CHESTER COUNTY, PENNSYLVANIA

CONSOLIDATED PLAN (2018-2022)

2018 ACTION PLAN

HOUSING, COMMUNITY & WORKFORCE DEVELOPMENT

Chester County Department of Community Development
Executive Summary

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

1. Introduction

The Consolidated Plan (2018-2022) describes how the Chester County Department of Community Development (DCD) will allocate the federal funding, which it administers on behalf of the County of Chester, over the next five years. Specifically, the Consolidated Plan outlines strategies, goals and objectives, which will guide DCD in administering and allocating Community Development Block Grant, Emergency Solutions Grant and HOME Investment Partnerships programs. The Consolidated Plan incorporates aspects of the Assessment of Fair Housing and the Decade to Doorways Operational Plan to ensure continuity and cohesion.

DCD frequently collaborates with its many partners and the public. This on-going engagement, which is explained within the attached Citizen Participation Plan, provides regular communication between DCD and the community.

2. Summary of the objectives and outcomes identified in the Plan Needs Assessment Overview

For detailed overview of five year goals and objectives, please refer to section SP-45 of the Strategic Plan. Detailed information regarding 2018 goals and objectives is included in section AP-20 of the Annual Plan.

DCD’s goals include:

- 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
The Consolidated Plan, 2018-2022 also integrates the goals and action items identified in Chester County's Assessment of Fair Housing.

3. **Evaluation of past performance**

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**

A detailed summary of citizen participation efforts is included in section PR-15. Citizen participation efforts began with the development of the Chester County Assessment of Fair Housing, 2018-2022 and continued with the issue of public surveys, municipal urban needs assessments, a public hearing to review the Consolidated Plan and 2018 Action Plan, and using a variety of outreach methods for advertising availability of the draft plan and citizen comment period.

5. **Summary of public comments**

Please reference PR-15 for additional summary of the PR-15, as well as the Public Participation Summary appendix.

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

N/A

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.
The Process

PR-05 Lead & Responsible Agencies 24 CFR 91.200(b)

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

The following are the agencies/entities responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source.

<table>
<thead>
<tr>
<th>Agency Role</th>
<th>Name</th>
<th>Department/Agency</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lead Agency</td>
<td>CHESTER COUNTY</td>
<td></td>
</tr>
<tr>
<td>CDBG Administrator</td>
<td>CHESTER COUNTY</td>
<td>Department of Community Development</td>
</tr>
<tr>
<td>HOPWA Administrator</td>
<td></td>
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<tr>
<td>HOME Administrator</td>
<td>CHESTER COUNTY</td>
<td>Department of Community Development</td>
</tr>
<tr>
<td>ESG Administrator</td>
<td>CHESTER COUNTY</td>
<td>Department of Community Development</td>
</tr>
<tr>
<td>HOPWA-C Administrator</td>
<td></td>
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</tr>
</tbody>
</table>

Table 1 – Responsible Agencies

Narrative

Chester County Department of Community Development (DCD) is responsible for the proper administration of the CDBG, ESG and HOME Program Funds outlined in this plan. DCD also administers Continuum of Care, Workforce Innovation and Opportunity Act (WIOA) funding, Community Service Block Grant (CSBG), Pennsylvania Housing Affordability and Rehabilitation Enhancement (PHARE) state housing trust, and County housing trust funding, among many other resources as available.

Consolidated Plan Public Contact Information

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Chester County Department of Community Development
601 Westtown Road, Suite 365
West Chester, PA 19380-0991
Phone: 610-344-6900
PR-10 Consultation - 91.100, 91.200(b), 91.215(l)

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(l)).

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 and evaluate outcomes, and develop funding, policies and procedures for the 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 establish 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 jurisdictions consultations with housing, social service agencies and other entities

See Table on following pages
<table>
<thead>
<tr>
<th>Agency/Group/Organization</th>
<th>Agency/Group/Organization Type</th>
<th>What section of the Plan was addressed by Consultation?</th>
<th>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 HOUSING AUTHORITY OF CHESTER COUNTY</td>
<td>PHA</td>
<td>Housing Need Assessment, Public Housing Needs, Homelessness Strategy, Market Analysis</td>
<td>The Housing Authority of Chester County provided input into the plan in a variety of ways, including: partner in Chester County Assessment of Fair Housing, 2018-2022; prepared public housing narrative for the Needs Assessment, Market Analysis, and Strategic Plan.</td>
</tr>
<tr>
<td>Chester County Health Department</td>
<td>Housing Services-Health Other government - County</td>
<td>Housing Need Assessment, Lead-based Paint Strategy</td>
<td>The Chester County Health Department administers lead based paint testing services and facilitate lead based paint hazard remediation. It participated in the preparation of the Housing Needs Assessment and in developing the Assessment of Fair Housing.</td>
</tr>
<tr>
<td>Chester County Department of Human Services</td>
<td>Housing Services - Housing Services-Persons with Disabilities Services-homeless Other government - County</td>
<td>Housing Need Assessment, Homelessness Strategy, Homeless Needs - Chronically homeless, Homeless Needs - Families with children, Homelessness Needs - Veterans, Homelessness Needs - Unaccompanied youth</td>
<td></td>
</tr>
<tr>
<td><strong>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</strong></td>
<td>The Chester County Department of Human Services is an active partner, particularly in providing housing for persons with disabilities and serving Chester County’s housing needs. Its employees participate in the Mental Health Adult Subcommittee, Behavioral Health Case Manager Providers meetings, and the ARC of Chester County’s recurring meetings for parents of children with intellectual and/or developmental disabilities. All groups were consulted during preparation of the AFH, informing priority housing needs.</td>
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<tr>
<td><strong>4</strong></td>
<td><strong>Agency/Group/Organization</strong></td>
<td>Chester County Planning Commission</td>
<td></td>
</tr>
<tr>
<td><strong>Agency/Group/Organization Type</strong></td>
<td>Housing</td>
<td></td>
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<td></td>
<td>Other government - County</td>
<td></td>
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<tr>
<td></td>
<td>Planning organization</td>
<td></td>
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<tr>
<td><strong>What section of the Plan was addressed by Consultation?</strong></td>
<td>Housing Need Assessment</td>
<td></td>
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<tr>
<td></td>
<td>Market Analysis</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</strong></td>
<td>The Chester County Planning Commission met regularly throughout the development of the AFH to ensure alignment with assessment of housing needs and goals. The Planning Commission also maintains the Urban Centers Improvement Inventory (UCII) on behalf of Chester County’s 16 urban centers. Updated annually, this assessment provides an accurate, real-time listing of community facilities and public works improvements. The Planning Commission also reviewed the draft 2018-2022 Consolidated Plan for consistency with the update to Landscapes3, the Chester County Comprehensive Plan.</td>
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<tr>
<td><strong>5</strong></td>
<td><strong>Agency/Group/Organization</strong></td>
<td>PETRA COMMUNITY HOUSING, INC.</td>
<td></td>
</tr>
<tr>
<td><strong>Agency/Group/Organization Type</strong></td>
<td>Housing</td>
<td></td>
<td></td>
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<tr>
<td></td>
<td>Housing developer</td>
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<tr>
<td><strong>What section of the Plan was addressed by Consultation?</strong></td>
<td>Housing Need Assessment</td>
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<td></td>
<td>Market Analysis</td>
<td></td>
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</tbody>
</table>
How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?

PETRA Community Housing attended several meetings throughout the development of the AFH to inform the AFH, housing needs, and market analysis. It attended meetings held by the Decade to Doorways Permanent Housing Team, a meeting with members of the public and other providers at King Terrace in Phoenixville, and at the Orion Communities "Community Table" discussion in Phoenixville.

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

Chester County's Citizen Participation Process was designed to be inclusive to all individuals and groups, with appropriate mechanisms for them to contribute. No agency types were omitted from the consolidated planning process.

Other local/regional/state/federal planning efforts considered when preparing the Plan

<table>
<thead>
<tr>
<th>Name of Plan</th>
<th>Lead Organization</th>
<th>How do the goals of your Strategic Plan overlap with the goals of each plan?</th>
</tr>
</thead>
<tbody>
<tr>
<td>Continuum of Care</td>
<td>Chester County Department of Community Development</td>
<td>Homeless and Special Needs, and Strategic Plan of Consolidated Plan 2018-2022</td>
</tr>
<tr>
<td>Workforce Innovation &amp; Opportunity Act Local Plan</td>
<td>Chester County Department of Community Development</td>
<td>The WIOA plan corresponds to workforce goals throughout Chester County and to economic development goals of the Strategic Plan of Consolidated Plan, 2018-2022</td>
</tr>
<tr>
<td>Chester County Assessment of Fair Housing, 2018-20</td>
<td>Chester County Department of Community Development</td>
<td>AFH goals are directly integrated into the Strategic Plan of Consolidated Plan, 2018-2022</td>
</tr>
</tbody>
</table>
Plan to Prevent & End Homelessness in Chester Co

Decade to Doorways (D2D)

D2D’s efforts overlap with content regarding Housing, Homeless and Special Needs, and Strategic Plan of Consolidated Plan, 2018-2022. Decade to Doorways partners, through the Permanent Housing Action Team, that helped shape the goals of the AFH and Consolidated Plan include: Family Service of Chester County, Domestic Violence Center of Chester County, Good Samaritan/Bridge of Hope, Fair Housing Rights Center in Southeastern Pennsylvania, Self Determination Housing Project, Open Hearth, the Housing Authority of Chester County, and the Coatesville Veterans Affairs Medical Center. The 2018-2020 D2D Operational Plan will further leverage Strategic Plan goals, particularly in an effort to make homelessness in Chester County rare, brief, and non-recurring.

Five Year Plan, 2018-2022

Housing Authority of Chester County

The goals identified by the Housing Authority of Chester County’s Five Year Plan are closely aligned with those of DCD.

Landscapes2

Chester County Planning Commission

DCD actively coordinates with the Planning Commission to advance efforts for Chester County’s housing needs. DCD staff participated in steering committees for Landscapes3, the update to the county’s comprehensive plan, and reviewed housing goals.

CSBG Work Plan

Chester County Department of Community Development

DCD serves as the anti-poverty community action agency and administers Community Services Block Grant (CSBG) funds for Chester County. The work plan identifies homeless, special needs, housing, and self-sufficiency needs in Chester County. CSBG funds are leveraged with HUD entitlement funds to further promote efforts to serve individuals and households living in poverty.

Table 3 – Other local / regional / federal planning efforts

Describe cooperation and coordination with other public entities, including the State and any adjacent units of general local government, in the implementation of the Consolidated Plan (91.215(l))

DCD collaborates with other county agencies as appropriate, with its most common partners including the Department of Human Services, Health Department, Planning Commission, County Assistance Office, and Adult Probation.
In addition to administering HUD entitlement funds, DCD receives funding from the Commonwealth of Pennsylvania, including:

- Workforce Innovation and Opportunity Act (from PA Department of Labor and Industry)
- Medical Assistance Transportation Program (from PA Department of Transportation)
- Community Services Block Grant (from PA Department of Community and Economic Development)
- Emergency Solutions Grant (from PA Department of Community and Economic Development; funded through grant application)
- Pennsylvania Housing Affordability and Rehabilitation Enhancement Fund (from PA Housing Finance Agency)
PR-15 Citizen Participation

1. Summary of citizen participation process/Efforts made to broaden citizen participation

Summarize citizen participation process and how it impacted goal-setting

Citizen participation efforts began with the intensive process for developing the Chester County Assessment of Fair Housing, 2018-200. DCD issued a survey to inform public service needs, gauged municipal needs with the annual Urban Center Improvement Inventory, and held a public meeting to review the draft Consolidated Plan goals and priority needs on June 4. A variety of outreach tools were utilized, including public notices in the Daily Local News, distribution of electronic e-newsletters, and postings on LinkedIn, Facebook, and the DCD website. DCD is continuously engaging stakeholders and members of the community through its oversight of the Chester County Workforce Development Board, which has six public meetings per year, and the Decade to Doorways Initiative to End Homelessness in Chester County, which hosts tri-annual meetings and includes diverse resident representation. DCD also engages the public through its implementation of the Medical Assistance Transportation Program and collaboration with other county departments, notably the Chester County Planning Commission’s ongoing Landscapes3 update to the Chester County Consolidated Plan.

