
	Goal Description	Support and encourage new job creation, job retention, employment, and job training services.
4.	Goal Name	AM-1 Overall Coordination
	Goal Description	Provide program management and oversight for the successful administration of Federal, state, and local funded programs, including planning services for special studies, environmental clearance, fair housing, and compliance with all Federal, state, and local laws and regulations.

Table 7 – Goal Descriptions

Estimate the number of extremely low-income, low-income, and moderate-income families to whom the jurisdiction will provide affordable housing as defined by HOME 91.215(b)

During the FY 2019 Annual Action Plan, the Borough is not funding any affordable housing projects/activities with CDBG funds.

AP-35 Projects – 91.220(d)

Introduction

Listed below are the FY 2019 CDBG Activities for the Borough of Chambersburg.

#	Project Name
1.	General Administration
2.	Elder Street Reconstruction
3.	BOPIC, Inc. – Job Training for Youth

Table 8 – Project Information

CARES Act Substantial Amendment:

The Borough of Chambersburg proposes to undertake the following activities with the FY 2020 CDBG-CV funds:

#	Project Name
1.	Food Programs
2.	Mortgage, Rent, and/or Utility Assistance

Table 9 – Project Information

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

The Borough of Chambersburg has allocated its CDBG funds for FY 2019 to principally benefit low- and moderate-income persons.

- The infrastructure improvement activities are either located in a low- and moderate-income census tract/block group or have a low- and moderate-income service area benefit or clientele over 51% low- and moderate-income.
- The Public Services activities are either located in a low- and moderate-income census area or have a low- and moderate-income services area benefit or clientele.

The proposed Elder Street Reconstruction is located in C.T. 11200, B.G. 1 and its low- and moderate-income percentage is 82.81%.

BOPIC, Inc. serves low- and moderate-income clientele throughout the Borough of Chambersburg, and will use income surveys to justify services during Program Year 2019.

AP-38 Projects Summary
Project Summary Information

Table 10 – Project Summary

1.	Project Name	General Administration
	Target Area	Borough Wide
	Goals Supported	AM-1 Overall Coordination
	Needs Addressed	Administration, Planning, and Management Priority
	Funding	CDBG: \$59,000.00
	Description	General administrative costs, including staff salaries/benefits, consulting services, preparation of application, annual action plans, environmental review record, CAPERs, advertising, audit, special studies, planning and management.
	Target Date	6/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	It is estimated that 10,610 individuals will benefit from this activity.
	Location Description	Borough of Chambersburg, 100 South Second Street, Chambersburg, PA 17207
	Planned Activities	The project matrix code is 21A, General Program Administration.
2.	Project Name	Elder Street Reconstruction
	Target Area	Borough Wide
	Goals Supported	CD-2 Infrastructure
	Needs Addressed	Community Development Priority
	Funding	CDBG: \$250,603.00
	Description	Funds will be used to reconstruct Elder Street, from Hood Street to the end. This reconstruction includes installation of storm water improvements, curbing, and sidewalks with ADA curb ramps with detectable warning plates. (Multi-year Activity)
	Target Date	6/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	It is estimated that 795 individuals will benefit from this activity.
	Location Description	C.T. 11200, B.G. 1.
	Planned Activities	The national objective is Low/Mod Area Benefit (LMA). The matrix code is 03K, Street Improvements.

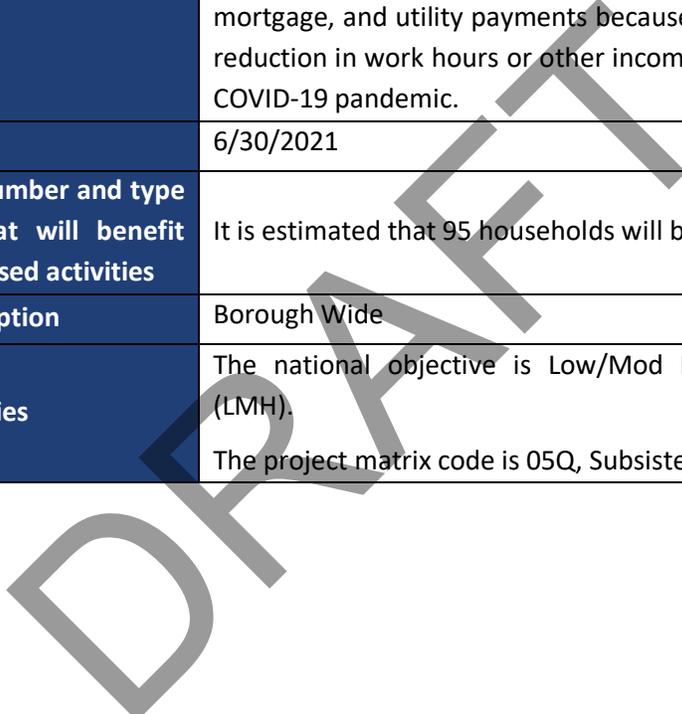
3.	Project Name	BOPIC, Inc. – Job Training for Youth
	Target Area	Borough Wide
	Goals Supported	ED-1 Employment
	Needs Addressed	Economic Development Priority
	Funding	CDBG: \$22,487
	Description	Funds will be used to pay staff salaries and student stipends for on-the-job training of youth ages 14 to 18. The program is open to all at-risk youths in Chambersburg, PA. Partnerships will be formed with businesses and worksite sponsors to provide youth with employability skills and soft skills training essential to competitive employment. Participation in the Youth Work Experience Program results in acquiring a real life work experience that assists in preparing youth for future employment.
	Target Date	6/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	It is estimated that 25 individuals will benefit from this activity.
	Location Description	530 S Main St, Chambersburg, PA 17201
	Planned Activities	The national objective is Low/Mod Area Benefit (LMA).

CARES Act Substantial Amendments:

Project Summary Information

1.	Project Name	Food Programs
	Target Area	Borough Wide
	Goals Supported	CD-3 Public Services
	Needs Addressed	Community Development Priority
	Funding	CDBG: \$17,320.00 CDBG-CV: \$81,492.00
	Description	Funds will be used to purchase food for distribution through food pantries or food banks or to purchase food and associated supplies to prepare meals to be served at a facility such as senior feeding sites and/or home delivered meals such as Meals on Wheels.
	Target Date	6/30/2021
	Estimate the number and type of families that will benefit from the proposed activities	It is estimated that 500 persons will benefit from this activity.

	Location Description	Borough Wide
	Planned Activities	The national objective is Low/Mod Income Clientele Benefit (LMC). The project matrix code is 05W, Food Banks.
2.	Project Name	Mortgage, Rent, and/or Utility Assistance
	Target Area	Borough Wide
	Goals Supported	CD-3 Public Services
	Needs Addressed	Community Development Priority
	Funding	CDBG-CV: \$284,401.00
	Description	Funds will be used to pay up to six (6) months of past-due rent, mortgage, and utility payments because of a temporary job loss, reduction in work hours or other income hardship caused by the COVID-19 pandemic.
	Target Date	6/30/2021
	Estimate the number and type of families that will benefit from the proposed activities	It is estimated that 95 households will benefit from this activity.
	Location Description	Borough Wide
	Planned Activities	The national objective is Low/Mod Income Housing Benefit (LMH). The project matrix code is 05Q, Subsistence Payment.



AP-50 Geographic Distribution – 91.220(f)**Description of the geographic areas of the entitlement (including areas of low-income and minority concentration) where assistance will be directed**

The following information provides a profile of the population age, and racial/ethnic composition of the Borough of Chambersburg. The 2013-2017 American Community Survey (ACS) 5-Year Estimates were used to analyze the social, economic, housing, and general demographic characteristics of the Borough of Chambersburg. The 5-year estimates are the most recent data available. The 2010 U.S. Census data is included where possible.

Population:

- The 2013-2017 American Community Survey reports a population of 20,640 people, or an increase of 372 people (1.8%) since the 2010 Census
- According to the 2013-2017 ACS data, the Borough's male population was 9,886, or 47.9% of the total population and the Borough's female population was 10,754, or 52.1%

Age:

- Median age in the Borough of Chambersburg was 35.4 years, compared to 41.3 years in Franklin County and 40.7 years for Pennsylvania
- Youth under the age of 18 accounted for 24.0% of the Borough's population
- Seniors age 65 or over make up 17.8% of the Borough's population

Race/Ethnicity:

- 82.2% are White
- 10.7% are Black or African American
- 17.6% are Hispanic or Latino

Income Profile:

The Median Family Household Income for a family of four is \$76,400 in the Chambersburg-Waynesboro, PA MSA according to HUD's FY 2019 Income Limits. The following is a summary of income statistics for the Borough of Chambersburg:

- According to the 2013-2017 ACS data, median household income in the Borough of Chambersburg was \$45,846 which was lower than Franklin County (\$58,267) and Pennsylvania (\$59,951)
- 34.9% of households with earnings received Social Security income
- 5.2% received public assistance
- 20.4% received retirement income
- 27.2% of female-headed households with children were living in poverty
- 29.0% of all youth under 18 years of age were living in poverty
- 22.4% were in the service sector

- 28.5% of the employed civilian population had occupations classified as management, professional, or related
- 21.6% of the employed civilian population had occupations classified as sales and office
- The education, health, and social service industry represented 29.0% of those employed
- 85.2% of workers were considered in private wage and salary workers class
- 3.6% of workers were considered in the self-employed workers in own not incorporated business

According to the U.S. Labor Department, the preliminary unemployment rate for the Chambersburg-Waynesboro Metropolitan Statistical Area in March 2019 was 3.3%, compared to 3.9% for the Commonwealth of Pennsylvania, and 3.8% nationally.

Geographic Distribution

Target Area	Percentage of Funds
Borough Wide	100%

Table 11 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

The proposed activities and projects for FY 2019 are located in areas of the Borough with the highest percentages of low- and moderate-income persons, and those block groups with a higher than average percentage of minority persons. The following census tracts and block groups have at least 51% of the households with low- and moderate-incomes:

- C.T. 109, B.G. 2
- C.T. 109, B.G. 3
- C.T. 11000, B.G. 1
- C.T. 11000, B.G. 2
- C.T. 11000, B.G. 3
- C.T. 11200, B.G. 1
- C.T. 11200, B.G. 2
- C.T. 11200, B.G. 3

Low/Mod Income Profile:

Chambersburg has an overall low- and moderate-income percentage of 53.5%.

Discussion

The geographic locations and the public benefit for the FY 2019 CDBG Activities/Projects are as follows:

- **General Administration** – Borough Wide, 100 South Second Street, Chambersburg, PA 17201
- **BOPIC, Inc. - Job Training for Youth** – Borough Wide, 530 S Main St, Chambersburg, PA 17201; Low/Mod Clientele Benefit (LMC)
- **Borough of Chambersburg – Elder Street Reconstruction** – C.T. 11200, B.G. 1 and Low/Mod Income Area Benefit (LMA)

CARES Act Substantial Amendments:

The geographic locations and the public benefit for the FY 2020 CDBG-CV Activities/Projects are as follows:

- **Food Programs** – Borough Wide; Low/Mod Income Clientele Benefit (LMC)
- **Mortgage, Rent, and/or Utility Assistance** – Borough Wide; Low/Mod Income Clientele Benefit (LMC)

DRAFT

AP-55 Affordable Housing – 91.220(g)

Introduction

The Borough of Chambersburg will not be undertaking any affordable housing activities using FY 2019 CDBG funds, but the Borough will be assisting 95 households through Mortgage, Rent, and/or Utility Assistance with the FY 2020 CDBG-CV funds.

One Year Goals for the Number of Households to be Supported	
Homeless	0
Non-Homeless	95
Special-Needs	0
Total:	95

Table 12 - One Year Goals for Affordable Housing by Support Requirement

One Year Goals for the Number of Households Supported Through	
Rental Assistance	95
The Production of New Units	0
Rehab of Existing Units	0
Acquisition of Existing Units	0
Total:	95

Table 13 - One Year Goals for Affordable Housing by Support Type

Discussion

During this program year, the Borough is not funding any affordable housing projects/activities with FY 2019 CDBG funds. The Borough uses HOME funds it receives from the Commonwealth of Pennsylvania to undertake affordable housing projects/activities.

CARES Act Substantial Amendments:

The Borough of Chambersburg will fund the following projects with the FY 2016 CDBG and the FY 2020 CDBG-CV funds:

- Mortgage, Rent, and/or Utility Assistance** – Funds will be used to pay up to six (6) months of past-due rent, mortgage, and utility payments because of a temporary job loss, reduction in work hours or other income hardship caused by the COVID-19 pandemic. (95 Households)

AP-60 Public Housing – 91.220(h)

Introduction

The Franklin County Housing Authority’s mission is to “Providing homes that build hope and create neighborhoods.” The Franklin County Housing Authority is not rated as a “troubled” agency by HUD and is recognized as a “high performer” for both PHAS (Public Housing Assessment System) and SEMAP (Section Eight Management Assessment Program).

The Franklin County Housing Authority owns and professionally manages family communities and elderly/disabled rental apartments. The apartments are located throughout Franklin County. FCHA manages 364 public housing units throughout Franklin County and 244 public housing units in the Borough of Chambersburg. FCHA also acts as the Management Agent for four other privately owned housing communities in Franklin County. Of these, two (2) are located in Chambersburg – Sunset Terrace Townhomes, offering 24 garden style apartments and 16 townhomes, and Redwood Park Townhomes, offering 40 townhomes in 10 building clusters of 3-5 townhomes each. There are 161 families/individuals on the public housing waiting list. As of June 2018, this waiting list has been closed. Families/individuals on the waiting list can be on multiple waiting lists at once.

The Franklin County Housing Authority also manages 295 Section 8 Housing Choice Vouchers. There is currently a waiting list of 124 families/individuals for Section 8 Housing Choice Vouchers. The Section 8 Housing Choice Voucher waiting list add 150 spaces to the waiting list on June 4, 2018.

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

The Franklin County Housing Authority has implemented Asset Management for each of its public housing developments. This provides for development/AMP-based accounting, personnel supervision at the AMP level, and short term and long term maintenance needs by staff at AMP level including capital improvements. The Franklin County Housing Authority’s Capital Fund Grant proposed allocation for FY 2019 will be \$551,565.00. The Franklin County Housing authority proposes it will received \$1,135,721.00 in operating subsidies. Based on the FY 2018 Capital Fund Grant allocations, the FY 2019 funds will be used for the following items:

- Operations: \$40,125.00
- Administration: \$55,156.00
- Fees and Costs: \$20,000.00
- Site Improvement: \$105,000.00
- Dwelling Structures: \$331,284.00
- **Total: \$551,565.00**

During the FY 2019 Program Year, the Franklin County Housing Authority plans to use its capital funds allocation for tree removal, planting and trimming, installation of hardwood mulch, replacement of 27 gas hot water heaters, replacement of an existing playground with new equipment, installation of new

sidewalks, new LED site lighting, refurbishing the existing basketball court, and adding new LED site lighting to the basketball court.

The Franklin County Housing Authority does not plan to demolish or remove any public housing units in the Borough of Chambersburg during the FY 2019 Program Year. The Franklin County Housing Authority plans to distribute five (5) Veterans Administration Supportive Housing (VASH) Vouchers in FY 2019.

According to FCHA's 2015 Five Year and Annual Plan, the strategies for addressing the housing needs of families in the jurisdiction and on the waiting list in the upcoming year include encouraging work and expanding housing opportunities for the very-low (50% or below AMI) and extremely low-income (30% or below AMI) residents in the County, in addition to expanding housing choices for the elderly, disabled, individuals in domestic abuse situations, individuals in federally declared disaster areas, and Voucher-holders.

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

The Franklin County Housing Authority maintains an active relationship with its residents and encourages residents of public housing to become involved in the housing authority's decision making process. The Housing Authority engages in cooperative activities with the Boys & Girls Club in Chambersburg's Meadow Creek 2, Waynesboro Communities that Care, and Pathstone. FCHA has also developed Resident Councils in both family developments, and holds elections for Resident Councils. The resident councils manage Resident Participation Funding. There is one public housing resident who sits on the Board of Directors of the Franklin County Housing Authority.

The Franklin County Housing Authority offers a First Time Homebuyer Program through Valley Community Housing Corporation (VCHC) as the General Partner and self-sufficiency coordinator. VCHC offers assistance to purchase brand new homes in the Borough of Chambersburg to qualifying low income families. In addition, eligible Section 8 Voucher holders can use their vouchers to assist in the purchase of their own home through the Section 8 Homeownership Program. The voucher assistance provides a partial payment toward the mortgage every month. Participants are assisted with budgeting and credit repair as needed, provided with homeownership education, and given support every step of the way as they purchase their home.

Eligibility requirements for the Homeownership Program:

- Have a Section 8 Voucher.
- Be consistently employed for one year before homeownership assistance starts. (Elderly people and people with disabilities are exempt from this requirement.)
- Must earn at least \$14,400 per year; with exceptions as noted above.
- Must be a first time homebuyer. (Not have owned a home in the past 3 years.)
- Be willing to utilize the voucher to purchase a home within Franklin County.
- Have credit good enough to qualify for a mortgage loan.

- Be a current or former FSS participant

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

The Franklin County Housing Authority is not designated as "troubled," and is considered a "high performer" by HUD.

Discussion

Not applicable.

DRAFT

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

Introduction

In the past year, PA-507 CoC merged with PA-509 to create the Eastern PA CoC, serving a total of thirty-three (33) counties. The 33 counties are organized into five (5) geographically dispersed Regional Homeless Advisory Boards (RHABs). The Borough of Chambersburg belongs to the South Central Pennsylvania Regional Homeless Advisory Board (RHAB) which oversees the Continuum of Care Network for Central Pennsylvania for nine (9) counties. The South Central RHAB includes Adams, Bedford, Blair, Cambria, Centre, Franklin, Fulton, Huntingdon, and Somerset counties.

According to the Governance Charter for the PA Eastern Continuum of Care Collaborative, the mission of the PA Eastern CoC is to end homelessness throughout the 33-county Continuum of Care. The CoC works toward ending homelessness by providing a framework for a comprehensive and well-coordinated regional and local planning process. This includes identifying needs, conducting a system wide evaluation of existing resources and program activities, and building a system of housing and services that addresses those needs. This mission will be pursued through the development of long range plans to prevent and end homelessness in the geographic area, as well as the coordination necessary for successful implementation. The objectives of the CoC include the following:

- Promote development of adequate funding for efforts for preventing homelessness, rapidly rehousing homeless persons, and stabilizing their housing;
- Maximize potential for self-sufficiency among individuals and families experiencing homelessness;
- Promote full access to, and effective use of, mainstream programs.

The Funding Committee is responsible for coordinating the annual application to HUD. In this capacity, it reviews all documents from the previous funding round; sets a schedule and time line for the current funding round; develops and edits forms for new project and renewal evaluations; develops ranking criteria; collaborates with the Data Management, Collection, and Outcomes Committee, as necessary; and provides ranking reports to the CoC. In addition, in order to increase CoC-wide performance, ensure the strategic use of HUD funds, and develop new resources, this Committee will also be charged with developing the CoC's reallocation strategy. This includes setting policy to make any funding cuts or allocate new resources, based on the NOFA for the Continuum of Care. Maranatha Ministry, Inc. provided the following information regarding the recipients of Continuum of Care funds in the Borough of Chambersburg:

- **Candleheart Rapid Re-Housing** - \$137,456
- **Franklin/Fulton County Shelter Plus Care Project** - \$86,568
- **Franklin/Fulton Homeless Assistance Project** - \$227,443

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 South Central Community Action Program (SCCAP) Franklin County Shelter staff participates in the Point-In-Time counts and conducts a Need Assessment. The SCCAP Franklin County Shelter completes a Needs Assessment on every client upon admission. The categories covered by the Needs Assessment (each with specific sub-categories) are as follows: Employment Skills/Training, Money Management, Housing, Health, Public Assistance/Type Needed, Parenting/Family, Legal, and Other/Miscellaneous.

Referrals are made to the SCCAP Franklin County Shelter for services by Franklin County Information and Referral, other agencies, shelters, police departments, hospitals, and churches.

The Continuum of Care completes a regular “Point-in-Time Count Survey” each January to determine the number of homeless individuals and families in the Eastern Pennsylvania Region. Based on the Point-In-Time Count (PITC) conducted during January 2019, the following numbers of homeless persons were reported in Franklin and Fulton Counties:

- **Unsheltered** - 15 individuals, 0 families with children, and 2 child only household
- **Transitional Housing** - 17 individuals, 0 families with children, and 1 children only
- **Emergency Shelter** – 67 individuals, 10 families with children (33 people), and 8 children only

The 2019 Point-in-Time Count was conducted on January 23, 2019.

