

CHESTER COUNTY, PENNSYLVANIA
CONSOLIDATED PLAN (2018-2022)

2019 ACTION PLAN



HOUSING, COMMUNITY, & WORKFORCE DEVELOPMENT

CHESTER COUNTY DEPARTMENT OF COMMUNITY DEVELOPMENT



Annual Action Plan
2019

Chester County Department of Community Development
2019 Housing and Community Development Awards

Public Services							
Provider	Program	Total 2019 Award	CDBG	CSBG	ESG	HOME	HTP
C.Y.W.A.	Gateway Emergency Shelter	\$ 165,000		\$ 45,000	\$ 120,000		
Chester County OIC	C.N.A. Training Program	\$ 30,000		\$ 30,000			
Domestic Violence Center of Chester County	Emergency Shelter/Safe House	\$ 15,000					\$ 15,000
Fair Housing Rights Center in Southeastern PA	Fair Housing Education & Outreach	\$ 15,000	\$ 15,000				
Family Service of Chester County	ConnectPoints Coordinated Entry		\$ 76,587				
Family Service of Chester County	Housing Opportunities for Persons with HIV/AIDS	\$ 6,000		\$ 6,000			
Good Neighbors, Inc.	Low-Income Home Repair Program	\$ 30,000					\$ 30,000
Good Samaritan Shelter	Emergency Shelter	\$ 25,000		\$ 25,000			
Good Works, Inc.	Homeowner Rehabilitation Activities	\$ 105,000					\$ 105,000
Handi-Crafters	Independent Living Solutions	\$ 50,000		\$ 50,000			
Housing Authority of Chester County	Rapid Re-housing Admin	\$ 15,000		\$ 15,000			
Housing Authority of Chester County	Housing Locator Program	\$ 60,000	\$ 60,000				
Housing Partnership of Chester County	First Time Homebuyer Program and Credit & Budgeting Program	\$ 235,000	\$ 10,000			\$ 145,000	\$ 80,000
Human Services, Inc.	Rapid Re-housing Admin	\$ 35,000	\$ 20,000		\$ 15,000		
Human Services, Inc.	Emergency Rental Assistance	\$ 80,000					\$ 80,000
Human Services, Inc.	SOAR (SSI/SSD Outreach, Access, and Recovery)	\$ 50,000		\$ 50,000			
Kennett Area Community Service	Homeless Prevention, Diversion, and Rapid Re-housing	\$ 50,000	\$ 50,000				
Legal Aid SEPA	Advocacy & Education to Prevent Homelessness	\$ 42,000	\$ 42,000				
Life Transforming Ministries	Volunteer Income Tax Assistance (VITA)	\$ 15,000		\$ 15,000			
North Star of Chester County	Homeless Prevention through Rental Assistance and Case Management	\$ 22,000		\$ 22,000			
Open Hearth, Inc.	GAP/FIRM/FSP	\$ 85,000	\$ 40,000	\$ 45,000			
Open Hearth, Inc.	PHP Admin and PSH CM	\$ 55,000		\$ 55,000			
PETRA Community Housing	CHDO Administration	\$ 26,000				\$ 26,000	
Safe Harbor of Chester County	Emergency Shelter and Case Management Services	\$ 120,000	\$ 60,000	\$ 60,000			
W.C. Atkinson	Shelter for Homeless Men	\$ 45,000		\$ 45,000			

CDBG - Community Development Block Grant, **CSBG** - Community Services Block Grant, **ESG** - Emergency Solutions Grant
HTP - Housing Trust Program, **CHDO** - Community Housing Development Organization

Chester County Department of Community Development
2019 Housing and Community Development Awards

Housing Construction							
Provider	Program	Total 2019 Award	CDBG	Health Choices	HOME	HOME (CHDO)	HTP
Community Basics, Inc.	Caln Township Senior Apartments	\$ 850,000		\$ 516,664		\$ 333,336	
Eagleview Senior Housing (Hankin Group)	115 Buchanan St. Senior Housing	\$ 1,000,000			\$ 1,000,000		
Pennrose Properties	Liberty House (additional funds for 2018 award)	\$ 250,000	\$ 250,000				
Pennrose Properties	Liberty Village	\$ 1,000,000		\$ 258,332	\$ 741,668		

Public Works, Rehabilitation, and Acquisition							
Provider	Program	Total 2019 Award	CDBG	ESG	HOME	HOME (CHDO)	HTP
Chester County OIC	Capital Acquisition and Rehabilitation: New Primary Operating Location in Coatesville (part of 2018 Action Plan Amendment 1)	\$ 300,000	\$ 300,000				
Coatesville Area Public Library Association	Capital Improvement Project	\$ 454,121	\$ 454,121				
Housing Partnership of Chester County	Coatesville Development Project (Part of 2018 Action Plan Amendment 1)	\$ 400,000	\$ 400,000				
Housing Partnership of Chester County	Housing Rehab Program and Senior Home Maintenance Program	\$ 300,000	\$ 200,000				\$ 100,000
Human Services, Inc.	Acquisition of 50 James Buchanan Place	\$ 485,000	\$ 485,000				
Valley Township	Hemlock Ave. Bridge Rehab	\$ 348,000	\$ 348,000				

CDBG - Community Development Block Grant, **CSBG** - Community Services Block Grant, **ESG** - Emergency Solutions Grant
HTP - Housing Trust Program, **CHDO** - Community Housing Development Organization

Executive Summary

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

1. Introduction

The U.S. Department of Housing and Urban Development (HUD) allocates entitlement block grant funding to local and state governments to carry out a variety of housing and community development activities. The Action Plan presents the specific activities that will be undertaken in 2019 to achieve Chester County's five-year Consolidated Plan (2018-2022) strategies and goals pertaining to affordable housing, homelessness, special needs housing and economic and community development. In addition, the Action Plan assigns Objectives and Outcomes to each funded activity for 2019. This system facilitates the reporting of accomplishments for each of these activities at the close of the program year. The specific Outcomes and Objectives for each activity can be found in AP-20 Annual goals and objectives. The 2019 Action Plan is the formal application to HUD for these entitlement block grants based on estimated funding levels, and administered by the Chester County Department of Community Development (DCD):

- Community Development Block Grant: \$
- HOME Investment Partnerships: \$
- Emergency Solutions Grant: \$

The 2019 Action Plan also describes how the County plans to use Housing Trust Program (HTP) funds, which are generated from fees associated with real estate transactions, for affordable housing activities. As Chester County's Community Action Agency, DCD will administer Community Services Block Grant funding, subcontracting with local non-profit agencies to carry out activities such as case management and job readiness program that are designed to help people become self-sufficient.

The many activities and initiatives are designed to strengthen both communities and individuals. Over 95% of the funds will be utilized to benefit low to moderate income county residents. In an effort to focus attention on the areas of greatest need, DCD funding is typically concentrated in urban centers, with resources allocated for countywide activities. DCD will work closely with local governments, nonprofit agencies, housing developers, and concerned residents during 2019 to ensure that the hard work and designated funding has a positive impact throughout the county.

Furthermore, all activities will be completed in accordance with and in an effort to achieve the goals and actions of the Chester County Assessment of Fair Housing, 2018-2022.

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.

Detailed information regarding 2018 goals and objectives is included in section AP-20 of the Annual Plan. The Chester County Consolidated Plan, 2018-2022 identifies the following goals:

- Support Affordable Housing Activities
- Support Efforts to Prevent and End Homelessness
- Support Vital Public Service Activities
- Support Public Facility and Infrastructure Improvements
- Support Economic Development

These goals seek to address priority needs, including:

- Chronically Homeless
- Fair Housing
- General Occupancy Rental Units
- Homeless Prevention
- Housing Stabilization Services
- Promoting and Sustaining Homeownership
- Public Facilities
- Public Infrastructure

Furthermore, the goals and actions in this plan will affirmatively further fair housing by referencing the Chester County Assessment of Fair Housing, 2018-2022.