These efforts helped inform subsequent goals that address commonly mentioned needs in Chester County, including:

- Chronic homelessness
- Fair housing
- General occupancy rental units
- Homeownership opportunities
- Homeless prevention
- Housing stabilization services
- Public facilities
- Public infrastructure
## Citizen Participation Outreach

<table>
<thead>
<tr>
<th>Sort Order</th>
<th>Mode of Outreach</th>
<th>Target of Outreach</th>
<th>Summary of response/ attendance</th>
<th>Summary of comments received</th>
<th>Summary of comments not accepted and reasons</th>
<th>URL (If applicable)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Public Hearing</td>
<td>Non-targeted/broad community</td>
<td>Chester County conducted three public hearings to gather input as part of the Assessment of Fair Housing and Consolidated Planning process in fall of 2016. Chester County DCD sent e-newsletters, published two public notices in the Daily Local News, and posted information on its website. All locations were accessible to persons with disabilities and a certified Spanish interpreter also attended each hearing. A follow-up public hearing was held in February 2017 to review draft AFH goals and actions. A public hearing to review the Consolidated Plan, including goals for 2018-2022, was held [insert date, 2018]. Information was distributed via e-newsletter, public notice in the Daily Local News, on the DCD website, and through social media (Facebook, LinkedIn).</td>
<td>Please see attached summary of public hearing notes.</td>
<td>N/A</td>
<td></td>
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<tr>
<td>Sort Order</td>
<td>Mode of Outreach</td>
<td>Target of Outreach</td>
<td>Summary of response/ attendance</td>
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<tr>
<td>2</td>
<td>Public Meeting</td>
<td>Non-targeted/broad community Residents of Public and Assisted Housing</td>
<td>Public meetings during the AFH development were held at three public housing developments: King Terrace (Phoenixville), Church Street Towers (West Chester), and Oxford Terrace (Oxford). Representatives of the resident advisory boards and staff attended these meetings. Members of the public and area nonprofit organizations also attended the King Terrace meeting.</td>
<td>Please see attached summary of public meeting notes.</td>
<td>N/A</td>
<td></td>
</tr>
<tr>
<td>3</td>
<td>Public survey</td>
<td>Non-targeted/broad community</td>
<td>Surveys were administered at public meetings and at PA CareerLink Chester County public orientations during the summer of 2017 with the intent of gathering input for public service needs in Chester County.</td>
<td>A total of 57 completed surveys were collected and reviewed.</td>
<td>N/A</td>
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<td>Sort Order</td>
<td>Mode of Outreach</td>
<td>Target of Outreach</td>
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<tr>
<td>4</td>
<td>Newspaper Ad</td>
<td>Persons with disabilities Non-targeted/broad community</td>
<td>Posted public notice in the Chester County Daily Local News for the draft 2018-2022 Consolidated Plan and 2018 Action Plan on May 18, 2018 announcing availability of drafts, public hearing scheduled for June 4, 2018, and comment period extending through June 18, 2018. Notice included directions for those wanting to comment, attend public hearing, or otherwise participate in the comprehensive planning process that need accommodations or interpreter services should contact DCD.</td>
<td>Please see attached summary of comments received.</td>
<td></td>
<td><a href="http://pa.mypublicnotices.com/PublicNotice.asp?Page=PublicNotice&amp;AdId=4633102">http://pa.mypublicnotices.com/PublicNotice.asp?Page=PublicNotice&amp;AdId=4633102</a></td>
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<tr>
<td>Sort Order</td>
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<tr>
<td>5</td>
<td>Internet Outreach</td>
<td>Non-English Speaking - Specify other language: Google Translate supports 100+ languages Non-targeted/broad community</td>
<td>Published DCD e-newsletters for draft 2018-2022 Consolidated Plan and 2018 Action Plan on May 22, May 30, May 31, and June 4 2018 announcing availability of drafts, public hearing scheduled for June 4, 2018, and comment period extending through June 18, 2018. E-Newsletter included hyperlink to online draft of the Consolidated Plan and Action Plan posted at chesco.org/ccdcd. Also updated DCD website for information on the public hearing and posted details to DCD Facebook and LinkedIn pages. All information on DCD website can be translated via Google Translate.</td>
<td>Please see attached summary of comments received.</td>
<td></td>
<td><a href="https://vr2.verticalresponse.com/emails/20890720962324?contact_id=20890728356091&amp;sk=avp4B2JgTjBK1RvFVAOWF5MA656OytCat6L4p_mszgY4=/aHR0cHM6Ly92c2hudmVy6L4pLy92c2hudmVy6L4pLy92c2hudmVy">https://vr2.verticalresponse.com/emails/20890720962324?contact_id=20890728356091&amp;sk=avp4B2JgTjBK1RvFVAOWF5MA656OytCat6L4p_mszgY4=/aHR0cHM6Ly92c2hudmVy6L4pLy92c2hudmVy6L4pLy92c2hudmVy</a></td>
</tr>
<tr>
<td>6</td>
<td>Public Hearing</td>
<td>Non-targeted/broad community</td>
<td>Public hearing draft on June 4, 2018 at 2:00 p.m. for the 2018-2022 Consolidated Plan and 2018 Action Plan at the Chester County Government Services Center. Location is accessible to those with disabilities.</td>
<td>Please see attached summary of comments received.</td>
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<tr>
<td>Sort Order</td>
<td>Mode of Outreach</td>
<td>Target of Outreach</td>
<td>Summary of response/ attendance</td>
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<tr>
<td>7</td>
<td>Internet Outreach</td>
<td>Non-targeted/broad community</td>
<td>E-newsletter sent on June 6, 2018 with public hearing presentation slides from June 4, 2018 public hearing for those unable to attend. Included reminder of public comment period expiring on June 18, 2018 with directions for submitting public comments.</td>
<td>Please see attached summary of comments received.</td>
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</tbody>
</table>

Table 4 – Citizen Participation Outreach
Needs Assessment

NA-05 Overview

Needs Assessment Overview

Chester County is among the fast growing counties in Pennsylvania. In addition to its population, Chester County’s housing costs also continue to rise. According to American Community Survey (ACS) 2009-2013 estimates, 61,254 (31.15%) of the County’s 184,788 households experience cost burden by paying 30% or more their income toward housing costs. The 2009-2013 ACS also shows that Chester County’s median rent is $1,004 per month with a median home value of $325,200; both figures are the highest in southeastern Pennsylvania.

Chester County would benefit from the development of additional safe, decent, and affordable housing. Affordable general occupancy rental housing is a significant need in nearly all Chester County communities. In many municipalities in which rental housing is available, the units have rents that are not manageable for low- and moderate income residents. ACS data shows that there are households living in substandard housing with incomplete plumbing or kitchen facilities, in overcrowded or severely overcrowded conditions, however these housing problems are far less common than cost burden and severe cost burden.

Low income households and those living on fixed incomes, including the elderly and disabled, are particularly vulnerable to the rise in housing costs. The frequency with which housing problems affects Chester County residents:

- 70% of low income households (0-80% Area Median Income) have one or more housing problems
- 43% of low income households have one or more severe housing problems
- 31% of all Chester County households have housing cost burden of greater than 30% of income

The Chester County Assessment of Fair Housing (AFH), 2018-2022 provides a further exploration of disproportionate housing needs, which includes the following problems: housing cost burden (defined as paying more than 30% of income for monthly housing costs including utilities), overcrowding, lacking a complete kitchen, or lacking plumbing. Half of all Hispanic residents experience at least one of these housing problems, while 44.4% of Black residents are faced with housing problems. The American Community Survey (2014 ACS) stated that 32.6% of homeowners and 48.3% of renters in Chester County paid more than 30% of their monthly income toward housing costs. Additionally, the AFH showed that non-family households are the most likely to be affected by one or more household problems with an incidence rate of nearly 44%.

An assessment of municipal public facility needs identified the following as top priorities: neighborhood facilities, followed by parks and recreational facilities and parking facilities. When municipalities identified public improvement needs, the highest priority items were street improvements and tree planting/streetscaping activities, followed by water and sewer improvements, flood drainage improvements, and sidewalks.
A public services needs assessment identified the following as the highest priorities: employment training, affordable rental housing development, health services, homeownership assistance, rental housing services, and mental health services.
NA-10 Housing Needs Assessment - 24 CFR 91.205 (a,b,c)

Summary of Housing Needs

Chester County’s population continues to expand; the number of residents grew 16% between 2000 and 2013. The Delaware Regional Valley Regional Planning Commission projects that the County’s population will be 662,283 by 2045. Along with the increased population, housing costs in Chester County continue to rise. According to American Community Survey (ACS) 2009-2013 estimates, 61,254 (31.15%) of the County’s 184,788 households experience cost burden by paying 30% or more their income toward housing costs. These high housing costs have an adverse impact on low income households, those living on fixed incomes, and senior citizens. Moreover, households struggle to find affordable rental housing stock larger than two bedrooms.

<table>
<thead>
<tr>
<th>Demographics</th>
<th>Base Year: 2000</th>
<th>Most Recent Year: 2013</th>
<th>% Change</th>
</tr>
</thead>
<tbody>
<tr>
<td>Population</td>
<td>433,501</td>
<td>503,075</td>
<td>16%</td>
</tr>
<tr>
<td>Households</td>
<td>163,773</td>
<td>184,788</td>
<td>13%</td>
</tr>
<tr>
<td>Median Income</td>
<td>$65,295.00</td>
<td>$86,050.00</td>
<td>32%</td>
</tr>
</tbody>
</table>

Table 5 - Housing Needs Assessment Demographics

Data Source: 2000 Census (Base Year), 2009-2013 ACS (Most Recent Year)

Number of Households Table

<table>
<thead>
<tr>
<th></th>
<th>0-30% HAMFI</th>
<th>&gt;30-50% HAMFI</th>
<th>&gt;50-80% HAMFI</th>
<th>&gt;80-100% HAMFI</th>
<th>&gt;100% HAMFI</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total Households</td>
<td>13,017</td>
<td>14,140</td>
<td>23,245</td>
<td>14,905</td>
<td>119,489</td>
</tr>
<tr>
<td>Small Family Households</td>
<td>3,435</td>
<td>3,629</td>
<td>7,219</td>
<td>5,652</td>
<td>66,494</td>
</tr>
<tr>
<td>Large Family Households</td>
<td>608</td>
<td>939</td>
<td>2,020</td>
<td>1,236</td>
<td>12,869</td>
</tr>
<tr>
<td>Household contains at least one person 62-74 years of age</td>
<td>2,084</td>
<td>2,923</td>
<td>5,349</td>
<td>3,427</td>
<td>21,867</td>
</tr>
<tr>
<td>Household contains at least one person age 75 or older</td>
<td>3,044</td>
<td>4,158</td>
<td>4,284</td>
<td>1,813</td>
<td>7,896</td>
</tr>
<tr>
<td>Households with one or more children 6 years old or younger</td>
<td>1,821</td>
<td>2,027</td>
<td>3,141</td>
<td>2,149</td>
<td>16,211</td>
</tr>
</tbody>
</table>

Table 6 - Total Households Table

Data Source: 2009-2013 CHAS
Housing Needs Summary Tables

1. Housing Problems (Households with one of the listed needs)

<table>
<thead>
<tr>
<th></th>
<th>Renter</th>
<th>Owner</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>0-30% AMI</td>
<td>&gt;30-50% AMI</td>
<td>&gt;50-80% AMI</td>
</tr>
<tr>
<td>Substandard Housing - Lacking complete plumbing or kitchen facilities</td>
<td>466</td>
<td>264</td>
<td>225</td>
</tr>
<tr>
<td>Severely Overcrowded - With &gt;1.51 people per room (and complete kitchen and plumbing)</td>
<td>140</td>
<td>113</td>
<td>83</td>
</tr>
<tr>
<td>Overcrowded - With 1.01-1.5 people per room (and none of the above problems)</td>
<td>173</td>
<td>188</td>
<td>319</td>
</tr>
<tr>
<td>Housing cost burden greater than 50% of income (and none of the above problems)</td>
<td>4,732</td>
<td>2,877</td>
<td>1,357</td>
</tr>
<tr>
<td>Housing cost burden greater than 30% of income (and none of the above problems)</td>
<td>437</td>
<td>1,696</td>
<td>3,867</td>
</tr>
</tbody>
</table>

Consolidated Plan
CHESTER COUNTY

OMB Control No: 2506-0117 (exp. 06/30/2018)
Table 7 – Housing Problems Table

2. Housing Problems 2 (Households with one or more Severe Housing Problems: Lacks kitchen or complete plumbing, severe overcrowding, severe cost burden)

Table 8 – Housing Problems 2

3. Cost Burden > 30%
### 4. Cost Burden > 50%

<table>
<thead>
<tr>
<th></th>
<th>Renter</th>
<th>Owner</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>0-30% AMI</td>
<td>&gt;30-50% AMI</td>
<td>&gt;50-80% AMI</td>
</tr>
<tr>
<td>Small Related</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Large Related</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Elderly</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Other</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Total need by income</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Table 10 – Cost Burden > 50%**

*Data Source: 2009-2013 CHAS*

### 5. Crowding (More than one person per room)

<table>
<thead>
<tr>
<th></th>
<th>Renter</th>
<th>Owner</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>0-30% AMI</td>
<td>&gt;30-50% AMI</td>
<td>&gt;50-80% AMI</td>
</tr>
<tr>
<td>Single family households</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Multiple, unrelated family households</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Other, non-family households</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Total need by income</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Table 11 – Crowding Information – 1/2**

*Data Source: 2009-2013 CHAS*
Describe the number and type of single person households in need of housing assistance.

The HUD tables above indicate that there are 885 single family renter households and 179 single family household property owners that reside below 80% of the median income threshold and live in crowded conditions that could be cost burdened and eligible for housing assistance.

Estimate the number and type of families in need of housing assistance who are disabled or victims of domestic violence, dating violence, sexual assault and stalking.

The 2009-2013 ACS states that Chester County has 37,981 people with disabilities, which makes up 7.6% of the noninstitutionalized population. The number of disabled individuals with identified housing problems is not known, however many of these households may require costly modifications to make the units in which they reside livable.

According to the Chester County Client Information System (CCClMS), in 2016 there were 167 people entering the homeless system who identified as victims of domestic violence. Of those, 97 said the experience was more than a year ago. The other 70 individuals said the most recent experience with domestic violence was within the last 12 months.

There are challenges in accurately estimating the number of domestic violence victims. The Department of Justice, Bureau of Justice Statistics (2015) estimates that two thirds (2/3) of sexual assaults are unreported.

What are the most common housing problems?

The data tables show the impact that housing cost burden has on renters and owners in Chester County, which corresponds to feedback provided by members of the public, other local governmental agencies, providers, and those in the private sector. Although the data tables indicate that there are households living in substandard housing with incomplete plumbing or kitchen facilities, in overcrowded or severely overcrowded conditions, these problems are far less common than cost burden.

The number of low income rental households below 80% of Area Median Income (AMI) is 16,287 according to the 2009-2013 ACS. By comparison, this number was 13,234 in the 2005-2009 ACS, which represents an increase of 23.1%. There are 18,456 low income homeowner households that experience housing cost burden, a slight decrease from 19,324 in the 2005-2009 ACS.

Severe housing cost burden, defined by housing costs greater than 50% of income, affects 9,784 low income rental households, up 37.3% from 7,122 five years ago. This underscores the rising demand for
affordable rental housing in Chester County. Homeowners with severe housing cost burden increased marginally to 11,386 households.

**Are any populations/household types more affected than others by these problems?**

Cost burden is most common among the 5,075 (31.2%) small related renter households, followed by 4,000 (24.6%) elderly renter households. The 8,946 (48.5%) low income elderly homeowner households are most likely to be affected by cost burden.

The number of low income renters with severe housing cost burden primarily affects small related (2,894) and elderly (2,897) households. Elderly homeowners are also the largest group with cost burden greater than 50%, making up 43.2% of such households.