Addressing the emergency shelter and transitional housing needs of homeless persons

The SCCAP Franklin County Shelter has nine (9) rooms and eighteen (18) beds. Of the rooms, two (2) are for families. The remaining beds are used as needed. The SCCAP Franklin County Shelter provides temporary, emergency shelter and individualized programming, support, and follow-up.

The SCCAP Shelter does not provide services to current users of drugs and/or alcohol. Individuals cannot use drugs or alcohol on the premises of the shelter. Services are provided to elderly clients but the facility does not provide assisted living, nursing, CNA, or rehabilitation services. The Shelter also serves those who are mentally and physically disabled as well as those with HIV/AIDS. Finally, the Rapid Re-Housing program has assisted the SCCAP Shelter to form partnerships with landlords.

Domestic violence victims are provided services through Women In Need (WIN) which is equipped to ensure victims’ safety. WIN and Money Matters provide counseling in financial stability and safety planning for when individuals leave the shelter. Many victims also need assistance with jobs, transportation and childcare. There are few housing options for victims of domestic violence in the Borough of Chambersburg and waiting lists for assisted housing are long. Women In Need did not receive federal funds, though they did receive funding from the Commonwealth of Pennsylvania through the Redevelopment Capital Assistance Program.

Maranatha Ministries offers a cold weather shelter for fourteen (14) men and six (6) women from 7:00PM to 7:00AM daily, seven days a week. This shelter does not accept children. Maranatha staff counsels guests and provides them with the resources to find more permanent housing. The staff also directs them to service agencies that will address their needs.

Maranatha uses the Total Person Transitional Housing Program (TPTHP), which matches a trained volunteer mentor with a community member in need. The mentor is supported by a professional case manager and many experienced support agencies in the community. Life-skills training topics offered through Maranatha includes: time management; parenting; support groups; relationships; cleaning; food safety, cooking, and nutrition; budgeting; and job readiness/resumes. Maranatha also supports homeless students with food, school supplies, and new clothing for school.

The transitional housing program is a structured 18-24-month program provided by Maranatha Ministries which assists homeless families with children with housing, by providing temporary housing and either giving them supportive services, such as obtaining their GED if they have not finished school, food from the food pantry, or by referring them to the appropriate agency for job placement, daycare, etc. Maranatha helps clients to budget their money, save for the future, and develop life-skills to help achieve self-sufficiency and become a part of the community and not return to homelessness.

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 CoC has worked aggressively for the last two (2) years to reduce the length of time families with children experience homelessness. The CoC launched a Coordinated Entry project that expanded to the South Central RHAB. There has not been enough data collected on the program expansion to determine program effectiveness.

Using HUD System Performance Measure Guidance, the HMIS Lead developed a CoC Performance Report with metrics for “Length of Time” Persons Remain Homeless (LOT) and reviewed this data with the CoC Data Committee which meets quarterly to review CoC Performance and identify needed interventions. In 2015, the LOT in Transitional Housing was 317 days. As such, the CoC reallocated all Transitional Housing projects allowing for significant expansion of Rapid Rehousing and Coordinated Entry.

The CoC reduced the average number of days in Emergency Shelter and Transitional Housing by thirty-eight (38) days. Primary actions taken to improve this performance metric include reallocating all twenty-two Transitional Housing projects to Rapid Rehousing and Coordinated Entry projects, requiring 100% of CoC-funded projects to comply with the Housing First Policy, using VI-SPDAT and HMIS data to match homeless persons to their needs, and coordinating with the State ESG recipients to prioritize funds toward

navigation services and street outreach. In October, the CoC will request ESG funds for housing navigation and street outreach at Coordinated Entry sites.

HMIS is used to monitor and record returns to homelessness, which is monitored through the Data Subcommittee each quarter. Based on First Year System Performance Measure results, an overall 12% of persons returned to homelessness within two (2) years. Of these 243 persons, nearly 66% (160) had exited Emergency Shelter. The CoC is significantly increasing Permanent Housing resources through reallocation and Permanent Housing bonuses, which will assist those exiting shelters. Currently, 67% of persons staying in shelters are exiting to Permanent Housing.

Upon considering the safety concerns raised by Victims of Domestic Violence service providers during reallocation planning and the CoC's lack of experience operating Rapid Rehousing for Victims of Domestic Violence, the Funding Committee chose not to reallocate high performing Domestic Violence Transitional Housing (DV-TH) projects. One DV-TH provider voluntarily reallocated to Rapid Rehousing Domestic Violence (RRH-DV) and will co-chair a workgroup to develop a model for safely operating regional RRH-DV projects, which will promote client choice in housing. The CoC is applying for a new RRH-DV project to operate in a nine (9) county region to ensure client choice in Permanent Housing is upheld.

The local CareerLink and Community Action Agencies (CAA) are the primary mainstream employment organizations working in collaboration with homeless providers and homeless individuals/families. Some of the CareerLink offices attend monthly meetings of the Regional Homeless Advisory Boards in their jurisdiction and have partnered with homeless providers on grant applications to increase/expand services specifically for homeless individuals. CAAs operate a Ready-to-Work program for persons receiving Temporary Assistance for Needy Families (TANF) benefits, in collaboration with WIB & CareerLink. The purpose of the program is to increase pre-employment skills. 81% of all CoC-funded projects are connecting with the above referenced employment partners, or others in their local communities.

The CoC has adopted the Orders of Priority for persons experiencing chronic homelessness, granting priority of permanent supportive housing beds to chronically homeless individuals and families. To improve access to Chronic Homeless beds in counties with an excess of Chronic Homeless-prioritized beds, the "Bed Turnover Policy" indicates that a bed will first be filled through the project's waiting list, then within the County, and then finally will be open CoC-wide. It will be held for seven (7) days before it is rented to a non-Chronic Homeless household.

The CoC's Veterans Leadership Engagement Committee (VLEC) developed Operational Policies, which have been adopted by the CoC Board. Homeless veterans are identified and referred to the relevant Veterans Affairs and/or HUD homeless services. The VLEC manages a by-name master list of names of veterans integrated into HMIS. The state's ESG program has prioritized funding for programs providing homeless services to veterans. The average number of days it took for homeless veterans to achieve permanent housing decreased from 37 to 33 days.

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.

The SCCAP Franklin County Shelter works with individuals and families who are already homeless. Those individuals and families who are not yet homeless but are at risk of becoming homeless may be qualified for assistance through the SCCAP Homeless Assistance Program to help them remain housed. South Central Community Action Programs, Inc. receives ESG funds for Franklin County, which is used to fund Homeless Prevention activities, such as rent and utility assistance, and Rapid Re-Housing through the Franklin County Homeless Shelter.

The CoC does not coordinate with health care providers throughout the geographic area. There are examples of coordination in specific communities, but this is conducted mostly on an as-needed basis.

CoCs are required by the CoC Program interim rule to establish a Centralized or Coordinated Assessment system – also referred to as Coordinated Entry. Coordinated entry processes help communities prioritize assistance based on vulnerability and severity of service needs to ensure that people who need assistance the most can receive it in a timely manner.

The CoC has outlined its Discharge Policy for assisting persons being discharged from mental health facilities, hospitals, correction facilities, and for those aging out of foster care:

- **Mental Health Discharge** - PA has a formal policy that no discharge from a state hospital can occur unless all housing, treatment, case management and rehab services are in place at the county level. The goal is for all individuals to move into the most integrated housing of their choice in the community. Every individual in a state hospital for over 2 years must have a pre-discharge Community Support Plan that includes living arrangement. Individuals are never discharged from a state hospital to the street or shelter. Each individual is discharged to his/her own housing, housing with a friend or relative, limited size personal care home or mental health residential program.
- **Hospital Discharge** -Hospitals must have written discharge policies for "appropriate referral and transfer plans" including evaluation of a patient's capacity for self-care and possibility of being cared for in "the environment from which s/he entered the hospital." The actual discharge varies with the individual being discharged, their primary and behavioral health needs, and resources and supports available. Some shelters have protocols against accepting certain individuals directly from a hospital.
- **Corrections Facility Discharge** - Two policies are in place for those being discharged from corrections facilities: The PA Board of Probation and Parole (PBPP) policy that no one may be released on parole without approval of Home Plan by Parole Supervision Staff; and the PA Department of Corrections (DOC) Policy Statement on Inmate Reentry and Transition requiring written information on housing, photo ID, and other documentation for all inmates. The PA Dept

of Corrections (DOC) and the PA Board of Probation and Parole (PBPP) are responsible for ensuring that persons are not routinely discharged into homelessness.

- **Foster Care Discharge** - Children aging out of foster care are protected by laws to ensure that youth are not discharged into homelessness. The Federal Fostering Connections Act and State Court Rule require a Transition Plan before discharge from foster care. County agencies provide limited housing support upon discharge, ending at age 21. Youth go to relatives or family, transitional living placements, four year schools, to live with roommates/friends, reunite with family of origin, or remain with foster family.

DRAFT

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

Introduction

The Borough of Chambersburg's 2015 Analysis of Impediments to Fair Housing Choice has identified the following impediments and goals to address those impediments and affirmatively further fair housing in the Borough:

Impediment 1: Housing Affordability - Decent, safe, sound, and affordable housing remains a high priority to ensure fair housing choice, quality of life, and attractive neighborhoods.

- **Goal:** Maintain the supply of decent, safe, sound, and affordable housing targeted to lower income households, both renters and owners.

Impediment 2: Housing Accessibility - There appears to be an unmet need for housing that is accessible to the older population and persons with disabilities.

- **Goal:** Increase the supply of housing that meets the accessibility, visitability, and quality of life needs of the older population and persons with disabilities.

Impediment 3: Fair Housing Education, Advocacy, Monitoring, and Enforcement - As in any community, there is a lack of awareness of the rights and responsibilities under the Fair Housing Act and a need to continually monitor and enforce the Fair Housing Act.

- **Goal:** Increase the knowledge and awareness of the rights of individuals and the responsibilities of building owners in regard to the Fair Housing Act through educational advocacy, monitoring, and enforcement to eliminate discrimination in housing and providing fair housing choices for all individuals and families.

Impediment 4: Accessibility of Public Facilities - The accessibility of public facilities remains a fundamental quality of life issue for most communities, especially for the older population, and persons with disabilities.

- **Goal:** Maintain and continue to upgrade Borough facilities, public spaces, and sub-recipient facilities to make them accessible to persons with disabilities.

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 Borough of Chambersburg's 2015 Analysis of Impediments to Fair Housing Choice recommended the following changes to the Borough's Zoning Ordinance:

Under §901.03 – Statement of Community Development Objectives. Add a new subsection “L”:

Affirmatively further fair housing by:

- Abiding by the provision of the Fair Housing Act of 1968, as amended.
- Promoting fair housing choice for all residents of Chambersburg
- Assuring the rights of all individuals that are identified as members of a protected class by the Federal government.
- Prevention of discrimination in housing based on a person’s race, color, national origin, religion, sex, familial status, or handicap.

Under §300.7 – Definitions.

Existing definitions should be reviewed for compliance with the Fair Housing Act and new definitions should be added to the Zoning Ordinance:

- “Family” – should be revised and include “disabled,” a group of up to five (5) unrelated individuals who are disabled and live together as a group and share responsibility for housekeeping.
- “Group Housing Development” – not applicable for small group homes or community living arrangements, since it requires two (2) or more buildings on five (5) acres or more plots of land.
- “Affirmatively furthering fair housing” – a definition should be added.
- “Fair Housing Act” – a definition should be added.
- “Americans with Disabilities Act” – a definition should be added.
- “Disabled” – a definition should be added
- “Visitability” – a definition should be added.
- “Accessibility” – a definition should be added.

Discussion

To promote Fair Housing, the Mayor will continue to proclaimed April as “Fair Housing Month” in the coming years. The Borough will continue to monitor and review public policies for discriminatory practices and/or impacts on housing availability during this program year. In addition to the proclamation, the Borough will complete the following activities to promote fair housing:

- Distribute pamphlets on Tenant’s Rights to Fair Housing to: Borough Hall, Libraries, social service organizations, charitable organizations, and code enforcement officers to handout during inspections.
- Display the Fair Housing Poster “It’s Not an Option – It’s the Law.”
- Provide fair housing information to landlords.
- Fair Housing Proclamation from the Mayor.
- Will hold a fair housing event.

AP-85 Other Actions – 91.220(k)

Introduction

The Borough of Chambersburg has developed the following actions which address the obstacles to meeting underserved needs, fosters affordable housing, reduces lead based paint hazards, reduces the number of families living in poverty, develops institutional structures, and enhances coordination between public and private housing and social service agencies.

Actions planned to address obstacles to meeting underserved needs

Despite efforts made by the Borough of Chambersburg and social service providers, a number of significant obstacles remain to meeting underserved needs. With funding resources being scarce, funding becomes the greatest obstacle for the Borough of Chambersburg to meet its underserved needs. Insufficient funding lessens the ability to fund many worthwhile public service programs, activities, and agencies. The Borough through its planning efforts will use its limited resources to address the Borough of Chambersburg's greatest needs and improve the quality of life for its residents. The following obstacles need to be overcome in order to meet underserved needs:

- Lack of decent, safe, sound, and affordable owner and renter housing
- High cost of rehabilitation work
- Aging in place population who need accessibility improvements
- Need major rehabilitation of the Borough's aging housing stock
- The increasing number of vacant and abandoned properties
- High unemployment rate and loss of household income
- Low wages in the service and retail sector job market

CARES Act Substantial Amendments:

The Borough of Chambersburg will work to address these obstacles through the agencies and programs to be funded with the FY 2016 CDBG funds and FY 2020 CDBG-CV funds. The following projects/activities address these obstacles:

- Food Programs
- Mortgage, Rent, and/or Utility Assistance

Actions planned to foster and maintain affordable housing

To foster and maintain affordable housing, the Borough of Chambersburg proposes the following Five Year Goals and Strategies:

- **HS-1 Housing Rehabilitation** - Continue to rehabilitate the existing owner and renter occupied housing stock in the Borough, including handicap accessibility modifications.
- **HS-2 Housing Construction/Rehabilitation** - Increase the supply of decent, safe, sound, and accessible housing that is affordable to owners and renters in the Borough through new construction and rehabilitation of vacant units.
- **HS-3 Fair Housing** - Affirmatively further fair housing by promoting fair housing choice through monitoring, education, and outreach.
- **HS-4 Homeownership** - Assist low- and moderate-income households to become homeowners by providing down payment assistance, closing cost assistance, and requiring housing counseling training.

Due to limited funds the Borough will not be using any CDBG funds to carry out any of these Goals and Strategies during this program year.

CARES Act Substantial Amendment:

The Borough of Chambersburg is fostering and maintain affordable housing through the following activities with FY 2016 CDBG funds and FY 2020 CDBG-CV funds:

CD-3 Public Services - Improve and increase programs for the youth, the elderly, the disabled, and social/welfare programs for Borough residents.

- Mortgage, Rent, and/or Utility Assistance

Actions planned to reduce lead-based paint hazards

The revised Federal Lead Based Paint Regulations published on September 15, 1999 (24 CFR Part 35) have had a significant impact on many activities – rehabilitation, tenant based rental assistance, and property acquisition – supported by the CDBG program. The Borough of Chambersburg will comply with Title 24, Part 35: Lead Based Paint Poisoning Prevention in Certain Residential Structures (Current Rule).

Rehabilitation Programs:

The Borough of Chambersburg will ensure that:

- Applicants for rehabilitation funding receive the required lead based paint information and understand their responsibilities.
- Staff properly determines whether proposed projects are exempt from some or all lead based paint requirements.
- The level of federal rehabilitation assistance is properly calculated and the applicable lead-based paint requirements determined.
- Properly qualified personnel perform risk management, paint testing, lead hazard reduction, and clearance services when required.

- Required lead hazard reduction work and protective measures are incorporated into project rehabilitation specifications.
- Risk assessment, paint testing, lead hazard reduction, and clearance work are performed in accordance with the applicable standards established in 24 CFR Part 35.
- Required notices regarding lead-based paint evaluation, presumption, and hazard reduction are provided to occupants and documented.
- Program documents establish the rental property owner's responsibility to perform and document ongoing lead-based paint maintenance activities, when applicable.
- Program staff monitors owner compliance with ongoing lead-based paint maintenance activities, when applicable.

Homeownership Programs:

The Borough of Chambersburg will ensure that:

- Applicants for homeownership assistance receive adequate information about lead based paint requirements.
- Staff determines whether proposed projects are exempt from lead based paint requirements.
- A proper visual assessment is performed to identify deteriorated paint in the dwelling unit, any common areas servicing the unit, and exterior surfaces of the building or soil.
- The home purchaser receives the required lead based paint pamphlet and notices.
- Prior to occupancy, properly qualified personnel perform paint stabilization and the dwelling passes a clearance exam in accordance with the standards established in 24 CFR Part 35.

The 2015 Childhood Lead Surveillance Annual Report from the Pennsylvania Department of Health reported that 1,447 children seven (7) years of age or younger were tested for elevated blood lead levels in Franklin County. Of those tested, 69 (4.77%) tested positive for blood lead levels above 5 µg/dL.

Actions planned to reduce the number of poverty-level families

According to the 2013-2017 American Community Survey, approximately 13.9% of Chambersburg's residents live in poverty. Female-headed households with children are particularly affected by poverty at 27.2%. Additionally, 29.0% of all youth under the age of 18 were living in poverty. The Borough's goal of reducing the extent of poverty is 5%, based on actions the Borough has control over, or actions in which the Borough will cooperate with outside agencies.

The Borough's anti-poverty strategy is based on attracting a range of businesses and supporting workforce development, including job-training services for low income residents. In addition, the Borough will continue to partner with local social service organizations that target low-income residents.

The Borough of Chambersburg will fund the following anti-poverty projects with FY 2019 CDBG funds.

- BOPIC, Inc. – Job Training for Youth

Actions planned to develop institutional structure

The Borough's Land Use and Community Development Department will coordinate activities among the public and private agencies, and other organizations in the Borough. This will ensure that the goals and objectives of the Five Year Consolidated Plan will be addressed by more than one agency. The key agencies that are involved in the implementation of the Plan, as well as additional resources that may be available, are described below.

Public Sector:

- Borough of Chambersburg - Mayor's Office, Borough Manager, Director of Finance, Borough Solicitor, Police Department, Fire Department, Sanitation Department, Emergency Services Department, Code Enforcement, Recreation Department, Parking Traffic and Street Lights Department, Electric Department, Gas Department, and Engineering Department
- Franklin County Housing Authority
- Franklin County Veterans Affairs Center
- Chambersburg Hospital
- Franklin County Area Agency on Aging
- USDA Rural Development
- Franklin County Area Development Corporation

Non-Profit Agencies:

There are several non-profit agencies that serve target income households in the Borough of Chambersburg. The Borough will collaborate with these essential service providers. Some of them include:

- Family Care Services
- Occupational Services Inc.
- House of Grace
- ARC of Franklin and Fulton Counties
- Chambersburg Chamber of Commerce
- Head Start
- Chambersburg Memorial YMCA
- United Way of Franklin County

Private Sector:

Lenders, affordable housing developers, business and economic development organizations, and private service providers offer a variety of assistance to residents such as health care, small business assistance, home loan programs, and assisted housing, among others. The Borough will collaborate with the following private sector organizations:

- Small Business Development Center
- Federal Home Loan Bank (FHLB)

- Local Financial Institutions
- Private Housing Developers
- Local Realtors

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

The primary responsibility for the administration of the Annual Action Plan is assigned to the Land Use and Community Development Department at the Borough of Chambersburg. This department will coordinate activities among the public and private organizations, in their efforts to implement different elements and to realize the prioritized goals of the Annual Action Plan. The Borough is committed to continuing its participation and coordination with public, housing, and social service organizations. The Borough solicits funding requests for CDBG funds. These requests were reviewed and discussed by the Land Use and Community Development Department.

Monitoring:

The Borough of Chambersburg Community Development Specialist has the primary responsibility for monitoring the Borough's Annual Action Plan and will maintain records on the progress toward meeting the goals and the statutory and regulatory compliance of each activity. Service area documentation is maintained along with income surveys. Timeliness of expenditures is achieved through scheduling activities, drawdown of funds, and maintenance of budget spread sheets which indicate the dates of expenditures. Program modifications are considered if project activities are not able to be completed within the allowable time limits of the grant. The Community Development Specialist is also responsible for the on-going monitoring of any sub-recipients for similar compliance.