3. Evaluation of past performance

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

At the end of each program year, a Consolidated Annual Performance and Evaluation Report (CAPER) is compiled. The CAPER explains how the previous year's activities fared and documents the County's progress toward achieving the Consolidated Plan's goals and objectives.

DCD uses the CAPER as a summary of the accomplishments resulting from funded activities during the preceding calendar year, which helps define how future funds are allocated.

Going forward, DCD is utilizing an updated Request for Proposals (RFP) scoring process that takes past performance more strongly into account.

4. Summary of Citizen Participation Process and consultation process

Summary from citizen participation section of plan.

Summary from citizen participation section of plan. To notify the public about the Action Plan, DCD runs a public announcement ad in the Daily Local News, as well as its newly rebranded e-newsletter launch to approximately 1,000 subscribers, notifying the public the Action Plan is available to view for a 30 day public comment period. The Action Plan is made available for public viewing at the Chester County Department of Community Development's office, as well as online at www.chesco.org/CCDCD. In addition to this, a public hearing is held at an accessible location in which the Action Plan is explained and public comments are recorded.

The 2019 Public Hearing was held to listen to citizens needs and help to direct the County's goals. DCD takes into account public feedback during the goal setting and planning process.

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.

Please reference attached public participation materials.

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

7. Summary

In addition to implementing the Community Development Block Grant (CDBG), HOME Investment Partnerships Program, and Emergency Solutions Grant (ESG), DCD serves as the Continuum of Care (CoC) lead agency in Chester County. DCD also administers Community Services Block Grant (CSBG), Pennsylvania Human Services Block Grant (HSBG), and Pennsylvania Housing Affordability and Rehabilitation Enhancement (PHARE) state housing trust funds.

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

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

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

Agency Role	Name	Department/Agency
Lead Agency	CHESTER COUNTY	
CDBG Administrator	CHESTER COUNTY	Department of Community Development
HOPWA Administrator		
HOME Administrator	CHESTER COUNTY	Department of Community Development
ESG Administrator	CHESTER COUNTY	Department of Community Development
HOPWA-C Administrator		

Table 1 – Responsible Agencies

Narrative (optional)

Chester County Department of Community Development is responsible for the proper administration of the CDBG, ESG, and HOME Program Funds outlined in the this plan.

Consolidated Plan Public Contact Information

Patrick Bokovitz, Director of Chester County Department of Community Development

Government Services Center

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

1. Introduction

The priority needs and goals identified by the Chester County Department of Community Development (DCD) in its Consolidated Plan, 2018-2022 will guide its future funding awards and programming for the Community Development Block Grant (CDBG), Emergency Solutions Grant (ESG), and HOME Investment Partnerships Program (HOME), as well as allocations of its Housing Trust Program. The consolidated planning process began with the development of the Chester County Assessment of Fair Housing, 2018-2022, partnering with the Housing Authority of Chester County (HACC).

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

DCD has strong partnerships and coordinates with many agencies in the community. For example, DCD has a memorandum of understanding with the Chester County Department of Human Services to administer HealthChoices Reinvestment funds to further housing options for persons with mental health disabilities.

The DCD Director, Deputy Director and other staff participate in a multitude of community activities and boards throughout the county. The DCD Director also serves as the local Workforce Development Board Director and the Chair of the Board of the Housing Authority of Chester County. Decade to Doorways plays a critical role in facilitating these partnerships between public agencies and non-profit organizations, including service providers, through shared data about vulnerable populations.

Decade to Doorways has a Governance Board that oversees a variety of working committees. The committees focus on specific issues such as coordinated entry oversight, system performance outcome measurement, the Continuum of Care application, data quality management, permanent housing options, and community outreach. This strengthens efforts to provide community service, housing, health, workforce, and other needs for Chester County residents.

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.

Chester County, through the Department of Community Development (DCD), serves as the jurisdiction's Continuum of Care Lead Agency. The Decade to Doorways Plan to Prevent and End Homelessness serves as the guiding document that outlines the goals, strategies and benchmarks to be accomplished to address the needs of persons experiencing homelessness. Program efforts focus

specifically on vulnerable populations, including the chronically homeless and families experiencing homelessness.

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

Serving as the jurisdiction's Continuum of Care Lead Agency, DCD makes funding recommendations to the County Board of Commissioners based on the goals and strategies outlined in the Consolidated Plan and Decade to Doorways Implementation and Governance Structure. The Commissioners ultimately decide whether to approve those recommendations. DCD, as the CoC lead, is also responsible for establishing the policies and procedures and for the administration of the jurisdiction's Chester County Client Information Management System (CCCIMS). DCD employs a dedicated CCCIMS staff person to ensure data integrity and maintain compliance with all federal HMIS and Hearth Act regulations.

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	HOUSING AUTHORITY OF CHESTER COUNTY
	Agency/Group/Organization Type	PHA
	What section of the Plan was addressed by Consultation?	Public Housing Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The Housing Authority of Chester County was consulted regarding the 2019 Action Plan section AP-60. It provided discussion about the actions planned during the next year to address the needs of public housing.

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

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	Chester County Department of Community Development	Homeless and Special Needs; Consolidated Plan 2018-2022 Goals
Workforce Innovation & Opportunity Act Local Plan	Chester County Department of Community Development	The WIOA plan corresponds to workforce goals throughout Chester County and to economic development goals of the Strategic Plan of Consolidated Plan, 2018-2022
Assessment of Fair Housing, 2018-2022	Chester County Department of Community Development	AFH goals are directly integrated into the Strategic Plan of Consolidated Plan, 2018-2022
Decade to Doorways 2018-2020 Operational Plan	Chester County Department of Community Development	Homeless and Special Needs; Consolidated Plan 2018-2022 Goals

Table 3 – Other local / regional / federal planning efforts

Narrative (optional)

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**

Citizen Participation Outreach

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
1	Public Hearing	Non-targeted/broad community	Public hearing on October 30, 2018 at 6:00 p.m. at the Coatesville Area Public Library.			
2	Newspaper Ad	Persons with disabilities Non-targeted/broad community	Advertisement of the October 30, 2018 public hearing and 30 day comment period.			

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	Internet Outreach	Non-English Speaking - Specify other language: Google Translate supports 100+ languages Non-targeted/broad community	Advertisement of the October 30, 2018 public hearing and 30 day comment period on the DCD website.			www.chesco.org/CCD CD

Table 4 – Citizen Participation Outreach

Expected Resources

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

Introduction

The County of Chester anticipates receiving Community Development Block Grant, Emergency Solutions Grant, and HOME Investment Partnerships Program funds from HUD, during the five year period of this Consolidated Plan. These funding sources will also be leveraged by the county's Housing Trust Fund and other available resources such as the Community Services Block Grant and the Pennsylvania Housing Trust (PHARE).

Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	2,561,340	0	0	2,561,340	6,454,204	

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
HOME	public - federal	Acquisition Homebuyer assistance Homeowner rehab Multifamily rental new construction Multifamily rental rehab New construction for ownership TBRA	1,152,764	0	0	1,152,764	2,018,516	
ESG	public - federal	Conversion and rehab for transitional housing Financial Assistance Overnight shelter Rapid re-housing (rental assistance) Rental Assistance Services Transitional housing	209,176	0	0	209,176	589,080	

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
Other	public - local	Acquisition Admin and Planning Homeowner rehab Multifamily rental new construction Rapid re-housing (rental assistance)	360,000	0	0	360,000	1,240,000	

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

Chester County uses a variety of other sources to supplement its federal entitlement funding from HUD. Additionally, its subrecipients frequently use public funding, foundation and corporate grants, private loans, in kind contributions, and general donations. In many cases, the credibility and commitment that accompany a federal funding award letter reassures other grant makers about the quality of the activity. Knowing this, the Department of Community Development (DCD), takes seriously the obligation to work with its community partners.

The DCD entitlement application requires that applicants identify their efforts in obtaining other public and private resources that address needs identified in the Consolidated Plan, as well as other critical County planning documents. DCD encourages applicants to secure leveraged funding for proposed activities. All agencies receiving entitlement funding are required to provide a certification of any matching funds for the activity. This certification is documented in the agency’s file and is applied to the HOME match report.

It is important to note that DCD receives County Housing Trust Program and Community Revitalization Program funding that is allocated to activities supporting housing and community development initiatives. In 2018, DCD leveraged nearly \$3 million of these funds to address needs identified in the Consolidated Plan. Housing activities funded by DCD usually utilize some combination of HUD entitlement funds, state grant

funding through the Pennsylvania Housing Finance Agency's PennHOMES or the Pennsylvania Housing Affordability and Rehabilitation Enhancement (PHARE) State Housing Trust Fund programs, tax credits and other funding such as HUD's Section 202 program for elderly housing. In 2019, Home4Good awards, provided by the Pennsylvania Housing Finance Agency and Federal Home Loan Bank Pittsburgh, will provide additional new funding sources to Chester County providers. Similarly, community services and homeless assistance activities typically leverage private foundation funding. Leveraged funds for the First Time Homebuyer program come from loans from private lending institutions.

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

N/A

Discussion

In addition to leveraging available funds to offer programs and services to Chester County residents, DCD routinely provides letters of support or certifications of consistency with the Consolidated Plan to agencies when they apply for other funding to support activities that address the identified needs. Projecting entitlement funding allocations through program year 2022 continues to be challenging due to uncertainty in the federal budget. For the purposes of completing the Consolidated Plan, the "Expected Amount Available Remainder of Con Plan" balance was based off of 2017 entitlement amounts.

Annual Goals and Objectives

AP-20 Annual Goals and Objectives

Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Support Affordable Housing Activities (AFH #1)	2018	2022	Affordable Housing	Chester County	General Occupancy Rental Units Promoting and Sustaining Homeownership Housing Stabilization Services AFH: Location/type of affordable housing AFH: Availability of affordable units; size ranges AFH: Lack of housing with supportive services	CDBG: \$450,000 HOME: \$2,246,004 County Housing Trust: \$235,000	Other: 1 Other

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
2	Support Efforts to Prevent and End Homelessness	2018	2022	Homeless	Coatesville Neighborhood Revitalizing Strategy Area Chester County County-wide Low Mod Block Group	Homeless Prevention Chronically Homeless Housing Stabilization Services	CDBG: \$188,044 ESG: \$15,000 County Housing Trust: \$95,000	Public service activities other than Low/Moderate Income Housing Benefit: 1000 Persons Assisted Tenant-based rental assistance / Rapid Rehousing: 40 Households Assisted Homeless Person Overnight Shelter: 275 Persons Assisted Homelessness Prevention: 40 Persons Assisted
3	Support Vital Public Service Activities (AFH #7)	2018	2022	Non-Homeless Special Needs	Coatesville Neighborhood Revitalizing Strategy Area Chester County	Fair Housing Public Facilities Housing Stabilization Services AFH: Need for awareness	CDBG: \$167,000	Public service activities other than Low/Moderate Income Housing Benefit: 460 Persons Assisted Public service activities for Low/Moderate Income Housing Benefit: 135 Households Assisted
4	Support Public Facilities and Infrastructure	2018	2022	Non-Housing Community Development	Coatesville Neighborhood Revitalizing Strategy Area County-wide Low Mod Block Group	Public Facilities Public Infrastructure	CDBG: \$1,287,121	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 8664 Persons Assisted

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
5	Support Planning and Administration	2018	2022	Planning and Administration	Coatesville Neighborhood Revitalizing Strategy Area Chester County County-wide Low Mod Block Group	Planning and Administration	CDBG: \$512,268 HOME: \$1,515,276 ESG: \$15,688	Other: 1 Other
6	AFH: Coordination of providers	2018	2022	Affordable Housing Homeless	Chester County	AFH: Availability of affordable units; size ranges AFH: Impediments to mobility AFH: Public Housing for those with disabilities AFH: Location of accessible housing	County Housing Trust: \$1	Other: 1 Other
7	AFH: Expand transportation opportunities	2018	2022	Affordable Housing Public Housing Non-Housing Community Development	Chester County	AFH: Public transportation AFH: Transportation for people with disabilities	County Housing Trust: \$1	Other: 1 Other
8	AFH: Expanding opportunities	2018	2022	Non-Housing Community Development	Chester County	AFH: Lack of private investment AFH: Location of employers	County Housing Trust: \$1	Other: 1 Other

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
9	AFH: Create awareness	2018	2022	Affordable Housing Homeless Non-Housing Community Development	Chester County	AFH: Quality of housing education programs AFH: Need for awareness	County Housing Trust: \$1	Other: 1 Other
10	AFH: Integrate housing efforts	2018	2022	Affordable Housing Public Housing Homeless	Chester County	AFH: Location/type of affordable housing AFH: Public Housing for those with disabilities AFH: Lack of housing with supportive services AFH: Assistance transitioning: integrated housing AFH: Quality of housing education programs	County Housing Trust: \$1	Other: 1 Other

Table 6 – Goals Summary

Goal Descriptions

1	Goal Name	Support Affordable Housing Activities (AFH #1)
	Goal Description	Funding includes \$250,000 in additional CDBG funds for Pennrose's Liberty House Rehabilitation Activity, the details of which are included in the 2018 Action Plan.
2	Goal Name	Support Efforts to Prevent and End Homelessness
	Goal Description	
3	Goal Name	Support Vital Public Service Activities (AFH #7)
	Goal Description	
4	Goal Name	Support Public Facilities and Infrastructure
	Goal Description	
5	Goal Name	Support Planning and Administration
	Goal Description	
6	Goal Name	AFH: Coordination of providers
	Goal Description	
7	Goal Name	AFH: Expand transportation opportunities
	Goal Description	
8	Goal Name	AFH: Expanding opportunities
	Goal Description	

9	Goal Name	AFH: Create awareness
	Goal Description	
10	Goal Name	AFH: Integrate housing efforts
	Goal Description	

Projects

AP-35 Projects – 91.220(d)

Introduction

The projects outlined below serve as Chester County's organizational structure under which 2019 Action Plan activities can be tracked and associated. All projects listed below align with priorities included in the Consolidated Plan, 2018-2022.

Projects

#	Project Name
1	Housing and Community Support Services
2	Homeless Shelter
3	Affordable Housing
4	Housing Rehabilitation
5	Community Revitalization
6	HESG 2019
7	Planning and Administration

Table 7 - Project Information

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

A diverse array of services will be carried out in 2019 for individuals and families in need. The 2019 activities include a significant emphasis on Affordable Housing, by supporting the construction of three new affordable housing rental developments, continued rehabilitation of Liberty House, the first time homebuyer program, and the Coatesville Development Project.

Significant entitlement funding is allocated to Housing and Community Support Service activities that provide financial assistance, support services and other means of assistance aimed at housing stabilization and homelessness prevention. Funding for emergency shelter operations and maintenance is also supported.

