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## CR-00 – Executive Summary

In accordance with the Federal Regulations found in 24 CFR Part 570, the Borough of Chambersburg, Pennsylvania has prepared this Consolidated Annual Performance and Evaluation Report (CAPER) for the period of July 1, 2021, through June 30, 2022. The CAPER describes the activities undertaken during this time period for funding from the U.S. Department of Housing and Urban Development (HUD) under the Community Development Block Grant Program (CDBG). The projects/activities and accomplishments described in this CAPER principally benefited low- and moderate-income persons and the funding was targeted to neighborhoods where there was the highest percentage of low- and moderate-income residents in the Borough of Chambersburg.

This is the Borough of Chambersburg's second CDBG program year of the current Five-Year Consolidated Plan was prepared for 2020-2024. The Five-Year Consolidated Plan allows a community to take a comprehensive approach to use resources granted to the community by HUD. The Borough of Chambersburg submits yearly an Annual Action Plan containing the proposed activities outlining the use of CDBG fund for the upcoming program year. The Annual Action Plan relates the activities to goals and objectives outlined in the Five-Year Consolidated Plan.

The Consolidated Annual Performance and Evaluation Report (CAPER) describes the activities undertaken during this time period for funding from the U.S. Department of Housing and Urban Development (HUD) under the Community Development Block Grant Program (CDBG). The projects/activities and accomplishments described in this CAPER principally benefit low- and moderate-income persons and the funding has been targeted to neighborhoods where there is the highest percentage of low- and moderate-income residents in the Borough of Chambersburg. The Borough of Chambersburg is part of the Eastern PA Continuum of Care (CoC), which serves a total of thirty-three (33) counties in Pennsylvania. Specifically, the Borough of Chambersburg is in the South Central Regional Homeless Advisory Board (RHAB) which oversees the Continuum of Care Network for nine (9) counties including: Adams; Bedford; Blair; Cambria; Centre; Franklin; Fulton; Huntingdon; and Somerset counties.

This document details how the Borough of Chambersburg used the funds from the HUD program to benefit low- and moderate-income persons in the Borough. It also includes an explanation on how the HUD funds were used to leverage or match other funds.

The Borough of Chambersburg's FY 2021 Consolidated Annual Performance and Evaluation Report (CAPER) was made available for public display and comment on the Borough's website (<http://www.borough.chambersburg.pa.us>). The "Draft" CAPER was advertised in "The Public Opinion," newspaper on Wednesday, September 7, 2022, for the required 15-day public comment period, which began on Thursday, September 8, 2022, until Thursday, September 22, 2022.

**Grants Received –**

The Borough of Chambersburg received the following grant amounts during the time period of July 1, 2021, through June 30, 2022:

	CDBG	CDBG-CV	Total
FY 2021 Entitlement Grants	\$ 340,428.00	\$ 0.00	\$ 340,428.00
Program Income	\$ 0.00	\$ 0.00	\$ 0.00
<b>Total Funds Received:</b>	<b>\$ 340,428.00</b>	<b>\$ 365,893.00</b>	<b>\$ 340,428.00</b>

Table 1 – Grant Amounts for FY 2021

This chart only includes funds received during July 1, 2021, through June 30, 2022.

**Funds Expended –**

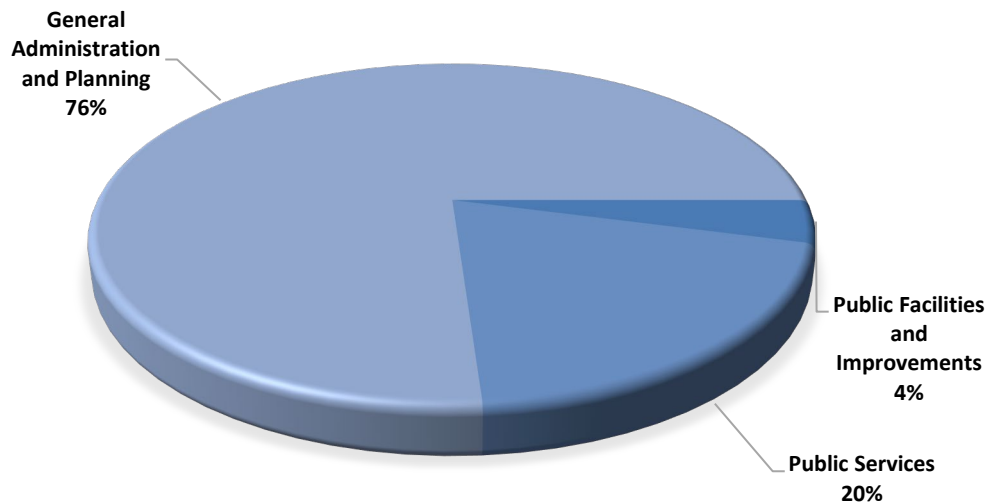
The funds shown in the following chart are funds that were expended during the time period of July 1, 2021, through June 30, 2022.

Funding Sources	Total Funds Expended
Community Development Block Grant (CDBG)	\$ 125,024.51
Community Development Block Grant – CARES Act (CDBG-CV)	\$ 0.00
<b>Total:</b>	<b>\$ 125,024.51</b>

Table 2 – Total Funds Expended

The CDBG expenditures by type of activity are shown below.

**Expenditure by Type of Activity**



Type of Activity	Expenditure	Percentage
General Administration and Planning	\$ 95,139.03	76.10%
Public Services	\$ 24,827.93	19.86%
Public Facilities and Improvements	\$ 5,057.55	4.05%
<b>Total:</b>	<b>\$ 125,024.51</b>	<b>100.00%</b>

Table 3 – Expenditure by Type of Activity

*\*Note: The numbers in this chart are taken from the PR-54-CDBG Community Development Block Grant Performance Profile downloaded from IDIS.*

**Regulatory Caps and Set-Asides –**

The Borough of Chambersburg’s program administration expenditures were within the regulatory cap for the CDBG program. This is shown in the table below:

	CDBG
FY 2021 Entitlement Grant	\$ 340,428.00
FY 2021 Program Income	\$ 0.00
Administrative Cap Allowance	20.0%
Maximum Allowable Expenditures	\$ 68,085.60
Total Administration Obligations	\$ 67,000.00
<b>Administrative Percentage:</b>	<b>19.68%</b>

Table 4 – Regulatory Caps and Set-Asides

The Borough of Chambersburg’s CDBG program Total Administrative Obligations were \$67,000 which is 19.68% of the CDBG expenditures, which is below the 20% cap for CDBG administrative expenditures.