The Borough of Chambersburg's Community Development Specialist has a "monitoring checklist" that is utilized when programs and activities are reviewed. This checklist was developed in accordance with Sub-Part J of 24 CFR, Part 85 "Uniform Administrative Requirement for Grants and Cooperative Agreements of State and Local Governments" and the HUD Community Planning and Development Monitoring Handbook (HUD 6509.2)

CDBG funded activities are monitored periodically, during the construction phase, and a final inspection is performed which details the cost benefit and benefit to low- and moderate-income persons. During the on-site inspections, compliance with the local building and housing codes are reviewed. Copies of financial statements and audit reports are required and kept on file. For those activities which trigger Davis-Bacon Wage Rates, employee payrolls are required prior to payments and on-site employee interviews will be held. These monitoring standards are required for all Borough administered projects and sub-recipient activities.

For each activity authorized under the National Affordable Housing Act, the Borough of Chambersburg has established fiscal and management procedures that will ensure program compliance and fund

accountability. Additionally, the Department will ensure that the reports to the U.S. Department of Housing & Urban Development (HUD) are complete and accurate.

The monitoring process is not a “one-time” event. The process is an on-going system of planning, implementation, communication and following up.

DRAFT

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

Introduction

The Borough of Chambersburg receives an annual allocation of CDBG funds. Since the Borough receives this federal allocation the questions below have been completed, as they are applicable.

**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	\$0.00
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.	\$0.00
3. The amount of surplus funds from urban renewal settlements	\$0.00
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	\$0.00
5. The amount of income from float-funded activities	\$0.00
Total Program Income:	\$0.00

Other CDBG Requirements

1. The amount of urgent need activities	\$0.00
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.	100.00%

Discussion**CDBG Program Income:**

- The Borough of Chambersburg does not anticipate it will receive any Program Income during this program year.

CDBG Percentages:

- **Administrative Percentage:** 17.8%
- **Public Service Percentage:** 6.8%
- **Low- and Moderate-Income Percentage:** 100.00%
- **Slum and Blight Percentage:** 0.00%

CARES Act Substantial Amendment:**CDBG-CV Percentages:**

- **Administrative Percentage:** 0.00%
- **Low and Moderate-Income Percentage:** 100%

DRAFT

Appendix

SF 424 Forms

Certifications

Resolutions

Citizen Participation

DRAFT

SF 424 FORM

DRAFT



Application for Federal Assistance SF-424

* 1. Type of Submission:

- Preapplication
- Application
- Changed/Corrected Application

* 2. Type of Application:

- New
- Continuation
- Revision

* If Revision, select appropriate letter(s):

* Other (Specify):

* 3. Date Received:

4. Applicant Identifier:

5a. Federal Entity Identifier:

5b. Federal Award Identifier:

B-19-MC-42-0024

State Use Only:

6. Date Received by State:

7. State Application Identifier:

8. APPLICANT INFORMATION:

* a. Legal Name:

Borough of Chambersburg

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

23-6002979

* c. Organizational DUNS:

0697826470000

d. Address:

* Street1:

100 South Second Street

Street2:

* City:

Chambersburg

County/Parish:

* State:

PA: Pennsylvania

Province:

* Country:

USA: UNITED STATES

* Zip / Postal Code:

17201-2515

e. Organizational Unit:

Department Name:

Land Use & Com. Dev. Dept.

Division Name:

Com. & Econ. Dev. Office

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

Prefix:

Mr.

* First Name:

Phil

Middle Name:

* Last Name:

Wolgemuth

Suffix:

Title:

Asst. to Bor. Mgr./Land Use & Comm. Dev. Dir.

Organizational Affiliation:

Land Use and Community Development Department

* Telephone Number:

717-261-3232

Fax Number:

717-264-0224

* Email:

pwolgemuth@chambersburgpa.gov

Application for Federal Assistance SF-424

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

C: City or Township Government

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

* Other (specify):

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

U.S. Department of Housing and Urban Development

11. Catalog of Federal Domestic Assistance Number:

14.218

CFDA Title:

Community Development Block Grants (CDBG)/ Entitlement Grants

*** 12. Funding Opportunity Number:**

CPD-19-01

* Title:

Notice CPD-19-01: Guidance on Submitting Consolidated Plans and Annual Action Plans for FY 2019

13. Competition Identification Number:

Title:

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

Add Attachment

Delete Attachment

View Attachment

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

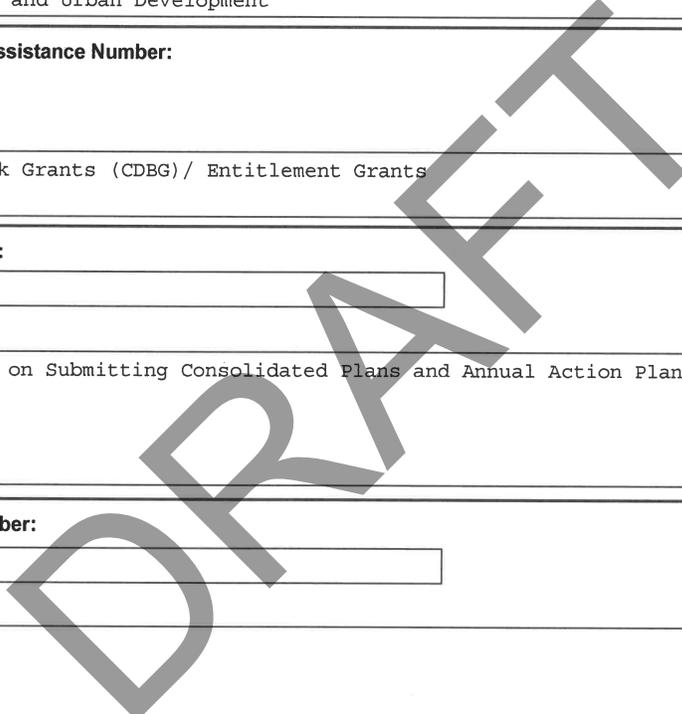
Borough of Chambersburg's FY 2019 Annual Action Plan for the Community Development Block Grant Program

Attach supporting documents as specified in agency instructions.

Add Attachments

Delete Attachments

View Attachments



Application for Federal Assistance SF-424

16. Congressional Districts Of:

* a. Applicant

* b. Program/Project

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

Add Attachment

Delete Attachment

View Attachment

17. Proposed Project:

* a. Start Date:

* b. End Date:

18. Estimated Funding (\$):

* a. Federal	<input type="text" value="332,090.00"/>
* b. Applicant	<input type="text" value="0.00"/>
* c. State	<input type="text" value="0.00"/>
* d. Local	<input type="text" value="0.00"/>
* e. Other	<input type="text" value="0.00"/>
* f. Program Income	<input type="text" value="0.00"/>
* g. TOTAL	<input type="text" value="332,090.00"/>

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

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

*** 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)**

Yes No

If "Yes", provide explanation and attach

Add Attachment

Delete Attachment

View Attachment

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

** I AGREE

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

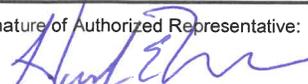
Authorized Representative:

Prefix: * First Name:
Middle Name:
* Last Name:
Suffix:

* Title:

* Telephone Number: Fax Number:

* Email:

* Signature of Authorized Representative: 

* Date Signed:

ASSURANCES - CONSTRUCTION PROGRAMS

OMB Number: 4040-0009
Expiration Date: 01/31/2019

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

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

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

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

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

11. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal and federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.
12. Will comply with the provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.
13. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327-333) regarding labor standards for federally-assisted construction subagreements.
14. Will comply with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
15. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).
16. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
17. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. §470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§469a-1 et seq).
18. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."
19. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.
20. Will comply with the requirements of Section 106(g) of the Trafficking Victims Protection Act (TVPA) of 2000, as amended (22 U.S.C. 7104) which prohibits grant award recipients or a sub-recipient from (1) Engaging in severe forms of trafficking in persons during the period of time that the award is in effect (2) Procuring a commercial sex act during the period of time that the award is in effect or (3) Using forced labor in the performance of the award or subawards under the award.

SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL	TITLE
	President of Council
APPLICANT ORGANIZATION	DATE SUBMITTED
Borough of Chambersburg	06/03/2019

CERTIFICATION

DRAFT



CERTIFICATIONS

In accordance with the applicable statutes and the regulations governing the consolidated plan regulations, the jurisdiction certifies that:

Affirmatively Further Fair Housing --The jurisdiction will affirmatively further fair housing.

Uniform Relocation Act and Anti-displacement and Relocation Plan -- It will comply with the acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, (42 U.S.C. 4601-4655) and implementing regulations at 49 CFR Part 24. It has in effect and is following a residential anti-displacement and relocation assistance plan required under 24 CFR Part 42 in connection with any activity assisted with funding under the Community Development Block Grant or HOME programs.

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

1. No Federal appropriated funds have been paid or will be paid, by or on behalf of it, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement;
2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, it will complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions; and
3. It will require that the language of paragraph 1 and 2 of this anti-lobbying certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

Authority of Jurisdiction --The consolidated plan is authorized under State and local law (as applicable) and the jurisdiction possesses the legal authority to carry out the programs for which it is seeking funding, in accordance with applicable HUD regulations.

Consistency with plan --The housing activities to be undertaken with Community Development Block Grant, HOME, Emergency Solutions Grant, and Housing Opportunities for Persons With AIDS funds are consistent with the strategic plan in the jurisdiction's consolidated plan.

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



Signature of Authorized Official

6/3/2019
Date

President, Town Council
Title

Specific Community Development Block Grant Certifications

The Entitlement Community certifies that:

Citizen Participation -- It is in full compliance and following a detailed citizen participation plan that satisfies the requirements of 24 CFR 91.105.

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

Following a Plan -- It is following a current consolidated plan that has been approved by HUD.

Use of Funds -- It has complied with the following criteria:

1. Maximum Feasible Priority. With respect to activities expected to be assisted with CDBG funds, it has developed its Action Plan so as to give maximum feasible priority to activities which benefit low- and moderate-income families or aid in the prevention or elimination of slums or blight. The Action Plan may also include CDBG-assisted activities which the grantee certifies are designed to meet other community development needs having particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community, and other financial resources are not available (see Optional CDBG Certification).

2. Overall Benefit. The aggregate use of CDBG funds, including Section 108 guaranteed loans, during program year(s) 2018, 2019, and 2020 [a period specified by the grantee of one, two, or three specific consecutive program years], shall principally benefit persons of low and moderate income in a manner that ensures that at least 70 percent of the amount is expended for activities that benefit such persons during the designated period.

3. Special Assessments. It will not attempt to recover any capital costs of public improvements assisted with CDBG funds, including Section 108 loan guaranteed funds, by assessing any amount against properties owned and occupied by persons of low and moderate income, including any fee charged or assessment made as a condition of obtaining access to such public improvements.

However, if CDBG funds are used to pay the proportion of a fee or assessment that relates to the capital costs of public improvements (assisted in part with CDBG funds) financed from other revenue sources, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than CDBG funds.

In addition, in the case of properties owned and occupied by moderate-income (not low-income) families, an assessment or charge may be made against the property for public improvements financed by a source other than CDBG funds if the jurisdiction certifies that it lacks CDBG funds to cover the assessment.

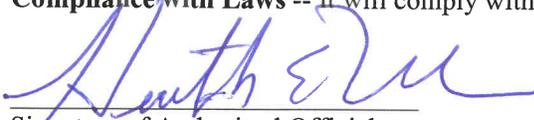
Excessive Force -- It has adopted and is enforcing:

1. A policy prohibiting the use of excessive force by law enforcement agencies within its jurisdiction against any individuals engaged in non-violent civil rights demonstrations; and
2. A policy of enforcing applicable State and local laws against physically barring entrance to or exit from a facility or location which is the subject of such non-violent civil rights demonstrations within its jurisdiction.

Compliance with Anti-discrimination laws -- The grant will be conducted and administered in conformity with title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d) and the Fair Housing Act (42 U.S.C. 3601-3619) and implementing regulations.

Lead-Based Paint -- Its activities concerning lead-based paint will comply with the requirements of 24 CFR Part 35, Subparts A, B, J, K and R.

Compliance with Laws -- It will comply with applicable laws.



Signature of Authorized Official

6/3/2019
Date

President, Town Council
Title

DRAFT

APPENDIX TO CERTIFICATIONS

INSTRUCTIONS CONCERNING LOBBYING CERTIFICATION:

Lobbying Certification

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

DRAFT

CARES ACT - SF 424 FORM

DRAFT



Application for Federal Assistance SF-424

* 1. Type of Submission:

- Preapplication
- Application
- Changed/Corrected Application

* 2. Type of Application:

- New
- Continuation
- Revision

* If Revision, select appropriate letter(s):

* Other (Specify):

* 3. Date Received:

4. Applicant Identifier:

5a. Federal Entity Identifier:

5b. Federal Award Identifier:

B-20-MC-42-0024

State Use Only:

6. Date Received by State:

7. State Application Identifier:

8. APPLICANT INFORMATION:

* a. Legal Name:

Borough of Chambersburg

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

23-6002979

* c. Organizational DUNS:

0697826470000

d. Address:

* Street1:

100 South Second Street

Street2:

* City:

Chambersburg

County/Parish:

Franklin County

* State:

PA: Pennsylvania

Province:

* Country:

USA: UNITED STATES

* Zip / Postal Code:

17201-2515

e. Organizational Unit:

Department Name:

Land Use & Com. Dev. Dept.

Division Name:

Com. & Econ. Dev. Office

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

Prefix:

Mr.

* First Name:

Phil

Middle Name:

* Last Name:

Wolgemuth

Suffix:

Title:

Asst. to Bor. Mgr./Land Use & Comm. Dev. Dir.

Organizational Affiliation:

Land Use and Community Development Department

* Telephone Number:

717-261-3232

Fax Number:

717-264-0224

* Email:

pwolgemuth@chambersburgpa.gov

Application for Federal Assistance SF-424

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

C: City or Township Government

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

* Other (specify):

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

U.S. Department of Housing and Urban Development (HUD)

11. Catalog of Federal Domestic Assistance Number:

14.218

CFDA Title:

Community Development Block Grants (CDBG)/ Entitlement Grants

*** 12. Funding Opportunity Number:**

Not Applicable.

* Title:

Not Applicable.

13. Competition Identification Number:

Not Applicable.

Title:

Not Applicable.

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

Add Attachment

Delete Attachment

View Attachment

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

The FY 2019 Annual Action Plan Substantial Amendment includes the allocation of the Community Development Block Grant - CARES Act (CDBG-CV) Funding.

Attach supporting documents as specified in agency instructions.

Add Attachments

Delete Attachments

View Attachments

Application for Federal Assistance SF-424

16. Congressional Districts Of:

* a. Applicant

* b. Program/Project

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

Add Attachment

Delete Attachment

View Attachment

17. Proposed Project:

* a. Start Date:

* b. End Date:

18. Estimated Funding (\$):

* a. Federal	<input type="text" value="195,725.00"/>
* b. Applicant	<input type="text" value="0.00"/>
* c. State	<input type="text" value="0.00"/>
* d. Local	<input type="text" value="0.00"/>
* e. Other	<input type="text" value="0.00"/>
* f. Program Income	<input type="text" value="0.00"/>
* g. TOTAL	<input type="text" value="195,725.00"/>

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

a. This application was made available to the State under the Executive Order 12372 Process for review on

b. Program is subject to E.O. 12372 but has not been selected by the State for review.

c. Program is not covered by E.O. 12372.

*** 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)**

Yes No

If "Yes", provide explanation and attach

Add Attachment

Delete Attachment

View Attachment

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

** I AGREE

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

Authorized Representative:

Prefix: * First Name:

Middle Name:

* Last Name:

Suffix:

* Title:

* Telephone Number: Fax Number:

* Email:

* Signature of Authorized Representative: 

* Date Signed:

ASSURANCES - CONSTRUCTION PROGRAMS

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

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

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

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

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

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

11. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal and federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.
12. Will comply with the provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.
13. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327-333) regarding labor standards for federally-assisted construction subagreements.
14. Will comply with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
15. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).
16. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
17. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. §470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§469a-1 et seq).
18. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."
19. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.
20. Will comply with the requirements of Section 106(g) of the Trafficking Victims Protection Act (TVPA) of 2000, as amended (22 U.S.C. 7104) which prohibits grant award recipients or a sub-recipient from (1) Engaging in severe forms of trafficking in persons during the period of time that the award is in effect (2) Procuring a commercial sex act during the period of time that the award is in effect or (3) Using forced labor in the performance of the award or subawards under the award.

SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL 	TITLE President of Council
APPLICANT ORGANIZATION Borough of Chambersburg, PA	DATE SUBMITTED 08/24/2020

CARES ACT - CERTIFICATION

DRAFT



CERTIFICATIONS

In accordance with the applicable statutes and the regulations governing the consolidated plan regulations, the jurisdiction certifies that:

Affirmatively Further Fair Housing --The jurisdiction will affirmatively further fair housing.

Uniform Relocation Act and Anti-displacement and Relocation Plan -- It will comply with the acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, (42 U.S.C. 4601-4655) and implementing regulations at 49 CFR Part 24. It has in effect and is following a residential anti-displacement and relocation assistance plan required under 24 CFR Part 42 in connection with any activity assisted with funding under the Community Development Block Grant or HOME programs.

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

1. No Federal appropriated funds have been paid or will be paid, by or on behalf of it, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement;
2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, it will complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions; and
3. It will require that the language of paragraph 1 and 2 of this anti-lobbying certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

Authority of Jurisdiction --The consolidated plan is authorized under State and local law (as applicable) and the jurisdiction possesses the legal authority to carry out the programs for which it is seeking funding, in accordance with applicable HUD regulations.

Consistency with plan --The housing activities to be undertaken with Community Development Block Grant, HOME, Emergency Solutions Grant, and Housing Opportunities for Persons With AIDS funds are consistent with the strategic plan in the jurisdiction's consolidated plan.

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


Signature of Authorized Official

08/24/2020
Date

President of Council
Title

Specific Community Development Block Grant Certifications

The Entitlement Community certifies that:

Citizen Participation -- It is in full compliance and following a detailed citizen participation plan that satisfies the requirements of 24 CFR 91.105.

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

Following a Plan -- It is following a current consolidated plan that has been approved by HUD.

Use of Funds -- It has complied with the following criteria:

1. Maximum Feasible Priority. With respect to activities expected to be assisted with CDBG funds, it has developed its Action Plan so as to give maximum feasible priority to activities which benefit low- and moderate-income families or aid in the prevention or elimination of slums or blight. The Action Plan may also include CDBG-assisted activities which the grantee certifies are designed to meet other community development needs having particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community, and other financial resources are not available (see Optional CDBG Certification).

2. Overall Benefit. The aggregate use of CDBG funds, including Section 108 guaranteed loans, during program year(s) _____ [a period specified by the grantee of one, two, or three specific consecutive program years], shall principally benefit persons of low and moderate income in a manner that ensures that at least 70 percent of the amount is expended for activities that benefit such persons during the designated period.

3. Special Assessments. It will not attempt to recover any capital costs of public improvements assisted with CDBG funds, including Section 108 loan guaranteed funds, by assessing any amount against properties owned and occupied by persons of low and moderate income, including any fee charged or assessment made as a condition of obtaining access to such public improvements.

However, if CDBG funds are used to pay the proportion of a fee or assessment that relates to the capital costs of public improvements (assisted in part with CDBG funds) financed from other revenue sources, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than CDBG funds.

In addition, in the case of properties owned and occupied by moderate-income (not low-income) families, an assessment or charge may be made against the property for public improvements financed by a source other than CDBG funds if the jurisdiction certifies that it lacks CDBG funds to cover the assessment.

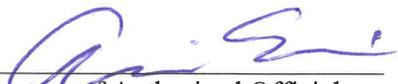
Excessive Force -- It has adopted and is enforcing:

1. A policy prohibiting the use of excessive force by law enforcement agencies within its jurisdiction against any individuals engaged in non-violent civil rights demonstrations; and
2. A policy of enforcing applicable State and local laws against physically barring entrance to or exit from a facility or location which is the subject of such non-violent civil rights demonstrations within its jurisdiction.