AP-38 Project Summary
Project Summary Information

1	Project Name	Housing and Community Support Services
	Target Area	Chester County
	Goals Supported	Support Affordable Housing Activities (AFH #1) Support Efforts to Prevent and End Homelessness Support Vital Public Service Activities (AFH #7)
	Needs Addressed	Fair Housing Homeless Prevention Promoting and Sustaining Homeownership Housing Stabilization Services AFH: Location/type of affordable housing AFH: Impediments to mobility AFH: Quality of housing education programs AFH: Need for awareness
	Funding	CDBG: \$760,044 County Housing Trust: \$80,000
	Description	To support housing and community service activities throughout Chester County.
	Target Date	12/31/2019
	Estimate the number and type of families that will benefit from the proposed activities	In 2019, approximately 5,395 individuals and 80 households will benefit from the proposed activities. A majority of these individuals and families will be low-income households.
	Location Description	The activities will occur County-wide.

	Planned Activities	<ul style="list-style-type: none"> • Fair Housing Rights Center in Southeastern PA: Fair Housing Activities • Family Service of Chester County: ConnectPoints Coordinated Entry System • The Housing Authority of the County of Chester: Housing Locator Program • Housing Partnership of Chester County, Inc.: Housing Counseling Services • Human Services, Inc.: Emergency Rental Assistance • Human Services, Inc.: Acquisition of 50 James Buchanan Place • Kennett Area Community Services: Homeless Prevention, Diversion, and Rapid Rehousing • Legal Aid southeastern Pennsylvania, Inc. : Legal Services • Open Hearth, Inc. : Goal Achievement Program, Family Savings Partner Program, Financial Insight Resource Management (GAP/FSP/FIRM) <p>Other related activities are supported by the Chester County Department of Community Development through a variety of other funding streams, including, but not limited to the Community Services Block Grant, Human Services Block Grant, and state housing trust funds.</p>
2	Project Name	Homeless Shelter
	Target Area	Chester County
	Goals Supported	Support Efforts to Prevent and End Homelessness Support Vital Public Service Activities (AFH #7) AFH: Coordination of providers AFH: Integrate housing efforts
	Needs Addressed	Homeless Prevention Chronically Homeless Housing Stabilization Services
	Funding	CDBG: \$60,000 County Housing Trust: \$15,000
	Description	To fund shelter activities throughout Chester County (does not include Emergency Solutions Grant activities).
	Target Date	12/31/2019

	Estimate the number and type of families that will benefit from the proposed activities	In 2019, 175 persons will benefit from these activities, the majority of whom have low to moderate incomes.
	Location Description	These homeless shelter activities will serve participants county-wide.
	Planned Activities	<ul style="list-style-type: none"> • Domestic Violence Center of Chester County: Emergency Shelter and Safe House • Safe Harbor of Chester County: Emergency Shelter and Case Management <p>Other related activities are supported by the Chester County Department of Community Development through a variety of other funding streams, including, but not limited to, the Community Services Block Grant, Human Services Block Grant, and state housing trust funds.</p>
3	Project Name	Affordable Housing
	Target Area	Chester County
	Goals Supported	Support Affordable Housing Activities (AFH #1) Support Efforts to Prevent and End Homelessness AFH: Integrate housing efforts
	Needs Addressed	Fair Housing Homeless Prevention General Occupancy Rental Units Promoting and Sustaining Homeownership AFH: Location/type of affordable housing AFH: Availability of affordable units; size ranges AFH: Location of accessible housing
	Funding	HOME: \$2,246,004
	Description	Affordable housing activities support the creation and rehabilitation of rental activities, as well as the first time homebuyers program.
	Target Date	12/31/2022
	Estimate the number and type of families that will benefit from the proposed activities	Ten households will benefit from the first-time homebuyer program and 156 affordable units will be created in Chester County.

	Location Description	<ul style="list-style-type: none"> • First-time homebuyer activities will occur County-wide • The Aston Parke Senior Apartments will be located in Caln Township • The Eagleview Senior Housing will be located at 115 Buchanan Street in the Borough of Phoenixville • Liberty Village will be located in Schuylkill Township
	Planned Activities	<ul style="list-style-type: none"> • Community Basics, Inc.: Caln Township Senior Apartments (Aston Parke Apartments) • Eagleview Senior Housing (Hankin Group): 115 Buchanan Street Senior Housing • Housing Partnership of Chester County, Inc: First Time Homebuyer Program • Pennrose Properties, LLC: Liberty Village • PETRA Community Housing: CHDO Operating Assistance
4	Project Name	Housing Rehabilitation
	Target Area	Coatesville Neighborhood Revitalizing Strategy Area Chester County
	Goals Supported	Support Affordable Housing Activities (AFH #1)
	Needs Addressed	Fair Housing Promoting and Sustaining Homeownership Housing Stabilization Services AFH: Displacement of residents; economic pressure AFH: Location/type of affordable housing AFH: Location of accessible housing AFH: Deteriorated and abandoned properties
	Funding	CDBG: \$200,000 County Housing Trust: \$235,000
	Description	Support housing rehabilitation activities for eligible low income homeowners throughout Chester County.
	Target Date	12/31/2019

	Estimate the number and type of families that will benefit from the proposed activities	An estimated 130 low income homeownership households will benefit from rehabilitation activities.
	Location Description	Rehabilitation activities occur throughout Chester County.
	Planned Activities	<ul style="list-style-type: none"> • Good Neighbors, Inc.: Home Repairs for low-Income Homeowners • Good Works, Inc.: Repairing Housed for Low-Income Residents • Housing Partnership of Chester County, Inc.: Housing Rehabilitation Program • Housing Partnership of Chester County, Inc.: Senior Citizen Home Maintenance Program
5	Project Name	Community Revitalization
	Target Area	Coatesville Neighborhood Revitalizing Strategy Area County-wide Low Mod Block Group
	Goals Supported	Support Public Facilities and Infrastructure AFH: Expanding opportunities
	Needs Addressed	Public Facilities Public Infrastructure
	Funding	CDBG: \$802,121
	Description	To undertake eligible community development efforts in Chester County, including community facilities and public works activities.
	Target Date	12/31/2020
	Estimate the number and type of families that will benefit from the proposed activities	4,864 people will benefit from the proposed activities, the majority of whom will have low to moderate incomes.
	Location Description	The Coatesville Area Public Library Capital Improvement Project will take place in the City of Coatesville, within the Coatesville Neighborhood Revitalization Strategy Area. The Hemlock Avenue Bridge Rehabilitation will take place in Valley Township.
	Planned Activities	<ul style="list-style-type: none"> • Coatesville Area Public Library: Capital Improvement Project • Valley Township: Hemlock Avenue Bridge Rehabilitation

6	Project Name	HESG 2019
	Target Area	Coatesville Neighborhood Revitalizing Strategy Area Chester County County-wide Low Mod Block Group
	Goals Supported	Support Efforts to Prevent and End Homelessness Support Planning and Administration AFH: Coordination of providers AFH: Create awareness AFH: Integrate housing efforts
	Needs Addressed	Homeless Prevention Chronically Homeless Housing Stabilization Services Planning and Administration AFH: Lack of housing with supportive services
	Funding	ESG: \$209,176
	Description	Includes all federal Emergency Solutions Grant programming, including planning and administration.
	Target Date	12/31/2019
	Estimate the number and type of families that will benefit from the proposed activities	In 2019, approximately 100 people and 25 households will benefit from the proposed activities, the majority of whom will be low income.
	Location Description	Services will take place County-wide and in the Coatesville Neighborhood Revitalization Strategy Area.
	Planned Activities	<ul style="list-style-type: none"> • Community, Youth, and Women's Alliance: Sheltre and Case Management • Human Services, Inc.: Rapid Rehousing Administration
7	Project Name	Planning and Administration
	Target Area	
	Goals Supported	
	Needs Addressed	
	Funding	:
	Description	
	Target Date	

	Estimate the number and type of families that will benefit from the proposed activities	
	Location Description	
	Planned Activities	Support planning and administration associated with CDBG and HOME activities. Emergency Solutions Grant planning and administration is included under the project "HESG 2019."