**CDBG Public Service Activity Cap –**

	CDBG
FY 2021 Entitlement Grant	\$ 340,428.00
Prior Year Program Income	\$ 0.00
Public Service Cap Allowable	15.0%
Maximum Allowable Expenditures	\$ 51,064.20
Total Public Services Funds Obligated	\$ 25,000.00
<b>Public Service Percentage:</b>	<b>7.34%</b>

Table 5 – CDBG Public Service Activity Caps

The Borough of Chambersburg obligated \$25,000 in funds for public services, which was below the 15% cap for public services. The Borough only spend \$24,827.93 from prior year funds.

### **Five-Year Strategies and Goals:**

The Strategies and Goals for the FY 2020-2024 Five Year Consolidated Plan for the Borough of Chambersburg are the following:

#### **Housing Priority - (High 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 - (Low 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 - (Low 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 - (High 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 - (Low 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 - (High 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 2021 CDBG Budget:**

The chart below lists the FY 2021 CDBG activities that were funded:

Project ID Number	Project Title/Description	FY 2021 CDBG Budget	FY 2021 CDBG Expenditures	Comments
CD-21-01	<b>General Administration</b> –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.	\$ 67,000.00	\$ 0.00	The funds will be expended during the FY 2023 CAPER period.
CD-21-02	<b>Center Street Reconstruction</b> – The CDBG funds will be used to reconstruct Center Street from Hood Street to Reservoir Street. These improvements will include storm sewer reconstruction, replacement of deteriorated curbing and walkway and reconstruction of the existing cartway. The project is a multi-year activity.	\$ 265,748.00	\$ 0.00	The funds will be expended during the FY 2023 CAPER period.
CD-21-03	<b>Diaper Depot at Central Presbyterian Church</b> - Funds will be used for a program providing diapers and training pants for babies and toddlers whose families struggle to meet this basic need.	\$0.00	\$ 0.00	This project was canceled as part of a substantial amendment.
CD-21-04	<b>Boys and Girls Club of Chambersburg and Shippensburg</b> - Funds will be used for a character-building program for youth	\$ 25,000.00	\$0.00	The funds will be expended during the FY 2023 CAPER period.

**FY 2020 CDBG-CV Budget:**

The chart below lists the FY 2020 CDBG-CV activities that were funded:



Project ID Number	Project Title/Description	FY 2020 CDBG-CV Budget	FY 2020 CDBG-CV Expenditures	Comments
CDBG-CV-20-01	<b>CV-Food Programs</b> - 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.	\$ 98,812.00	\$ 0.00	The Borough is looking at reallocating these funds to another project.
CDBG-CV-20-02	<b>CV-Mortgage, Rent, and/or Utility Assistance</b> - Funds will be used to pay up to three (3) 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.	\$ 284,401.00	\$ 0.00	The Borough is looking at reallocating these funds to another project.

None of the CDBG-CV funds have been expended to date.

**National Objective:**

The Borough of Chambersburg met its National Objective requirement of principally low- and moderate-income persons. The Borough expended \$125,024.51 in CDBG funds during this CAPER period. Included in this amount was \$95,139.03 for Planning and Administration, which leaves a balance of \$29,855.48 to be expended for project activities. \$29,855.48 was expended on activities that benefitted low- and moderate-income persons. This produced a Low/Mod Benefit Percentage of 100.00%. These funds were expended in low/mod income areas or to benefit low/mod households for activities identified in the Borough’s Five-Year Consolidated Plan.

**Substantial Amendment:**

The Borough of Chambersburg did not prepare any Substantial Amendments during this CAPER period.

## CR-05 – Goals and Outcomes

### Progress the jurisdiction has made in carrying out its strategic plan and its action plan. 91.520(a)

*This could be an overview that includes major initiatives and highlights that were proposed and executed throughout the program year.*

This is the Borough's second year of the FY 2020-2024 Five-Year Consolidated Plan designed to address the housing and non-housing needs of Borough residents. This year's CAPER reports on the actions and achievements the Borough accomplished in Fiscal Year 2021.

The CAPER for the FY 2021 Annual Action Plan for the Borough of Chambersburg includes the Borough's CDBG Program and outlines which activities the Borough undertook during the program year beginning July 1, 2021 and ending June 30, 2022. The Borough of Chambersburg is the lead entity and administrator for the CDBG funds.

The CDBG Program and activities outlined in this FY 2021 CAPER principally benefited low- and moderate-income persons and funding was targeted to neighborhoods where there is the highest percentage of low- and moderate-income residents.

The Borough during this CAPER period budgeted and expended FY 2021 CDBG funds on the following strategies:

- **Housing Strategy – HGS** – Budget \$0.00, expended \$0.00
- **Homeless Strategy – HMS** – Budget \$0.00, expended \$0.00
- **Other Special Needs Strategy – SNS** – Budget \$0.00, expended \$0.00
- **Community Development Strategy – CDS** – Budget \$290,748.00, expended \$0.00
- **Economic Development Strategy – EDS** – Budget \$0.00, expended \$0.00
- **Administrative Strategy – AMS** – Budget \$67,000.00, expended \$0.00

**Comparison of the proposed versus actual outcomes for each outcome measure submitted with the consolidated plan and explain, if applicable, why progress was not made toward meeting goals and objectives. 91.520(g)**

*Categories, priority levels, funding sources and amounts, outcomes/objectives, goal outcome indicators, units of measure, targets, actual outcomes/outputs, and percentage completed for each of the grantee’s program year goals.*

Goal	Category	Source / Amount	Indicator	Unit of Measure	Expected Strategic Plan	Actual Strategic Plan	Percent Complete	Expected Program Year	Actual Program Year	Percent Complete
<b>AMS-1 Overall Coordination</b>	Admin	CDBG: \$67,000	Other	Other	5	2	40.00%	1	1	100.00%
<b>CDS-1 Community Facilities</b>	Non-Housing Community Development	CDBG: \$141,784	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	3,450	0	0.00%			
<b>CDS-1 Community Facilities</b>	Non-Housing Community Development	CDBG: \$0	Public Facility or Infrastructure Activities for Low/Moderate Income Housing Benefit	Households Assisted	0	0				
<b>CDS-1 Community Facilities</b>	Non-Housing Community Development	CDBG: \$0	Other	Other	1	0				