Compliance with Anti-discrimination laws -- The grant will be conducted and administered in conformity with title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d) and the Fair Housing Act (42 U.S.C. 3601-3619) and implementing regulations.

Lead-Based Paint -- Its activities concerning lead-based paint will comply with the requirements of 24 CFR Part 35, Subparts A, B, J, K and R.

Compliance with Laws -- It will comply with applicable laws.



Signature of Authorized Official

08/24/2020
Date

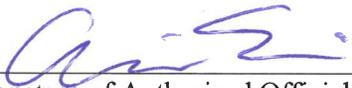
President of Council
Title

DRAFT

OPTIONAL Community Development Block Grant Certification

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

The grantee hereby certifies that the Annual Plan includes one or more specifically identified CDBG-assisted activities which are designed to meet other community development needs having particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community and other financial resources are not available to meet such needs.



Signature of Authorized Official

08/24/2020
Date

President of Council

Title

DRAFT

APPENDIX TO CERTIFICATIONS

INSTRUCTIONS CONCERNING LOBBYING CERTIFICATION:

Lobbying Certification

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

DRAFT

RESOLUTION

DRAFT



**A RESOLUTION OF TOWN COUNCIL OF
THE BOROUGH OF CHAMBERSBURG APPROVING
THE FY 2019 ANNUAL ACTION PLAN**

WHEREAS, under Title I of the Housing and Community Development Act of 1974, as amended, the Secretary of the U.S. Department of Housing and Urban Development is authorized to extend financial assistance to communities in the prevention or elimination of slums or urban blight, or activities which will benefit low and moderate-income persons, or other urgent community development needs; and

WHEREAS, the U.S. Department of Housing and Urban Development has advised the Borough of Chambersburg that under Fiscal Year 2019, the Borough is eligible to apply for an entitlement grant under the Community Development Block Grant (CDBG) Program in the amount of \$332,090; and

WHEREAS, the Borough of Chambersburg's Land Use and Community Development Department has prepared an Annual Action Plan for Fiscal Year 2019 which proposes how the entitlement grant funds will be expended to address the housing and community development needs identified in the Borough's Five Year Consolidated Plan; and

WHEREAS, a draft of the FY 2019 Annual Action Plan was on public display from May 3, 2019 through June 3, 2019 and the Borough held a series of public hearings on the said Plan and the comments of various agencies, groups, and residents were taken into consideration in the preparation of the final document.

NOW, THEREFORE, BE IT RESOLVED BY TOWN COUNCIL OF THE BOROUGH OF CHAMBERSBURG, FRANKLIN COUNTY, PENNSYLVANIA, AS FOLLOWS:

SECTION 1. That the Annual Action Plan for the Fiscal Year 2019 CDBG Program is hereby in all respects APPROVED and the President of Town Council is hereby directed to file a copy of said Annual Action Plan for Fiscal Year 2019 with the Official Minutes of this Meeting of this Town Council.

SECTION 2. That the Borough is COGNIZANT of the conditions that are imposed in the undertaking and carrying out of the Community Development Block Grant Program with Federal financial assistance, including those relating to (a) the relocation of site occupants, (b) the prohibition of discrimination because of race, color, age, religion, sex, disability, familial status, or national origin, and (c) other assurances as set forth under the certifications.

SECTION 3. That the President of Town Council, on behalf of the Borough of Chambersburg, Pennsylvania, is AUTHORIZED to file an Application for financial assistance with the U.S. Department of Housing and Urban Development which has indicated its willingness to make available funds to carry out the CDBG Program in the

amount of \$332,090; and its further AUTHORIZED to act as the authorized representative of the Borough of Chambersburg to sign any and all documents in regard to these programs.

SECTION 4. That the President of Town Council, on behalf the Borough of Chambersburg, Pennsylvania, is AUTHORIZED to provide assurances and/or certifications as required by the Housing and Community Development Act of 1974, as amended; and any other supplemental or revised data which the U.S. Department of Housing and Urban Development may request in review of the Borough's Application.

ADOPTED INTO A RESOLUTION THIS 3rd DAY OF JUNE 2019 BY TOWN COUNCIL OF THE BOROUGH OF CHAMBERSBURG, PENNSYLVANIA.

IN WITNESS WHEREOF, I Heath E. Talhelm, President of Town Council of the Borough of Chambersburg, Pennsylvania have hereunto set my hand and caused the official seal of the Borough of Chambersburg to be affixed this 3rd day of June 2019.

BOROUGH OF CHAMBERSBURG, PA



Heath E. Talhelm,
President of Town Council

ATTEST:



Jamia L. Wright, Borough Secretary

CARES ACT - SUBSTANTIAL AMENDMENT # 1 RESOLUTION



A RESOLUTION OF THE TOWN COUNCIL OF THE BOROUGH OF CHAMBERSBURG, FRANKLIN COUNTY, PENNSYLVANIA AMENDING THE FY 2016 AND 2019 CDBG PROGRAMS AND APPROVING THE FY 2020 CDBG-CV PROGRAM.

WHEREAS, the Borough of Chambersburg, Pennsylvania is a recipient of grant funds under the Community Development Block Grant (CDBG) Program and Community Development Block Grant - Coronavirus (CDBG-CV) Program administered by the U.S. Department of Housing and Urban Development (HUD); and

WHEREAS, the Borough of Chambersburg had previously approved budgets and Annual Action Plans for the FY 2016 and 2019 CDBG Program; and

WHEREAS, through the March 27, 2020 passage of the Coronavirus Aid, Relief, and Economic Security Act (CARES Act), Public Law 116-136, the Borough of Chambersburg will receive an allocation of CDBG-CV funds in the amount of \$195,725; and

WHEREAS, the Borough of Chambersburg has to amend its FY 2019 Annual Action Plan to be able to include the FY 2020 CDBG-CV funds in its FY 2019 Annual Action Plan; and

WHEREAS, HUD permits grant recipients to revise and amend its previous budgets and Annual Action Plans; and

WHEREAS, in accordance with the Federal Regulations governing the CDBG Program certain changes and revisions to the Annual Action Plans may be considered a substantial amendment as outlined in the Borough's Citizen Participation Plan; and

WHEREAS, it has been determined that the proposed changes and revisions to the FY 2019 CDBG Program are a substantial amendment and the Borough's Citizen Participation Plan has been followed.

NOW, THEREFORE, BE IT RESOLVED BY TOWN COUNCIL OF THE BOROUGH OF CHAMBERSBURG, FRANKLIN COUNTY, PENNSYLVANIA, AS FOLLOWS:

SECTION 1. The amendment to the FY 2019 Annual Action Plan is hereby approved as presented, which includes the following:

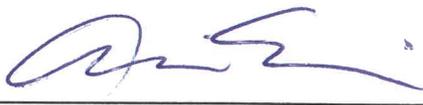
- **CD-16-03 United Way - "Stepping Forward Works Program"** – delete this project/activity in its entirety and reallocate a total of \$17,320.00 to a new CV project/activity.
- **CDBG-CV-20-01 CV-Food Program** – create a new activity to assist with food programs in the amount of \$56,270 in FY 2016 CDBG and CDBG-CV funds.
- **CDBG-CV-20-01 CV-Mortgage, Rent, and/or Utility Assistance Program** – create a new activity to assist with mortgage, rent, and/or utility assistance programs in the amount of \$156,775 in CDBG-CV funds.

SECTION 2. The President of Town Council is hereby authorized to sign and submit the amended FY 2019 Annual Actions Plan to the U.S. Department of Housing and Urban Development.

ADOPTED INTO A RESOLUTION THIS 24th DAY OF AUGUST 2020 BY TOWN COUNCIL OF THE BOROUGH OF CHAMBERSBURG, PENNSYLVANIA.

IN WITNESS WHEREOF, I Alice C. Elia, President of Town Council of the Borough of Chambersburg, Pennsylvania have hereunto set my hand and caused the official seal of the Borough of Chambersburg to be affixed this 24th day of August 2020.

BOROUGH OF CHAMBERSBURG, PA



Alice C. Elia,
President of Town Council

ATTEST:



Jamia L. Wright, Borough Secretary

CARES ACT - SUBSTANTIAL AMENDMENT # 2 RESOLUTION



A RESOLUTION OF THE TOWN COUNCIL OF THE BOROUGH OF CHAMBERSBURG, FRANKLIN COUNTY, PENNSYLVANIA AMENDING THE FY 2019 CDBG PROGRAMS AND APPROVING THE FY 2020 CDBG-CV PROGRAM.

WHEREAS, the Borough of Chambersburg, Pennsylvania is a recipient of grant funds under the Community Development Block Grant (CDBG) Program and Community Development Block Grant - Coronavirus (CDBG-CV) Program administered by the U.S. Department of Housing and Urban Development (HUD); and

WHEREAS, the Borough of Chambersburg had previously approved budgets and Annual Action Plans for the FY 2019 CDBG Program; and

WHEREAS, through the March 27, 2020 passage of the Coronavirus Aid, Relief, and Economic Security Act (CARES Act), Public Law 116-136, the Borough of Chambersburg will receive an allocation of CDBG-CV # 1 funds in the amount of \$195,725 and \$170,168 in CDBG-CV # 3 funds; and

WHEREAS, the Borough of Chambersburg has to amend its FY 2019 Annual Action Plan to be able to include the FY 2020 CDBG-CV funds in its FY 2019 Annual Action Plan; and

WHEREAS, HUD permits grant recipients to revise and amend its previous budgets and Annual Action Plans; and

WHEREAS, in accordance with the Federal Regulations governing the CDBG Program certain changes and revisions to the Annual Action Plans may be considered a substantial amendment as outlined in the Borough's Citizen Participation Plan; and

WHEREAS, it has been determined that the proposed changes and revisions to the FY 2019 CDBG Program are a substantial amendment and the Borough's Citizen Participation Plan has been followed.

NOW, THEREFORE, BE IT RESOLVED BY TOWN COUNCIL OF THE BOROUGH OF CHAMBERSBURG, FRANKLIN COUNTY, PENNSYLVANIA, AS FOLLOWS:

SECTION 1. The amendment to the FY 2019 Annual Action Plan is hereby approved as presented, which includes the following:

- **CDBG-CV-20-01 Food Programs** – increase this project/activity budget by \$42,542 for a new project/activity budget of \$98,812.

- **CDBG-CV-20-02 Mortgage, Rent, and/or Utility Assistance** - increase this project/activity budget by \$127,626 for a new project/activity budget of \$284,401.

SECTION 2. The President of Town Council is hereby authorized to sign and submit the amended FY 2019 Annual Actions Plan to the U.S. Department of Housing and Urban Development.

ADOPTED INTO A RESOLUTION THIS 9TH DAY OF NOVEMBER 2020 BY TOWN COUNCIL OF THE BOROUGH OF CHAMBERSBURG, PENNSYLVANIA.

IN WITNESS WHEREOF, I Alice C. Elia, President of Town Council of the Borough of Chambersburg, Pennsylvania have hereunto set my hand and caused the official seal of the Borough of Chambersburg to be affixed this 9th day of November 2020.

BOROUGH OF CHAMBERSBURG, PA

Alice C. Elia,
President of Town Council

ATTEST:

Jamia L. Wright, Borough Secretary

AMENDED CITIZENS PARTICIPATION PLAN

DRAFT



BOROUGH OF CHAMBERSBURG

100 South 2nd Street, Chambersburg, PA 17201

Citizen Participation Plan

*In Accordance with the HUD Guidelines for the
Community Development Block Grant Program*

*Amended:
August 24, 2020*

Council President:

Alice C. Elia

Mayor:

Walter Bietsch

Borough Manager:

Jeffrey Stonehill

**Land Use and Community
Development Director:**

Phil Wolgemuth





CITIZEN PARTICIPATION PLAN FOR THE BOROUGH OF CHAMBERSBURG, PENNSYLVANIA COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM

SECTION I – GENERAL:

This Citizen Participation Plan is prepared in compliance with 24 CFR Part 91.105, *Citizen Participation Plan; Local Governments; as amended at 71 FR6962, February 9, 2006*. This Citizen Participation Plan sets forth the Borough of Chambersburg's policies and procedures for resident participation by encouraging residents to participate in the development of the Borough's Five Year Consolidated Plan and Annual Action Plans, any amendments to these plans, applications for Section 108 Loan Guarantees, and the Consolidated Annual Performance and Evaluation Report (CAPER) and all other programs, if applicable.

SECTION II – STANDARDS OF PARTICIPATION & GOALS FOR PARTICIPATION:

The Standards of Participation and Goals for Citizen Participation in the Borough of Chambersburg, Pennsylvania, are as follows:

- A.** All aspects of the Community Development Block Grant (CDBG) Program and all other Federal programs, if applicable, shall be conducted in an open manner with freedom of access for all interested persons, groups and/or organizations.
- B.** To the greatest extent possible, there shall be involvement of: (1) low- and moderate-income persons, especially those living in slum and blighted areas; (2) in areas where CDBG funds are proposed to be used; (3) by residents of predominantly low- and moderate-income neighborhoods; (4) members of minority groups; (5) residents of comprehensive neighborhood revitalization strategy areas; (6) the elderly; (7) persons with disabilities; and (8) all persons directly or indirectly impacted or affected by the Community Development Block Grant Program and Section 108 Loan Guarantee Program and/or all other Federal programs, if applicable.
- C.** Public Hearings shall be held in areas occupied by and accessible to low- and moderate-income individuals. In addition, the Borough of Chambersburg's Department of Land Use and Community Development staff will speak to any group about the Borough's Community Development Block Grant Program, its past performance and its proposed or future activities.



- D.** There shall be, to the greatest extent possible, and throughout all stages of planning and development of the CDBG Program, Section 108 Loan Guarantee Program and all other programs, if applicable, a continuity of participation by resident representatives.
- E.** Residents shall be provided, to the greatest extent possible, with timely and adequate information for the purpose of meaningful input into the CDBG Program and Section 108 Loan Guarantee Program and all other Federal programs, if applicable.
- F.** Low- and moderate-income persons, residents of slum and blighted neighborhoods, residents of predominantly low- and moderate-income neighborhoods; members of minority groups; residents of neighborhood revitalization strategy areas (NRSAs); the elderly; persons with disabilities; and all persons directly or indirectly impacted or affected by the Community Development Block Grant Program, and Section 108 Loan Guarantee Program and all other programs, if applicable, shall be encouraged to submit their views and proposals regarding these programs.
- G.** The Borough of Chambersburg will explore alternative public involvement techniques and quantifiable way to measure efforts to encourage resident participation in a shared vision for changes in the Borough and its neighborhoods, and review of the Borough's program performance.
- H.** Consultation will be made, in conjunction with the Franklin County Housing Authority, the participation of residents of public housing and assisted housing developments, during the process of developing and implementing the Five Year Consolidated Plan and One Year Annual Action Plans, Section 108 Loan Guarantee, and residents of areas within which developments are proposed.
- I.** The Borough of Chambersburg shall provide information to the Franklin County Housing Authority about consolidated plan activities related to the Housing Authority's developments and surrounding communities so that the housing authority can make this information available in its annual Public Housing Comprehensive Grant Program.
- J.** The Borough will take appropriate actions to encourage participating of all its residents, including minorities and non-English speaking persons, as well as persons with disabilities.



SECTION III – SCOPE OF PARTICIPATION:

A. Application Development:

Prior to the submission of the Five Year Consolidated Plan, Annual Action Plan, any application for CDBG funds, application for Section 108 Loan Guarantee funds, and any other Federal funds, if applicable, and prior to the submission of an application for a substantial amendment, the Borough of Chambersburg's Department of Land Uses and Community Development, in addition to meeting the minimum requirements, shall provide the following for public comment:

1. application requirements;
2. eligibility of project activities;
3. time table for submission;
4. funding amounts of both CDBG funds, and program income;
5. budget changes, revisions or amendments;
6. range of activities that may be undertaken with available funds; or activities that may be deleted;
7. estimated amount of benefit to persons of low- and moderate-income; and
8. any other information necessary to involve residents in the development of plans and applications

Information provided to the public will be in conformance with Section II above. Furthermore, prior to the development of an annual application for CDBG funds, the progress of the Borough's Community Development Block Grant Program will be made available to the public at meetings, public hearings and through the local news media.

B. Program Implementation:

Resident involvement may take the form of advisory committees, direct involvement, self-help efforts or other types of resident participation during program implementation. The Consolidated Annual Performance Evaluation Report (CAPER) of the Borough of Chambersburg's Department of Land Use and Community Development will be made available to the general public for the purpose of reviewing the accomplishments of the Borough's CDBG and other Federal programs, as applicable.

The roles that resident of the area will play in the implementation of the CDBG programs are as follows:



1. “direct involvement and self-help” in project development and implementation
2. “continued advisory role” via call-ins, write-ins, and group meetings with organized and recognized groups.

C. Monitoring Evaluation:

Opportunities for residents to monitor and evaluate the CDBG program shall be consistent and continuous. Methods available to further these objectives are as follows:

1. direct contact with staff
2. direct contact between staff and groups
3. direct contact between residents and the Mayor

D. Submission of Views and Proposals:

The submission of views and proposals from low- and moderate-income persons, minority groups, non-English speaking residents, and any other person or organized groups can be on a continuous basis and shall be encouraged to the greatest extent possible. Submissions can be in the form of:

1. personal contact;
2. mail, email, and telephone contact;
3. petitions;
4. attendance at public meetings/hearings;
5. through questionnaires; and
6. other available means

The submission of views and proposals shall be an on-going process and at a minimum during the following stages:

1. the planning process
2. the annual HUD application process
3. the implementation process

Responses to all submissions shall be in a timely fashion and shall not exceed a period of fifteen (15) days after the voicing of a comment, or the date of receipt of a written comment or inquiry.



E. Complaints:

All complaints regarding any aspect of the Community Development Block Grant Program, Section 108 Loan Guarantee Program and all other Federal programs, if applicable, shall be provided in a timely manner and a written response will be provided within fifteen (15) working days after the voicing of a complaint or the date that the written comment was received by the Borough.

F. Technical Assistance:

The staff of the Borough of Chambersburg's Department of Land Use and Community Development shall provide technical assistance to groups/organizations which are representative of persons of low- and moderate-income that request such assistance in developing proposals for funding assistance under any of the programs covered by the Borough's Consolidated Plan.

The Borough's staff will assist these groups to prepare their proposals and will provide assistance in preparing cost estimates for projects proposed by low- and moderate income groups.

G. Adequate Information:

The Borough shall provide full public access to the CDBG program information and affirmative efforts to provide adequate information to residents, especially those who are low- and moderate-income, those who are residing in predominantly low- and moderate-income neighborhoods or slum and blighted neighborhoods, the disabled, and non-English speaking residents. Information shall be provided on the Community Development Block Grant Program, Section 108 Loan Guarantee Program and all other Federal programs, if applicable, including at a minimum the following:

1. At the time when the Borough begins its Community Development Block Grant Program, Section 108 Loan planning process and any other Federal programs, if applicable, including:
 - a. total amount of funds available, including program income;
 - b. the range of activities that are eligible or ineligible, including the estimated amount that will benefit persons who are low- and moderate-income;



- c. plans to minimize displacement and to assist any persons displaced, specifying the types and levels of assistance the Borough will make available to persons displaced, even if the Borough anticipates no displacement. The Five Year Consolidated Plan must state when and how the Borough will make this information available;
 - d. the process that will be followed in developing and approving projects, activities, or programs;
 - e. the standards of participation and goals of the Citizen Participation Program; and
 - f. summary of important program requirements
2. Upon request, copies of all materials relating to the Community Development Block Grant Program, Section 108 Loan Guarantee Program, and all other Federal programs, if applicable, will be made available to any person and/or group for the cost of copying only, particularly documentation concerning the following:
 - a. all mailing, promotional material and news releases;
 - b. key documents, including all prior applications, letters of approval, performance and program evaluation reports, and any other applications, proposed or approved, or reports required by HUD;
 - c. copies of the CDBG regulations;
 - d. information on contracting and purchasing procedures, environmental policies, fair housing, equal opportunity, relocation provisions, the 24 CFR Part 58 environmental review process, affirmative action and any other requirements or regulations relating to the CDBG program; and
 - e. cost of copying will be as established by local and state laws, as outlined in the Borough's Freedom of Information Policy.