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 2019 Action plan activities provide services to income-eligible persons throughout Chester County. The 2019 activities cover a geographically diverse area, although urban center areas typically see the greatest need for providing assistance to low-income clients. Historically, funding has focused on urban center locations that include the City of Coatesville, Phoenixville, West Chester, Oxford, South Coatesville, and Kennett Square. Efforts have been made in 2019 funding decisions to allocate resources in proximity to these areas of greatest need.

Geographic Distribution

Target Area	Percentage of Funds
Coatesville Neighborhood Revitalizing Strategy Area	12
Chester County	54
County-wide Low Mod Block Group	34
Slum/Blight	0

Table 8 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

Comprised of 762 square miles, Chester County in a suburban setting, Chester County has a median household income of \$96,656 (2017 American Community Survey single-year estimates). Despite the relative wealth, there are many areas of low-income concentration that are found mainly in the urban center municipalities. The rationale for allocating investments to assist low-income populations is formed based on the needs as they exist. DCD works to fund a mix of activities: some that provide services throughout the county and some that are easily accessible to those who live in urban center locations.

Discussion

In 2019, Chester County is funding a wide range of construction and community facility activities. Funding has been allocated to:

- Human Services Inc. for a new office in Thorndale, which is a transit oriented location adjacent to Coatesville
- Coatesville Area Public Library Association for capital improvements.

Valley Township will rehabilitate the Hemlock Avenue Bridge with CDBG funding.

Funding for low-mod areas includes:

- Valley Township Hemlock Avenue Bridge
- Phoenixville Senior Housing
- Aston Parke Senior Apartments in Caln Township

Affordable Housing

AP-55 Affordable Housing – 91.220(g)

Introduction

Housing activities are a significant component of the 2019 Action Plan. By allocating HOME funds to three (3) low income housing tax credit activities, all within opportunity areas, DCD anticipates that Aston Parke Apartments in Caln Township, Liberty Village in Schuylkill Township, and Phoenixville Senior Housing in Phoenixville Borough. Construction and occupancy schedules for these activities will depend on 2019 LIHTC awards from the Pennsylvania Housing Finance Agency. 80 homeless households will be served in 2019 by Kenett Area Community Service and Human Services, Inc.

One Year Goals for the Number of Households to be Supported	
Homeless	80
Non-Homeless	140
Special-Needs	2
Total	222

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

One Year Goals for the Number of Households Supported Through	
Rental Assistance	80
The Production of New Units	0
Rehab of Existing Units	132
Acquisition of Existing Units	10
Total	222

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

Discussion

DCD has a variety of housing activities that will be included in future years' housing goals:

- Aston Parke Apartments, a 57 unit senior affordable rental property, to be developed by Community Basics Inc. in Caln Township
- Liberty House, a 50 unit affordable rental property owned by Pennrose Properties in Schuylkill Township, will be rehabilitated. This activity is currently competing for low income housing tax credits. (2018 Action Plan). Liberty House will receive an additional \$250,000 for a total of \$625,000 of CDBG funds.
- Liberty Village, a 49 unit general occupancy affordable rental property, to be developed by Pennrose Properties in Schuylkill Township
- Phoenixville Senior Housing, a 50 unit senior affordable rental property, to be developed by The Hankin Group in Phoenixville Borough

Other activities to be accomplished in 2019 include:

AP-60 Public Housing – 91.220(h)

Introduction

The Housing Authority of Chester County (HACC) has 331 Public Housing (PH) units, of which 125 are owned and managed by other entities. Of the 206 PH units owned and managed by HACC, only 26 are family units; the balance are elderly/disabled apartments in three mid-rise buildings and one garden style complex. It also administers 1,713 Housing Choice Vouchers. The Director of the Chester County Department of Community Development (DCD) was reappointed to the Board of Trustees of the HACC. This involvement helps to guide the activities of HACC, and to increase communication and coordination between DCD and HACC.

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

HACC completed its FY 2018 Annual Plan as well as the Five Year Capital Fund Plan for FY 2018-2022. The Capital Fund Program, which addresses public housing needs only, includes the following activities for FY 2018:

- For Maple, Spruce and Locust Courts (only family site), West Chester – major renovation of townhouses as they become vacant; new windows for Locust Court ; major drain pipe repair at Spruce/Maple; all sites parking lot repair.
- For all elderly/disabled sites – modernization of kitchen and baths; replacement of apartment door hardware with “barrier-free” hardware.
- For King Terrace apartments – purchase and installation of uniform air conditioners for each unit (to replace tenant supplied units).
- Security camera upgrades at all sites.
- Roof and gutter replacement at Oxford Terrace as well as new windows.
- Conduct physical needs assessments for all sites.

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

The HACC has established Resident Councils at each development. Elections are held annually, which HACC monitors and certifies the results. HACC also provides funds to each Resident Council for activities. The president of one of these Resident Councils serves on the HACC’s Board of Commissioners as the resident representative. Concerning homeownership, HACC has a program to encourage and provide assistance to housing choice voucher (HCV) recipients who meet the criteria. The goal of homeownership will be a major program activity for the Family Self-Sufficiency Program. It will continue to be expanded to current HCV holders, with a target of increasing participation to 80 families.

Additionally, the HACC has created and will continue to expand its Supportive Services and Special Programs Division.

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

N/A

Discussion

In 2019, the HACC will review and strengthen the effectiveness of the management improvements begun in 2011. Most planned activities have been successfully completed. The website will continue to be retooled and modernized to make it more efficient, viable and user friendly.

The HCV Program administered by the HACC expects to receive approximately \$14 million in HUD funding for 2019, although funding levels are uncertain. Failure to receive full funding allocation may result in reductions in program services. Dependent upon adequate federal funding, the HACC will continue to issue vouchers (as available) to those at the top of the waiting list and to VASH referrals from the U.S. Department of Veterans Affairs. HACC has been awarded 45 Mainstream Vouchers with funding to begin November 1, 2018.

As funding permits, HACC will continue to support development and redevelopment of affordable housing through the provision of project based vouchers. Effective April 1, 2018 HACC approved Small Area Fair Market Rents, which establishes four tiers of payment standards based on zip codes. These FMRs will change on October 1, 2018 when the FMRs will correspond to six groups according to zip code.

The Housing Authority will continue to implement its preference system in accordance with HUD's PIH 2013-2015 to facilitate addressing the needs to specific populations such as homeless individuals. This activity is an integral part of its active participation in the County's Decade to Doorways initiative to end homelessness, working with five agencies that receive homeless shelter funding to implement a referral system for the homeless families. Qualification for this program will be dependent upon positioning of potential referrals on the homelessness assessment known as the Vulnerability Index Service Prioritization Decision Assistance Tool (VI-SPDAT).

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

Introduction

This section includes an overview of the programs that will be funded in Chester County in 2019, for the homeless and those with special needs. The activities address the emergency shelter and transitional housing needs of homeless individuals and families, along with homeless prevention activities especially for individuals and families with children who have incomes below 30% of the area median income. Activities are also funded to address the special needs of those who are not homeless (i.e., elderly, frail elderly, persons with physical and/or mental disabilities, health, persons with HIV/AIDS, and/or persons with alcohol or other substance abuse problems).