<b>CDS-2 Infrastructure</b>	Non-Housing Community Development	CDBG: \$265,748	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	3,720	0	0.00%	795	0	0.00%
<b>CDS-2 Infrastructure</b>	Non-Housing Community Development	CDBG: \$0	Public Facility or Infrastructure Activities for Low/Moderate Income Housing Benefit	Households Assisted	0	0				
<b>CDS-2 Infrastructure</b>	Non-Housing Community Development	CDBG: \$0	Other	Other	0	0				
<b>CDS-3 Public Services</b>	Non-Housing Community Development	CDBG: \$25,000	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	125	0	0.00%	60	0	0.00%
<b>CDS-3 Public Services</b>	Non-Housing Community Development	CDBG: \$0	Public service activities for Low/Moderate Income Housing Benefit	Households Assisted	0	0				
<b>CDS-3 Public Services</b>	Non-Housing Community Development	CDBG: \$0	Other	Other	0	0				

<b>CDS-4 Nutritional Services</b>	Non-Housing Community Development	CDBG: \$0	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	0	0				
<b>CDS-4 Nutritional Services</b>	Non-Housing Community Development	CDBG: \$0	Public service activities for Low/Moderate Income Housing Benefit	Households Assisted	0	0				
<b>CDS-4 Nutritional Services</b>	Non-Housing Community Development	CDBG: \$0	Other	Other	0	0				
<b>CDS-5 Public Safety</b>	Non-Housing Community Development	CDBG: \$0	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	0	0				
<b>CDS-5 Public Safety</b>	Non-Housing Community Development	CDBG: \$0	Public Facility or Infrastructure Activities for Low/Moderate Income Housing Benefit	Households Assisted	0	0				

<b>CDS-5 Public Safety</b>	Non-Housing Community Development	CDBG: \$0	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	0	0				
<b>CDS-5 Public Safety</b>	Non-Housing Community Development	CDBG: \$0	Public service activities for Low/Moderate Income Housing Benefit	Households Assisted	0	0				
<b>CDS-5 Public Safety</b>	Non-Housing Community Development	CDBG: \$0	Other	Other	0	0				
<b>CDS-6 Clearance/ Demolition</b>	Non-Housing Community Development	CDBG: \$0	Buildings Demolished	Buildings	0	0				
<b>EDS-1 Employment</b>	Economic Development	CDBG: \$0	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	0	0				
<b>EDS-1 Employment</b>	Economic Development	CDBG: \$0	Jobs created/retained	Jobs	0	0				
<b>EDS-1 Employment</b>	Economic Development	CDBG: \$0	Businesses assisted	Businesses Assisted	0	0				
<b>EDS-1 Employment</b>	Economic Development	CDBG: \$0	Other	Other	0	0				

<b>EDS-2 Financial Assistance</b>	Economic Development	CDBG: \$0	Facade treatment/business building rehabilitation	Business	0	0				
<b>EDS-2 Financial Assistance</b>	Economic Development	CDBG: \$0	Brownfield acres remediated	Acre	0	0				
<b>EDS-2 Financial Assistance</b>	Economic Development	CDBG: \$0	Jobs created/retained	Jobs	0	0				
<b>EDS-2 Financial Assistance</b>	Economic Development	CDBG: \$0	Businesses assisted	Businesses Assisted	0	0				
<b>EDS-2 Financial Assistance</b>	Economic Development	CDBG: \$0	Other	Other	0	0				
<b>EDS-3 Redevelopment</b>	Economic Development	CDBG: \$0	Facade treatment/business building rehabilitation	Business	0	0				
<b>EDS-3 Redevelopment</b>	Economic Development	CDBG: \$0	Brownfield acres remediated	Acre	0	0				
<b>EDS-3 Redevelopment</b>	Economic Development	CDBG: \$0	Jobs created/retained	Jobs	0	0				
<b>EDS-3 Redevelopment</b>	Economic Development	CDBG: \$0	Businesses assisted	Businesses Assisted	0	0				
<b>EDS-3 Redevelopment</b>	Economic Development	CDBG: \$0	Other	Other	0	0				
<b>HGS-1 Housing Rehabilitation</b>	Affordable Housing	CDBG: \$0	Rental units rehabilitated	Household Housing Unit	0	0				
<b>HGS-1 Housing Rehabilitation</b>	Affordable Housing	CDBG: \$0	Homeowner Housing Rehabilitated	Household Housing Unit	0	0				

<b>HGS-1 Housing Rehabilitation</b>	Affordable Housing	CDBG: \$0	Other	Other	0	0				
<b>HGS-2 Housing Construction/Rehabilitation</b>	Affordable Housing	CDBG: \$0	Rental units constructed	Household Housing Unit	6	0	0.00%			
<b>HGS-2 Housing Construction/Rehabilitation</b>	Affordable Housing	CDBG: \$0	Rental units rehabilitated	Household Housing Unit	0	0				
<b>HGS-2 Housing Construction/Rehabilitation</b>	Affordable Housing	CDBG: \$0	Homeowner Housing Added	Household Housing Unit	0	0				
<b>HGS-2 Housing Construction/Rehabilitation</b>	Affordable Housing	CDBG: \$0	Homeowner Housing Rehabilitated	Household Housing Unit	0	0				
<b>HGS-2 Housing Construction/Rehabilitation</b>	Affordable Housing	CDBG: \$0	Other	Other	0	0				
<b>HGS-3 Fair Housing</b>	Affordable Housing	CDBG: \$0	Other	Other	5	2	40.00%	1	1	100.00%
<b>HGS-4 Homeownership</b>	Affordable Housing	CDBG: \$0	Direct Financial Assistance to Homebuyers	Households Assisted	0	0				
<b>HMS-1 Operation/Support</b>	Homeless	CDBG: \$0	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	0	0				