Among low income rental households, 1,360 experience overcrowded conditions and 336 experience severely overcrowded conditions. Among those in severely overcrowded rental units, 32.3% (140) of them are in the extremely low income range between 0-30% AMI. Crowding in rental units is most common among single family households.

The distribution of renters in substandard housing lacking complete kitchen or plumbing facilities is most prevalent among the 466 extremely low income households, which represents 44.3% of all rental households in substandard housing.

**Describe the characteristics and needs of Low-income individuals and families with children (especially extremely low-income) who are currently housed but are at imminent risk of either residing in shelters or becoming unsheltered 91.205(c)/91.305(c)). Also discuss the needs of formerly homeless families and individuals who are receiving rapid re-housing assistance and are nearing the termination of that assistance**

Chester County’s coordinated assessment, ConnectPoints, uses the Vulnerability Index Service Prioritization Decision Assistance Tool (VI-SPDAT) to assign individuals and families to available shelter beds. The queue for homeless assistance currently shows the highest demand for placing families with children. There are initiatives to prevent homelessness through rental assistance, diversion, and emergency hotel placement if there is a pregnant woman and/or a child under 12 months in the household with no available emergency shelter beds. In addition, the Service Prioritization Decision Assistance Tool (SPDAT) is utilized by the emergency shelters and transitional housing programs to ensure the most vulnerable population(s) receive limited permanent housing resources.

Formerly homeless families may be eligible for case management through a pilot program funded by the Pennsylvania Housing Affordability and Rehabilitation Enhancement Fund (PHARE) state housing trust fund to provide support after receiving housing assistance. The Housing Authority of Chester County also operates the Housing Locator program to help formerly homeless families find safe, decent, and affordable housing opportunities.
If a jurisdiction provides estimates of the at-risk population(s), it should also include a
description of the operational definition of the at-risk group and the methodology used to
generate the estimates:

The target population includes individuals and families experiencing literal homelessness who are
currently living on the street, in a shelter, a place not meant for human habitation, or graduating from
transitional housing without financial and social supports to return to housing. Using CCCIMS, data on
the homeless population being served is tracked and reviewed on a daily basis. Chester County also
organizes and facilitates the annual Point in Time Count each January. DCD counts the number of
sheltered homeless and obtains an accurate sum of homeless individuals on the street and in places not
meant for human habitation.

Specify particular housing characteristics that have been linked with instability and an
increased risk of homelessness

Renters and owners within Chester County that experience severe cost burden issues are at a threshold
linked with a greater likelihood of housing instability. This issue is particularly troublesome for
households with little job security and those living on fixed incomes. Inability to pay rent or a mortgage
can have serious consequences with a severe threat of homelessness if eviction or foreclosure occurs.

Individuals with disabilities including mental health and drug and alcohol abuse, who do not receive
adequate support, also contribute to instability and an increased risk of homelessness.

Discussion

The Chester County Assessment of Fair Housing, 2018-2022 includes an additional comprehensive
overview of disproportionate housing needs with a thorough analysis of racial and ethnic groups and
household types, as well as the areas in which housing problems occur.

Nearly all parts of Chester County are in need of more safe, decent, and affordable housing. Rental
housing for general occupancy is a significant need in many communities. In many municipalities in
which rental housing is available, the units have rents that are not manageable for low and moderate
income residents. This holds particularly true in the areas with access to public transportation and the
highest number of employment opportunities, such as Great Valley, Exton, and West Chester.

Chester County’s median rent is $1,004 per month with a median home value of $325,200; both figures
are the highest in southeastern Pennsylvania. One of the biggest challenges that Chester County
households with limited financial resources face is the inability to obtain affordable housing. To
compensate for high housing costs, people may live in substandard and overcrowded conditions. Many
can only afford to live in less desirable areas that may not have access to public transportation or offer
proximity to job centers. Other affordable housing options can include older homes that are in poor
condition and may contain lead-based paint.

Some of the subsidized rental units in Chester County are still too expensive for extremely low income
residents. While many of the county’s urban centers, including Downingtown, Phoenixville, and West
Chester, have been revitalized, there are concerns that higher rents are pushing out low income
households as property values increase and, as a result, many local residents may be priced out of the market (i.e. housing cost burden).

Affordable homeownership opportunities for families in Chester County are limited due to high land values, and development and infrastructure costs. Monthly payments for principal, interest, taxes, and insurance (PITI) may serve as barriers to homeownership for households, even those that have the required credit history and resources for down-payments. Credit counseling and financial literacy counseling programs continue to be essential for supporting affordable housing opportunities.

Resources for homeowner rehabilitation are also in high demand, especially within the urban centers of the county and for senior citizens that are no longer able to maintain and incur costly capital expenses for their homes. These services ensure that low income homeowners are not displaced due to an inability to incur major systems repairs.

According to the Federal Communications Commission’s Fixed Broadband Deployment Map, last updated December 2016, all areas of Chester County have access to at least one broadband internet provider, with 88% of the County having access to at least three broadband providers. Additionally, the Chester County Library System provides free wi-fi and internet access at all of its 18 locations throughout the county, ensuring access to free connectivity at a location easily accessible to most County residents.
NA-15 Disproportionately Greater Need: Housing Problems – 91.205 (b)(2)

Assess the need of any racial or ethnic group that has disproportionately greater need in comparison to the needs of that category of need as a whole.

Introduction

Chester County has a total of 35,939 low income households (at or below 80% Area Median Income) with one or more of the following housing problems: lack of complete kitchen facilities, lack of complete plumbing facilities, more than one person per room (overcrowding), and housing cost burden greater than 30% of income. At least one of these housing problems affects 70% of all low income households in the county.

Disproportionate housing needs are also detailed in the Chester County Assessment of Fair Housing, 2018-2022.

0%-30% of Area Median Income

<table>
<thead>
<tr>
<th>Housing Problems</th>
<th>Has one or more of four housing problems</th>
<th>Has none of the four housing problems</th>
<th>Household has no/negative income, but none of the other housing problems</th>
</tr>
</thead>
<tbody>
<tr>
<td>Jurisdiction as a whole</td>
<td>10,944</td>
<td>1,576</td>
<td>1,229</td>
</tr>
<tr>
<td>White</td>
<td>8,103</td>
<td>1,230</td>
<td>1,000</td>
</tr>
<tr>
<td>Black / African American</td>
<td>1,443</td>
<td>244</td>
<td>148</td>
</tr>
<tr>
<td>Asian</td>
<td>264</td>
<td>0</td>
<td>35</td>
</tr>
<tr>
<td>American Indian, Alaska Native</td>
<td>8</td>
<td>4</td>
<td>0</td>
</tr>
<tr>
<td>Pacific Islander</td>
<td>15</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Hispanic</td>
<td>1,056</td>
<td>79</td>
<td>55</td>
</tr>
</tbody>
</table>

Table 13 - Disproportionally Greater Need 0 - 30% AMI

Data Source: 2009-2013 CHAS

*The four housing problems are:
1. Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than one person per room, 4.Cost Burden greater than 30%
### 30%-50% of Area Median Income

<table>
<thead>
<tr>
<th>Housing Problems</th>
<th>Has one or more of four housing problems</th>
<th>Has none of the four housing problems</th>
<th>Household has no/negative income, but none of the other housing problems</th>
</tr>
</thead>
<tbody>
<tr>
<td>Jurisdiction as a whole</td>
<td>10,952</td>
<td>3,643</td>
<td>0</td>
</tr>
<tr>
<td>White</td>
<td>8,645</td>
<td>2,822</td>
<td>0</td>
</tr>
<tr>
<td>Black / African American</td>
<td>998</td>
<td>506</td>
<td>0</td>
</tr>
<tr>
<td>Asian</td>
<td>148</td>
<td>20</td>
<td>0</td>
</tr>
<tr>
<td>American Indian, Alaska Native</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Asian</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Hispanic</td>
<td>945</td>
<td>294</td>
<td>0</td>
</tr>
</tbody>
</table>

**Table 14 - Disproportionally Greater Need 30 - 50% AMI**

*Data Source: 2009-2013 CHAS*

*The four housing problems are:
1. Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than one person per room, 4. Cost Burden greater than 30%*

### 50%-80% of Area Median Income

<table>
<thead>
<tr>
<th>Housing Problems</th>
<th>Has one or more of four housing problems</th>
<th>Has none of the four housing problems</th>
<th>Household has no/negative income, but none of the other housing problems</th>
</tr>
</thead>
<tbody>
<tr>
<td>Jurisdiction as a whole</td>
<td>14,043</td>
<td>10,395</td>
<td>0</td>
</tr>
<tr>
<td>White</td>
<td>11,476</td>
<td>8,575</td>
<td>0</td>
</tr>
<tr>
<td>Black / African American</td>
<td>1,033</td>
<td>1,008</td>
<td>0</td>
</tr>
<tr>
<td>Asian</td>
<td>237</td>
<td>60</td>
<td>0</td>
</tr>
<tr>
<td>American Indian, Alaska Native</td>
<td>0</td>
<td>4</td>
<td>0</td>
</tr>
<tr>
<td>Pacific Islander</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Hispanic</td>
<td>1,118</td>
<td>668</td>
<td>0</td>
</tr>
</tbody>
</table>

**Table 15 - Disproportionally Greater Need 50 - 80% AMI**

*Data Source: 2009-2013 CHAS*

*The four housing problems are:
1. Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than one person per room, 4. Cost Burden greater than 30%*
80%-100% of Area Median Income

<table>
<thead>
<tr>
<th>Housing Problems</th>
<th>Has one or more of four housing problems</th>
<th>Has none of the four housing problems</th>
<th>Household has no/negative income, but none of the other housing problems</th>
</tr>
</thead>
<tbody>
<tr>
<td>Jurisdiction as a whole</td>
<td>7,319</td>
<td>8,659</td>
<td>0</td>
</tr>
<tr>
<td>White</td>
<td>6,429</td>
<td>7,004</td>
<td>0</td>
</tr>
<tr>
<td>Black / African American</td>
<td>333</td>
<td>695</td>
<td>0</td>
</tr>
<tr>
<td>Asian</td>
<td>253</td>
<td>258</td>
<td>0</td>
</tr>
<tr>
<td>American Indian, Alaska Native</td>
<td>20</td>
<td>25</td>
<td>0</td>
</tr>
<tr>
<td>Pacific Islander</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Hispanic</td>
<td>201</td>
<td>629</td>
<td>0</td>
</tr>
</tbody>
</table>

*The four housing problems are:
1. Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than one person per room, 4. Cost Burden greater than 30%

Discussion

The summary of 35,939 households between 0% to 80% AMI with one or more housing problems by race/ethnicity is:
- 28,244 White households
- 3,474 African American households
- 649 Asian households
- 8 American Indian/Alaska Native households
- 15 Pacific Islander households
- 3,119 Hispanic households

Housing problems affect extremely low income households at a much higher rate than other low income households:
- Of the 12,520 households between 0-30% Area Median Income (AMI), 87% experienced one or more housing problems
- Among the 14,595 households between 31-50% AMI, 75% had one or more housing problems
- The 24,438 low income households in the 51-80% AMI grouping showed that 57% encountered one or more housing problems

The U.S. Department of Housing and Urban Development defines a disproportionately greater need as existing “when the members of racial or ethnic group at a given income level experience housing problems at a greater rate (10 percentage points or more) than the income level as a whole.”
Using this threshold, a disproportionately greater need exists for the following groups experiencing one or more housing problems:

- 100% of Asian and Pacific Islander households at or below 0-30% AMI, versus 87% for the county
- 88% of Asian households between 31-50% AMI, versus 75% for the county
- 80% of Asian households between 51-80% AMI, versus 57% for the county
NA-20 Disproportionately Greater Need: Severe Housing Problems – 91.205 (b)(2)

Assess the need of any racial or ethnic group that has disproportionately greater need in comparison to the needs of that category of need as a whole.

Introduction

Chester County has a total of 21,935 low income households (at or below 80% Area Median Income) with one or more of the following housing problems: lack of complete kitchen facilities, lack of complete plumbing facilities, more than 1.5 persons per room (severe overcrowding), and housing cost burden greater than 50% of income. At least one of these housing problems affects 43% of all low income households in the county.

Disproportionate housing needs are also detailed in the Chester County Assessment of Fair Housing, 2018-2022.