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

Addressing the emergency shelter and transitional housing needs of homeless persons

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 2017, Chester County's Decade to Doorways introduced the Service Prioritization Decision Assistance Tool (SPDAT) to assist with providing a baseline for an individual or household's vulnerability for placement into permanent housing and continued case management support. By having all shelters and case management staff use a uniform assessment tool, providers can more consistently assess client needs and prevent those in permanent housing from returning to homelessness. Through funding from the Pennsylvania Housing Finance Agency's (PHFA) state housing trust fund, DCD is funding three housing stability case managers to serve those placed into permanent housing in the northern, central, and southern portions of Chester County. An additional grant PHARE was received to continue this program through June 2019. This grant will also fund diversion financial assistance and Housing First incentives for providers to place individuals into permanent housing. DCD also submitted a grant in July 2018 to the Pennsylvania Department of Community and Economic Development for Emergency

Solutions Grant rapid rehousing funds to assist approximately 75 households.

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.

In 2019:

- Human Services, Inc. is being funded to provide rental assistance for housing stabilization and homelessness prevention to 40 households;
- Kennett Area Community Services is being funded to provide homeless prevention, diversion, and intervention assistance to 40 households;
- Legal Aid of Southeastern Pennsylvania is receiving funding to provide legal advice and representation to prevent 55 low income Chester County residents from experiencing homelessness by helping them maintain current housing and stabilize expenses.

Discussion

Decade to Doorways (D2D): The Community Plan to Prevent and End Homelessness is a county-wide, solution-focused, strategic action plan to prevent and end homelessness within ten years. The plan outlines a “systems change” approach that aligns all sectors of our community, in a collaborative and coordinated response to preventing and ending homelessness. This change occurs by shifting from a current system that manages homelessness to a new approach that diverts, prevents and rapidly re-houses individuals and families; recognizing that housing is a primary human need and a right for everyone in our community. D2D recently underwent an evaluation by the National Alliance to End Homelessness (NAEH) to improve its homeless response system. These findings and recommendations will guide its Operational Plan for 2018-2020 as Chester County continues to promote a Housing First philosophy. ConnectPoints, the countywide coordinated entry service that helps to better prevent, divert, and connect those experiencing homelessness with appropriate referrals, including shelter placement. Housing Stabilization Specialists take phone calls and triage clients to determine the immediate needs of the household through use of the Vulnerability Index Service Prioritization Decision Assistance Tool (VI-SPDAT). In 2019, ConnectPoints will continue to connect clients to resources that will assist in obtaining and maintaining permanent housing. ConnectPoints operates in compliance with U.S. Department of Housing and Urban Development (HUD) requirements as described in the HEARTH Act, and leverages the capability of Homeless Management Information System (HMIS) to track client and program performance data.

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

Introduction:

The Chester County Department of Community Development (DCD) supports local housing initiatives by ensuring that diverse and affordable housing options are available across the county. Within Chester County, there is a high cost of housing. According to the 2017 American Community Survey (ACS) single year estimates, the median value of a home in Chester County is \$347,700, which is almost double the median value for Pennsylvania of \$181,200. Generally, Chester County has a low supply of affordable renter and homeowner housing, which is illustrated in this report. Developing new affordable housing is limited due to the availability of land high opportunity areas in conjunction with the high land values and development costs such as site infrastructure. Chester County ACS data also reports a median rent of \$1,250 and that 44.2% of county residents pay more 30% of their monthly income toward housing costs.

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

Several actions are currently in effect to remove and ameliorate barriers to affordable housing within the county. ConnectPoints, the countywide program helps to prevent, divert and rapidly re-house those experiencing homelessness, will continue to operate in 2019. Through ConnectPoints, Housing Stabilization Specialists take phone calls and triage clients to determine the immediate emergency needs. They are the single point of access to emergency shelter. The program operates in compliance with U.S. Department of Housing and Urban Development (HUD) requirements as described in the HEARTH Act, and leverages the capability of Homeless Management Information System (HMIS) to track client and program performance data.

Other strategies to be implemented in 2019:

- Sharing information from the Housing Authority of Chester County (HACC) on the Housing Choice Voucher Program and HACC public housing with landlords, residents, and municipal officials.
- The Department of Community Development's (DCD) Entitlement Application for program years 2019-2020 required municipal applicants to submit a zoning ordinance and Fair Housing Compliance Certification Form.
- Housing agencies will continue to be supported by DCD funding in their efforts to provide homeownership counseling and down payment/closing cost assistance to first time homebuyers. DCD will fund fair housing workshops throughout the year that will be available to municipal officials, service providers, Chester County staff, and the community. Public Awareness

activities with a focus on Fair Housing will be held on an ongoing basis. DCD will also prepare and send a minimum of four (4) fair housing e-newsletters.

- DCD will hold tri-annual meetings to recognize the progress of Decade to Doorways, the County's Ten Year Plan to Prevent and End Homelessness.
- DCD will continue meeting with the Chester County Planning Commission to engage regional affordable housing developers in efforts to discuss how to remove barriers to affordable housing in Chester County.
- HACC will continue to provide Housing Locator services, which are an important component to continue Chester County's approach to rapid rehousing and the Housing First philosophy in dealing with the issues of homelessness. The Housing Locator will assist in finding affordable housing for individuals and families experiencing homelessness, as well as organize the Chester County Landlord Forum, which will be held twice in 2019.

Discussion:

AP-85 Other Actions – 91.220(k)

Introduction:

The Housing Authority of Chester County (HACC) and Chester County have organized a Landlord Forum the past nine years to facilitate the increase in supply and effectiveness of housing for low income families, people with disabilities, and older adults in the County. The goals of these forums are to inform landlords of community resources, learn from landlords about their positive and negative experiences with target populations, and to identify ways to collaborate with landlords to overcome barriers and increase affordable housing opportunities. Collaborative efforts continue to focus on recruiting new landlords and to dispel misconceptions about the Housing Choice Voucher Program, as well as highlighting the Program's benefits for landlords. Due to recent success of landlord forums, there will be a spring and fall event in 2019.

Actions planned to address obstacles to meeting underserved needs

The following activities will be funded in 2019 to address obstacles to meeting underserved needs:

- Domestic Violence Center of Chester County is being funded to operate its emergency shelter.
- HACC's Housing Locator will assist in finding affordable housing for 100 individuals and families experiencing homelessness within Chester County.
- The Housing Partnership of Chester County (HPCC) will provide credit counseling for individuals who are having credit issues in order to prevent future credit problems, develop a household budget, and set goals in which results would be achieved. Many individuals have succeeded in this program and gone on to purchase homes through HPCC's first time homebuyer program.

To serve those with disabilities, DCD funds a variety of activities through non-entitlement funding sources:

- Handi-Crafters will receive 2019 funding for its Independent Living Solutions Program, which provides one-on-one case management focused on housing placement services for those who are disabled and facing homelessness, dealing with a housing crisis or in a shelter looking for safe, stabilized, appropriate and affordable housing across Chester County.
- As the lead entity for the Chester County Continuum of Care, DCD funds a variety of housing options for those with mental health needs. A DCD staff member focuses specifically on serving individuals with mental health needs to maintain stable housing.
- DCD also submitted a \$300,000 grant in August 2018 to the PA Department of Community and Economic Development for 2019 funding to conduct accessible housing modifications.