<b>HMS-1 Operation/ Support</b>	Homeless	CDBG: \$0	Public service activities for Low/Moderate Income Housing Benefit	Households Assisted	0	0				
<b>HMS-1 Operation/ Support</b>	Homeless	CDBG: \$0	Tenant-based rental assistance / Rapid Rehousing	Households Assisted	0	0				
<b>HMS-1 Operation/ Support</b>	Homeless	CDBG: \$0	Homelessness Prevention	Persons Assisted	0	0				
<b>HMS-1 Operation/ Support</b>	Homeless	CDBG: \$0	Other	Other	0	0				
<b>HMS-2 Housing</b>	Homeless	CDBG: \$0	Tenant-based rental assistance / Rapid Rehousing	Households Assisted	0	0				
<b>HMS-2 Housing</b>	Homeless	CDBG: \$0	Homeless Person Overnight Shelter	Persons Assisted	0	0				
<b>HMS-2 Housing</b>	Homeless	CDBG: \$0	Overnight/Emergency Shelter/Transitional Housing Beds added	Beds	0	0				
<b>HMS-2 Housing</b>	Homeless	CDBG: \$0	Housing for Homeless added	Household Housing Unit	0	0				
<b>HMS-2 Housing</b>	Homeless	CDBG: \$0	Housing for People with HIV/AIDS added	Household Housing Unit	0	0				
<b>HMS-2 Housing</b>	Homeless	CDBG: \$0	HIV/AIDS Housing Operations	Household Housing Unit	0	0				

<b>HMS-2 Housing</b>	Homeless	CDBG: \$0	Other	Other	0	0				
<b>SNS-1 Housing</b>	Non-Homeless Special Needs	CDBG: \$0	Public Facility or Infrastructure Activities for Low/Moderate Income Housing Benefit	Households Assisted	0	0				
<b>SNS-1 Housing</b>	Non-Homeless Special Needs	CDBG: \$0	Public service activities for Low/Moderate Income Housing Benefit	Households Assisted	0	0				
<b>SNS-1 Housing</b>	Non-Homeless Special Needs	CDBG: \$0	Rental units constructed	Household Housing Unit	0	0				
<b>SNS-1 Housing</b>	Non-Homeless Special Needs	CDBG: \$0	Rental units rehabilitated	Household Housing Unit	0	0				
<b>SNS-1 Housing</b>	Non-Homeless Special Needs	CDBG: \$0	Homeowner Housing Added	Household Housing Unit	0	0				

<b>SNS-1 Housing</b>	Non-Homeless Special Needs	CDBG: \$0	Homeowner Housing Rehabilitated	Household Housing Unit	0	0				
<b>SNS-1 Housing</b>	Non-Homeless Special Needs	CDBG: \$0	Housing for Homeless added	Household Housing Unit	0	0				
<b>SNS-1 Housing</b>	Non-Homeless Special Needs	CDBG: \$0	Housing for People with HIV/AIDS added	Household Housing Unit	0	0				
<b>SNS-1 Housing</b>	Non-Homeless Special Needs	CDBG: \$0	HIV/AIDS Housing Operations	Household Housing Unit	0	0				
<b>SNS-1 Housing</b>	Non-Homeless Special Needs	CDBG: \$0	Other	Other	0	0				
<b>SNS-2 Social Services</b>	Non-Homeless Special Needs	CDBG: \$0	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	0	0				

<b>SNS-2 Social Services</b>	Non-Homeless Special Needs	CDBG: \$0	Public service activities for Low/Moderate Income Housing Benefit	Households Assisted	0	0				
<b>SNS-2 Social Services</b>	Non-Homeless Special Needs	CDBG: \$0	Other	Other	0	0				

Table 6 - Accomplishments – Program Year & Strategic Plan to Date

**Assess how the jurisdiction's use of funds, particularly CDBG, addresses the priorities and specific objectives identified in the plan, giving special attention to the highest priority activities identified.**

During the FY 2021 CDBG Program Year, the Borough of Chambersburg proposed to address the following strategies and specific objectives from its Five-Year Strategic Initiatives:

**Housing Priority – (High 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-3 Fair Housing** - Promote fair housing choice through education, training and outreach to affirmatively furthering fair housing.

- **Fair Housing** - During FY 2021, the Borough of Chambersburg's Human Relations Commission (HRC) was tasked with reviewing discrimination in the Borough that included employment, public accommodation, housing and commercial property. The assignment included establishing procedures for filing complaints with the Borough HRC and providing a mediation process for filed complaints.

**Community Development Priority - (High 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-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.

- **Center Street Reconstruction** – The CDBG funds will be used to reconstruct Center Street from Hood Street to Reservoir Street. These improvements will include storm sewer reconstruction, replacement of deteriorated curbing and walkway and reconstruction of the existing cartway. The project is a multi-year activity.

**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.

- **Boys and Girls Club of Chambersburg and Shippensburg** - Funds will be used for a character-building program for youth.

### **Administration, Planning, and Management Priority - (High 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.

- **General Administration** – 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.

**CR-10 – Racial and Ethnic Composition of Families Assisted**

**Describe the families assisted (including the racial and ethnic status of families assisted).**

**91.520(a)**

	<b>CDBG</b>
White	822
Black or African American	65
Asian	0
American Indian or American Native	0
Native Hawaiian or Other Pacific Islander	0
Some other Race	185
Two or more races	48
<b>Total:</b>	<b>1,130</b>
Hispanic	399
Not Hispanic	1,130

Table 7 – Table of Assistance to Racial and Ethnic Populations by Source of Funds

**Narrative**

The Borough’s Center Street Reconstruction Project is to reconstruct a street in Census Tract 112, Block Group 1. According to the 2016-2020 American Community Survey Data, the Block Group have an estimated 1,130 persons. Of those, 822 (72.74%) are White, 65 (5.75%) are Black or African American, 0 (0.00%) are Asian, 0 (0.00%) are American Indian or American Native, 0 (0.00%) are Native Hawaiian or Pacific Islander families, and 185 (16.37%) are some other race not listed. Additionally, 399 (35.31%) are identify as Hispanic or Latino.