0%-30% of Area Median Income

<table>
<thead>
<tr>
<th>Severe Housing Problems*</th>
<th>Has one or more of four housing problems</th>
<th>Has none of the four housing problems</th>
<th>Household has no/negative income, but none of the other housing problems</th>
</tr>
</thead>
<tbody>
<tr>
<td>Jurisdiction as a whole</td>
<td>9,788</td>
<td>2,729</td>
<td>1,229</td>
</tr>
<tr>
<td>White</td>
<td>7,188</td>
<td>2,137</td>
<td>1,000</td>
</tr>
<tr>
<td>Black / African American</td>
<td>1,347</td>
<td>339</td>
<td>148</td>
</tr>
<tr>
<td>Asian</td>
<td>214</td>
<td>45</td>
<td>35</td>
</tr>
<tr>
<td>American Indian, Alaska Native</td>
<td>8</td>
<td>4</td>
<td>0</td>
</tr>
<tr>
<td>Pacific Islander</td>
<td>15</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Hispanic</td>
<td>980</td>
<td>149</td>
<td>55</td>
</tr>
</tbody>
</table>

*The four severe housing problems are:
1. Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than 1.5 persons per room, 4. Cost Burden over 50%
### 30%-50% of Area Median Income

<table>
<thead>
<tr>
<th>Severe Housing Problems*</th>
<th>Has one or more of four housing problems</th>
<th>Has none of the four housing problems</th>
<th>Household has no/negative income, but none of the other housing problems</th>
</tr>
</thead>
<tbody>
<tr>
<td>Jurisdiction as a whole</td>
<td>6,529</td>
<td>8,073</td>
<td>0</td>
</tr>
<tr>
<td>White</td>
<td>5,136</td>
<td>6,367</td>
<td>0</td>
</tr>
<tr>
<td>Black / African American</td>
<td>643</td>
<td>866</td>
<td>0</td>
</tr>
<tr>
<td>Asian</td>
<td>85</td>
<td>83</td>
<td>0</td>
</tr>
<tr>
<td>American Indian, Alaska Native</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Pacific Islander</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Hispanic</td>
<td>579</td>
<td>654</td>
<td>0</td>
</tr>
</tbody>
</table>

**Table 18 – Severe Housing Problems 30 - 50% AMI**

*Data Source: 2009-2013 CHAS*

*The four severe housing problems are:*
1. Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than 1.5 persons per room, 4. Cost Burden over 50%

### 50%-80% of Area Median Income

<table>
<thead>
<tr>
<th>Severe Housing Problems*</th>
<th>Has one or more of four housing problems</th>
<th>Has none of the four housing problems</th>
<th>Household has no/negative income, but none of the other housing problems</th>
</tr>
</thead>
<tbody>
<tr>
<td>Jurisdiction as a whole</td>
<td>5,618</td>
<td>18,835</td>
<td>0</td>
</tr>
<tr>
<td>White</td>
<td>4,429</td>
<td>15,605</td>
<td>0</td>
</tr>
<tr>
<td>Black / African American</td>
<td>371</td>
<td>1,666</td>
<td>0</td>
</tr>
<tr>
<td>Asian</td>
<td>89</td>
<td>212</td>
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</tr>
<tr>
<td>American Indian, Alaska Native</td>
<td>0</td>
<td>4</td>
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</tr>
<tr>
<td>Pacific Islander</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Hispanic</td>
<td>602</td>
<td>1,170</td>
<td>0</td>
</tr>
</tbody>
</table>

**Table 19 – Severe Housing Problems 50 - 80% AMI**

*Data Source: 2009-2013 CHAS*

*The four severe housing problems are:*
1. Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than 1.5 persons per room, 4. Cost Burden over 50%
80%-100% of Area Median Income

<table>
<thead>
<tr>
<th>Severe Housing Problems*</th>
<th>Has one or more of four housing problems</th>
<th>Has none of the four housing problems</th>
<th>Household has no/negative income, but none of the other housing problems</th>
</tr>
</thead>
<tbody>
<tr>
<td>Jurisdiction as a whole</td>
<td>1,926</td>
<td>14,042</td>
<td>0</td>
</tr>
<tr>
<td>White</td>
<td>1,614</td>
<td>11,798</td>
<td>0</td>
</tr>
<tr>
<td>Black / African American</td>
<td>100</td>
<td>924</td>
<td>0</td>
</tr>
<tr>
<td>Asian</td>
<td>48</td>
<td>464</td>
<td>0</td>
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<tr>
<td>American Indian, Alaska Native</td>
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<td>45</td>
<td>0</td>
</tr>
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<td>Pacific Islander</td>
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<td>0</td>
</tr>
<tr>
<td>Hispanic</td>
<td>112</td>
<td>713</td>
<td>0</td>
</tr>
</tbody>
</table>

Table 20 – Severe Housing Problems 80 - 100% AMI

Data Source: 2009-2013 CHAS

*The four severe housing problems are:
1. Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than 1.5 persons per room, 4. Cost Burden over 50%

Discussion

The summary of the 21,935 households between 0% to 80% AMI with one or more severe housing problem by race/ethnicity is:
- 16,753 White households
- 2,361 African American households
- 388 Asian households
- 8 American Indian/Alaska Native households
- 15 Pacific Islander households
- 2,161 Hispanic households

Housing problems affect extremely low income households at a much higher rate than other low income households.
- Of the 12,517 households between 0-30% Area Median Income (AMI), 78% experienced one or more severe housing problems
- Among the 14,602 households between 31-50% AMI, 45% had one or more severe housing problems
- The 24,453 low income households in the 51-80% AMI grouping showed that 23% encountered one or more severe housing problems

The U.S. Department of Housing and Urban Development defines a disproportionately greater need as existing “when the members of racial or ethnic group at a given income level experience housing problems at a greater rate (10 percentage points or more) than the income level as a whole.”
Using this threshold, a disproportionately greater need exists for the following groups experiencing one or more severe housing problem:

- 100% of Pacific Islander households at or below 0-30% AMI, versus 78% for the county
NA-25 Disproportionately Greater Need: Housing Cost Burdens – 91.205 (b)(2)

Assess the need of any racial or ethnic group that has disproportionately greater need in comparison to the needs of that category of need as a whole.

Introduction:

A household is cost burdened if it spends more than 30% of its gross annual income on housing costs. A severely cost burdened households spends more than 50% of its gross annual income on housing costs. Chester County has a total of 57,974 households experiencing housing cost burden of greater than 30% of income, with 23,868 experiencing severe cost burden.

Disproportionate housing needs are also detailed in the Chester County Assessment of Fair Housing, 2018-2022.

Housing Cost Burden

<table>
<thead>
<tr>
<th>Housing Cost Burden</th>
<th>&lt;=30%</th>
<th>30-50%</th>
<th>&gt;50%</th>
<th>No / negative income (not computed)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Jurisdiction as a whole</td>
<td>124,453</td>
<td>34,106</td>
<td>23,868</td>
<td>1,346</td>
</tr>
<tr>
<td>White</td>
<td>108,409</td>
<td>29,199</td>
<td>19,523</td>
<td>1,071</td>
</tr>
<tr>
<td>Black / African American</td>
<td>5,480</td>
<td>1,925</td>
<td>2,331</td>
<td>158</td>
</tr>
<tr>
<td>Asian</td>
<td>4,592</td>
<td>1,004</td>
<td>434</td>
<td>49</td>
</tr>
<tr>
<td>American Indian, Alaska</td>
<td>152</td>
<td>55</td>
<td>8</td>
<td>0</td>
</tr>
<tr>
<td>Native</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Pacific Islander</td>
<td>25</td>
<td>0</td>
<td>15</td>
<td>0</td>
</tr>
<tr>
<td>Hispanic</td>
<td>4,522</td>
<td>1,597</td>
<td>1,335</td>
<td>85</td>
</tr>
</tbody>
</table>

Table 21 – Greater Need: Housing Cost Burdens AMI

Data Source: 2009-2013 CHAS

Discussion:

The U.S. Department of Housing and Urban Development defines a disproportionately greater need as existing “when the members of racial or ethnic group at a given income level experience housing problems at a greater rate (10 percentage points or more) than the income level as a whole.” There are 124,453 households (or 68%) in Chester County without a housing cost burden. African American households have a disproportionately lower rate of housing cost burden at 56%. A total of 34,106 Chester County households have a housing cost burden between 30% to 50% of household income. No disproportionate need exists for any racial group or ethnicity in this category.

Of all Chester County households, 23,868 (13%) have a housing cost burden greater than 50% of household income. African American households have a disproportionately greater need related to severe housing cost burden, noting that 24% of households pay more than 50% of income toward housing.
When analyzing all of Chester County households, 32% experience housing cost burden of greater than 30% of income. Of these, African-American households (44%) have disproportionately greater needs concerning housing cost burden.
NA-30 Disproportionately Greater Need: Discussion – 91.205(b)(2)

Are there any Income categories in which a racial or ethnic group has disproportionately greater need than the needs of that income category as a whole?

The U.S. Department of Housing and Urban Development defines a disproportionately greater need as existing “when the members of racial or ethnic group at a given income level experience housing problems at a greater rate (10 percentage points or more) than the income level as a whole.” A detailed discussion of disproportionate housing needs is found in the Chester County Assessment of Fair Housing, 2018-2022.

Housing Problems

The analysis conducted in section NA-15 identified the following racial groups having disproportionate housing needs related to: lack of complete kitchen facilities, lack of complete plumbing facilities, more than 1 persons per room (overcrowding), and housing cost burden greater than 30% of income.

- 100% of Asian and Pacific Islander households at or below 0-30% AMI, versus 87% for the county
- 88% of Asian households between 31-50% AMI, versus 75% for the county
- 80% of Asian households between 51-80% AMI, versus 57% for the county

Severe Housing Problems

Section NA-20 analyzed housing units with severe housing problems, including: lack of complete kitchen facilities, lack of complete plumbing facilities, more than 1.5 persons per room (severe overcrowding), and housing cost burden greater than 50% of income.

- 100% of Pacific Islander households at or below 0-30% AMI, versus 78% for the county

Housing Cost Burdens

As identified in Section NA-25, housing cost burdens disproportionately affect African American households in Chester County. There are a total of 5,480 African American households in Chester County. Of these:

- African American households have a disproportionately greater need related to severe housing cost burden, noting that 24% of households pay more than 50% of income toward housing, versus 32% for the county
- African-American households (44%) have disproportionately greater needs concerning housing cost burden, versus 32% for the county

If they have needs not identified above, what are those needs?

Housing affordability is a growing challenge in Chester County. The 2011-2015 American Community Survey reports that Chester County’s median rent is $1,197 with a median home value of $325,800. In comparison to 2000 levels, the median home value has increased by 82.1% with the median rent increasing 80.3%. These steep increases present financial barriers to households looking for affordable
rental units in the area of their choosing. While the 2011-2015 ACS reports that 75.1% of Chester County’s housing units are owner-occupied, those with the goal of homeownership may struggle to save for a down-payment while also paying higher rental costs.

The Chester County Assessment of Fair Housing (AFH), 2018-2022’s public participation efforts conducted throughout the fall of 2016 also noted that housing problems, including financial impropriety, physical unit condition, and discrimination, may go unreported.

Are any of those racial or ethnic groups located in specific areas or neighborhoods in your community?

The AFH noted that much of Chester County’s African American population is located in the City of Coatesville and its neighbors of Modena and South Coatesville Boroughs, and Caln and Valley Townships. According to 2011-2015 American Community Survey (ACS) data, 10,731 (35.6%) of the county’s 30,146 African American residents live within these municipalities. Coatesville has struggled to replace the jobs lost due to the steel industry’s decline. Lukens Steel Company once employed 5,000 workers in Coatesville, whereas it now has 800 employees. Many displaced workers that were able to obtain employment outside of Coatesville have since left, leading to a community with limited private sector investment and high unemployment.

The City of Coatesville has the lowest rate of homeownership in Chester County, with 36.4% of residents residing in owner occupied units. Coatesville is also the site of the county’s racially and ethnically concentrated area of poverty (R/ECAP). Within this portion of the city, there are 3,899 residents, including 1,953 African Americans (50.1%) and 698 White residents (17.9%); 1,064 residents are Hispanic (27.3%).

African American residents are also more likely to live in publicly supported housing. Chester County’s African American residents make up 5.9% of the total population, 10.3% of the income-eligible population, and comprise 45.6% of the residents who occupy publicly-subsidized housing. By comparison, White residents make up 82.1% of the total population, 69.4% of the income-eligible population (0% to 80% of area median income), and comprise approximately 44.4% of the residents who occupy publicly-subsidized housing.

The data states that there are low income Asian households with disproportionate needs in regard to housing problems. Available data, including maps from the AFH, do not show any sizeable concentrations of Asian households in any particular area of Chester County.

The Hispanic community, whose population is highest in the agricultural areas of southern Chester County, may not be as likely to report housing problems or discrimination for a variety of reasons, including fear of retribution.
NA-35 Public Housing – 91.205(b)

Introduction

Disproportionate public housing needs are detailed in the Chester County Assessment of Fair Housing, 2018-2022. To assist in addressing housing needs, the Housing Authority of Chester County (HACC) has been very active with Chester County’s “Decade to Doorways” (D2D) initiative to end homelessness in Chester County. As part of that effort, the Executive Director serves as the chair of the D2D Governance Board and also assists with the new Landlord Engagement Workgroup. Through these activities, research and follow up with Chester County landlords, the barriers and possible mechanisms to address such barriers have been identified. HACC organizes the County’s “Landlord Forum” an event with the goal of educating landlords about landlord tenant law, available supportive services and resources, and subsidized housing. The Landlord Forum also helps to dispel myths and explain benefits of the housing choice voucher program.

The Housing Authority of Chester County (HACC) has 331 public housing units, of which 125 are owned and managed by other entities. Of the 206 public housing units owned and managed by HACC, only 26 are family units, the balance are elderly/disabled apartments in three mid-rise buildings and a garden apartment complex. It also administers 1,745 Housing Choice Vouchers.