The Chester County Department of Community Development Language Access Plan (LAP) for Limited English Proficient (LEP) Persons was adopted in 2017. This LAP uses the four factor analysis to identify how to improve access to federally assisted programs and activities for LEP individuals. DCD, through the

provision of translated materials, use of bilingual staff, and access to a language access line, will utilize available tools to meet underserved needs among those that do not speak English.

Also in 2017, DCD updated its Affirmative Marketing Plan and its strategies to more effectively reach those least likely to apply for housing.

DCD will include efforts to expand outreach to minority and women owned businesses (MBE/WBE). DCD will leverage the Pennsylvania Housing Finance Agency's MBE/WBE business directory (<https://mwbe.phfa.org/>), which includes search options to filter down to the county level and desired business type or trade. Additional efforts include posting information to the DCD website for eligible businesses that want to be added to the directory. The complete listing of MBE/WBE businesses will be provided by DCD's construction team at pre-bid meetings, as well as at the request of municipalities and organizations carrying out construction activities.

Actions planned to foster and maintain affordable housing

Actions planned to reduce lead-based paint hazards

The County's Emergency Lead Hazard Reduction Program Policy combines the forces of the Chester County Health Department (CCHD), Department of Community Development (DCD), and Housing Partnership of Chester County (HPCC) in utilizing CDBG funds to eliminate lead hazards in low income households. CCHD is thoroughly familiar with the requirements of HUD's Regulations on Lead Based Paint Hazards in Federally Owned Housing and Housing Receiving Federal Assistance. HPCC administers the Lead Hazard Reduction Program for DCD in conjunction with its Homeowners Rehabilitation Program. All contractors participating in the Homeowners Rehabilitation Program have U.S. Environmental Protection Agency Lead Hazard Control Certifications, which are regulated through the Commonwealth of Pennsylvania.

When CCHD determines that lead hazards exist in a home, the owner of the property is issued a written notice to reduce or eliminate the hazard. Qualifying families receive CDBG funds to cover the cost of the lead hazard control work.

This lead hazard control process has been designed with the rehabilitation hard costs predetermined to be between \$5,000 and \$25,000, which is typical for most rehabilitation activities in the County. Per HUD Lead Regulations, rehabilitation hard costs are the construction costs excluding the costs to reduce lead hazards. The rehabilitation work performed as a result of the lead based paint risk assessment will not be considered rehabilitation hard costs, but will instead be identified as lead reduction. If the rehabilitation hard costs exceed \$25,000 per unit, then the activity must abate all of the lead based paint hazards in the unit. The rehabilitation activities over \$25,000 per unit will be addressed on an individual basis. Otherwise all rehabilitation activities under \$25,000 will utilize interim controls that

best suit the property.

DCD uses the most cost effective controls available for the situation, which will eliminate future lead based paint hazards while providing attractive, safe, and affordable housing. The manner in which the lead hazard reduction will occur is made based on the recommendation of the CCHD's Inspector and Environmental Health Specialist Risk Assessor conducting the risk assessment. CCHD is currently under a contract with DCD to provide risk assessments and clearance examinations for rehabilitation of properties within the county. The County of Chester will continue its efforts to reduce the harmful effects of lead based paint over the next year. CCHD and DCD will continue to work together to monitor the health and safety risks created by lead based paint. Areas identified as having greater than 27% pre-1970 housing units will be emphasized as high risk areas in terms of possible lead poisoning hazards. Housing units identified as having lead based paint and containing residents under six years of age will be referred to the appropriate resource for mitigation measures. In addition, the County will seek to further inform and educate municipal officials, landlords, and homeowners in Chester County of the dangers associated with lead based paint, especially for children.

Actions planned to reduce the number of poverty-level families

The Department of Community Development funds a number of poverty reduction activities through the Community Services Block Grant Program (2019) and through its oversight of the Chester County Workforce Development Board (WDB). An example of CSBG programming includes Open Hearth's Goal Achievement Program, Family Savings Partner Program, and Financial Insight and Resource Management Program, which were developed to provide uniform intake and consistent budgeting and household finance assistance, financial/credit counseling, long range planning, social service referrals and advocacy. Please refer to the attached 2019 funding awards sheet for a list of additional CSBG activities.

The WDB oversees the innovative partnership between the PA CareerLink - Chester County and the United Way Financial Stability Center. This one stop structure creates easy access to a coordinated network of employment and financial stability resources from a variety of governmental agencies and non-profit organizations. Resources available through PA CareerLink - Chester County and the United Way Financial Stability Center partners include employer hiring events, career skills development, job training opportunities, programs for displaced workers, re-entry efforts for those formerly incarcerated, youth training and education, and many other innovative activities.

Actions planned to develop institutional structure

In 2019, DCD will work to expand institutional structure by continuing to promote organizational capacity and coordination through the work of its own committees and work groups, and by participating in outside groups. These groups include:

- Chester County Workforce Development Board (WDB) – The DCD Director is also the Executive

Director of the WDB, an interdisciplinary panel that advises DCD on workforce development initiatives.

- Community Action Association of Pennsylvania - promotes statewide and regional collaboration on critical Community Service Block Grant funded issues.
- Decade to Doorways Partnership - The Community's 10-Year Plan to Prevent and End Homelessness, focusing on the implementation of its 2018-2020 Operational Plan. With support and endorsement of the Chester County Board of Commissioners, the goal of the Partnership is to oversee a coordinated community-wide systemic approach to prevent and end homelessness among homeless service providers, private and religious organizations, state and local agencies, foundations, businesses, elected officials, and other organizations while stimulating public opinion and interest, motivating community action, and preventing homelessness.
- Financial Stability Partnership - collaborative effort that coordinates comprehensive guidance for consumers and service providers to access the best suited financial stability services available in Chester County.
- Permanent Housing Options Committee - specifically developed to address the issue of limited resources for people with disabilities in the community, prominent organizations in the disability and housing communities come together to combine their existing resources and, as a result, more effectively serve the community. The goal is to assist people with disabilities over the age of 18, in coordinating a comprehensive array of services and resources essential in reaching their individual, permanent housing goals.
- Local Management Committee - PA Department of Human Services mandated local workgroup that sets policies for and coordinates EARN and Work Ready initiatives in Chester County.
- Mental Health Housing Subcommittee: a subcommittee of the Adult Mental Health Board focused on providing housing and supportive services for homeless and low-income clients diagnosed with mental illness. As a member of the subcommittee, DCD was instrumental in providing technical assistance in the development of the MH Housing Plan and will serve as the Fund Administrator for the Chester County MH Health Choices Reinvestment funds.

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

In 2019, the Chester County Department of Community Development (DCD) will continue to lead "Decade to Doorways: The Community Plan to Prevent and End Homelessness in Chester County". DCD currently serves as the lead agency for the PA-505 Continuum of Care (Chester County Continuum of Care) for the U.S. Department of Housing and Urban Development (HUD). In this role, DCD also serves as the Coordinating Agency for the Decade to Doorways Partnership and the plan. The Coordinating Agency, under the direction of its Executive Director, will provide administrative support, leadership and staffing in support of the Partnership.

Public and private housing and social service agencies and organizations in Chester County have achieved a high level of collaboration in administering programs benefiting low- and moderate-income

people and families. The ongoing implementation of Decade to Doorways will continue throughout 2019 and will have a positive impact on enhancing the coordination between public and private housing providers and social service agencies, strengthening service delivery systems and outcomes. This initiative, guided by its recent 2018-2020 Operational Plan, will be convened through the following structure to carry out the coordination of services.