**CR-15 – Resources and Investments 91.520(a)**

**Identify the resources made available**

Source of Funds	Source	Resources Made Available	Amount Expended During Program Year
CDBG	FY 2021	\$ 340,428.00	\$ 125,024.51

Table 8 – Resources Made Available

**Narrative**

The Borough of Chambersburg received the following grant amounts during the period of July 1, 2021, through June 30, 2022:

- **CDBG Allocation** – \$340,428.00
- **CDBG Program Income** – \$0.00
- **Total Funds Received** – **\$340,428.00**

During this CAPER period, the Borough of Chambersburg expended \$0.00 of its FY 2021 CDBG funds and \$125,024.51 from prior year CDBG funds.

**Identify the geographic distribution and location of investments**

Target Area	Planned Percentage of Allocation	Actual Percentage of Allocation	Narrative Description
Borough Wide	100%	100%	The Borough funded five (5) projects during this CAPER period: General Administration, Center Street Reconstruction, the Diaper Depot at Central Presbyterian Church, and Boys and Girls Club of Chambersburg and Shippensburg.

Table 9 – Identify the geographic distribution and location of investments

**Narrative**

The Borough of Chambersburg allocated its CDBG funds based on principally benefiting low- and moderate-income persons. The Borough has a public benefit ratio of 100% of its funds, which principally benefit low- and moderate-income persons. In selecting projects for funding, the following criteria were used:

- The Center Street Reconstruction activity is either located in a low- and moderate-income census area and has a low- and moderate-income service area benefit or clientele over 51% low- and moderate-income.



The Center Street Reconstruction activity is located in a census tract and block group with 82.81% of the households are low- and moderate-incomes and a percentage of minority persons above the average for the Borough of Chambersburg.

## Leveraging

**Explain how Federal funds leveraged additional resources (private, state and local funds), including a description of how matching requirements were satisfied, as well as how any publicly owned land or property located within the jurisdiction that were used to address the needs identified in the plan.**

Private and non-federal resources that may be available to the Borough of Chambersburg in FY 2021 to address needs identified in the FY 2020-2024 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 assistance 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 programs.
- **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.

The Borough of Chambersburg does not have any publicly owned land or property within the jurisdiction that was part of the CDBG program. This question is not applicable to the Borough of Chambersburg.

**CR-20 – Affordable Housing 91.520(b)**

**Evaluation of the jurisdiction's progress in providing affordable housing, including the number and types of families served, the number of extremely low-income, low-income, moderate-income, and middle-income persons served.**

	One-Year Goal	Actual
Number of homeless households to be provided affordable housing units	0	0
Number of non-homeless households to be provided affordable housing units	0	0
Number of special-needs households to be provided affordable housing units	0	0
<b>Total:</b>	<b>0</b>	<b>0</b>

Table 10 – Number of Households

	One-Year Goal	Actual
Number of households supported through rental assistance	0	0
Number of households supported through the production of new units	0	0
Number of households supported through the rehab of existing units	0	0
Number of households supported through the acquisition of existing units	0	0
<b>Total:</b>	<b>0</b>	<b>0</b>

Table 11 – Number of Households Supported

**Discuss the difference between goals and outcomes and problems encountered in meeting these goals.**

During FY 2021 the Borough of Chambersburg did not use its CDBG funds for housing projects, but rather for infrastructure improvements including street reconstruction and accessibility improvements. As such, during the Borough’s second year of its FY 2020-2024 Five-Year Consolidated Plan, the Borough prioritized infrastructure improvements. The Borough will continue to engage in code enforcement and remain an active participant in the Franklin County Housing Task Force.

**Discuss how these outcomes will impact future annual action plans.**

The Borough of Chambersburg worked toward achieving its goal of providing decent, safe, sound, and affordable housing for its low- and moderate-income residents. The Borough had limited CDBG funds to address issues of housing. Instead, the Borough reconstructed deteriorating infrastructure improvements and recreation improvements.

Due to limited funds the Borough did not use any CDBG funds to carry out any housing rehabilitation.

**Include the number of extremely low-income, low-income, and moderate-income persons served by each activity where information on income by family size is required to determine the eligibility of the activity.**

Number of Persons Served	CDBG Actual
Extremely Low-income	0
Low-income	0
Moderate-income	0
<b>Total:</b>	<b>0</b>

Table 12 – Number of Persons Served

**Narrative Information**

The Borough of Chambersburg used its limited CDBG funds to address its numerous community development needs. The Borough of Chambersburg is exploring ways to partner with the non-profit housing providers to address affordable housing needs in the Borough.

**Address the "Worst-Case" Housing and Housing for the Disabled:**

The Borough did not provide any FY 2021 CDBG funds for "Worst-Case" Housing and Housing for the Disabled, but the Borough continued to examine ways to assist local agencies and nonprofit providers in the development of housing to serve these needs.

**Section 215 Affordable Housing:**

The Borough of Chambersburg did not provide any FY 2021 CDBG funds for Affordable Housing, but the Borough continued to examine ways to assist local agencies and nonprofit providers in the development of Affordable Housing.

**CR-25 – Homeless and Other Special Needs 91.220(d, e); 91.320(d, e); 91.520(c)**  
**Evaluate the jurisdiction’s progress in meeting its specific objectives for reducing and ending homelessness through: Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs**

In FY 2021 the Borough did not set goals for homeless outreach. The Borough relied on its community partners to do outreach and assess needs. During the CAPER period the service providers in the Borough provided services and did not alert the Borough to any circumstances that were not outside of their normal realm of providing assistance.

**Point-In-Time Count**

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 2022 the Eastern PA COC, the following numbers of homeless persons were reported:

- **Sheltered** - 1,976 individuals
- **Transitional Housing** - 390 individuals
- **Transitional Housing** - Female 179 persons and Male 208 persons
- **Emergency Shelter** - 1,586 individuals
- **Emergency Shelter** - Female 806 persons and Male 773 persons
- **Ethnicity** - Non-Hispanic/Non-Latino 1,787
- **Ethnicity** - Hispanic/Latino 503
- **Race** - White 1,624
- **Race** - Black/African American 498
- **Race** - Asian 7
- **Race** - American Indian or Native Alaskan 25
- **Race** - Native Hawaiian or Pacific Islander 54
- **Race** - Multiple Races 82

The 2022 Point-in-Time Count was conducted on Wednesday, February 23, 2022.