Totals in Use

<table>
<thead>
<tr>
<th>Program Type</th>
<th>Certificate</th>
<th>Mod-Rehab</th>
<th>Public Housing</th>
<th>Vouchers</th>
<th>Project-based</th>
<th>Tenant-based</th>
<th>Special Purpose Voucher</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td># of units vouchers in use</td>
<td>85</td>
<td>50</td>
<td>300</td>
<td>1,183</td>
<td>43</td>
<td>1,000</td>
</tr>
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</table>

*includes Non-Elderly Disabled, Mainstream One-Year, Mainstream Five-year, and Nursing Home Transition

Data Source: PIC (PIH Information Center)
### Characteristics of Residents

<table>
<thead>
<tr>
<th>Program Type</th>
<th>Certificate</th>
<th>Mod-Rehab</th>
<th>Public Housing</th>
<th>Vouchers</th>
<th>Project -based</th>
<th>Tenant -based</th>
<th>Special Purpose Voucher</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Total</td>
<td></td>
<td>Veterans Affairs</td>
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<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Supportive Housing</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Family Unification</td>
</tr>
<tr>
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<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Program</td>
</tr>
<tr>
<td>Average Annual Income</td>
<td>13,790</td>
<td>6,431</td>
<td>12,419</td>
<td>14,442</td>
<td>11,215</td>
<td>14,391</td>
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<tr>
<td>Average length of stay</td>
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<td>5</td>
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<td>1</td>
<td>9</td>
<td>0</td>
</tr>
<tr>
<td>Average Household size</td>
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<td>1</td>
<td>2</td>
<td>1</td>
<td>2</td>
<td>1</td>
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<tr>
<td># Homeless at admission</td>
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<td>9</td>
<td>0</td>
<td>20</td>
<td>2</td>
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<td>18</td>
</tr>
<tr>
<td># of Elderly Program Participants (&gt;62)</td>
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<td>106</td>
<td>288</td>
<td>29</td>
<td>239</td>
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<tr>
<td># of Disabled Families</td>
<td>20</td>
<td>29</td>
<td>108</td>
<td>386</td>
<td>6</td>
<td>285</td>
<td>62</td>
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<tr>
<td># of Families requesting accessibility features</td>
<td>85</td>
<td>50</td>
<td>300</td>
<td>1,183</td>
<td>43</td>
<td>1,000</td>
<td>94</td>
</tr>
<tr>
<td># of HIV/AIDS program participants</td>
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<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td># of DV victims</td>
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<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
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</tbody>
</table>

Table 23 – Characteristics of Public Housing Residents by Program Type

Data Source: PIC (PIH Information Center)
### Race of Residents

<table>
<thead>
<tr>
<th>Race</th>
<th>Certificate</th>
<th>Mod-Rehab</th>
<th>Public Housing</th>
<th>Vouchers</th>
<th>Project-based</th>
<th>Tenant-based</th>
<th>Special Purpose Voucher</th>
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<td></td>
<td>Veterans Affairs</td>
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<td>Supportive Housing</td>
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<td></td>
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<td></td>
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<td>Disabled *</td>
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<td>128</td>
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<td>164</td>
<td>761</td>
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<td>652</td>
<td>70</td>
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<tr>
<td>Asian</td>
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<td>2</td>
<td>6</td>
<td>28</td>
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<td>0</td>
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<tr>
<td>American Indian/Alaska Native</td>
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<td>3</td>
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<td>Pacific Islander</td>
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<td>1</td>
<td>0</td>
<td>1</td>
<td>0</td>
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</tr>
</tbody>
</table>

*includes Non-Elderly Disabled, Mainstream One-Year, Mainstream Five-year, and Nursing Home Transition

**Data Source:** PIC (PIH Information Center)

### Ethnicity of Residents

<table>
<thead>
<tr>
<th>Ethnicity</th>
<th>Certificate</th>
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<th>Public Housing</th>
<th>Vouchers</th>
<th>Project-based</th>
<th>Tenant-based</th>
<th>Special Purpose Voucher</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
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<td></td>
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<td></td>
<td></td>
<td>Family Unification</td>
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<td>Program</td>
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<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Disabled *</td>
</tr>
<tr>
<td>Hispanic</td>
<td>3</td>
<td>0</td>
<td>40</td>
<td>125</td>
<td>1</td>
<td>107</td>
<td>1</td>
</tr>
<tr>
<td>Not Hispanic</td>
<td>82</td>
<td>50</td>
<td>260</td>
<td>1,058</td>
<td>42</td>
<td>893</td>
<td>93</td>
</tr>
</tbody>
</table>

*includes Non-Elderly Disabled, Mainstream One-Year, Mainstream Five-year, and Nursing Home Transition

**Data Source:** PIC (PIH Information Center)
Section 504 Needs Assessment: Describe the needs of public housing tenants and applicants on the waiting list for accessible units:

Data is not gathered on applicants for their specific medical needs. However, HACC does review each medical accommodation request submitted by a tenant and for an applicant at the time of application processing. Over the past year HACC completed three transfers due to medical accommodations and over/under housed situation of which one required an accessible unit.

HACC granted a medical accommodation that required modifications to be made to units and buildings to allow accessibility. The majority of the medical accommodations in the past have typically required resident transfers to first floor units due to limited mobility issues.

Most immediate needs of residents of Public Housing and Housing Choice voucher holders

Public housing (including units not owned by HACC):
- Elderly: 108
- Disabled: 461
- Family: 310
- Total: 879

Housing Choice Voucher Program:
- Elderly: 326
- Disabled: 1,949
- Family: 1,182
- Total: 3,457

The most immediate needs of residents of public housing are:
- Medical service providers located at the sites
- Social services provided onsite
- Two bedroom units

HACC does not have specific information about Housing Choice Voucher holders; however, some known needs are:
- Employment opportunities
- Childcare to allow employment and/or education
- Transportation to allow employment and/or education
- Training in relevant skills that would lead to employment
- Financial management skills

How do these needs compare to the housing needs of the population at large

Similar to Chester County’s general population, HACC has identified a need for more affordable family rental units (i.e. three or four bedroom units for larger households).
Discussion

The Chester County Department of Community Development and the Housing Authority of Chester County have a strong working relationship with joint commitments to provide affordable housing, provide access to opportunities, and end homelessness in Chester County, among others. This commitment is also evidenced in their partnership to develop and oversee the Chester County Assessment of Fair Housing, 2018-2022.
NA-40 Homeless Needs Assessment – 91.205(c)

Introduction:

Chester County utilizes a comprehensive set of tools in an effort to make homelessness rare, brief, and non-recurring. Family Service of Chester County operates the One Stop Coordinated Entry for homeless intake, paired with the Vulnerability Index Service Prioritization Decision Assistance Tool (VI-SPDAT) to place individuals and families that are most in need of shelter. All of the County funded shelters enter data into the Chester County Client Information Management System (CCCIMS) to offer a current snapshot of those being served and what their needs are. Case managers will facilitate the Service Prioritization Decision Assistance Tool (SPDAT) to regularly assess clients’ needs after they are placed into permanent housing.

Significant efforts focused on ending veteran homelessness have been undertaken over the past several years. Coatesville, located in Chester County, is home to a U.S. Department of Veterans Affairs hospital that offers urgent care, primary care, specialty care, mental health care, long term care, pharmacy, and numerous supportive services to outpatients, inpatients, and residential patients. Through a series of collaborative efforts, including the implementation of 1,700 VASH vouchers by the Housing Authority of Chester County and the construction of 48 affordable rental units for veterans at the Whitehall Apartments in Spring City, veterans are much more likely to avoid homelessness.
## Homeless Needs Assessment

<table>
<thead>
<tr>
<th>Population</th>
<th>Estimate the # of persons experiencing homelessness on a given night</th>
<th>Estimate the # experiencing homelessness each year</th>
<th>Estimate the # becoming homeless each year</th>
<th>Estimate the # exiting homelessness each year</th>
<th>Estimate the # of days persons experience homelessness</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Sheltered</td>
<td>Unsheltered</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Persons in Households with Adult(s) and Child(ren)</td>
<td>2</td>
<td>191</td>
<td>394</td>
<td>91</td>
<td>211</td>
</tr>
<tr>
<td>Persons in Households with Only Children</td>
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<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Persons in Households with Only Adults</td>
<td>22</td>
<td>387</td>
<td>623</td>
<td>194</td>
<td>142</td>
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<tr>
<td>Chronically Homeless Individuals</td>
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<td>12</td>
<td>43</td>
<td>10</td>
<td>22</td>
</tr>
<tr>
<td>Chronically Homeless Families</td>
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<td>0</td>
<td>4</td>
<td>1</td>
<td>2</td>
</tr>
<tr>
<td>Veterans</td>
<td>2</td>
<td>224</td>
<td>697</td>
<td>216</td>
<td>281</td>
</tr>
<tr>
<td>Unaccompanied Child</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Persons with HIV</td>
<td>1</td>
<td>0</td>
<td>5</td>
<td>1</td>
<td>4</td>
</tr>
</tbody>
</table>

**Table 26 - Homeless Needs Assessment**

**Data Source Comments:** Data sources: 2017 Point in Time Count and Continuum of Care APR-2016 all TH and ES

Indicate if the homeless population is: Has No Rural Homeless

If data is not available for the categories "number of persons becoming and exiting homelessness each year," and "number of days that persons experience homelessness," describe these categories for each homeless population type (including chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth):

N/A
Nature and Extent of Homelessness: (Optional)

<table>
<thead>
<tr>
<th>Race:</th>
<th>Sheltered:</th>
<th>Unsheltered (optional)</th>
</tr>
</thead>
<tbody>
<tr>
<td>White</td>
<td>536</td>
<td>22</td>
</tr>
<tr>
<td>Black or African American</td>
<td>390</td>
<td>2</td>
</tr>
<tr>
<td>Asian</td>
<td>2</td>
<td>0</td>
</tr>
<tr>
<td>American Indian or Alaska Native</td>
<td>3</td>
<td>0</td>
</tr>
<tr>
<td>Pacific Islander</td>
<td>3</td>
<td>0</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Ethnicity:</th>
<th>Sheltered:</th>
<th>Unsheltered (optional)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Hispanic</td>
<td>85</td>
<td>0</td>
</tr>
<tr>
<td>Not Hispanic</td>
<td>925</td>
<td>24</td>
</tr>
</tbody>
</table>

Data Source: Chester County Client Information Management System

Estimate the number and type of families in need of housing assistance for families with children and the families of veterans.

Families with children make up 22.3% of those experiencing homelessness in Chester County each year. In 2016, 211 persons in households with adult(s) and children exited homelessness. They spent an average of 65 days in homelessness.

Although no data was available for the families of veterans, it is known that 39.5% of the county's homeless in 2016 were veterans. A total of 281 veterans exited homelessness in 2016, with an average length of 182 days in homelessness.


White individuals comprised 57.4% of sheltered homeless individuals, followed by Black/African Americans (41.8%). Among sheltered individuals, 8.4% were Hispanic.

There were 24 unsheltered individuals in the 2017 Point in Time Count; 22 (91.7%) were White; none were Hispanic.

Describe the Nature and Extent of Unsheltered and Sheltered Homelessness.

According to the 2017 Point in Time Count, approximately 570 individuals and families are experiencing homelessness on a given night in Chester County. Of these individuals, 24 were unsheltered, 238 were in emergency shelters, and 308 were in transitional shelters.
Discussion:

The data listed in the section offers an estimate of the number of people experiencing homelessness throughout the year. It should be noted that Chester County has 33,895 persons living in poverty (2009-2013 American Community Survey estimates). The fact that poverty and homelessness exist in Chester County contrasts with the perception that all of Chester County is wealthy. While it is the most affluent county in Pennsylvania with a median household income of $86,050 (2009-2013 ACS), there are instances in which unsheltered individuals were identified in areas that may be perceived as affluent, including Exton (median household income of $76,051) and Berwyn (median household income of $85,093).

The 2009-2013 ACS reports that Chester County’s median rent is $1,004; this figure has continued to increase annually. (In fact the 2011-2015 ACS lists the median rent as $1,197.) Anecdotal data, including responses from community members, consumers, and providers, indicate that finding safe and decent rental housing at Chester County at this threshold is increasingly challenging. This poses a significant problem for individuals and families looking to find and stay in permanent housing. According to estimates based on Pathways PA’s self-sufficiency rates, the self-sufficiency wage threshold for a Chester County family of one adult and one preschool-age child is $55,721, or $26.79 per hour, and the self-sufficiency wage for a family of 2 adults and 2 children is $77,234, which works out to an hourly rate of $18.57 per adult (Source: Central Pennsylvania Workforce Development Corporation).

These figures offer perspective on how challenging it can be to find affordable housing and how easy it is to fall behind on housing costs, even with a full time job. This leaves many in a very compromising position between daily necessity for work, living, and housing.

Veterans will continue to seek treatment at the Coatesville Veterans Affairs Medical Center. Through the construction of partnerships between public agencies, non-profit providers, area hospitals, and others, there is a strong foundation for obtaining permanent housing for veterans facing homelessness.
Introduction:
The Chester County Department of Community Development (DCD) seeks to provide resources to its special needs populations through collaborative efforts involving other county agencies, including the Department of Human Services, Health Department, and Adult Probation; county service providers, and community groups. These efforts include targeted efforts focusing on the elderly, disabled, persons with drug and alcohol addiction, victims of domestic violence, formerly incarcerated persons, and immigrant populations.

Describe the characteristics of special needs populations in your community:

Elderly

The 2009-2013 American Community Survey (ACS) reports that Chester County has 67,078 residents ages 65 and over, with 5.3% living in poverty. Among low income elderly households, 4,000 renters and 8,946 homeowners, pay more than 30% of their income toward housing costs. Over 50% of elderly households experiencing cost burden are severely cost burdened, paying more than half of their income toward housing costs.

Disabled

The 2009-2013 ACS states that Chester County has 37,891 residents with disabilities, making up 7.6% of the population. Although disabilities are not mutually exclusive, the following list identifies the number of residents with specific disabilities:

- Ambulatory: 16,860 (ages 5+)
- Cognitive: 13,890 (ages 5+)
- Independent living: 13,215 (ages 18+)
- Hearing: 11,223 (all ages)
- Self care: 6,774 (ages 5+)
- Vision: 5,115 (all ages)

The provision of mental health services is essential for the well-being of Chester County’s population. The Chester County Department of Mental Health and Intellectual/Developmental Disabilities (MHIDD)’s Mental Health Housing Plan focuses on the needs of this vulnerable population. There are 1,650 persons with IDD receiving services from the county. Individuals with autism were recently made eligible; the number of persons with IDD receiving services will likely increase.

Persons with Alcohol or Drug Addiction

The Chester County Coroner’s Office listed 97 separate accidental drug overdose deaths in 2016; the majority of these can be traced to the opioid epidemic involving fentanyl, heroin, or other opioids.

This population needs specialized services for recovery, often including residential treatment, medical, dental, and mental health care, educational/vocational assistance, and daily living and money management skills. There is a full range of treatment options available for county residents, ranging
from outpatient care to residential services. The Chester County Department of Drug and Alcohol reports a steady demand for longer treatment, focused on rehabilitation/supported community reintegration in early recovery.

**Victims of Domestic Violence**

Domestic violence encompasses a wide range of acts committed by one person against another in an intimate relationship or within a family. This may include physical violence, sexual, emotional and verbal abuse, stalking and economic control. Victims can be found in every geographical area, as well as in every ethnic/social/economical aspect of our society and can be male or female. Consistent with national and state statistics of domestic violence affecting one in four women (NCAVD, 2009), the majority of victims in Chester County are female.