The implementation structure includes multiple organizational elements and is led by a Governance Board comprised of various community leaders. The Governance Board will oversee a variety of committees to manage the detailed oversight of the Plan. The Coordinating Agency is responsible for the ongoing administrative operational and staff support to provide oversight to Action Teams formed around the strategic goals and objectives of the Plan.

DCD will continue to fund HACC in 2019 to serve as Chester County's Housing Locator, which is an important component to continue Chester County's approach to Rapid Rehousing and the Housing First philosophy in dealing with the issues of homelessness. The Housing Locator, which now includes two staff members, will assist in finding affordable housing for individuals and families experiencing homelessness as well as organize the Chester County Landlord Forum. The Housing Locator will also work in conjunction with Decade to Doorways efforts focusing on permanent housing and housing stabilization. This includes participation in the Decade to Doorways Landlord Engagement Committee and providing information about the status of housing relocation and stabilization services.

Discussion:

The actions for 2019 outlined in this section will help Chester County further realize the successful implementation of strategies to enhance resident's access to quality housing, housing stabilization, homeownership, promoting understanding of diverse populations, and building effective partnerships to maximize resources.

With a unique structure that houses DCD, the Workforce Development Board, and Decade to Doorways, the department is able to provide a broad spectrum of services and funding to respond to community needs. This capability leverages affordable housing, community development, community services, homeless initiatives, and workforce development not as individual issues but as a system that DCD has been highly effective making a positive impact for Chester County residents.

Program Specific Requirements

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

Introduction:

DCD does not limit beneficiaries or give preference to a particular segment of the low income population. DCD integrated its Assessment of Fair Housing (AFH), 2018-2022 to ensure that consideration was given to providing opportunity access. DCD continues to work toward achieving the goals identified in the AFH Action Plan, which addresses communities with disproportionate access to opportunity and individuals in the Coatesville Racially/Ethnically Concentrated Area of Poverty (R/ECAP). Part of this effort includes the proposed Neighborhood Revitalization Strategy Area (NRSA) for the City of Coatesville. DCD's AFH partner, the Housing Authority of Chester County, adopted its Small Area Fair Market Rent program on March 27, 2018 to enhance opportunity area access for low income individuals.

DCD used a two year entitlement application competition for Program Years 2019 and 2022 to solicit and fund projects. This process begins with preparing a timeline for soliciting applications and making funding decisions, as well as preparing detailed application guidelines that include program information, eligibility criteria, and other critical details for administering HUD programs. All applications are submitted to DCD using its online grant portal.

In April 2018, DCD published a public notice in the Chester County Daily Local News (4/15/18) regarding the request for proposals, posted all application guidelines and related content on the DCD website, sent an e-newsletter advertising the RFP availability, and held workshops on May 1, 2018 for the following applications 1) Community Services, 2) Public Works, and 3) Housing and Community Construction.

DCD ensures that all grantees meet compliance requirements, including Uniform Guidance, for making its Program Year 2019 awards.

Chester County DCD determines its own locally calculated 95% homeownership limits in compliance with 24 CFR 92.254(a)(2)(iii). Most recently, DCD provided housing data from the Chester County Assessment Office using the date range of 1/1/2017 through 9/1/2017 for Chester County single family properties. HUD approved the Program Year 2018 95% value limit of \$308,750 on 10/25/17.

Community Development Block Grant Program (CDBG)

Reference 24 CFR 91.220(I)(1)

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

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

Other CDBG Requirements

1. The amount of urgent need activities	0
2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan.	95.00%

HOME Investment Partnership Program (HOME)

Reference 24 CFR 91.220(l)(2)

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

The Department of Community Development (DCD) may use County Housing Trust Program (HTP) Consolidated Plan CHESTER COUNTY 181 OMB Control No: 2506-0117 (exp. 06/30/2018) funds to supplement HOME funds for eligible activities when available. In the past, the Chester County Department of Human Services has also leveraged funding that it oversees to fund affordable rental units.

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

The Department of Community Development will execute and record a mortgage and promissory note (and when applicable a declaration of restrictions) with all eligible homeowners. This will secure HOME funding during the required affordability period. The appropriate resale or recapture language will be included in the recorded documents.

Please see full recapture guidelines attached as an appendix.

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

The Department of Community Development (DCD) will execute and record a mortgage and promissory note (and when applicable a declaration of restrictions) with all eligible homeowners. This will secure HOME funding during the required affordability period. The appropriate resale or recapture language will be included in the recorded documents. DCD's full recapture guidelines are attached as an appendix document. To maintain proper oversight for HOME rental properties in Chester County, DCD will conduct the following financial monitoring practices:

4. Plans for using HOME funds to refinance existing debt secured by multifamily housing that is rehabilitated with HOME funds along with a description of the refinancing guidelines required that will be used under 24 CFR 92.206(b), are as follows:

Historically, the Department of Community Development has not provided any HOME funds for financing existing debt activities.

Emergency Solutions Grant (ESG) Reference 91.220(l)(4)

1. Include written standards for providing ESG assistance (may include as attachment)

See Written Standards for Providing ESG Assistance attachment.

2. If the Continuum of Care has established centralized or coordinated assessment system that meets HUD requirements, describe that centralized or coordinated assessment system.

On July 1, 2013 Decade to Doorways launched the coordinated entry system, ConnectPoints. Through a request for proposals (RFP) and review process, Family Service of Chester County was selected as the provider for ConnectPoints and serves as the single point of access to emergency shelter. Housing Stabilization Specialists take phone calls and conduct the Vulnerability Index Service

Prioritization Decision Assistance Tool (VI-SPDAT) to coordinate and determine access for immediate emergency needs.

3. Identify the process for making sub-awards and describe how the ESG allocation available to private nonprofit organizations (including community and faith-based organizations).

Recipients of additional 2019 and future Emergency Solutions Grant funding to eligible applicants will be selected as a result of a competitive application process, which is made publicly available. The application process will include ongoing technical assistance prior to submittal, review of the applications, site visits where appropriate, rankings, and evaluation discussions. Only applications that comply with federal eligibility guidelines, especially utilization of the HMIS, and that are strategically aligned with at least one of the goals from the Consolidated Plan and Decade to Doorways will be considered for funding. Applicant organizations must describe in detail their Program Management and Organizational Capacity and the proposed Program Design and Service Strategy, which are then scored and ranked by DCD staff. Additionally, all Uniform Guidance compliance criteria will be incorporated when evaluating providers' organizational capacity.

4. If the jurisdiction is unable to meet the homeless participation requirement in 24 CFR 576.405(a), the jurisdiction must specify its plan for reaching out to and consulting with homeless or formerly homeless individuals in considering policies and funding decisions regarding facilities and services funded under ESG.

Chester County consults with homeless/formerly homeless individuals by ensuring a membership position on the Decade to Doorways (D2D) Governance Board. The Governance Board is a main fixture in the Partnership structure for Decade to Doorways: The Community Plan to Prevent and End Homelessness in Chester County and its 2018-2020 Operational Plan. The Governance Board serves as the principle body to lead Annual Action Plan and govern the D2D Plan. It ensures the implementation, monitoring, and achievement of the systemic approach of the D2D Plan in preventing and ending homelessness. The Governance Board is made up of no more than 20 members drawn from a cross section of county-wide leaders, including the business sector, government entities, faith community, funders, and human service providers, and will include the D2D committee chairs. The Governance Board meets bi-monthly. To ensure representation for homeless and formerly homeless individuals, a participant with lived homeless experience serves on the board as well.

5. Describe performance standards for evaluating ESG.

Chester County recognizes the need to collaborate with stakeholders to not only meet but exceed the performance standards outlined below. The performance standards selected will contribute to the ability of Chester County to meet its goals by preventing and ending homelessness across its continuum.