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

For FY 2021 CAPER period the Borough did not set goals for addressing emergency shelter and transitional housing need for the homeless. The Borough relies on its community partners to address the emergency shelter and transitional housing needs of the homeless. During the CAPER period the service providers in the Borough continued to provide services. The providers continually seek additional funding but did not apply to the Borough for CDBG funds when the Borough was seeking applications for CDBG funds.

**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**

In the FY 2021 program the Borough did not set goals for assisting homeless persons particularly the chronically homeless, families with children, veterans, and unaccompanied youth make the transition to permanent housing and independent living. The Borough continues to work with its partners who address the needs of the homeless. Through discussions with providers, the Borough makes decisions on what types of activities, if any, should be explored and encourages organizations to apply for funding. There were no requests for FY 2021 funding for homeless activities.

In FY 2021 the Borough relied on its partners working with the COC to provide for the needs of the homeless. Service providers in Chambersburg are generally located in the central business district/downtown area of the community. These providers offer a wide range of services in the community for the homeless as well as low- and moderate-income resident. The Borough does not provide direct services related to social service activities and may supports providers with funding through CDBG, however no CDBG funds were programmed for FY 2021. These services when available may include other special needs services such as housing for persons with HIV/AIDS, foster care programs, mental health disorders, and substance abuse.

**Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: likely to become homeless after 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); and, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs**

In FY 2021 the Borough did not set goals for assisting individuals and families from becoming homeless including those being discharged from institutions and systems of care or receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs. The Borough depends upon its partners who work with the homeless to stay informed on homeless issues. There were no requests for FY 2021 funding for homeless activities.

**CR-30 – Public Housing 91.220(h); 91.320(j)****Actions taken to address the needs of public housing**

The Franklin County Housing Authority's (FCHA) mission is "Providing homes that build hope and create neighborhoods." The FCHA 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.

The Franklin County Housing Authority also manages 368 Section 8 Housing Choice Vouchers. There is currently a waiting list of 148 individuals for Section 8 Housing Choice Vouchers.

The FCHA continues to follow policies and procedures to end housing discrimination and to promote diverse, inclusive communities with fair access and equal opportunity. FCHA continues to provide resources to its diverse, inclusive community with access to good jobs, schools, health care, transportation in addition to housing. FCHA continues to take steps to give our residents better tools to ensure they are connected to opportunity, regardless of race, color, religion, national origin, sex, family status or disability.

**Actions taken 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 provides an array of youth programs and resources to youth programs in Chambersburg and Waynesboro. FCHA has resident councils who actively hold youth programs and have community partners such as First Start Partnership and the YMCA of which FCHA provides all the recent youth program resources to our residents through. FSP has a classroom inside the Chambersburg property and the YMCA also provides transportation to and from their facility for our residents.

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

FCHA did not initiate any new programs during this CAPER year, however, have increased efficiency in current programming to ensure FCHA remained open and operating throughout the COVID-19 pandemic to ensure residents were served, supported and assisted with resources such as food, masks, COVID-19 education.

### **Actions taken to provide assistance to troubled PHAs**

The Franklin County Housing Authority is not designated as "troubled" and is considered a "high performer" by HUD. Therefore, no assistance is needed to improve operations of this Public Housing Authority.



**CR-35 – Other Actions 91.220(j)-(k); 91.320(i)-(j)**

**Actions taken 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. 91.220 (j); 91.320 (i)**

In FY 2021 CAPER period the Borough continued to review its policies and ordinances such as land use and zoning to ensure steps are taken to remove undue roadblocks to allow for development. During the current CAPER period the Borough did not identify any policies that had a negative effect on affordable housing.

The Borough did not identify any public policies for discriminatory practices and/or impacts on housing availability during this CAPER period.

**Actions taken to address obstacles to meeting underserved needs. 91.220(k); 91.320(j)**

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

The Borough of Chambersburg will fund the following projects with FY 2021 CDBG funds.

- **Boys and Girls Club of Chambersburg and Shippensburg** – the organization will provide a youth enrichment after school program in three Chambersburg School District locations.

**Actions taken to reduce lead-based paint hazards. 91.220(k); 91.320(j)**

The revised Federal Lead Based Paint Regulations published on September 15, 1999 (24 CFR Part 35) and

current updates 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 complied with Title 24, Part 35: Lead Based Paint Poisoning Prevention in Certain Residential Structures (Current Rule).

**Rehabilitation Programs:**

The Borough of Chambersburg ensured that:

- Applicants for rehabilitation funding received the required lead-based paint information and understood their responsibilities.
- Staff properly determined whether proposed projects were exempt from some or all lead-based paint requirements.
- The level of federal rehabilitation assistance was properly calculated, and the applicable lead-based paint requirements were determined.
- Properly qualified personnel performed risk management, paint testing, lead hazard reduction, and clearance services when required.
- Required lead hazard reduction work and protective measures were incorporated into project rehabilitation specifications.
- Risk assessment, paint testing, lead hazard reduction, and clearance work were performed in accordance with the applicable standards established in 24 CFR Part 35.
- Required notices regarding lead-based paint evaluation, presumption, and hazard reduction were provided to occupants and documented.
- Program documents established the rental property owner's responsibility to perform and document ongoing lead-based paint maintenance activities, when applicable.
- Program staff monitored owner compliance with ongoing lead-based paint maintenance activities, when applicable.

**Homeownership Programs:**

The Borough of Chambersburg ensured that:

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

During this CAPER period, the Borough did not abate any houses for lead-based paint.

### **Actions taken to reduce the number of poverty-level families. 91.220(k); 91.320(j)**

Approximately 10.0% of Chambersburg's families live in poverty compared to 8.1% for the State and 9.1% for the Nation. 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 is going to continue to partner with local social service organizations that target low-income residents.

The Borough of Chambersburg funded the following anti-poverty projects with FY 2021 CDBG funds.

- **Boys and Girls Club of Chambersburg and Shippensburg** – the organization will provide a youth enrichment after school program in three Chambersburg School District locations.

Though not directly anti-poverty programs these activities should have a positive impact of families living in poverty.

Opportunities for opening or expanding business in the Borough are limited due to availability of land and structures. However, when a person or company wishes to open a new business the Borough is more than willing to work with them, particularly, if they intend to hire workers classified as lower income.