**Formerly Incarcerated Persons**

An individual convicted of a crime and returning to the community from prison or jail is considered an ex-offender. Studies have shown that the first month after release is a susceptible period “during which the risk of becoming homeless and/or returning to criminal justice involvement is high.” (New York: Council of State Governments, 2005)

**Immigrant Populations**

Hispanic residents have a growing presence in Chester County, comprising 6.6% of the population (2009-2013 ACS). There are sizable Hispanic communities in Phoenixville, Coatesville, Oxford, Kennett Square and West Chester. Hispanic residents work in a variety of industries throughout the county, particularly in the agricultural areas of southern Chester County and in its mushroom farms.

No current state or federal estimates estimate the number of migrant and seasonal farmworkers, many of whom are Hispanic. However, Pathstone Inc., a provider in Chester County, estimates that there are approximately 6,000 such workers in Chester County.

**What are the housing and supportive service needs of these populations and how are these needs determined?**

The Chester County Department of Community Development maintains strong relationships with the Chester County Department of Human Services, Health Department, and Adult Probation. By sharing information and leveraging resources, such as Health Choice Reinvestment Funds and Pennsylvania Human Services Block Grant, they can assist with the needs of these populations.

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 also includes a variety of action teams, including a Governance Board in which all of these groups have a presence. The groups focus on specific issues such as housing stabilization, systems change, permanent housing, youth, data quality, and consumer needs. This strengthens efforts to provide community service, housing, health, workforce, and other needs for Chester County residents.
Discuss the size and characteristics of the population with HIV/AIDS and their families within the Eligible Metropolitan Statistical Area:

The Philadelphia region consisting of Philadelphia, Bucks, Chester, Delaware, and Montgomery counties has the highest prevalence of persons living with HIV/AIDS in Pennsylvania. According to the Pennsylvania Department of Health, there were 671 HIV diagnoses within this region during 2015. Chester County accounted for 13 (1.9%) of these diagnoses and has an infection rate of 4.1 persons living with HIV per 100,000 residents.

Among those living with HIV/AIDS in the region, 71% are male and 29% are female. Black residents make up 60% of those living with HIV/AIDS, followed by 22% White individuals. Thirteen percent (13%) of those infected are Hispanic. The most common age group is 30-39 years (32%), followed by 20-29 (29%) and 40-49 (22%).

Family Service of Chester County oversees the Housing Opportunities for Persons with HIV/AIDS (HOPWA) program, which includes 20 housing units.

Discussion:

Chester County takes a leadership role in focusing efforts to ameliorate barriers for its residents with needs. This system recognizes the importance of strategic partnerships that leverage limited resources effectively.
Describe the jurisdiction’s need for Public Facilities:

The most commonly identified need for public facilities was for neighborhood facilities, which was identified by 88% of the municipalities. This was followed by parks and recreational facilities and parking facilities, listed by 81% of the urban centers. Health facilities, senior centers, and youth centers were each listed by a municipality.

How were these needs determined?

The Chester County Planning Commission maintains a list of projects eligible for the Community Revitalization Program for the county’s urban centers, which includes 15 boroughs and City of Coatesville. This list is called the Urban Centers Improvement Inventory (UCII) and is updated by the Planning Commission annually. Most of the urban centers include low- to moderate-income areas that are eligible for Community Development Block Grant (CDBG) funding.

Describe the jurisdiction’s need for Public Improvements:

Each of the municipalities listed street improvements and tree planting/streetscaping activities in the UCII. Water and sewer improvements were listed by 94% of respondents, followed by flood drainage improvements and sidewalks (88%). Fire stations/equipment (31%) and clearance and demolitions (25%) were also included.

The specific activities registered the highest number of street improvement projects, followed by tree planting/streetscaping, sidewalks, flood/drainage improvements, and water/sewer improvements.

How were these needs determined?

The process for identifying public improvements also relied on the methodology for public facility needs.

Describe the jurisdiction’s need for Public Services:

Community needs related to public services were ranked on a scale of one (1) to five (5), with five being the greatest need. The needs rated to be of the highest importance include:

1. Employment training (4.5)
2. Health services (3.6)
3. (tie) Homeownership assistance / rental housing services / mental health services (3.5)
4. Housing counseling (3.4)
5. (tie) Domestic violence services / fair housing activities (3.3)
6. (tie) Abused and neglected children / child care services / transportation services / youth services (3.2)
7. (tie) Legal services / homelessness (3.1)
**How were these needs determined?**

During July and August 2017, a survey was distributed at meetings facilitated by DCD staff as well as a public hearing for a parallel workforce planning effort. Members of the public also completed surveys at the PA CareerLink® – Chester County and United Way Financial Stability Center at their weekly program orientations and at Profile Re-Employment Program (PREP) sessions. Respondents included community development and workforce providers, local and state governmental staff, members of private industry, and Chester County residents.
Housing Market Analysis

MA-05 Overview

Housing Market Analysis Overview:

At first glance, there appears to be sufficient housing stock for the population of Chester County, but there is great disparity in affordability and accessibility of housing. The median home value in Chester County has increased 82% since 2000, according to the American Community Survey. Contract rents have increased 50% in the same time period. Affordable housing is often located in areas of the county that are less accessible by public transportation and, in some cases, further removed from areas of opportunity.

The high median home value and rental prices in Chester County have led to a significantly high self-sufficiency wage threshold, making affordable living increasingly difficult. 32% of households experience housing cost burden of 30% or more. Among the 27,015 low income homeowners at or below 80% AMI, 18,545 (68.6%) experience housing cost burden above 30% of income. In order to afford the Median Area Rent without incurring 30% cost burden, a household’s income would need to be just over $40,000 per year, at a minimum.
MA-10 Number of Housing Units – 91.210(a)&(b)(2)

Introduction

While the number of housing units in Chester County appears, on the surface, to be sufficient to house the population, the type of units available within the county pose affordability challenges in terms of location, size, and tenure.

All residential properties by number of units

<table>
<thead>
<tr>
<th>Property Type</th>
<th>Number</th>
<th>%</th>
</tr>
</thead>
<tbody>
<tr>
<td>1-unit detached structure</td>
<td>119,511</td>
<td>62%</td>
</tr>
<tr>
<td>1-unit, attached structure</td>
<td>34,300</td>
<td>18%</td>
</tr>
<tr>
<td>2-4 units</td>
<td>9,579</td>
<td>5%</td>
</tr>
<tr>
<td>5-19 units</td>
<td>13,976</td>
<td>7%</td>
</tr>
<tr>
<td>20 or more units</td>
<td>10,419</td>
<td>5%</td>
</tr>
<tr>
<td>Mobile Home, boat, RV, van, etc.</td>
<td>5,301</td>
<td>3%</td>
</tr>
<tr>
<td>Total</td>
<td>193,086</td>
<td>100%</td>
</tr>
</tbody>
</table>

Table 27 – Residential Properties by Unit Number

Data Source: 2009-2013 ACS

Unit Size by Tenure

<table>
<thead>
<tr>
<th></th>
<th>Owners</th>
<th></th>
<th>Renters</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Number</td>
<td>%</td>
<td>Number</td>
<td>%</td>
</tr>
<tr>
<td>No bedroom</td>
<td>204</td>
<td>0%</td>
<td>1,508</td>
<td>3%</td>
</tr>
<tr>
<td>1 bedroom</td>
<td>1,811</td>
<td>1%</td>
<td>12,786</td>
<td>28%</td>
</tr>
<tr>
<td>2 bedrooms</td>
<td>14,692</td>
<td>11%</td>
<td>16,288</td>
<td>36%</td>
</tr>
<tr>
<td>3 or more bedrooms</td>
<td>123,108</td>
<td>88%</td>
<td>14,391</td>
<td>32%</td>
</tr>
<tr>
<td>Total</td>
<td>139,815</td>
<td>100%</td>
<td>44,973</td>
<td>99%</td>
</tr>
</tbody>
</table>

Table 28 – Unit Size by Tenure

Data Source: 2009-2013 ACS

Describe the number and targeting (income level/type of family served) of units assisted with federal, state, and local programs.

Chester County has provided funding and technical assistance for the rehabilitation of owner occupied units completed in cooperation with several nonprofit organizations. These organizations include Good Works, Inc. and Good Neighbors, Inc., which both provide home improvements to the economically disadvantaged. In addition, Chester County provides funding and technical assistance to the Housing Partnership of Chester County, for the Home Maintenance Program, which provides housing repair for the elderly and the Homeowners Rehabilitation Program, which provides rehabilitation assistance for low and moderate income families. On average, the County has funded the renovation of approximately 125 units per year over the last 10 years.
Since the early 1990’s, the County has contributed to the development of over 1,000 new affordable units. Properties assisted with funds administered by Chester County include;

- Properties in the Coatesville area include: Brandywine Housing, Cansler Investments properties, Con Lyn Merchant Street, Community Builders properties, CYWA scattered site properties, Elmwood Garden Apartments, Good Works property, Roymar Hall Apartments, and the WC Atkinson transitional housing properties.
- Properties in the Kennett Square area include: Pathstone Alliance for Better Housing scattered site properties and the Cedar Woods Apartments.
- Properties in the West Chester area include: Domestic Violence Center of Chester County (DVCCC), Gaudenzia, and Human Services, Inc., Safe Haven scattered site.
- Properties in the Phoenixville / Spring City area include: Episcopalian House, French Creek Manor, Flag House, Gruber Mills, Jefferson Place, Fellowship Health, and Good Samaritan Shelter.
- The remaining units are located in the Exton, Oxford, Jennersville, and Parkesburg areas which include the Potter Building, Oxford Hotel and Village apartments, Luther House, and Westminster Place.

The most recently completed affordable rental developments include:

- Hopewell Manor Senior Facility is an energy efficient 71 unit affordable senior housing facility located in Elverson; DCD provided funding for 10 of the 71 housing units;
- Mary Taylor House/Hickman building expansion in West Chester to provide 60 affordable senior housing units, 15 of which were funded through DCD;
- Bernard Hankin Building which provides 50 units of senior housing in Uwchlan Township.
- In Summer 2017, Petra Community Housing closed on an affordable housing deal that will create 48 general occupancy rental units. The property is expected to be fully occupied in early 2019.

Funding was also provided to:

- Family Service of Chester County's Housing Options for Persons With HIV/AIDS (HOPWA) program (5 scattered site units of permanent housing)
- Open Hearth, Inc. (75 scattered site units of permanent housing)
- Human Services, Inc.: Safe Haven Program (8 site based units of permanent housing)
- Human Services, Inc.: Forensic House Program (8 site based units of permanent housing)
- Holcomb Behavioral Health Systems: Master Lease Intensive Supportive Housing Program (13 scattered site units of permanent housing)

Provide an assessment of units expected to be lost from the affordable housing inventory for any reason, such as expiration of Section 8 contracts.

DCD expects the period of affordability to be renewed on an ongoing basis. There are 91 units, which have period of affordability that are scheduled to expire in the next five years. However, it is not anticipated that these units will be removed from DCD’s affordable housing portfolio.

1. Jefferson Place (Phoenixville): 25 units
2. Pathstone Alliance for Better Housing (Kennett Square and Avondale): 4 units
3. North 2nd Ave (Tax Credit, Project-Based Voucher, and Housing Choice Voucher Program; City of Coatesville): 62 units
Oxford Hotel, located in Oxford, will no longer remain an affordable rental property which will remove 22 units from DCD's portfolio.

**Does the availability of housing units meet the needs of the population?**

No. Although there are enough housing units available to meet the needs of the County, there are not enough affordable housing units available to meet the needs of residents with low to moderate income. This is clearly presented by the fact that 32% of households in the County experience a housing cost burden in which housing costs are 30% or greater than a household’s income. Additionally, for larger or multi-generational families, only 10.5% of the units with three or more bedrooms are rental units, severely limiting options for these larger families. There are 30 affordable units for each 100 households in Chester County at 0-30% Area Median Income (Housing Alliance of Pennsylvania).

**Describe the need for specific types of housing:**

General occupancy rental housing is a significant need in many communities. Where rental housing is available, many of the units have rents that are not affordable for low and moderate income residents, with locally-reported information regarding rental costs exceeding the median rent noted in Section NA-40. The current housing stock of single family dwelling units is sufficient for the current need; however, affordable homeownership opportunities for families are extremely limited throughout Chester County due to the high cost of homes. This is reflected in the fact that, according to CPD maps data, 67.15% of two bedroom units and 72.66% of three bedroom units rent for $1,000 or more. 19,935 of the County’s 44,975 renters pay more than 30% of income toward housing costs (2009-2013 CHAS).

**Discussion**

In terms of numbers, the housing stock is sufficient for the population of Chester County, however, in terms of type, affordability, and location, the diversity of housing stock does not meet the need.

The United States Department of Housing and Urban Development (HUD) calculates the average Job Proximity Index in Chester County as 55. While the average is the second highest county in the region and is, generally speaking, not a barrier, the challenge comes from the range in indices found within the county. Neighborhoods in Chester County can have Job Proximity Indices ranging from 2 to 98. This disparity of access has the greatest negative impact on individuals with barriers, with areas of higher concentrations of low income residents, migrant and seasonal workers, residents with Limited English Proficiency (LEP), and disabled residents frequently residing in areas of the county with a lower Job Proximity Index. This frequently adds additional challenges such as transportation and accessibility of opportunity to populations already experiencing barriers.
MA-15 Housing Market Analysis: Cost of Housing - 91.210(a)

Introduction

According to the 2009-2013 American Community Survey (ACS) estimates, the median home value of owner-occupied units in Chester County was $325,200. This is an 82% increase since 2000. Additionally, contract rents have increased 51% in that same time period, though anecdotal evidence at the local level indicates that this increase may be even higher. Chester County’s median contract rental price in 2013 of $1,004 is more than 50% higher than the State of Pennsylvania as a whole. 32% of Chester County households experience housing cost burden greater than 30% of income and 13% of households experience housing cost burden greater than 50% of income. The high median home value and rental prices in Chester County has led to a significantly high self-sufficiency wage threshold, making affordable living in Chester County increasingly difficult.