H. Meetings:

All meetings shall be held in a timely fashion and shall be accessible to all segments of the Borough's population including accommodations for persons with disabilities, and non-English speaking residents. These meetings shall be held at a time and place that is convenient and accessible to potential or actual beneficiaries.

1. Public meeting/hearings shall be held on a continuous basis, at least two (2) times per year at different stages of the program year for the purpose of obtaining resident views on the development of needs, the review of proposed activities and review of program performance. At least one (1) public hearing must be held during the planning process for the proposed Five Year Consolidated Plan, Annual Action Plan, Section 108 Loan Guarantee Application and all other Federal program applications. The second public hearing must be held on the proposed plans, or applications for funds prior to Borough Council approval and submission to HUD.
2. Public meeting/hearing notices shall be published at least ten (10) calendar days prior to the hearing date and shall be advertised in the local newspaper of general circulation in the area.

I. Public Notice:

1. A notice will be published in the local newspaper of general circulation in the Borough that the proposed Five Year Consolidated Plan and Annual Action Plans will be on public display for a period of not less than thirty (30) days in order to receive resident comments prior to approval by the Borough Council.
2. Copies of the proposed plans will be available at the following:
 - a. **Borough of Chambersburg**
Land Use and Community Development Dept.
Community and Economic Development Office
100 South 2nd Street
Chambersburg, PA 17201
 - b. **Coyle Free Library**
102 North Main Street
Chambersburg, PA 17201



- c. **Borough of Chambersburg Recreation Center**
235 South Third Street
Chambersburg PA, 17201
 - d. On the website at: www.chambersburgpa.gov
3. Included in the Plans will be an Executive Summary of the proposed plan which describes the contents, purpose, and a list of the locations where copies of the entire proposed Five Year Consolidated Plan and Annual Action Plans may be examined. In addition, a reasonable number of free copies of these Plans will be made available to residents or groups that request it.
4. The Borough of Chambersburg will consider any comments or views of residents received in writing or orally at the public meetings/hearings, in preparing the final Five Year Consolidated Plan and Annual Action Plans. A summary of all comments, including those comments not accepted and the reason therefore, shall be attached to the final Five Year Consolidated Plan and Annual Action Plans.
5. Final copies of the Five Year Consolidated Plan and Annual Action Plans will be available for public inspection at the following locations:
 - a. **Borough of Chambersburg**
Land Use and Community Development Dept.
Community and Economic Development Office
100 South 2nd Street
Chambersburg, PA 17201
 - b. **Coyle Free Library**
102 North Main Street
Chambersburg, PA 17201
 - c. **Borough of Chambersburg Recreation Center**
235 South Third Street
Chambersburg PA, 17201
 - d. On the website at: www.chambersburgpa.gov
6. The Department of Land Use and Community Development will mail/distribute notices for public meetings/hearings to all Borough departments, Borough council members, libraries, local churches and organizations, and will be posted at Borough Hall and in the offices of the Department of Land Use and Community Development.



J. Continuing Activities:

All continuing activities shall be subject to the resident participation process as herein outlined.

K. Copies of Substantial Amendments to the Five Year Consolidated Plan, Annual Action Plans and Consolidated Annual Performance and Evaluation Reports:

Copies of the above will be available for reading upon request at the offices of the Borough of Chambersburg's Department of Land Use and Community Development and via the website at www.chambersburgpa.gov.

L. Access to Records:

The Borough shall provide full and timely disclosures of its program records. The Borough will provide these disclosures within a reasonable period of time. Additionally, all public, and non-private records and documentation concerning the Community Development Block Grant Program, and all other applicable Federal programs shall be made available by appointment during the hours of 9:00 AM to 4:00 PM, Monday through Friday. Personnel records, and the personal financial records of program participants/applicants are not available for public inspection.

M. Substantial Amendments to the Five Year Consolidated Plan and Annual Action Plans:

1. Definition:

A substantial amendment to the Five Year Consolidated Plan and Annual Action Plans is:

- a. A change in the allocation of priorities, National Objectives, or a change in the method of distribution of funds
- b. A proposal to undertake a new activity, using funds from any program covered by the Five Year Consolidated Plan (including program income received from previous year's funds), and not previously described in the annual action plan;
- c. A change in the purpose, scope, location or beneficiaries of a previously approved activity;



- d. The use of Program Income that was not previously allocated to an eligible activity;
- e. Deletion or elimination of a previously approved activity;
- f. A change of 50% or more of a line item amount of an approved activity, either increased or decreased; or
- g. The use of contingency or unprogrammed funds, based on the following criteria.

2. Criteria:

The criteria used to determine what constitutes an amendment are based on the following:

- a. **Purpose** - the original purpose for which the activity was selected has changed, including the category of the National Objective selected.
- b. **Scope** – the size or scope of work of the project activity has increased or decreased which changes the cost of the activity by more than 50% of the total original budgeted dollar amount for that activity.
- c. **Location** - the location of the project activity is different from that originally proposed, or the size of the project service area has increased or decreased by 25% in size, or the location of the activity had to be relocated to another area.
- d. **Beneficiaries** - the number of beneficiaries has been reduced by 25% or more, and/or the activity no longer serves at least 51% low- and moderate-income persons.
- e. **Cost** – the total cost of the activity has increased or decreased by 50% or more than the original budget amount.
- f. **New Activity** – a new activity is proposed which was not previously approved.
- g. **Deleted or Canceled Activity** – a previously approved activity is proposed to be deleted/canceled from the approved plan.

If any one of the above criteria applies, then a substantial amendment to a project activity has occurred.



3. Procedure:

A description of the substantial amendment to the Five Year Consolidated Plan or the Annual Action Plan will be published in the local newspaper of general circulation. A period of no less than thirty (30) days will be provided to receive resident comments prior to the approval of the amendment. The date, time, and place of the public meeting/hearing shall be listed. The public meeting/hearing shall be published at least ten (10) calendar days prior to the hearing date and shall be advertised in the local newspaper of general circulation in the area.

- a. The Borough will consider any comments or views of residents received in writing or orally at the public hearing, in preparing the substantial amendment of the Five Year Consolidated Plan or Annual Action Plans. A summary of any comments or views, as well as a summary of any comments or views not accepted and reasons therefore, shall be attached to the substantial amendment of the Five Year Consolidated Plan and Annual Action Plan.
- b. The substantial amendment will be presented to the Chambersburg Borough Council after the public meeting for review and approval of the substantial amendment.
- c. The substantial amendment must be presented to and approved by the Borough Council of Chambersburg.

N. Emergency Activities:

During the course of implementation of the CDBG program, if the Borough makes an emergency declaration as a result of a situation or condition that has arisen through no fault of the Borough, immediate action or remediation may be taken. If CDBG funds are not available to resolve or remediate that situation or condition, the Borough may proceed with corrective action during the 30-day comment period. The Borough must publish a notice concurrently, in the newspaper of general circulation in the area, and allow residents to respond to the expenditure of CDBG funds during the 30 day comment period.



O. Consolidated Annual Performance and Evaluation Report (CAPER):

A notice will be published in the local newspaper of general circulation in the area informing the public of the availability of the Borough's CDBG Consolidated Annual Performance and Evaluation Report (CAPER) and providing the opportunity to comment on the CAPER. A period of no less than fifteen (15) calendar days will be provided to receive resident comments prior to adoption by the Borough Council Borough of Chambersburg.

The Borough will consider any comments or views of residents, received in writing or orally, concerning its Consolidated Annual Performance Evaluation Report. A summary of these comments or views shall be attached to the CAPER.

P. Non-English Speaking Residents:

The Borough of Chambersburg Department of Land Use and Community Development will need to be notified at least three (3) days in advance of a public meeting/hearing that special accommodations are needed including a translator, for any person who is disabled and non-English speaking residents, so that arrangements can be made to accommodate the resident to participate in the public meeting/hearing. Also, a summary of the minutes of the hearing will be transcribed, when applicable, for the benefit of non-English speaking persons.

Q. Resident Comments on the Citizen's Participation Plan:

The Borough of Chambersburg will provide residents with the opportunity to comment on this Citizen Participation Plan. Copies of this proposed Citizen Participation Plan will be available at the Borough of Chambersburg Department of Land Use and Community Development and on the website at www.chambersburgpa.gov. A public notice will be published in the local newspaper of general circulation in the Borough for a period of thirty (30) calendar days prior to the adoption of the Citizens Participation Plan by the Borough Council in order for residents to comment on the Plan. Copies of the Citizens Participation Plan will be made available upon request, in a format accessible to persons with disabilities. Substantial amendments to this plan will follow the same procedure as the adoption of the original plan.



R. Declaration of an Emergency –

When a Declaration of an Emergency has been ordered by the President of the United States, or the Governor of Pennsylvania, and regulatory flexibility is permitted by HUD, the Borough of Chambersburg will follow the following process concerning public hearings and public display of plans when necessary for public health reasons. These Emergency procedures will apply to the Five Year Consolidated Plan/Annual Action Plan amendments and initial Plan submissions, as permitted through regulatory waiver authority or programmatic flexibility:

- If the Borough is unable to hold open public hearings in person, the Borough will be allowed instead, to hold virtual public hearings through conference calls or an online video conference call platform, as long as the public is able to provide comments during the virtual public hearing.
- If the Borough is not able to publicly place the plans on public display at the locations referenced in the Citizen Participation Plan, the Borough will put the plans on the Borough's website (www.chambersburgpa.gov) and will also email copies of the plans to any person who requests a copy of the plans via an email request.
- If the Borough Council is unable to conduct an open public forum type meeting, the Borough then can approve the plans at a virtual Borough Council meeting, since an in-person Council meetings is not held because of the Declaration of an Emergency.
- The public comment period for substantial amendments to the Five Year Consolidated Plan/Annual Action Plan will be five (5) days.
- The public comment period for the FY 2020 Five Year Consolidated Plan/Annual Action Plan submission will be five (5) days.
- All other requirements relative to the Borough's Citizen Participation Plan for Consolidated Plans remain in effect, including the consultation requirements, as required by 24 CFR 91.105.

SECTION IV – RESOLUTION:

Attached is the Resolution from the Monday, August 24, 2020 Town Council Meeting approving the FY 2020 Citizen Participation Plan amendment.

**A RESOLUTION OF THE TOWN COUNCIL OF THE BOROUGH
OF CHAMBERSBURG APPROVING THE AMENDED CITIZEN PARTICIPATION PLAN FOR
THE BOROUGH OF CHAMBERSBURG'S COMMUNITY DEVELOPMENT BLOCK GRANT
(CDBG) AND OTHER FEDERAL PROGRAMS**

WHEREAS, under Title I of the Housing and Community Development Act of 1974, as amended, the Secretary of the U.S. Department of Housing and Urban Development is authorized to extend financial assistance to communities in the prevention or elimination of slums or urban blight, or activities which will benefit low- and moderate-income persons, or other urgent community development needs; and

WHEREAS, in order for the Borough to qualify for these funds, it must have an approved Citizen Participation Plan prepared in compliance with 24 CFR Part 91.105, *Citizen Participation Plan, Local Governments*; and

WHEREAS, the Borough previously prepared and adopted a Citizen Participation Plan in May 2015, and the Federal Regulations found in 24 CFR Part 91.105 have been revised for the citizen participation requirements, and the Borough needs to revise its Citizen Participation Plan to bring it into conformity with the Federal Regulations; and

WHEREAS, the Citizen Participation Plan sets forth the Borough of Chambersburg's policies and procedures for citizen participation by encouraging citizens to participate in the development of the Borough's Five Year Consolidated Plan and Annual Action Plans, any amendments to these plans, applications for Section 108 Loan Guarantees, and the Consolidated Annual Performance and Evaluation Reports (CAPER); and

WHEREAS, the Borough of Chambersburg has prepared an updated Citizen Participation Plan and a draft of the Citizen Participation Plan has been on public display;

NOW, THEREFORE, BE IT RESOLVED BY TOWN COUNCIL OF THE BOROUGH OF CHAMBERSBURG, FRANKLIN COUNTY, PENNSYLVANIA, AS FOLLOWS:

SECTION 1. That the Amended Citizen Participation Plan is hereby in all respects APPROVED.

SECTION 2. That the Borough is COGNIZANT of the conditions that are imposed in the undertaking and carrying out of the Community Development Block Grant Program with Federal financial assistance.

ADOPTED INTO A RESOLUTION THIS 24TH DAY OF AUGUST, 2020 BY THE TOWN COUNCIL OF THE BOROUGH OF CHAMBERSBURG, PENNSYLVANIA.

BOROUGH OF CHAMBERSBURG, PA



Alice C. Elia,
President of Town Council

ATTEST:



Jamie L. Wright, Borough Secretary

CITIZENS PARTICIPATION

DRAFT



FIRST PUBLIC HEARING

DRAFT



BOROUGH OF CHAMBERSBURG
100 S 2ND ST

CHAMBERSBURG, PA 172012515
ATTN:

Acct: 107162

PUBLIC HEARING NOTICE
BOROUGH OF CHAMBERSBURG, PENNSYLVANIA
COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROGRAM

Notice is hereby given that the Borough of Chambersburg, Franklin County, PA will hold a public hearing on **Tuesday, March 12, 2019 at 7:00 PM**, prevailing time, in the Borough of Chambersburg's Council Chambers on the first floor of the Utility Departments Addition to Borough Hall, 100 South Second Street, Chambersburg, PA 17201. The Council Chambers and the Municipal Building are accessible to persons with physical disabilities. If special arrangements need to be made to accommodate residents in order for them to participate in the public hearing, please call Mr. Phil Wolgemuth, Assistant to the Borough Manager and Land Use and Development Director, Borough of Chambersburg, at (717) 251-2436, and 711 for the hearing impaired, to make those arrangements no later than Wednesday, March 6, 2019.

The Borough of Chambersburg is a Federal Entitlement Community under the Community Development Block Grant Program. The purpose of this public hearing is to gather information for the Borough's Annual Action Plan for FY 2019, which the Borough must submit to the U.S. Department of Housing and Urban Development (HUD) for the Community Development Block Grant (CDBG) Funds. Additionally, the hearing will be used to solicit the views and comments of individuals and organizations concerning the housing, community and economic development, and fair housing needs in the Borough.

The Borough of Chambersburg anticipates that it will receive an estimated allocation of \$349,543 in CDBG funds based on last year's Federal grant amounts. This amount is preliminary and subject to change based on the approval of the Federal Budget for FY 2019. In order to receive those funds, the Borough of Chambersburg must prepare a One Year Annual Action Plan for the use of the CDBG funds. At least 70% of the CDBG funds must benefit low- and moderate-income persons living in the Borough of Chambersburg. The Borough will be preparing its CDBG application and it intends to afford residents, local agencies, and interested parties the opportunity to become involved in the planning process.

Application packets for not-for-profit organizations seeking CDBG funds for FY 2019 are available at the Borough of Chambersburg, 100 South Second Street, Chambersburg, PA 17201. The deadline to submit a completed application packet to the Community Development Office is 4:00 PM on Friday, March 15, 2019.

The following types of activities may be eligible for funding under the CDBG program: Acquisition of property; disposition costs; improvements to public facilities, including the removal of architectural barriers; demolition and environmental clean-up; public services that are new or a quantifiable increase in the level of service; interim assistance; relocation payments for persons displaced as a result of a CDBG activity; rehabilitation of houses; code enforcement; special economic development activities; special activities undertaken by a community based development organization; home ownership assistance for purchase; planning; environmental; program administration; audit; and other miscellaneous activities.

If the Borough would undertake an activity that would result in the displacement of families or individuals, then the Borough would utilize its policy for minimizing such displacement. Furthermore, the Borough is responsible for replacing all low- and moderate-income housing units that may be demolished or converted as a result of CDBG funds.

All interested residents are encouraged to attend this public hearing and they will be given the opportunity to present oral or written testimony concerning the needs of the Borough of Chambersburg and the use of CDBG funds to address those needs during FY 2019. Written comments may be addressed to Mr. Phil Wolgemuth, Assistant to the Borough Manager and Land Use and Development Director, Borough of Chambersburg, 100 South Second Street, Chambersburg, PA 17201 and 711 for the hearing impaired.

Mr. Heath E. Talhelm, President of Town Council.

STATE OF PENNSYLVANIA
OFFICE OF PUBLIC
NOTICE OF PUBLICATION
State of Pennsylvania

0001754219

Publication, is the name of the newspaper(s) of general circulation continuously for more than six months as its principal place of business at Main St. Chambersburg, PA 17201

I hereby certify that the advertisement hereto attached is a true copy, exactly as published, of an advertisement printed in the regular issues of the **Public Opinion** published on the following dates, viz:

STATE OF PENNSYLVANIA COUNTY OF YORK

I, **Nachelle Whitmoyer**, Notary Public, personally came to the residence of **Nachelle Whitmoyer** who being duly sworn and says that she is the Legal Advertising Clerk of The **Public Opinion** and her personal knowledge of the publication of the advertisement mentioned in the foregoing statement as to the time, place and conditions are true, and that the affiant is not interested in the result of the above-mentioned advertisement.

Subscribed to before me, on this 25 day of February, 2019

Miller } *Nachelle Whitmoyer*

STATE OF PENNSYLVANIA
NOTARIAL SEAL
PHYLLIS L. MILLER
Notary Public
YORK COUNTY
Commission Expires Apr 7, 2019

Advertisement Cost	\$489.00
Affidavit Fee	\$5.00
Total Fee	\$494.00

PUBLIC HEARING NOTICE
BOROUGH OF CHAMBERSBURG, PENNSYLVANIA
COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROGRAM

Notice is hereby given that the Borough of Chambersburg, Franklin County, PA will hold a public hearing on **Tuesday, March 12, 2019 at 7:00 PM**, prevailing time, in the Borough of Chambersburg's Council Hall in the Municipal Building located on the second floor of 100 South Second Street, Chambersburg, PA 17201. The Council Hall and the Municipal Building are accessible to persons with physical disabilities. If special arrangements need to be made to accommodate residents in order for them to participate in the public hearing, please call Mr. Phil Wolgemuth, Assistant to the Borough Manager and Land Use and Development Director, Borough of Chambersburg, at (717) 261-3232, and 711 for the hearing impaired, to make those arrangements no later than Wednesday, March 6, 2019.

The Borough of Chambersburg is a Federal Entitlement Community under the Community Development Block Grant Program. The purpose of this public hearing is to gather information for the Borough's Annual Action Plan for FY 2019, which the Borough must submit to the U.S. Department of Housing and Urban Development (HUD) for the Community Development Block Grant (CDBG) Funds. Additionally, the hearing will be used to solicit the views and comments of individuals and organizations concerning the housing, community and economic development, and fair housing needs in the Borough.

The Borough of Chambersburg anticipates that it will receive an estimated allocation of \$349,543 in CDBG funds based on last year's Federal grant amounts. This amount is preliminary and subject to change based on the approval of the Federal Budget for FY 2019. In order to receive those funds, the Borough of Chambersburg must prepare a One Year Annual Action Plan for the use of the CDBG funds. At least 70% of the CDBG funds must benefit low- and moderate-income persons living in the Borough of Chambersburg. The Borough will be preparing its CDBG application and it intends to afford residents, local agencies, and interested parties the opportunity to become involved in the planning process.

Application packets for not-for-profit organizations seeking CDBG funds for FY 2019 are available at the Borough of Chambersburg, 100 South Second Street, Chambersburg, PA 17201. The deadline to submit a completed application packet to the Community Development Office is 4:00 PM on Friday, March 15, 2019.

The following types of activities may be eligible for funding under the CDBG program: Acquisition of property; disposition costs; improvements to public facilities, including the removal of architectural barriers; demolition and environmental clean-up; public services that are new or a quantifiable increase in the level of service; interim assistance; relocation payments for persons displaced as a result of a CDBG activity; rehabilitation of houses; code enforcement; special economic development activities; special activities undertaken by a community based development organization; home

ownership assistance for purchase; planning; environmental; program administration; audit; and other miscellaneous activities.

If the Borough would undertake an activity that would result in the displacement of families or individuals, then the Borough would utilize its policy for minimizing such displacement. Furthermore, the Borough is responsible for replacing all low- and moderate-income housing units that may be demolished or converted as a result of CDBG funds.

All interested residents are encouraged to attend this public hearing and they will be given the opportunity to present oral or written testimony concerning the needs of the Borough of Chambersburg and the use of CDBG funds to address those needs during FY 2019. Written comments may be addressed to Mr. Phil Wolgemuth, Assistant to the Borough Manger and Land Use and Development Director, Borough of Chambersburg, 100 South Second Street, Chambersburg, PA 17201 and 711 for the hearing impaired.