### **Actions taken to develop institutional structure. 91.220(k); 91.320(j)**

In FY 2021, the Borough continued to work to improve the quality of life for residents of the Center Street neighborhood by the reconstruction of the street to include stormwater improvements, cartway reconstruction as well as sidewalks and curb cuts where necessary. These improvements will serve the residents of a predominately low/mod neighborhood.

Though the Borough did not fund activities to directly address the following obstacles the Borough supports the activities of other organizations 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

The above activities were addressed through a local non-profit successfully securing funding through PA DCED's HOME program to create a housing rehabilitation program. These funds were awarded during this CAPER period, but the rehabilitation will not be completed until FY 2022.

**Actions taken to enhance coordination between public and private housing and social service agencies. 91.220(k); 91.320(j)**

During this CAPER period, the Borough continued its participation and coordination with social service agencies, housing agencies, community and economic development agencies, County, Federal, and State agencies, as well as with the private and non-profit sectors, to serve the needs of target income individuals and families in the Borough. The responsibility of administration of the Five-Year Consolidated Plan and Annual Action Plans is the Land Use and Community Development Department of the Borough. The department will coordinate activities among public and private organizations implementing various elements of the prioritized plan goals. The Borough strives to continue its participation and coordination with public, housing, and social service organizations. The Borough solicits funding requests for CDBG funds. These requests are reviewed, discussed and recommended for funding by the Land Use and Community Development Department to Borough Council.

**Identify actions taken to overcome the effects of any impediments identified in the jurisdictions analysis of impediments to fair housing choice. 91.520(a)**

The Borough of Chambersburg commissioned a task force with reviewing discrimination in the Borough that included employment, public accommodation, housing and commercial property. The assignment included establishing procedures for filing complaints with the Borough HRC and providing a mediation process for filed complaints.

## **CR-40 – Monitoring 91.220 and 91.230**

**Describe the standards and procedures used to monitor activities carried out in furtherance of the plan and used to ensure long-term compliance with requirements of the programs involved, including minority business outreach and the comprehensive planning requirements**

The Borough of Chambersburg’s Community & Economic Development Specialist has a “monitoring checklist” that is utilized when programs and activities are reviewed. This checklist will be updated during the current program year to ensure compliance with 2 CFR, Part 200 “UNIFORM ADMINISTRATIVE REQUIREMENTS, COST PRINCIPLES, AND AUDIT REQUIREMENTS FOR FEDERAL AWARDS” and the HUD Community Planning and Development Monitoring Handbook (HUD 6509.2)

Monitoring of CDBG funded activities is conducted periodically based on project activity and may or may not require site visits. Construction projects typically require on-site monitoring and are monitored during the various phases of construction and at completion. The final inspection 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. Public Service activities are generally monitored annually and often times can be monitored with a desk monitoring to ensure compliance with program regulation. These monitoring standards are required for all Borough administered projects and sub-recipient activities.

The Borough has established goals for MBE and WBE participation. The Borough includes these goals in requests for proposal and advertisements when soliciting for contractors, supplies, etc. The Borough also submits requests to know MBE and WBE concerns in order to gain participation as well as encourages contractors who may be using subcontractors to solicit proposal from MBE and WBE concerns. The Borough’s Community & Economic Development Specialist monitors participation of MBE and WBE firms and will expand the area to solicit proposals.

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.

**Citizen Participation Plan 91.105(d); 91.115(d)****Describe the efforts to provide citizens with reasonable notice and an opportunity to comment on performance reports.**

The Borough of Chambersburg placed the CAPER document on public display for a period of 15 days beginning on Thursday, September 8, 2022, through Thursday, September 22, 2022. A copy of the Public Display Notice is attached in the CR-80 Citizen Participation Section of this Plan.

The FY 2021 CAPER was available for public viewing 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 Street, Chambersburg, PA 17201
- **Borough of Chambersburg Recreation Center** - 235 South Third Street, Chambersburg PA, 17201
- On the website at: <http://www.borough.chambersburg.pa.us>

Attached in CR-80 Citizen Participation section is the Public Display Notice that was published in “The Public Opinion,” newspaper on Wednesday, September 7, 2022, for the required 15-day public comment period, which began on Thursday, September 8, 2022, through Thursday, September 22, 2022.

**CR-45 – CDBG 91.520(c)**

**Specify the nature of, and reasons for, any changes in the jurisdiction's program objectives and indications of how the jurisdiction would change its programs as a result of its experiences.**

The Borough of Chambersburg has not made any changes to the FY 2020-2024 Five-Year Consolidated Plan and its program objectives during this reporting period.

**Describe accomplishments and program outcomes during the last year.**

During this CAPER period, the Borough of Chambersburg expended CDBG funds on the following activities:

- **Public Facilities and Improvements** - \$5,057.55, which is 4.05% of the total expenditures.
- **Public Services** - \$24,827.93, which 19.86% of the total expenditures.
- **General Administration and Planning** - \$95,139.03, which is 76.10% of the total expenditures.
- **Total: \$125,024.51**

The Borough of Chambersburg did not meet the required 1.5 maximum drawdown ratio. The Borough's ratio was 2.05 as of June 30, 2022.

During this CAPER period, the CDBG program targeted the following with its funds:

- **Percentage of Expenditures Assisting Low- and Moderate-Income Persons and Households Either Directly or On an Area Basis** - 100%
- **Percentage of Expenditures That Benefit Low/Mod Income Areas** - 16.92%

During this CAPER period, all of the CDBG funds were used to meet a National Objective. The Borough did not fund any projects that involved displacement and/or relocation with CDBG funds. The Borough did not make any lump sum agreements during this CAPER Period. The Borough did not make any prior year adjustments during this CAPER period.