Cost of Housing

<table>
<thead>
<tr>
<th></th>
<th>Base Year: 2000</th>
<th>Most Recent Year: 2013</th>
<th>% Change</th>
</tr>
</thead>
<tbody>
<tr>
<td>Median Home Value</td>
<td>178,900</td>
<td>325,200</td>
<td>82%</td>
</tr>
<tr>
<td>Median Contract Rent</td>
<td>664</td>
<td>1,004</td>
<td>51%</td>
</tr>
</tbody>
</table>

Table 29 – Cost of Housing

Data Source: 2000 Census (Base Year), 2009-2013 ACS (Most Recent Year)

Rent Paid

<table>
<thead>
<tr>
<th>Rent Paid</th>
<th>Number</th>
<th>%</th>
</tr>
</thead>
<tbody>
<tr>
<td>Less than $500</td>
<td>6,089</td>
<td>13.5%</td>
</tr>
<tr>
<td>$500-999</td>
<td>17,362</td>
<td>38.6%</td>
</tr>
<tr>
<td>$1,000-1,499</td>
<td>14,149</td>
<td>31.5%</td>
</tr>
<tr>
<td>$1,500-1,999</td>
<td>4,517</td>
<td>10.0%</td>
</tr>
<tr>
<td>$2,000 or more</td>
<td>2,856</td>
<td>6.4%</td>
</tr>
<tr>
<td>Total</td>
<td>44,973</td>
<td>100.0%</td>
</tr>
</tbody>
</table>

Table 30 - Rent Paid

Data Source: 2009-2013 ACS

Housing Affordability

<table>
<thead>
<tr>
<th>% Units affordable to Households earning</th>
<th>Renter</th>
<th>Owner</th>
</tr>
</thead>
<tbody>
<tr>
<td>30% HAMFI</td>
<td>1,974</td>
<td>No Data</td>
</tr>
<tr>
<td>50% HAMFI</td>
<td>5,660</td>
<td>2,836</td>
</tr>
<tr>
<td>80% HAMFI</td>
<td>18,887</td>
<td>12,584</td>
</tr>
<tr>
<td>100% HAMFI</td>
<td>No Data</td>
<td>22,759</td>
</tr>
<tr>
<td>Total</td>
<td>26,521</td>
<td>38,179</td>
</tr>
</tbody>
</table>

Table 31 – Housing Affordability

Data Source: 2009-2013 CHAS
Monthly Rent

<table>
<thead>
<tr>
<th>Monthly Rent ($)</th>
<th>Efficiency (no bedroom)</th>
<th>1 Bedroom</th>
<th>2 Bedroom</th>
<th>3 Bedroom</th>
<th>4 Bedroom</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fair Market Rent</td>
<td>830</td>
<td>1,003</td>
<td>1,210</td>
<td>1,502</td>
<td>1,659</td>
</tr>
<tr>
<td>High HOME Rent</td>
<td>814</td>
<td>959</td>
<td>1,156</td>
<td>1,375</td>
<td>1,515</td>
</tr>
<tr>
<td>Low HOME Rent</td>
<td>713</td>
<td>764</td>
<td>917</td>
<td>1,060</td>
<td>1,182</td>
</tr>
</tbody>
</table>

Table 32 – Monthly Rent

Data Source: HUD FMR and HOME Rents

Is there sufficient housing for households at all income levels?

As noted in 2009-2013 Comprehensive Housing Affordability Strategy (CHAS) data, there are 13,015 households at less than 30% Housing Area Median Family Income (HAMFI) and 14,110 households at 30-50% HAMFI. 1,974 units are affordable for households earning 30% of HAMFI and 5,660 units are available for those households earning 30-50% HAMFI. The need for affordable rental units far outpaces their availability in Chester County.

According to the Social Security Administration, the monthly amount for someone receiving Supplemental Security Income (SSI) in 2017 is $735.00. In Chester County, this is equal to 10.2% of the Area Median Income (AMI). Those receiving SSI as their primary source of income would have to pay 113% of their monthly income to rent an efficiency unit at Fair Market Rent and 136% of their monthly income for a one-bedroom unit. Further, the Fair Market Rent for a 1 bedroom unit equates to $12,036 in rental costs per year. The poverty level in Chester County for a single person is $12,060. A Chester County resident whose income is at or below the poverty level would spend more than their total income on rent at that rate.

2009-2013 CHAS data also indicates that 32% of households in Chester County experience housing cost burden of 30% or more, with 13% of households experiencing severe cost burden of greater than 50% of income. Significant increases in median contract rent and median home value, without corresponding increases in median income have led to greater disparity in affordable housing stock between need and supply.

How is affordability of housing likely to change considering changes to home values and/or rents?

Trends in home and rental costs show prices increasing at a rate that far outpaces inflation and continually shrinks the stock of affordable housing in Chester County. New rental stock tends to be found in the boroughs with rents exceeding those found in the rent tables above. The 82% increase in median home value has also impacted land value, with affordable housing being increasingly difficult to develop due to the high cost of land in Chester County.
How do HOME rents / Fair Market Rent compare to Area Median Rent? How might this impact your strategy to produce or preserve affordable housing?

Due to Chester County’s relative wealth, area median rents are higher than the Philadelphia Metropolitan Statistical Area HOME and Fair Market Rents set by the U.S. Department of Housing and Urban Development.

While HOME rents fall below the Fair Market Rent and Area Median Rent in Chester County, the rates are still high, with a 2-bedroom High HOME rent exceeding the Area Median Rent by $150 per month. Still, for a household making low wages, affording a subsidized unit without burden can still be difficult. High market demand has led not only to rapidly increasing Median Home Value, but also to high land values in areas of opportunity. Remaining parcels in areas of opportunity that could be used for affordable housing development often have additional challenges such as contamination that increase development costs. The high land values and infrastructure costs, in addition to site barriers, make development of safe, affordable housing challenging, particularly in areas of opportunity.

Discussion

In order to afford the Median Area Rent, which is also equivalent to the Fair Market Rent for a one-bedroom unit, without incurring 30% housing cost burden, a household’s income would need to be at least $3,350 per month, or just over $40,000 per year. Rents are increasing at a faster rate than estimates predict, particularly in urban centers. Urban center revitalization is leading to above-expected rent increases, leading to more frequent occurrence of low income renter displacement.

According to estimates based on Pathways PA’s self-sufficiency rates, the self-sufficiency wage threshold for a family of one adult and one preschool-age child is $55,721, or $26.79 per hour, and the self-sufficiency wage for a family of 2 adults and 2 children is $77,234, which works out to an hourly rate of $18.57 per adult. (Source: Central Pennsylvania Workforce Development Corporation) The high cost of housing is a primary factor in the high self-sufficiency wage rates in Chester County.
MA-20 Housing Market Analysis: Condition of Housing – 91.210(a)

Introduction

The high cost of homes in Chester County limits affordable housing opportunities for low income households. There are also challenges for homeowners to maintain their homes on fixed and/or low incomes, including senior citizens. This can lead to decreased quality of the existing housing stock, especially in older neighborhoods. Facing home repairs and necessary improvements can place financial stress on a low income household’s budget. Such matters can be further complicated in homes constructed before 1978 that have lead based paint while children are present. Lead based paint removal is a costly process that low income households may not be able to afford.

Definitions

A unit is defined as "standard" if it at a minimum meets the Existing Housing Quality Standards of the Section 8 Housing Voucher Program.

“Substandard condition but suitable for rehabilitation” is defined as: A substandard unit that is technically feasible to repair and whose value after rehabilitation can be expected to reasonably conform to the market value of comparable units in the same geographically area. The County shall determine the amount of subsidy to be provided to the rehabilitation of a unit dependent upon the program being used.

Condition of Units

<table>
<thead>
<tr>
<th>Condition of Units</th>
<th>Owner-Occupied</th>
<th>Renter-Occupied</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Number</td>
<td>%</td>
</tr>
<tr>
<td>With one selected Condition</td>
<td>39,284</td>
<td>28%</td>
</tr>
<tr>
<td>With two selected Conditions</td>
<td>313</td>
<td>0%</td>
</tr>
<tr>
<td>With three selected Conditions</td>
<td>153</td>
<td>0%</td>
</tr>
<tr>
<td>With four selected Conditions</td>
<td>0</td>
<td>0%</td>
</tr>
<tr>
<td>No selected Conditions</td>
<td>100,065</td>
<td>72%</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>139,815</strong></td>
<td><strong>100%</strong></td>
</tr>
</tbody>
</table>

Table 33 - Condition of Units

Data Source: 2009-2013 ACS

Year Unit Built

<table>
<thead>
<tr>
<th>Year Unit Built</th>
<th>Owner-Occupied</th>
<th>Renter-Occupied</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Number</td>
<td>%</td>
</tr>
<tr>
<td>2000 or later</td>
<td>24,433</td>
<td>17%</td>
</tr>
<tr>
<td>1980-1999</td>
<td>49,361</td>
<td>35%</td>
</tr>
<tr>
<td>1950-1979</td>
<td>47,090</td>
<td>34%</td>
</tr>
<tr>
<td>Before 1950</td>
<td>18,931</td>
<td>14%</td>
</tr>
</tbody>
</table>

Consolidated Plan

CHESTER COUNTY 61
### Year Unit Built

<table>
<thead>
<tr>
<th>Year Unit Built</th>
<th>Owner-Occupied</th>
<th>Renter-Occupied</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Number</td>
<td>%</td>
</tr>
<tr>
<td>Total</td>
<td>139,815</td>
<td>100%</td>
</tr>
</tbody>
</table>

*Table 34 – Year Unit Built*

Data Source: 2009-2013 CHAS

### Risk of Lead-Based Paint Hazard

<table>
<thead>
<tr>
<th>Risk of Lead-Based Paint Hazard</th>
<th>Owner-Occupied</th>
<th>Renter-Occupied</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Number</td>
<td>%</td>
</tr>
<tr>
<td>Total Number of Units Built Before 1980</td>
<td>66,021</td>
<td>47%</td>
</tr>
<tr>
<td>Housing Units built before 1980 with children present</td>
<td>17,151</td>
<td>12%</td>
</tr>
</tbody>
</table>

*Table 35 – Risk of Lead-Based Paint Hazard*

Data Source: 2009-2013 ACS (Total Units) 2009-2013 CHAS (Units with Children present)

### Vacant Units

<table>
<thead>
<tr>
<th>Vacant Units</th>
<th>Suitable for Rehabilitation</th>
<th>Not Suitable for Rehabilitation</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Vacant Units</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Abandoned Vacant Units</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>REO Properties</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Abandoned REO Properties</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
</tbody>
</table>

*Table 36 – Vacant Units*

Data Source: 2005-2009 CHAS

Vacant Units

Chester County does not maintain vacant unit data that is applicable to this table. No available alternative data sources provide information about abandoned vacant units, REO properties, or which of those units are suitable for rehabilitation. According to RealtyTrac.com, the foreclosure rate in Chester County is 0.05%, compared to 0.06% for Pennsylvania and the United States overall. Berwyn has the highest foreclosure rate in Chester County, with 1 in every 715 homes, followed by the City of Coatesville with 1 in every 803 homes.

### Need for Owner and Rental Rehabilitation

In Chester County, one of the biggest problems that families of limited financial resources face is the inability to locate safe, secure, and affordable housing. The Department of Community Development currently funds approximately 125 homeowner rehabilitations per year, with additional access modifications for disabled homeowners and renters as funding allows.
Estimated Number of Housing Units Occupied by Low or Moderate Income Families with LBP Hazards

The Chester County Health Department, from April 1994 to July 2017, inspected 143 housing units suspected of containing high levels of lead, based on children’s elevated blood levels of lead. Of these 143 suspected housing units, 121 (85%) were tested and confirmed to contain dangerous levels of lead. In addition, the Chester County Health Department performed 198 risk assessments at the request of the Chester County Department of Community Development, nonprofit service organizations, and Community Housing Development Organizations. Of these 198 housing units, 154 (77%) were identified to contain lead paint hazards.

Discussion

High housing costs for renters and homeowners can lead to living in unsafe conditions. Low income homeowners may struggle to afford the required maintenance and repairs to uphold a safe environment. Low income renters may have few housing options, potentially leading to living in unsafe or overcrowded conditions.

Lead based paint was not banned by the federal government until 1978. Lead based paint hazards from deteriorating paint and contaminated dust place children, particularly those under six years old, at risk of physical and cognitive developmental problems. In Chester County, 47% of all owner-occupied units and 64% of renter occupied units were constructed before 1980.

The Chester County Multi-Jurisdictional Hazard Mitigation Plan was adopted in December of 2015, which includes a comprehensive risk assessment. Seventy-two of the 73 municipalities in Chester County have some land area that is located within a 1% floodplain. According to the list of repetitive loss properties maintained by FEMA, as of June 2012, Chester County has 136 identified repetitive loss and 23 severe repetitive loss properties. There is one repetitive loss property within the County’s only Racially/Ethnically Concentrated Area of Poverty (R/ECAP), which is located a non-residential area of the City of Coatesville. As is the case throughout Pennsylvania, zoning and floodplain ordinances fall within the scope of local municipalities, not within the jurisdiction of the county as a whole. The other primary natural hazard risk in Chester County is winter storms, which is a county-wide risk with no particular areas of concentration.

The Department of Emergency Services facilitates Mass Care meetings with leadership from each county department to prepare for catastrophic events, including natural disasters. DCD, as a county department, maintains a close collaborative relationship with the County’s Department of Emergency Services, which is particularly evident during Code Blue situations and in the annual Point in Time Count.
MA-25 Public and Assisted Housing – 91.210(b)

Introduction

The Housing Authority of the County of Chester (HACC) has 331 public housing units, of which 125 are owned and managed by other entities. Of the 206 public housing units owned and managed by HACC, only 26 are family units, the balance are elderly/disabled apartments in three mid-rise buildings and a garden apartment complex. All of HACC’s public housing units are located in five municipalities.