Mr. Heath E. Talhelm, President of Town Council

DRAFT



PUBLIC HEARING

Borough of Chambersburg, Pennsylvania

FY 2019 Annual Action Plan

Notice is hereby given by the Borough of Chambersburg, Pennsylvania, that it intends to apply for the Community Development Block Grant Funds (CDBG) for the fiscal year 2019 to the U.S. Department of Housing and Urban Development (HUD) on or before May 15, 2019.

The Borough wishes to encourage all residents to attend this public meeting to have the opportunity to present oral or written comments concerning the proposed use of these federal funds.

TUESDAY, MARCH 12, 2019 at 7:00 PM

Borough of Chambersburg's Council Hall – Municipal Building
100 South Second Street, First Floor, Chambersburg, PA 17201

If special arrangements need to be made to accommodate residents in order for them to participate in the public hearing, including a Spanish interpreter, please call Mr. Phil Wolgemuth, Assistant to the Borough Manager and Land Use and Development Director, Borough of Chambersburg, 100 South Second Street, Chambersburg, PA 17201 at (717) 251-2436 to make those arrangements no later than Wednesday, February 27, 2019.



REUNIÓN PÚBLICA

Borough of Chambersburg, Pennsylvania

FY 2019 Annual Action Plan

Municipal de Chambersburg, Pennsylvania notifica a los residents que tiene la intención de hacer una solicitud a el Departamento de Vivienda y Desarrollo Urbano de EE.UU. (HUD), en o antest del 15 de Mayo, 2019, para el "Community Development Block Grant" (CDBG).

La ciudad desea animar a todos los ciudadanos a asistir a esta reunión pública para tener la oportunidad de presentar comentarios orales o escritas respect al uso propuesto de estos fondos federales.

MARTES, MARZO 12, 2019 7:00 PM

Borough of Chambersburg's Council Hall – Municipal Building
100 South Second Street, First Floor, Chambersburg, PA 17201

Si es necesario adoptar disposiciones especiales para atender a los ciudadanos para que puedan participar en la audiencia pública, incluyendo una traducción en espanol, por favor, llame a la Sr. Phil Wolgemuth, Assistant to the Borough Manager and Land Use and Development Director, Borough of Chambersburg, 100 South Second Street, Chambersburg, PA 17201 a (717) 251-2436 para hacer los arreglos, a más tardar el miércoles 27 de febrero, 2019.



Borough of Chambersburg, Pennsylvania
 FY 2019 Annual Action Plan
 First Public Hearing
 Borough Council Chambers
 Tuesday, March 12, 2019 at 7:00 PM

Name	Address	Phone Number	Email Address
Tom Reardon	1502 Lincoln Way E. Chambersburg, PA 17202	717-267-1899	tom@habitefrank.in.pa.org
Maren Smith	25 W 4th Street Waynesboro PA 17268	717-404-9006	marensmith06@aol.com
Dave Jordan	UDU	717 553-7747	dave@urban-designventures.com
Pearl Momoly	Shippensburg, PA 17257	267-394-5814	p.momoly@ychoo.com
Karl Haylund	UDU	(412) 461-6916	karl@urban-designventures.com
Phil Wolgemuth	Borough of Chambersburg	717-261-3232	pnwlgemuth@chambersburg.pa.gov



**BOROUGH OF CHAMBERSBURG, PA
FY 2019 ANNUAL ACTION PLAN FIRST PUBLIC HEARING FOR
THE COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROGRAM**

TUESDAY, MARCH 12, 2019 @ 7:00 PM

- Agenda -

I. Introduction and Purpose of Hearing –

II. Overview of the FY 2019 Annual Action Plan –

III. Proposed Timeline of the FY 2019 Annual Action Plan –

- **First Public Hearing** – Tuesday, March 12, 2019 at 7:00 PM at the Borough Council Chambers
- **CDBG Funding Applications are due to the Borough** – Friday, March 15, 2019 by 4:00 PM
- **FY 2019 Annual Action Plan goes on Display** – Thursday, April 11, 2019*
- **Second Public Hearing** – Tuesday, April 30, 2019 at 7:00 PM at the Borough Council Chambers*
- **FY 2019 Annual Action Plan off Display** – Friday, May 10, 2019*
- **Borough Council Adoption of the FY 2019 Annual Action Plan** – Monday, May 13, 2019*
- **Plan submitted electronically to HUD Philadelphia Office** – Wednesday, May 15, 2019*
- **Program Year Begins** – July 1, 2019

*Note: *Dates subject to change*

IV. Estimated Allocation –

Entitlement Funds	Amount
FY 2019 CDBG Funds	\$ 349,543.00*
Totals:	\$ 349,543.00*

**Expected budget based on FY 2018 allocations. HUD has not yet notified the Borough of the amount of their FY 2019 CDBG allocation.*

V. Review of Past Performance –

VI. Public Comments on Community Development Needs in the Borough –



ELIGIBLE CDBG FUNDED ACTIVITIES

§570.201 Basic Eligible Activities:

- (a) **Acquisition** – By purchase, long-term lease and donation of real estate.
- (b) **Disposition** – Through sale, lease and donation of real property acquired with CDBG funds, including reasonable costs for temporary management
- (c) **Public Facilities and Improvements** – Acquisition, construction, reconstruction, rehabilitation or installation of public facilities and improvements, including removal of architectural barriers. This includes streets, curbs, walks, parks, recreational facilities, etc.
- (d) **Clearance** – Demolition and removal of buildings and improvements.
- (e) **Public Services** – Labor, supplies and materials for public services concerned with employment, crime prevention, child care, health, drug abuse, education, fair housing counseling, energy conservation, welfare, etc.
- (f) **Interim Assistance** – Activities that require immediate action to arrest deterioration and that permanent improvements will be carried out as soon as practicable; including clean-up, clearance, etc.
- (g) **Payment of Non-Federal Share** – Funds for the local share of eligible type activities and projects from other Federal or State Programs.
- (h) **Urban Renewal Completion** – Payment of the cost of completing an urban renewal project.
- (i) **Relocation** – Payments and other assistance for permanently and temporarily relocating individuals, families, businesses, non-profit organizations, and farm operations as a result of a CDBG funded activity or project.
- (j) **Loss of Rental Income** – Payments to housing owners for loss of rental income incurred in holding, for temporary periods, housing units to be used for the relocation of individuals and families displaced by program activities.
- (k) **Housing Services** – Housing counseling in connection with tenant – based rental assistance and affordable housing projects.

- (l) **Privately Owned Utilities** – Funds for acquisition, construction, reconstruction, rehabilitation, or installation of distribution lines and facilities of privately owned utilities.
- (m) **Construction of Housing** – Funds for the rehabilitation of housing under Section 17 of the Housing Act of 1937, as amended.
- (n) **Homeownership Assistance** – Funds may be used to provide direct homeownership assistance to low- and moderate-income households to subsidize payments for homeowners, finance acquisition, mortgage guarantees, down payment assistance, and closing costs.
- (o) **Microenterprise Assistance** – Provide financial assistance for small enterprises including credit, grants, loans, guarantees, technical assistance, etc.
- (p) **Rehabilitation and Preservation** – Funds to finance the rehabilitation of privately owned buildings and improvements for single family residential properties, low-income public housing, public or privately owned commercial or industrial buildings, manufactured housing, etc.
- (q) **Code Enforcement** – Cost incurred for inspection for code violations and enforcement of codes, limited to salaries and related expenses of code enforcement and legal proceedings.
- (r) **Historic Preservation** – Funding for the rehabilitation, preservation, or restoration of historic properties.
- (s) **Special Economic Development Activities** – Funds may be used for an economic development activity, including loans and grants to a for-profit business.
- (t) **Special CBDO Activities** – Funds may be used as grants or loans to a Community Based Development Organization (CBDO) to carryout neighborhood revitalization, community or economic development, or an energy conservation project.
- (u) **Planning and Management** – Funds may be used for planning activities which consist of all costs of data gathering, studies, analysis, preparation of plans and applications, environmental review records, mapping, etc.
- (v) **Administration** – Funds may be used for the reasonable administrative costs for general management, oversight, and coordination of the CDBG Program.



INELIGIBLE CDBG FUNDED ACTIVITIES

§570.207 Ineligible Activities:

- (a) **General Rule** – Any activity that is not authorized as an “eligible activity.”
- (b) **Government Buildings** – Funds cannot be used for improvements to a public building used for the general conduct of government.
- (c) **General Government Expenses** – Funds cannot be used for expenses that are considered the regular responsibilities of the local government.
- (d) **Political Activities** – Funds cannot be used to finance the use of facilities or equipment for political purposes or to engage in other partisan political activities.
- (e) **Purchase of Equipment** – The purchase of equipment is generally ineligible, which includes construction equipment, motor vehicles, furnishings, or personal property. The only exception is fire equipment assigned to a low- and moderate-income area.
- (f) **Operating and Maintenance Expenses** – The general rule is that any expense associated with repairing, operating, or maintaining public facilities, improvements, and services is ineligible.
- (g) **New Housing Construction** – Funds cannot be used for the construction of new permanent residential structures or for any program to subsidize or consist such new construction except by a CBDO. However, the cost of site assemblage, clearance, and site improvements are eligible activities.
- (h) **Income Payments** – Funds cannot be used for subsistence – type grant payments for food, clothing, housing, or utilities.



Borough of Chambersburg, Pennsylvania First Public Hearing Meeting Summary

Date/Time: Tuesday, March 12, 2019 at 7:00 PM

Location: Borough of Chambersburg Council Hall in the Municipal Building,
100 South Second Street, Chambersburg, 17201

In attendance:

<i>Phil Wolgemuth</i>	<i>Borough of Chambersburg, Assistant to the Borough Manger and Land Use and Development Director</i>
<i>Karl M. Haglund</i>	<i>Urban Design Ventures, LLC</i>
<i>David G. Jordan</i>	<i>Urban Design Ventures, LLC</i>
<i>Tom Reardon</i>	<i>Franklin County Habitat for Humanity</i>
<i>Maren Smith</i>	<i>Resident</i>
<i>Pearl Momoly</i>	<i>Resident</i>

Summary of Hearing:

Phil Wolgemuth, Assistant to the Borough Manger and Land Use and Development Director, opened the Public Hearing at 7:01 PM.

- Phil Wolgemuth introduced the purpose of the First Public Hearing, the CDBG program and the Consultants.
- Karl Haglund introduced himself and Dave Jordan. He explained what an Annual Action Plan is and the process.
- Mr. Haglund explained that the Borough of Chambersburg Program year goes from July 1st to June 30th each year.
- Mr. Jordan detailed the priorities outlined in the Borough of Chambersburg's FY 2015-2019 Five Year Consolidated Plan. They include: Housing Priority; Homeless Priority; Other Special Needs Priority; Community Development Priority; Economic Development Priority; and Administration, Planning, and Management Priority.

- Mr. Jordan reviewed the schedule for the submission of the FY 2019 Annual Action Plan and stated that the Borough hopes to have its FY 2019 Allocation by the end of March. If that is the case, the following schedule would apply:
 - **First Public Hearing** – Tuesday, March 12, 2019 at 7:00 PM at the Borough Council Chambers
 - **CDBG Funding Applications are due to the Borough** – Friday, March 15, 2019 by 4:00 PM
 - **FY 2019 Annual Action Plan goes on Display** – Thursday, April 11, 2019*
 - **Second Public Hearing** – Tuesday, April 30, 2019 at 7:00 PM at the Borough Council Chambers*
 - **FY 2019 Annual Action Plan off Display** – Friday, May 10, 2019*
 - **Borough Council Adoption of the FY 2019 Annual Action Plan** – Monday, May 13, 2019*
 - **Plan submitted electronically to HUD Philadelphia Office** – Wednesday, May 15, 2019*
 - **Program Year Begins** – July 1, 2019

*Note: *Dates subject to change.*

- Mr. Jordan differentiated between eligible and ineligible CDBG activities.
- He provided an overview of the Borough of Chambersburg's prior year accomplishments with CDBG funds. He described how the Borough prepares a Consolidated Annual Performance and Evaluation Report (CAPER) to be submitted to HUD within ninety (90) days after the start of the new program year. The following past performance was reported in the FY 2017 CAPER:
 - The Borough of Chambersburg expended 100.00% of its CDBG funds to benefit low- and moderate-income persons.
 - The Borough obligated 20.00% of its funds during this CAPER period on Planning and Administration, which was equal to the statutory maximum of 20%.
 - The Borough obligated 0.00% of its funds during this CAPER period on Public Service activities, which was under the statutory maximum 15%.
 - The Borough did not meet the required 1.5 maximum drawdown ratio. The Borough's ratio was 2.02 as of May 2, 2018. By June 18, 2018, the Borough was under the 1.5 drawdown ratio.

Mr. Jordan asked if there were any public comments or questions.

Public Comments:

Mr. Reardo asked what type of projects Habitat could apply for.

Mr. Jordan replied funds to acquire property, for materials to build the house, soft costs, payments to sub-contractors, and also they could provide funds for downpayment and closing cost assistance to the potential homebuyers, etc.

Karl Haglund asked if there were any additional comments or questions.

Hearing none, the meeting was adjourned by Phil Wolgemuth at 7:35 PM.

DRAFT

SECOND PUBLIC HEARING

DRAFT



BOROUGH OF CHAMBERSBURG
100 S 2ND ST

CHAMBERSBURG, PA 172012515
ATTN:

Acct:107162

PROOF OF PUBLICATION

0001760042

NOTICE OF PUBLIC HEARING FY 2019 ANNUAL ACTION PLAN FOR THE BOROUGH OF CHAMBERSBURG, PENNSYLVANIA

Notice is hereby given that the Borough of Chambersburg, Franklin County, PA will hold a public hearing on Thursday, May 23, 2019 at 7:00 PM, in the:

**Borough of Chambersburg Municipal Building
Council Chambers
100 South Second Street
Chambersburg PA, 17201**

The Borough of Chambersburg Municipal Building is accessible to persons with physical disabilities. If special arrangements need to be made for residents to accommodate them in order to participate in the public hearing, including a Spanish interpreter, please call Mr. Phil Wolgemuth, Assistant to the Borough Manager/Land Use and Development Director, Borough of Chambersburg, at (717) 251-2436, and 711 for the hearing impaired, to make those arrangements no later than Friday, May 17, 2019.

The purpose of the public hearing is to receive testimony or comments on the draft FY 2019 Annual Action Plan for the use of Community Development Block Grant (CDBG) Program funds. The Borough intends to submit its FY 2019 Annual Action Plan in the amount of \$332,090. The FY 2019 Annual Action Plan will be submitted to HUD on or before Friday, June 14, 2019.

In order to obtain the views of residents, public agencies, and other interested parties, the Borough of Chambersburg will place its FY 2019 Annual Action Plan on display beginning Friday, May 3, 2019 through Monday, June 3, 2019, at the following locations:

**Borough of Chambersburg, Land Use and Community Development Department,
Community and Economic Development Office
100 South 2nd Street
Chambersburg, PA 17201**

**Coyle Free Library
102 North Main St
Chambersburg, PA 17201**

**Borough of Chambersburg Recreation Center
235 South Third Street
Chambersburg PA, 17201**

The FY 2019 Annual Action Plan and the FY 2019 CDBG Budget will be available at these locations for examination during normal business hours of operation and online at the Borough of Chambersburg's website <http://www.borough.chambersburg.pa.us> for a period of thirty (30) days until Monday, June 3, 2019. This plan will be submitted to the Town Council on the evening of Monday, June 3, 2019, at which time this document will be presented to the Borough of Chambersburg Town Council for approval at its regular Town Council Meeting at 7:00 PM, prevailing time.

The FY 2019 Annual Action Plan was prepared after conducting a public hearing on housing and community development needs and meetings with Borough staff and officials.

If the Borough would undertake an activity that would result in the displacement of families or individuals, then the Borough would utilize its policy for minimizing such displacement. Furthermore, the Borough is responsible for replacing all low- and moderate-income housing units that may be demolished or converted as a result of CDBG Funds.

All interested persons, groups, and organizations are encouraged to attend this public hearing and will be given the opportunity to present oral or written testimony concerning the proposed plans and uses of Federal funds under the FY 2019 Annual Action Plan.

Written or verbal public comments on the FY 2019 Annual Action Plan will be received until 4:00PM on Monday, June 3, 2019 and should be addressed to Mr. Phil Wolgemuth, Assistant to the Borough Manager/Land Use Development Director, Borough of Chambersburg, 100 South Second Street, Chambersburg, PA 17201. The phone number is (717) 251-2436 and the TDD number is 711.

Mr. Heath E. Talhelm, President of Town Council

Pennsylvania

Name of the newspaper(s) of general circulation for more than six months as its principal place of publication: Chambersburg, PA 17201

A true and correct copy of the advertisement hereto attached is a true copy, exactly as the advertisement printed in the regular issues of the newspaper published on the following dates, viz:

PENNSYLVANIA COUNTY OF YORK

I, personally came Nachele Whitmoyer who being duly sworn, depose and say that she is the Legal Advertising Clerk of The Borough of Chambersburg, to the best of her personal knowledge of the publication of the foregoing statement as to the time, place and date, and that the affiant is not interested in the publication of the mentioned advertisement.

Witness my hand and seal, on this 3 day of May, 2019

Nachele Whitmoyer

Notary Seal:

2023
x5

Advertisement Cost	\$589.88
Affidavit Fee	\$5.00
Total Fee	\$594.88

**NOTICE OF PUBLIC HEARING
FY 2019 ANNUAL ACTION PLAN
FOR THE BOROUGH OF CHAMBERSBURG, PENNSYLVANIA**

Notice is hereby given that the Borough of Chambersburg, Franklin County, PA will hold a public hearing on Thursday, May 23, 2019 at 7:00 PM, in the:

**Borough of Chambersburg Municipal Building
Council Chambers
100 South Second Street
Chambersburg PA, 17201**

The Borough of Chambersburg Municipal Building is accessible to persons with physical disabilities. If special arrangements need to be made for residents to accommodate them in order to participate in the public hearing, including a Spanish interpreter, please call Mr. Phil Wolgemuth, Assistant to the Borough Manager/Land Use and Development Director, Borough of Chambersburg, at (717) 261-3232, and 711 for the hearing impaired, to make those arrangements no later than Friday, May 17, 2019.

The purpose of the public hearing is to receive testimony or comments on the draft FY 2019 Annual Action Plan for the use of Community Development Block Grant (CDBG) Program funds. The Borough intends to submit its FY 2019 Annual Action Plan in the amount of \$332,090. The FY 2019 Annual Action Plan will be submitted to HUD on or before Friday, June 14, 2019.

In order to obtain the views of residents, public agencies, and other interested parties, the Borough of Chambersburg will place its FY 2019 Annual Action Plan on display beginning Friday, May 3, 2019 through Monday, June 3, 2019, at the following locations:

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Chambersburg, PA 17201**

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102 North Main St
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**Borough of Chambersburg Recreation Center
235 South Third Street
Chambersburg PA, 17201**

The FY 2019 Annual Action Plan and the FY 2019 CDBG Budget will be available at these locations for examination during normal business hours of operation and online at the Borough of Chambersburg's website <http://www.borough.chambersburg.pa.us> for a period of thirty (30) days until Monday, June 3, 2019. This plan will be submitted to the Town Council on the evening of Monday, June 3, 2019, at which time this document will be presented to the Borough of Chambersburg Town Council for approval at its regular Town Council Meeting at 7:00 PM, prevailing time.

The FY 2019 Annual Action Plan was prepared after conducting a public hearing on housing and community development needs and meetings with Borough staff and officials.

If the Borough would undertake an activity that would result in the displacement of families or individuals, then the Borough would utilize its policy for minimizing such displacement. Furthermore, the Borough is responsible for replacing all low- and moderate-income housing units that may be demolished or converted as a result of CDBG Funds.

All interested persons, groups, and organizations are encouraged to attend this public hearing and will be given the opportunity to present oral or written testimony concerning the proposed plans and uses of Federal funds under the FY 2019 Annual Action Plan.

Written or verbal public comments on the FY 2019 Annual Action Plan will be received until 4:00PM on Monday, June 3, 2019 and should be addressed to Mr. Phil Wolgemuth, Assistant to the Borough Manager/Land Use Development Director, Borough of Chambersburg, 100 South Second Street, Chambersburg, PA 17201. The phone number is (717) 261-3232 and the TDD number is 711.