**Does this Jurisdiction have any open Brownfields Economic Development Initiative (BEDI) grants?**

No

**CR-58 – Section 3**

**Identify the number of individuals assisted and the types of assistance provided**

<b>Total Labor Hours</b>	<b>CDBG</b>
Total Number of Activities	0
Total Labor Hours	0
Total Section 3 Worker Hours	0
Total Targeted Section 3 Worker Hours	0

**Table 13 – Total Labor Hours**

<b>Qualitative Efforts - Number of Activities by Program</b>	<b>CDBG</b>
Outreach efforts to generate job applicants who are Public Housing Targeted Workers	0
Outreach efforts to generate job applicants who are Other Funding Targeted Workers.	0
Direct, on-the job training (including apprenticeships).	0
Indirect training such as arranging for, contracting for, or paying tuition for, off-site training.	0
Technical assistance to help Section 3 workers compete for jobs (e.g., resume assistance, coaching).	0
Outreach efforts to identify and secure bids from Section 3 business concerns.	0
Technical assistance to help Section 3 business concerns understand and bid on contracts.	0
Division of contracts into smaller jobs to facilitate participation by Section 3 business concerns.	0
Provided or connected residents with assistance in seeking employment including: drafting resumes, preparing for interviews, finding job opportunities, connecting residents to job placement services.	0
Held one or more job fairs.	0
Provided or connected residents with supportive services that can provide direct services or referrals.	0
Provided or connected residents with supportive services that provide one or more of the following: work readiness health screenings, interview clothing, uniforms, test fees, transportation.	0
Assisted residents with finding child care.	0
Assisted residents to apply for, or attend community college or a four year educational institution.	0
Assisted residents to apply for, or attend vocational/technical training.	0
Assisted residents to obtain financial literacy training and/or coaching.	0
Bonding assistance, guaranties, or other efforts to support viable bids from Section 3 business concerns.	0
Provided or connected residents with training on computer use or online technologies.	0
Promoting the use of a business registry designed to create opportunities for disadvantaged and small businesses.	0
Outreach, engagement, or referrals with the state one-stop system, as designed in Section 121(e)(2) of the Workforce Innovation and Opportunity Act.	0
Other.	0

**Table 14 – Qualitative Efforts - Number of Activities by Program**

**Narrative**

The Borough did not have any projects during this CAPER period that triggered Section 3 Compliance. Not Applicable.



**CR-60 – HOME 91.520(d)**

The Borough of Chambersburg does not receive a HOME Investment Partnership (HOME) Program entitlement allocation from HUD. Therefore, agencies have to apply to the Commonwealth of Pennsylvania for HOME funds. During this CAPER period, the Borough in collaboration with Luminest Community Development worked together on developing a HOME Application to the Commonwealth for a single-family rehabilitation program. The Application was award funds during this CAPER period.

**CR-65 – ESG 91.520(g)**

The Borough of Chambersburg does not receive an Emergency Solutions Grant (ESG) entitlement allocation. Therefore, agencies have to apply to the Commonwealth of Pennsylvania for ESG funds. During this CAPER period, the Borough did not receive any ESG funds from the Commonwealth. Not Applicable.

**CR-70 – HOPWA CAPER Report**

The Borough of Chambersburg did not receive a Housing Opportunities for People with AIDS (HOPWA) Grant as an entitlement community in FY 2021. During this CAPER period, the Borough did not receive any HOPWA funds from the Commonwealth. Not Applicable.

## **CR-75 – IDIS Reports**

Attached are the following U.S. Department of Housing and Urban Development (HUD) Reports from IDIS for the period from July 1, 2021, through June 30, 2022.

Attached is the following IDIS reports:

- **IDIS Report PR26** – CDBG Financial Summary
- **IDIS Report PR26** – CDBG-CV Financial Summary
- **IDIS Report PR01** – HUD Grants and Program Income
- **IDIS Report PR03** – CDBG Activity Summary Report
- **IDIS Report PR06** – Summary of Consolidated Plans
- **IDIS Report PR23** – CDBG Summary of Accomplishments

## CR-80 – Fair Housing

### Affirmatively Furthering Fair Housing Overview:

The Borough of Chambersburg utilized its CDBG funds along with other Borough, State, Federal, and private funds to work towards affirmatively furthering fair housing choice in the Borough. The Borough of Chambersburg's FY 2020-2024 Analysis of Impediments to Fair Housing Choice has identified the following impediments, along with the goals and strategies to address those impediments.

**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.

**Strategies:** In order to meet this goal, the following activities and strategies should be undertaken:

- **1-A:** Maintain the supply of available decent, safe, and affordable housing through rehabilitation and new construction.
- **1-B:** Maintain homeownership opportunities for LMI households by promoting available housing and housing counseling, as well as down payment and closing cost assistance.
- **1-C:** Maintain and strengthen an effective property maintenance inspection and enforcement program in the Borough.
- **1-D:** There is a need for affordable rental housing that is decent, safe, and sanitary, especially for the elderly and disabled.

**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.

**Strategies:** In order to meet this goal, the following activities and strategies should be undertaken:

- **2-A:** Increase the supply of accessible owner-occupied and renter-occupied housing by providing assistance to support the removal of architectural barriers.
- **2-B:** Enforce building codes to ensure that new multifamily construction meets the accessibility provisions of the Fair Housing Act.
- **2-C:** Promote education and awareness of the requirements for reasonable accommodations for persons with disabilities and the elderly in rental housing.

**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.

**Strategies:** In order to meet this goal, the following activities and strategies should be undertaken:

- **3-A:** Support educational and training programs concerning the rights and responsibilities covered by the Fair Housing Act.
- **3-B:** Support local efforts to strengthen efficient and effective fair housing monitoring, investigation, testing, and enforcement strategies.
- **3-C:** Support the delivery of fair housing advocacy services to at-risk groups and victims of housing discrimination.
- **3-D:** Promote the delivery of financial literacy counseling for LMI and minority households to combat predatory and subprime lending practices.
- **3-E:** Promote “English as a Second Language” (ESL) to minorities and immigrants who need language assistance in dealing with landlords, financial institutions, and realtors.

**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.

**Strategies:** In order to meet this goal, the following activities and strategies should be undertaken:

- **4-A:** Continue to fund improvements and upgrades at public and community facilities to remove architectural barriers.
- **4-B:** Continue to monitor any accessibility constraints in the Borough facilities and managed public spaces utilizing both Federal and capital improvement funds to remove any potential architectural barriers.
- **4-C:** Evaluate the accessibility constraints of all sub-recipient and allied organizational facilities and assist these organizations to obtain funds for capital improvements to remove any existing architectural barriers.

**CR-85 – Citizen Participation**

The following pages include the public display notices. The “Draft” CAPER was advertised in “The Public Opinion,” newspaper on Wednesday, September 7, 2022, for the required 15-day public comment period, which began on Thursday, September 8, 2022, through Thursday, September 22, 2022.