Mr. Heath E. Talhelm, President of Town Council

DRAFT



PUBLIC HEARING AND NOTICE OF DISPLAY

Borough of Chambersburg, Pennsylvania

FY 2019 Annual Action Plan

Notice is hereby given that the Borough of Chambersburg, Franklin County, PA will hold a public hearing on:

Thursday, May 23, 2019 at 7:00 PM

**Borough of Chambersburg Municipal Building Council Hall
100 South Second Street, Chambersburg, PA 17201**

The purpose of this public hearing is to receive testimony or comments on the draft FY 2019 Annual Action Plan for the use of Community Development Block Grant (CDBG) Program funds. The Borough intends to submit its FY 2019 Annual Action Plan in the amount of \$332,090 on or before Friday, June 14, 2019.

In order to obtain the views of residents, public agencies, and other interested parties, the Borough of Chambersburg will place its FY 2019 Annual Action Plan on display beginning Friday, May 3, 2019 through Monday, June 3, 2019, at the following locations:

**Borough of Chambersburg, Land Use and Community Development Department,
Community and Economic Development Office**

Coyle Free Library

Borough of Chambersburg Recreation Center

Borough of Chambersburg's website

<http://www.borough.chambersburg.pa.us>

If special arrangements need to be made to accommodate residents in order for them to participate in the public hearing, including a Spanish interpreter, please call Mr. Phil Wolgemuth, Assistant to the Borough Manager/Land Use Development Director, Borough of Chambersburg, at (717) 261-3232 to make those arrangements no later than Friday, May 17, 2019. The TDD number is 711.



REUNIÓN PÚBLICA

Borough of Chambersburg, Pennsylvania

FY 2019 Annual Action Plan

Municipal de Chambersburg, Pennsylvania notifica a los residents que tiene la intención de hacer una solicitud a el Departamento de Vivienda y Desarrollo Urbano de EE.UU. (HUD), en o antes del Viernes 14 de junio de 2019, para el “Community Development Block Grant” (CDBG).

La ciudad recibirá fondos de \$332,090 del gobierno federal. La ciudad desea animar a todos los ciudadanos a asistir a esta reunión pública para tener la oportunidad de presentar comentarios orales o escritas al uso propuesto de estos fondos federales.

Jueves, Mayo 23, 2019 7:00 PM

**Borough of Chambersburg’s Council Hall – Municipal Building
100 South Second Street, Second Floor, Chambersburg, PA 17201**

Si es necesario adoptar disposiciones especiales para atender a los ciudadanos para que puedan participar en la audiencia pública, incluyendo una traducción en español, por favor, llame a la Sr. Phil Wolgemuth, Assistant to the Borough Manager and Land Use and Development Director, Borough of Chambersburg, 100 South Second Street, Chambersburg, PA 17201 a (717) 261-3232 para hacer los arreglos, a más tardar el viernes 23 de mayo, 2019.



Borough of Chambersburg, Pennsylvania
FY 2019 Annual Action Plan
Second Public Hearing
Borough of Chambersburg Council Hall
Thursday, May 23, 2019 at 7:00 PM

Name	Address	Phone Number	Email Address
Phil Weigandt	Borough of Chambersburg		
Dave Jord	UPV		



**BOROUGH OF CHAMBERSBURG
SECOND PUBLIC HEARING FOR
THE FY 2019 ANNUAL ACTION PLAN**

May 23, 2019 at 7:00 PM

**Borough of Chambersburg Municipal Building
Council Hall
100 South Second Street
Chambersburg PA, 17201**

Opening Remarks – Mr. Phil Wolgemuth

FY 2019 Annual Action Plan Schedule:

- **Publish First Public Hearing in the Newspaper – Monday, February 25, 2019**
- **First Public Hearing – Tuesday, March 12, 2019 at 7:00 PM at the Borough Council Chambers**
- **CDBG Funding Applications are due to the Borough – Friday, March 15, 2019 by 4:00 PM**
- **Borough Staff and Council CDBG Committee must develop the budget by – Week of April 1, 2019**
- **Publish Second Public Hearing and that Plan is on display – Friday, May 3, 2019**
- **FY 2019 Annual Action Plan goes on Display – Friday, May 3, 2019**
- **Second Public Hearing – Thursday, May 23, 2019 at 7:00 PM at Council Hall**
- **FY 2019 Annual Action Plan off Display – Monday June 3, 2019**
- **Borough Council Adoption of the FY 2019 Annual Action Plan – Monday, June 3, 2019**
- **Plan submitted electronically to HUD Philadelphia Office on or before – Friday, June 14, 2019**
- **Program Year Begins – July 1, 2019**

The Borough of Chambersburg will receive the following Federal funds during the FY 2019 program year:

Entitlement Funds	Amount
FY 2019 CDBG Funds	\$ 332,090.00
Totals:	\$ 332,090.00

The Borough allocated its FY 2019 CDBG funds as follows:

#	Project Name	Project Description	Amount to be Funded
CD-19-01	General Administration	General administrative costs, including staff salaries/benefits, consulting services, preparation of application, annual action plans, environmental review record, CAPERs, advertising, audit, special studies, planning and management.	\$59,000.00
CD-19-02	Elder Street Reconstruction	Funds will be used to reconstruct Elder Street, from Hood Street to the end. This reconstruction includes installation of storm water improvements, curbing, and sidewalks with ADA curb ramps with detectable warning plates. (Multi-year Activity)	\$250,603.00
CD-19-03	BOPIC, Inc. – Job Training For Youth	Funds will be used to pay staff salaries and student stipends for on-the-job training of youth ages 14 to 18. The program is open to all “at-risk” youths in Chambersburg, PA. Partnerships will be formed with businesses and worksite sponsors to provide youth with employability skills and “soft skills” training essential to competitive employment. Participation in the Youth Work Experience Program results in acquiring a “real life” work experience that assists in preparing youth for future employment.	\$22,487.00

Public Comments on the Borough of Chambersburg’s FY 2019 Annual Action Plan

Closing Remarks – Mr. Phil Wolgemuth

Adjournment – Mr. Phil Wolgemuth



Borough of Chambersburg, Pennsylvania Second Public Hearing Meeting Summary

Date/Time: Thursday, May 23rd, 2019 at 7:00 PM

Location: Borough of Chambersburg Council Hall in the Municipal Building,
100 South Second Street, Chambersburg, 17201

In attendance:

Phil Wolgemuth *Borough of Chambersburg, Assistant to the Borough Manger
and Land Use and Development Director*

David G. Jordan *Urban Design Ventures, LLC*

Summary of Hearing:

Mr. Wolgemuth, Assistant to the Borough Manger and Land Use and Development Director, opened the Second Public Hearing at 7:00 PM.

Mr. Wolgemuth present the FY 2019 Annual Action Plan schedule:

- **First Public Hearing** – Monday, February 25, 2019 at 7:00 PM at the Borough Council Chambers
- **CDBG Funding Applications due to the Borough** – Friday, March 15, 2019 by 4:00 PM
- **FY 2019 Annual Action Plan goes on Display** – Friday, May 3, 2019
- **Second Public Hearing** – Thursday, May 23, 2019 at 7:00 PM at the Borough Council Chambers
- **FY 2019 Annual Action Plan off Display** – Monday, June 3, 2019
- **Borough Council Adoption of the FY 2019 Annual Action Plan** – Monday, June 3, 2019
- **Plan submitted electronically to HUD Philadelphia Office On or before** – Friday, June 14, 2019
- **Program Year Begins** – July 1, 2019

The Borough will receive \$332,090 in FY 2019 CDBG funds. The City proposes to allocate its FY 2019 CDBG funds for the following projects:

#	Project Name	Project Description	Amount to be Funded
CD-19-01	General Administration	General administrative costs, including staff salaries/benefits, consulting services, preparation of application, annual action plans, environmental review record, CAPERs, advertising, audit, special studies, planning and management.	\$59,000.00
CD-19-02	Elder Street Reconstruction	Funds will be used to reconstruct Elder Street, from Hood Street to the end. This reconstruction includes installation of storm water improvements, curbing, and sidewalks with ADA curb ramps with detectable warning plates. (Multi-year Activity)	\$250,603.00
CD-19-03	BOPIC, Inc. – Job Training For Youth	Funds will be used to pay staff salaries and student stipends for on-the-job training of youth ages 14 to 18. The program is open to all “at-risk” youths in Chambersburg, PA. Partnerships will be formed with businesses and worksite sponsors to provide youth with employability skills and “soft skills” training essential to competitive employment.	\$22,487.00

Public Comments:

There were no attendees at the Public Hearing.

Seeing none, the meeting was adjourned by Phil Wolgemuth at 7:20 PM.

SUBSTANTIAL AMENDMENT # 1 PUBLIC HEARING

DRAFT



Notice Public Hearing

Notice Public Hearing

NOTICE OF A PUBLIC HEARING FOR THE FY 2020-2024 FIVE YEAR CONSOLIDATED PLAN, THE FY 2020 ANNUAL ACTION PLAN, AN ANALYSIS OF IMPEDIMENTS TO FAIR HOUSING CHOICE, AN AMENDMENT TO THE CITIZEN PARTICIPATION PLAN, AND A SUBSTANTIAL AMENDMENT TO THE FY 2019 ANNUAL ACTION PLAN

Notice is hereby given that the Borough of Chambersburg, PA will hold a public hearing on Wednesday, August 19, 2020 at 2:00 PM, prevailing time, in the Borough of Chambersburg's Council Chambers located on the first floor of the Municipal Building, 100 South Second Street, Chambersburg, PA 17201. The Council Chambers and the Municipal Building are both accessible to persons with physical disabilities. If special arrangements need to be made to accommodate residents in order for them to participate in the public hearing, including an interpreter for persons with limited English language, please contact at least 24 hours in advance of the meeting date and time, Mr. Phil Wolgemuth, Deputy Borough Manager, at 717-251-2436, or by email at pwolgemuth@chambersburgpa.gov.

The purpose of the public hearing is to present the FY 2020-2024 Five Year Consolidated Plan for the Borough's housing, economic and community development needs, and the FY 2020 Annual Action Plan for the use of FY 2020 Community Development Block Grant (CDBG) funds in the amount of \$332,730. In addition, the Borough will present an update to the Analysis of Impediments to Fair Housing Choice as the Borough's commitment to affirmatively further fair housing. The Borough intends to submit these documents to HUD on or before Monday, August 31, 2020.

Through the March 27, 2020 passage of the Coronavirus Aid, Relief, and Economic Security Act (CARES Act), Public Law 116-136, the Borough of Chambersburg will receive an allocation of Community Development Block Grant - Covid Virus (CDBG-CV) funds in the amount of \$195,725. The Borough is amending its FY 2019 Annual Action Plan to include the FY 2020 CDBG-CV funds and also to include the FY 2016 reprogrammed CDBG funds in the amount of \$17,320 from United Way - Stepping Forward Works Program. In accordance with CDBG program regulations, the Borough is allowed to make substantial amendments to its Annual Action Plan and Budget in accordance with the Borough's Citizen Participation Plan.

The Borough has determined that it is necessary to amend the approved CDBG program budget for the previously approved program year for FY 2019. The funds will be reprogrammed from projects/activities that will be cancelled, and will be allocated to new projects/activities, and/or to increase line item budget amounts for other previously approved projects/activities. This is considered a substantial amendment in accordance with the Borough's Citizen Participation Plan as the following applies: the scope, purpose, and location of the project activity have changed.

In addition, the Borough is proposing to amend its Citizen Participation Plan to include language based on the HUD COVID-19 pandemic waiver. To expedite the disbursement of the Borough's FY 2020 CDBG and CDBG-CV funds, via 24 CFR 5.110, the CARES Act authorizes HUD to grant waivers to the public notice, public comment, and citizen participation plan requirements found in 24 CFR 91.1051(2) and (k), 24 CFR 91.1151(2) and (l) and 24 CFR 91.401. In accordance with the Borough's Citizen Participation Plan and HUD's regulatory requirement, waivers are granted which reduces the minimum 30-day public comment period to a minimum five (5) day period. These plans will be on public display for a period of at least five (5) days, beginning Wednesday, August 12, 2020 until 4:00 p.m. on Monday, August 24, 2020. These plans will be presented for approval at the August 24, 2020 Town Council Meeting. The public is advised that they will be able to review these plans on the Borough's Website at <http://www.chambersburg.pa.us>.

The Proposed Five Year Consolidated Plan, FY 2020 Annual Action Plan, Analysis of Impediments to Fair Housing Choice, Amended Citizen Participation Plan, and FY 2019 Annual Action Plan Substantial Amendment were prepared after conducting a public hearing on housing and community development needs, meetings with stakeholders, meetings with housing provider agencies, meetings with the Borough's staff and officials.

If the Borough would undertake an activity that would result in the displacement of families or individuals, then the Borough would utilize its policy for minimizing such displacement. Furthermore, the Borough is responsible for replacing all low- and moderate-income housing units that may be demolished or converted as a result of CDBG Funds.

All interested persons, groups, and organizations are encouraged to attend this public hearing and will be given the opportunity to present oral or written testimony concerning the proposed plans and use of Federal funds under the FY 2020-2024 Five Year Consolidated Plan, FY 2020 Annual Action Plan, Analysis of Impediments to Fair Housing Choice, Amended Citizen Participation Plan, and FY 2019 Annual Action Plan Substantial Amendment. Written comments or oral comments may be addressed to Mr. Phil Wolgemuth, Deputy Borough Manager, Borough of Chambersburg, 100 South Second Street, Chambersburg, PA 17201 or via email at pwolgemuth@chambersburgpa.gov.
Alice C. Elia, President of Town Council, Borough of Chambersburg, PA

Public Opinion

PART OF THE USA TODAY NETWORK

BOROUGH OF CHAMBERSB URG
100 S 2 ND ST

CHAMBERSBURG, PA 17201-2515

Publication Cost: \$375.80

Ad No: 0004322373

Customer No: 1427674

PO #: ceh20-41cdbg.

of Affidavits 1

This is not an invoice

Affidavit of Publication

Proof of Publication State of Pennsylvania

The Public Opinion is the name of the newspapers(s) of general circulation published continuously for more than six months at its principle place of business, 77 North Third Street, Chambersburg, PA 17201.

The printed copy of the advertisement hereto attached is a true copy, exactly as printed and published, of an advertisement printed in the regular issues of the said The Public Opinion published on the following dates, viz:

Date of Publication: 08/11/2020

I, being first duly sworn upon oath depose and say that I am a legal clerk and employee of The Public Opinion and have personal knowledge of the publication of the advertisement mentioned in the foregoing statement as to the time, place and character of publications are true, and that the affiant is not interested in the subject matter of the above mentioned advertisement.



Subscribed and sworn to before on August 11, 2020:



Notary, State of Wisconsin, County of Brown

10/23/2023

My commission expires

PANG PAPPATHOPOULOS
Notary Public
State of Wisconsin

**NOTICE OF A PUBLIC HEARING FOR THE FY 2020-2024
FIVE YEAR CONSOLIDATED PLAN, THE FY 2020 ANNUAL
ACTION PLAN, AN ANALYSIS OF IMPEDIMENTS TO FAIR
HOUSING CHOICE, AN AMENDMENT TO THE CITIZEN PARTICIPATION PLAN,
AND A SUBSTANTIAL
AMENDMENT TO THE FY 2019 ANNUAL ACTION PLAN**

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The purpose of the public hearing is to present the FY 2020-2024 Five Year Consolidated Plan for the Borough's housing, economic and community development needs, and the FY 2020 Annual Action Plan for the use of FY 2020 Community Development Block Grant (CDBG) funds in the amount of \$332,730. In addition, the Borough will present an update to the Analysis of Impediments to Fair Housing Choice as the Borough's commitment to affirmatively further fair housing. The Borough intends to submit these documents to HUD on or before Monday, August 31, 2020.

Through the March 27, 2020 passage of the Coronavirus Aid, Relief, and Economic Security Act (CARES Act), Public Law 116-136, the Borough of Chambersburg will receive an allocation of Community Development Block Grant - Covid Virus (CDBG-CV) funds in the amount of \$195,725. The Borough is amending its FY 2019 Annual Action Plan to include the FY 2020 CDBG-CV funds and also to include the FY 2016 reprogrammed CDBG funds in the amount of \$17,320 from United Way - Stepping Forward Works Program. In accordance with CDBG program regulations, the Borough is allowed to make substantial amendments to its Annual Action Plan and Budget in accordance with the Borough's Citizen Participation Plan.

The Borough has determined that it is necessary to amend the approved CDBG program budget for the previously approved program year for FY 2019. The funds will be reprogrammed from projects/activities that will be cancelled, and will be allocated to new projects/activities, and/or to increase line item budget amounts for other previously approved projects/activities. This is considered a substantial amendment in accordance with the Borough's Citizen Participation Plan as the following applies: the scope, purpose, and location of the project activity have changed.

In addition, the Borough is proposing to amend its Citizen Participation Plan to include language based on the HUD COVID-19 pandemic waiver. To expedite the disbursement of the Borough's FY 2020 CDBG and CDBG-CV funds, via 24 CFR 5.110, the CARES Act authorizes HUD to grant waivers to the public notice, public comment, and citizen

participation plan requirements found in 24 CFR 91.105I(2) and (k), 24 CFR 91.115I(2) and (i) and 24 CFR 91.401. In accordance with the Borough's Citizen Participation Plan and HUD's regulatory requirement, waivers are granted which reduces the minimum 30-day public comment period to a minimum five (5) day period. These plans will be on public display for a period of at least five (5) days, beginning Wednesday, August 12, 2020 until 4:00 p.m. on Monday, August 24, 2020. These plans will be presented for approval at the August 24, 2020 Town Council Meeting. The public is advised that they will be able to review these plans on the Borough's Website at <http://www.chambersburg.pa.us>.

The Proposed Five Year Consolidated Plan, FY 2020 Annual Action Plan, Analysis of Impediments to Fair Housing Choice, Amended Citizen Participation Plan, and FY 2019 Annual Action Plan Substantial Amendment were prepared after conducting a public hearing on housing and community development needs, meetings with stakeholders, meetings with housing provider agencies, meetings with the Borough's staff and officials.

If the Borough would undertake an activity that would result in the displacement of families or individuals, then the Borough would utilize its policy for minimizing such displacement. Furthermore, the Borough is responsible for replacing all low- and moderate-income housing units that may be demolished or converted as a result of CDBG Funds.

All interested persons, groups, and organizations are encouraged to attend this public hearing and will be given the opportunity to present oral or written testimony concerning the proposed plans and use of Federal funds under the FY 2020-2024 Five Year Consolidated Plan, FY 2020 Annual Action Plan, Analysis of Impediments to Fair Housing Choice, Amended Citizen Participation Plan, and FY 2019 Annual Action Plan Substantial Amendment. Written comments or oral comments may be addressed to Mr. Phil Wolgemuth, Deputy Borough Manager, Borough of Chambersburg, 100 South Second Street, Chambersburg, PA 17201 or via email at pwolgemuth@chambersburgpa.gov.

Alice C. Elia, President of Town Council
Borough of Chambersburg, PA



PUBLIC HEARING
FY 2020-2024 FIVE-YEAR CONSOLIDATED PLAN,
FY 2020 ANNUAL ACTION PLAN,
ANALYSIS OF IMPEDIMENTS TO FAIR HOUSING CHOICE AND
CDBG-CV APPLICATION

Wednesday, August 19th, 2020 at 2:00 p.m.

**Borough of Chambersburg
Borough Council Hall, 1st Floor
100 Second Street
Chambersburg, PA 17201**

The Borough of Chambersburg's Council Hall in the Municipal Building is located on the first floor of 100 South Second Street, Chambersburg, PA 17201. The Council Hall and the Municipal Building are accessible to persons with physical disabilities.

Opening Remarks – Phil Wolgemuth, Deputy Borough Manager/Land Use and Development Director

Presentation of FY 2020 Program – Dave Jordan, Senior Planner, Urban Design Ventures

Schedule:

- **Publish First Public Hearing in the Newspaper** – Wednesday, January 22, 2020
- **First Public Hearing** – Wednesday, February 5, 2020 at 2:00 PM at the Borough Council Chambers
- **CDBG Funding Applications are due to the Borough** – Friday, March 13, 2020 by 4:00 PM
- **Publish Second Public Hearing and that Plan is on display** – Friday, August 7, 2020
- **Borough Staff and Council CDBG Committee must develop the budget** – Monday, August 10, 2020
- **Five Year Consolidated Plan, FY 2020 Annual Action Plan, and AI goes on Display** – Wednesday, August 12, 2020
- **Second Public Hearing** – Wednesday, August 19, 2020 at 2:00 PM at the Borough Council Chambers
- **Plans off Display** – Monday, August 24, 2020 at 4:00 PM
- **Borough Council Adoption of the Plans** – Monday, August 24, 2020

- **Plans submitted electronically to HUD Philadelphia Office** – Monday, August 31, 2020
- **Program Year Begins** – July 1, 2020

Five-Year Consolidated Plan Strategies:

Housing Priority –

Priority Need: There is a need to increase the supply of affordable, decent, safe, and sanitary housing for homeowners and renters.

Objective: Improve, preserve, and expand the supply of affordable housing for low- and moderate-income persons and families.

Goals:

- **HGS-1 Housing Rehabilitation** - Conserve and rehabilitate existing affordable housing units occupied by owners and renters in the community by addressing code violations, emergency repairs, energy efficiency improvements, and accessibility for persons with disabilities.
- **HGS-2 Housing Construction/Rehabilitation** - Increase the supply of decent, safe and sanitary accessible housing that is affordable to owners and renters in the Borough by assisting with acquisition, development fees, and construction and rehabilitation of vacant units.
- **HGS-3 Fair Housing** - Promote fair housing choice through education, training and outreach to affirmatively furthering fair housing.
- **HGS-4 Homeownership** - Continue to assist low- and moderate-income homebuyers to purchase homes through down payment / closing cost assistance, and associated housing counseling.

Homeless Priority –

Priority Need: There is a need for services and housing opportunities for homeless persons and persons or families at-risk of becoming homeless.

Objective: Work with community partners to improve the living conditions and support services available for homeless persons, families, and those who are at risk of becoming homeless.

Goals:

- **HMS-1 Operation/Support** - Support providers who operate housing and/or provide support services for the homeless and persons or families at-risk of becoming homeless.
- **HMS-2 Housing** - Support the Continuum of Care's efforts to provide emergency shelter, transitional housing, permanent supportive housing, and other permanent housing opportunities.

Other Special Needs Priority –

Priority Need: There is a need to increase housing opportunities, services, and facilities for persons with special needs.

Objective: Improve the living conditions and services for those residents with special needs, including the disabled population.

Goals:

- **SNS-1 Housing** - Increase the supply of affordable, accessible, decent, safe, and sanitary housing for the elderly, persons with disabilities, persons with HIV/AIDS, victims of domestic violence, persons with alcohol/drug dependency, and persons with other special needs through rehabilitation of existing buildings and new construction.
- **SNS-2 Social Services** - Support social service programs and facilities for the elderly, persons with disabilities, persons with HIV/AIDS, victims of domestic violence, persons with alcohol/drug dependency, and persons with other special needs.

Community Development Priority –

Priority Need: There is a need to upgrade and improve community facilities, infrastructure, public services and rejuvenate socially and economically distressed neighborhood in the community.

Objective: Improve the community facilities, infrastructure, public services, public safety, and transportation, along with the elimination of blighting influences in the Borough of Chambersburg.

Goals:

- **CDS-1 Community Facilities** - Improve parks, recreational facilities, neighborhood facilities, and trails including accessibility improvements to public buildings and all community facilities in the Borough.
- **CDS-2 Infrastructure** - Improve the public infrastructure through rehabilitation, reconstruction, and new construction of streets; sidewalks; bridges; curbs; share the road and segmented multiuse pathways; storm water management; lighting enhancements; handicap accessibility improvements and removal of architectural barriers; etc.
- **CDS-3 Public Services** - Improve and enhance public services, programs for youth, the elderly, and persons with disabilities, along with general social/welfare public service programs for low- and moderate-income persons and households.
- **CDS-4 Nutritional Services** - Promote and support programs that provide more access to food and nutritional programs for low income residents.
- **CDS-5 Public Safety** - Improve the public safety facilities, purchase of new equipment, crime prevention, community policing, and ability to respond to emergency situations.
- **CDS-6 Clearance/Demolition** – Remove and eliminate slum and blighting conditions through demolition of vacant, abandoned, and dilapidated structures.

Economic Development Priority –

Priority Need: There is a need to increase opportunities for economic advancement and self-sufficiency, as well as educational (social/life skills) training and empowerment for residents of the Borough.

Objective: Improve and expand employment opportunities in the Borough for low- and moderate-income persons and families.

Goals:

- **EDS-1 Employment** - Support and encourage job creation, job retention, and job training opportunities as well as entrepreneurship and small business development.
- **EDS-2 Financial Assistance** - Support and encourage new economic development through local, state, and Federal tax incentives and programs such as Tax Incremental Financing (TIF), real property tax rebate program, Community Development Block Grants and HOME Partnership Program Funds, Section 108 Loan Guarantees, Economic Development Initiative (EDI) funds, Opportunity Zones, etc.
- **EDS-3 Redevelopment** - Plan and promote the development, redevelopment, and revitalization of vacant and underutilized commercial and industrial sites, this includes underutilized brownfield sites.

Administration, Planning, and Management Priority –

Priority Need: There is a need for planning, administration, management, and oversight of Federal, State, and local funded programs to address the housing and community and economic development needs.

Objective: Provide sound and professional planning, administration, oversight and management of Federal, State, and local funded programs and activities.

Goals:

- **AMS-1 Overall Coordination** - Provide program management and oversight for the successful administration of Federal, State, and locally funded programs, including planning services for special studies, annual action plans, five year consolidated plans, substantial amendments, consolidated annual performance and evaluation reports (CAPER), environmental reviews and clearances, fair housing, and compliance with all Federal, State, and local laws and regulations.

FY 2020 Budget:

The Borough of Chambersburg will receive an allocation of CDBG funds in the approximate amount of \$332,730. Additionally, the Borough will receive an allocation of \$195,725 in CDBG-CV CARES Act Funds. The Borough will also reprogram FY 2016 CDBG funds into the CDBG-CV program.

Entitlement Funds	Entitlement Amount
FY 2020 CDBG Funds	\$ 332,730
FY 2020 CARES Act Funds	\$ 195,725
FY 2016 CDBG Funds - Reprogrammed	\$ 17,320
Total:	\$ 545,0775

The following CDBG activities are proposed for funding under the FY 2020 Annual Action Plan:

#	CDBG – Project Name	
1	Luminest – Acquisition of 252-256 South Main Street for Housing Development.	\$ 100,000.00
2.	Recreation Department – Mill Creek Acres Park Improvements	141,784.00
3.	BOPIc – Job Training Program for Youth	24,400.00
4.	General Program Administration	66,546.00
	TOTAL	\$ 332,730.00
CDBG - CV – Project Name		
1.	Food Programs	\$ 56,270.00
2.	Mortgage, Rent & Utilities	139,455.00
3.	Mortgage, Rent & Utilities – Reprogrammed funds	17,320.00
	TOTAL	\$ 213,045.00

Analysis of Impediments to Fair Housing Choice

IMPEDIMENT 1: FAIR HOUSING EDUCATION AND OUTREACH

There is a continuing need to educate residents about their rights under the Fair Housing Act, the Americans with Disabilities Act, and the Rehabilitation Act, especially low- and moderate-income persons, minorities, the disabled and the elderly population in the community.

Goal: Increase the knowledge and awareness of individual’s rights and the responsibilities of landlords in regard to fair housing, related laws, and requirements to affirmatively further fair housing in Chambersburg.

- **1-A** – Promote fair housing awareness through the media, seminars, and training to educate and inform residents and landlords of their rights and responsibilities under the Fair Housing Act, and other Federal and State Housing Laws.
- **1-B** – Make available literature and informational material to explain the Fair Housing Act and distribute to individuals, groups and organizations to increase awareness of housing laws and regulations.

- **1-C** – Work with the local Board of Realtors to provide information on fair housing choices and ways to promote fair housing for persons who wish to rent or purchase housing in the community.
- **1-D** – Continue to affirmatively further fair housing in the enforcement of municipal policies, actions, and decisions by local elected officials, appointed officials, and borough employees.
- **1-E** – Promote “English as a Second Language (ESL)” to minorities and persons with limited English who need assistance in dealing with landlords, financial institutions, and realtors.

IMPEDIMENT 2: HOUSING AFFORDABILITY

The median cost to purchase a single-family home in Chambersburg, that is decent, safe and sound is \$157,300, and the monthly rental cost for a two-bedroom apartment is \$869, which limits the choice of housing for lower income households.

Goal: Promote the development of additional housing units, that would be affordable to lower income households, through new construction, in-fill housing, and rehabilitation of existing houses, and the conversion of vacant structures to housing.

- **2-A** – Continue to support and encourage plans from both private and non-profit developers to develop and construct mixed income housing with affordable housing for lower income households.
- **2-B** – Continue to support and promote homeownership opportunities for lower income households through down payment and closing cost assistance, and housing counseling programs.
- **2-C** – Continue to enforce local codes and ordinances to ensure the maintenance and upkeep of existing affordable homes and apartments in the Borough.
- **2-D** – Continue to support homebuyer education and training programs to improve homebuyer awareness and increase housing choice for lower income households outside areas of low-income concentration.

IMPEDIMENT 3: HOUSING ACCESSIBILITY

Over 15% of the Borough’s population has one or more disabilities and 16.6% of the Borough’s population is elderly which has created a demand for accessible housing that is decent, safe, sound and affordable to persons with disabilities and the elderly.

Goal: Increase the supply of accessible housing for the disabled and elderly that meets the needs of this portion of the Borough’s population.

- **3-A** – Increase the supply of accessible housing through the rehabilitation of the existing housing stock by removal of architectural barriers in the home so individuals may continue to live in place.
- **3-B** – Increase the supply of accessible and visitable housing units through new construction of multi-family developments and enforcement of the accessibility provisions of the Fair Housing Act.

- **3-C** – Promote the education and awareness on the part of landlords who are required to make “reasonable accommodations” for persons who are disabled, based on the Fair Housing Act.

Public Comments – David Jordan, Urban Design Ventures

Closing Remarks/Adjournment – Phil Wolgemuth, Deputy Borough Manager/Land Use and Development Director

DRAFT



Public Hearing

Borough of Chambersburg, Pennsylvania

2020-2024 Five Year Consolidated Plan, FY 2020 Annual Action Plan
and Analysis of Impediments to Fair Housing Choice

Borough of Chambersburg's Council Hall

Wednesday, August 19th, 2020 at 2:00 p.m.

Name	Organization	Phone Number	Email Address
Bonnie Zehly	Luminest	717-397-3900	bzebler@luminest.org
Kathy Leedy	Borough Council	717-729-2027	
Guy Shear	Borough Staff	717-267-2739	
ALLEN COFFMAN	Allen B. Coffman		
Shirley R. Wertz	Resident	717-263-855	
Tom R. Wertz	'	"	
Julie Redding	Rec Dept	717-261-3275	



Public Hearing

Borough of Chambersburg, Pennsylvania

2020-2024 Five Year Consolidated Plan, FY 2020 Annual Action Plan
and Analysis of Impediments to Fair Housing Choice

Borough of Chambersburg's Council Hall

Wednesday, August 19th, 2020 at 2:00 p.m.

Name	Organization	Phone Number	Email Address
Jack V. Jones	BJC Inc	717-263-2101	jvjones@bjcinc.org
Jade Dunhour	Borough	717-753-2051	jdunhour@chambersburgpa.gov
Phil Wolgamuth	Borough		pwolgamuth@chambersburgpa.gov
Dave Jordan	UDU	717 553-7747	



PUBLIC HEARING MINUTES
FY 2020-2024 FIVE-YEAR CONSOLIDATED PLAN,
FY 2020 ANNUAL ACTION PLAN,
ANALYSIS OF IMPEDIMENTS TO FAIR HOUSING CHOICE AND
CDBG-CV APPLICATION

Wednesday, August 19th, 2020 at 2:00 p.m.

Borough of Chambersburg
Borough Council Chambers, 1st Floor
100 Second Street
Chambersburg, PA 17201

In attendance:

<i>Shirley Wertz</i>	<i>Resident</i>
<i>Tom Wertz</i>	<i>Resident</i>
<i>Bonnie Zehler</i>	<i>Executive Director, Limunest, Inc.</i>
<i>Jack Jones</i>	<i>Executive Director, BOPiC, Inc.</i>
<i>Allen Coffman</i>	<i>Councilperson, Borough of Chambersburg</i>
<i>Kathy Leedy</i>	<i>Councilperson, Borough of Chambersburg</i>
<i>Julie Redding</i>	<i>Director, Parks and Recreation, Borough of Chambersburg</i>
<i>Phil Wolgemuth</i>	<i>Deputy Borough Manager, Borough of Chambersburg</i>
<i>Guy Shaul</i>	<i>Community & Economic Development, Borough of Chambersburg</i>
<i>Jade Dunhour</i>	<i>Community & Economic Development, Borough of Chambersburg</i>
<i>Dave Jordan</i>	<i>Urban Design Ventures, LLC</i>

Phil Wolgemuth, Assistant to the Borough Manager and Director, Land Use and Community Development, Borough of Chambersburg, opened the public hearing at 2:00 p.m. and provided a brief overview of the purpose of the meeting. He explained that the Borough of Chambersburg, in order to receive Community Development Block Grant (CDBG) funds from the U.S. Department of Housing and Urban Development (HUD), was required to conduct a public hearing to receive input from residents. Mr. Wolgemuth turned the meeting over to Dave Jordan of Urban Design Ventures to provide additional information on the CDBG Program.

Mr. Jordan began by detailing the process the Borough was following regarding the development, preparation and submission of the Five-Year Consolidated Plan, Annual Action Plan, Analysis of Impediments to Fair Housing Choice, CDBG-CV application and Substantial amendment. The Five-Year Consolidated Plan Strategies were reviewed. Mr. Jordan reviewed the funding amounts the Borough was allocated for the CDBG Program and the CDBG-CV Program. He explained that in addition to the \$332,730 in CDBG and \$196,725 in CDBG-CV funds the Borough was also reallocating \$17,32 in FY 2016 CDBG that could not be expended by the Not-for-Profit that originally been awarded the funds. Borough Staff recommended these funds be reprogrammed for use in the CDBG-CV Program to afford more assistance to income eligible Borough residents affected by the COVID-19 Pandemic.

Mr. Jordan further detailed the use of the FY 2020 CDBG funds and the FY 2020 CDBG-CV funds. These activities included acquisition of a property for a mixed use residential/non-profit space to have six residential units, construction of a pavilion and basketball courts at Mill Creek Park located in a low- and moderate-income neighborhood and continuation of a youth employment training program. The CDBG-CV funds are slated to provide rent, mortgage and utility assistance for borough residents as well as supplemental food assistance for families affected by the pandemic.

Mr. Jordan then reviewed the process undertaken to develop and update the Borough's Analysis of Impediments to Fair Housing Choice. He also reviewed the three impediments identified and associated goals to address the identified impediments.

Mr. Jordan then opened the floor for comments, concerns, input and questions from attendees.

Residents, Mr. and Mrs. Wertz expressed concern about the location of the basketball court in relation to their property. They felt it was too close and would become a nuisance and were not in favor of the project. Ms. Redding from the recreation department indicated she was meeting with area residents that afternoon to discuss the location. She said the original schematic drawing was preliminary and the actual location would be closer to the other end of the park away from the Wertz' and several other residences. The Wertz indicated they liked that idea.

Ms. Zehler asked how the rent assistance program would work as the original concept indicated applicants would need to have an eviction notice in order to apply. She said that under the current moratorium landlords were not permitted to process eviction notices. The Borough will work to address that concern and structure the program to ensure families in need can apply for and receive assistance.

After these specific questions were addressed the group had some general discussion not specifically related to the Borough's CDBG Programs.

There being no more comments or questions the meeting was adjourned at 3:00 p.m.

SUBSTANTIAL AMENDMENT # 2 PUBLIC HEARING

DRAFT



**NOTICE OF PUBLIC HEARING
BOROUGH OF CHAMBERSBURG, PENNSYLVANIA**

**CARES ACT [CDBG-CV] FUNDING AND
THE FY 2019 ANNUAL ACTION PLAN - SUBSTANTIAL AMENDMENT**

As a Federal Entitlement, the Borough of Chambersburg, Pennsylvania ("Borough") receives funding from U.S. Department of Housing and Urban Development (HUD) through the Community Development Block Grant Program (CDBG). On March 27, 2020 the U.S. Congress passed the Coronavirus Aid, Relief, and Economic Security Act (CARES Act), Public Law 116-136. According to the allocation of funds under that Act, the Borough of Chambersburg is a recipient of CDBG-CV funds. The Borough received two (2) allocations of the Community Development Block Grant - Coronavirus (CDBG-CV) funds. The first allocation received by the Borough was \$195,725 and in the third round of funding, the Borough received an allocation of \$170,168 for a total allocation of \$365,893 CDBG-CV funds.

The purpose of this public hearing is to present substantial amendments to the Borough of Chambersburg's FY 2019 Annual Action Plan for the use of the FY 2020 CDBG-CV funds.

To expedite the disbursement of the Borough's FY 2020 CDBG-CV funds, via 24 CFR 5.110, the CARES Act authorizes HUD to grant waivers to the public notice, public comment, and citizen participation plan requirements found in 24 CFR 91.105I(2) and (k), 24 CFR 91.115I(2) and (i) and 24 CFR 91.401. In accordance with the Borough of Chambersburg's Citizen Participation Plan and HUD's regulatory requirement, waivers are granted which reduces the minimum 3-day public comment period to a 5-day period. Notice is hereby given that the Borough of Chambersburg, PA will hold a public hearing on **Monday, November 9, 2020 at 2:00 PM**, prevailing time, in the Borough of Chambersburg's Council Chambers located on the first floor of the Municipal Building, 100 South Second Street, Chambersburg, PA 17201. The Council Chambers and the Municipal Building are both accessible to persons with physical disabilities. If special arrangements need to be made to accommodate residents in order for them to participate in the public hearing, including an interpreter for persons with limited English language, please contact at least 24 hours in advance of the meeting date and time, Mr. Phil Wolgemuth, Deputy Borough Manager, at (717) 251-2436, or by email at pwolgemuth@chambersburgpa.gov or for persons with hearing or speech impediments they may call 711 to make arrangements.

The Borough of Chambersburg previously adopted its FY 2019 Annual Action Plan and Budgets for the use of CDBG funds. In accordance with CDBG program regulations, the Borough is allowed to make substantial amendments to its Annual Action Plan and Budgets in accordance with the Borough's Citizen Participation Plan.

The Borough has determined that it is necessary to amend the approved CDBG program budget for the previously approved program year for FY 2019. The funds will

be reprogrammed from cancelled projects/activities to new projects/activities and/or increase funding for other previously approved projects/activities.

These are considered substantial amendments in accordance with the Borough's Citizen Participation Plan as the following applies: the scope, purpose, and location of the project activity have changed.

The amendment to the FY 2019 CDBG-CV Annual Action Plan is proposed as follows:

CDBG-CV Activities:

- **CDBG-CV-20-01 Food Programs** – increase this project/activity budget by \$42,542 for a new project/activity budget of \$98,812.
- **CDBG-CV-20-02 Mortgage, Rent, and/or Utility Assistance** - increase this project/activity budget by \$127,626 for a new project/activity budget of \$284,401.

The FY 2019 Annual Action Plan - Substantial Amendment is on public display for viewing by the public for a period of at least 5 days beginning on Friday, October 30, 2020 and ending on Monday, November 9, 2020 at 4:00 PM on the Borough of Chambersburg's website (<http://www.chambersburgpa.gov>).

All interested residents are encouraged to participate in this public hearing and they will be given the opportunity to present oral or written testimony concerning the proposed amendments on the use of CDBG-CV funds under the FY 2019 Annual Action Plan.

All comments received by 4:00 PM on November 9, 2020 will be considered by the Borough of Chambersburg prior to submittal of the substantial amendments to Borough Council at its Monday, November 9, 2020 Borough Council Meeting at 7:00 P.M. Written comments may be addressed to Mr. Phil Wolgemuth, Deputy Borough Manager, Borough of Chambersburg, 100 South Second Street, Chambersburg, PA 17201 or via email at pwolgemuth@chambersburgpa.gov.

Alice C. Elia, President of Town Council
Borough of Chambersburg, PA