Totals Number of Units

<table>
<thead>
<tr>
<th>Program Type</th>
<th>Certificate</th>
<th>Mod-Rehab</th>
<th>Public Housing</th>
<th>Vouchers</th>
<th>Special Purpose Voucher</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Total</td>
<td>Project-based</td>
<td>Tenant-based</td>
<td></td>
<td>Veterans Affairs Supportive Housing</td>
</tr>
<tr>
<td># of units vouchers available</td>
<td>82</td>
<td>51</td>
<td>331</td>
<td>1,665</td>
<td>223</td>
</tr>
<tr>
<td># of accessible units</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

*includes Non-Elderly Disabled, Mainstream One-Year, Mainstream Five-year, and Nursing Home Transition

Data Source: PIC (PIH Information Center)

Describe the supply of public housing developments:

Describe the number and physical condition of public housing units in the jurisdiction, including those that are participating in an approved Public Housing Agency Plan:

The following is an inventory of the county’s public housing developments including the physical condition and revitalization needs of the units.

West Chester (Locust, Spruce & Maple Courts): This development, located in the east end of West Chester, is a mixed development of family and elderly/disabled housing. The complex has 50 units and a community center. Built in 1966, the last major renovation was in 1989. The units are currently in fair condition and meet Housing Quality Standards (HQS). Although some roof replacement is now funded, additional
funding is needed to complete the work. Another major need is the outdoor area: a playground and updated landscaping are needed. HACC has funded porch/step replacement; however funds are not adequate to undertake other needed work.

Phoenixville (300 High Street): This is a four story mid-rise brick building for elderly people consisting of 50 one-bedroom units. The building, built in 1971, had partial renovations done in 1993-94. However, complete renovation of all units is needed. HACC has begun this process. There are insufficient funds both to meet the code requirements for fire alarm and sprinkler systems, and also replace the roof. Most units are in fair condition and meet HQS standards.

Phoenixville (Fairview Village): a newly reconstructed development consisting of 25 public housing units and 11 non-subsidized LIHTC units.

West Chester (North Church Street): This is a mid-rise building consisting of 58 one-bedroom units for elderly/disabled people. It received extensive modernization in 1992-93, and is up to code. The units are in good condition, and meet HQS standards.

Oxford (Oxford Terrace): built in 1983, is a five-story mid-rise building consisting of 48 efficiency and one-bedroom units for elderly/disabled. The units are generally in good condition. All windows have been replaced and air-conditioners installed. An urgent need is the roof, which needs to be replaced; patching no longer addresses the leaks. However, a crumbling retaining wall had to be rebuilt, which used up substantial funding reserves.

West Chester (Hannum Gardens): Formerly a public housing development, this was completely renovated through a mixed-finance limited partnership program. Sixteen of the 31 units are public housing, with the balance occupied by Section 8 voucher holders. The construction was recently completed and thus no substantial work is required.

South Coatesville (Garnet Terrace): This development was included in the HOPE VI program and has been completely re-configured and renovated. Of the 47 units, 37 are public housing. It is now owned and managed by the Community Builders. No substantial work is required.

Coatesville (Ash Park Terrace/Washington House): This project is actually two different sites in Coatesville, which includes a converted firehouse and a newly constructed four-story building. It represents replacement housing for the elderly units demolished under HOPE VI program. Of the 66 units, 34 are public housing. No substantial improvements are needed at this time.

Coatesville (Downtown Revival): This project, also part of HOPE VI, is owned and managed by the Community Builders. The 22 units, 12 of which are public housing, are apartments over various commercial enterprises in Downtown Coatesville. No substantive improvements are needed at this time.
Public Housing Condition

<table>
<thead>
<tr>
<th>Public Housing Development</th>
<th>Average Inspection Score</th>
</tr>
</thead>
<tbody>
<tr>
<td>AMP 12, West Chester HDC (16 units)</td>
<td>97</td>
</tr>
<tr>
<td>AMP 13, S. Coatesville TCB (37 units)</td>
<td>94</td>
</tr>
<tr>
<td>AMP 14, Coatesville HDC (34 units)</td>
<td>95</td>
</tr>
<tr>
<td>AMP 15, Coatesville TCB (12 units)</td>
<td>86</td>
</tr>
<tr>
<td>AMP 25, West Chester HACC (109 units)</td>
<td>94</td>
</tr>
<tr>
<td>AMP 4, Phoenixville HACC (50 units)</td>
<td>90</td>
</tr>
<tr>
<td>AMP 8, Oxford HACC (48 units)</td>
<td>99</td>
</tr>
</tbody>
</table>

Table 38 - Public Housing Condition

Describe the restoration and revitalization needs of public housing units in the jurisdiction:

- Replacement of outdated and unserviceable apartment windows
- Replacement of roofs that are beyond their life cycle
- Installation of through-wall air conditioning units in elderly and disabled tenant units
- Replacement of outdated heating delivery systems
- Unit modifications to accommodate handicap accessibility and live in aides

Describe the public housing agency's strategy for improving the living environment of low- and moderate-income families residing in public housing:

HACC's strategy is based on the last physical needs assessment, which lists major activities that will improve the residents’ lives, such as new windows and wall air conditioners; automatic doors at entranceways; new, safe sidewalks and elevator upgrades. Residents have established and maintained resident councils to encourage better communication with HACC. A new physical needs assessment will take place in the near future.

Discussion:

A new physical needs assessment is scheduled to place within the next few months. The current physical needs assessment can be found on the Authority’s website: www.haccnet.org.
MA-30 Homeless Facilities and Services – 91.210(c)

Introduction

The Chester County Department of Community Development prioritizes funding for those most vulnerable and works to identify and fill service gaps in order to assist those experiencing homelessness succeed on the path to self-sufficiency.

Facilities and Housing Targeted to Homeless Households

<table>
<thead>
<tr>
<th></th>
<th>Emergency Shelter Beds</th>
<th>Transitional Housing Beds</th>
<th>Permanent Supportive Housing Beds</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Year Round Beds</td>
<td>Voucher / Seasonal /</td>
<td></td>
</tr>
<tr>
<td></td>
<td>(Current &amp; New)</td>
<td>Overflow Beds</td>
<td>Current &amp; New</td>
</tr>
<tr>
<td>Households with Adult(s)</td>
<td>101</td>
<td>81</td>
<td>83</td>
</tr>
<tr>
<td>and Child(ren)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Households with Only</td>
<td>89</td>
<td>48</td>
<td>33</td>
</tr>
<tr>
<td>Adults</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Chronically Homeless</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Households</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Veterans</td>
<td>10</td>
<td>0</td>
<td>217</td>
</tr>
<tr>
<td>Unaccompanied Youth</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
</tbody>
</table>

Table 39 - Facilities and Housing Targeted to Homeless Households

Data Source Comments: Data is taken from the 2017 Housing Inventory Chart (HIC)
Describe mainstream services, such as health, mental health, and employment services to the extent those services are use to complement services targeted to homeless persons

DCD works closely with providers within the Continuum of Care (CoC) to gauge accurate needs assessments of persons at risk of homelessness for the first time. Efforts are made to divert them to mainstream resources and other supports such as our emergency rental assistance program. During intake, our Coordinated Entry provider asks questions specifically regarding housing stability and/or risk of imminent homelessness. If homelessness is imminent, the household is immediately diverted to emergency rental assistance/prevention services. Our CoC has recently implemented the use of the Vulnerability Index - Service Prioritization Decision Assistance Tool (VI-SPDAT) at the CAS in order to better prioritize the need for this population. In addition, the SPDAT will be utilized to ensure the most vulnerable population receives limited permanent housing resources.

DCD collaborates with the following in order to assist homeless persons with accessing health services:

- The Chester County Assistance Office for Medicaid eligible participants
- ChesPenn provides health care services for eligible patients & assists to apply & receive Medicaid & Affordable Care Act (ACA) insurance
- The Clinic provides medical care & assists in applying for Medicaid & ACA coverage
- Community Volunteers in Medicine is a primary care medical and dental facility that works with the uninsured and under-insured assisting them with applying for and receiving Medicaid and insurance through the ACA
- The Maternal and Child Health Consortium works to ensure that mothers have all necessary resources including assisting with Medicaid and ACA applications
- The Chester County Health Department assists hundreds of households annually apply to receive Medicaid or ACA coverage while providing a variety of health services. The County's Department of Human Services and Behavioral Health services also assist all medical assistance eligible clients to enroll in and receive Medicaid or ACA coverage
- The Chester County Department of Aging also assists clients with applying for Medicare

DCD works in partnership with the Chester County Departments of Mental Health/Intellectual and Developmental Disabilities and Drug and Alcohol to ensure persons experiencing homelessness have access to treatment as needed. DCD has a Mental Health Housing Coordinator who assists homeless persons with mental health issues to secure and maintain permanent housing in conjunction with the Housing Authority of Chester County in the form of “set aside” units for this population. In addition, the Mental Health Housing Coordinator is actively working with the Section 811 Supportive Housing for Persons with Disabilities Program in order to expand permanent housing options for this population.

Homelessness programs funded by DCD practice mutual referrals with workforce development programs operating primarily out of the PA CareerLink® - Chester County (PACL). Workforce development programs include workshops, skills training, job location and placement services, and resume assistance. The EARN and Work Ready programs are referral-based and targeted to those residents of Chester County receiving public assistance. The Career Corps program works with young adults ages 16-24 to assist them on the path to long-term success in the workforce.

Through the resources available at the PACL and United Way Financial Stability Center, participants access financial management/credit/budget counseling, free tax preparation and other health and human services that may include confidential counseling services as needed.
List and describe services and facilities that meet the needs of homeless persons, particularly chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth. If the services and facilities are listed on screen SP-40 Institutional Delivery Structure or screen MA-35 Special Needs Facilities and Services, describe how these facilities and services specifically address the needs of these populations.

Chester County’s Coordinated Entry Provider, ConnectPoints, specifically screens for veterans during intake. Upon identification, veterans are immediately referred to the Multi Services Veterans Center, and other local veterans’ service providers who provide HUD Veterans Affairs Supportive House (VASH) and Supportive Services for Veteran Families (SSVF). The Coatesville VA Medical Center serves eligible Veterans.

The recently-established Housing Stability Case Management Program (HSCMP) assists those recently placed into housing who do not qualify for supports offered to specific or targeted populations. The goal of the HSCMP is to provide connections and support throughout the first year of housing placement in order to increase the likelihood of self-sufficiency and success and decrease the likelihood of recidivism.
MA-35 Special Needs Facilities and Services – 91.210(d)

Introduction

The Chester County Department of Community Development (DCD) works diligently with community providers and stakeholders that specialize in providing services to specific populations to ensure those populations have everything they need to thrive in permanent housing.

Including the elderly, frail elderly, persons with disabilities (mental, physical, developmental), persons with alcohol or other drug addictions, persons with HIV/AIDS and their families, public housing residents and any other categories the jurisdiction may specify, and describe their supportive housing needs

Elderly

In Chester County, 13.3% of the population is age 65 and older. Additionally, 56,890 households have at least one person age 62 or older (2009-2013 ACS). Of elderly households, 67% of those experiencing housing cost burden experience a burden of more than 50% of income (CPD Maps). Affordable housing for seniors will continue to be a need as the County’s population ages, and numbers of affordable senior housing units have increased in various areas of the county in recent years.

Persons with Disabilities

The 2009-2013 American Community Survey (ACS) estimates that 7.6% of the Chester County population has a disability. The largest numbers of residents with disabilities fall into the ambulatory, cognitive, and self-care categories. In Chester County, the unemployment rate for adults age 25-64 is 15.8% (compared to a rate of 3.8% for the County overall) with a 52.5% labor force participation rate (Center for Workforce Information and Analysis). This high rate of unemployment and low rate of labor force participation means a disproportionate number of disabled adults are low income.

Persons with Addiction

Of the 1,996 adults served and recorded in the Chester County HMIS system, 118 self-reported alcohol abuse, 211 reported drug abuse, and 207 reported both alcohol and drug abuse. This total of 536 people is just over a quarter of the adults served reporting addiction. There were 97 overdose deaths in Chester County in 2016. (Chester County Commissioners Office) The homeless population struggling with addiction needs a strong support network, counseling, case management, and, often, to be removed from their previous environment.

Persons with HIV/AIDS

The Housing Opportunities for Persons with AIDS (HOPWA) program operates on the fundamental principle that housing and other needed services must be closely linked and coordinated through relationships and partnerships between the housing provider and supportive service providers. As an agency that provides a number of these supportive services, Family Service understands this core value and is experienced in operating in a close collaborative environment. Our HOPWA program is closely connected to Project ONE, Family Service’s comprehensive HIV/AIDS service, and HOPWA clients receive comprehensive medical case management and prevention services in addition to housing support. When landlord-tenant issues or disputes arise, the Housing Coordinator works with all parties to arrive at a satisfactory resolution and avoid a disruption in housing.
Public Housing Residents
In 2017, DCD piloted a Housing Stability Case Management Program to assist those placed into permanent housing in obtaining the other supports necessary to succeed and thrive while maintaining that housing. This allows the initial focus to be on housing and ancillary needs to be addressed once housing is located. The Housing Stability Case Manager provides a stable contact and navigator for newly-housed people.

Describe programs for ensuring that persons returning from mental and physical health institutions receive appropriate supportive housing

Hospital/Institution Guidelines
The Community/Hospital Projects Program (CHIPPs) is a state initiative, in partnership with local counties that enables the discharge of people served in Pennsylvania state hospitals who have extended lengths of stay and/or complex service needs to less restrictive community-based programs and supports. With CHIPP the county must close a bed at the state hospital and the funds used for this bed are transferred to the county. CHIPPs was designed to develop the needed resources for successful community placement of individuals that include case management services, residential services and rehabilitation/treatment services. It was created to build local community capacity for diversionary services to prevent unnecessary future hospital admissions.

Nursing Home Transition Program
The Pennsylvania Housing Finance Agency has partnered with the Department of Human Services Office of Long Term Living to create a temporary rent subsidy for income eligible people transitioning out of a nursing home. This Nursing Home Transition Tenant Based Rental Assistance (NHT TBRA) is available for income eligible consumers that need a temporary rental subsidy for them to move into the community. The NHT TBRA is designed to provider rental assistance for up to 24 months for those consumers on a waiting list for a permanent housing subsidy.

Mental Health Supportive Housing and Supportive Housing Services Guidelines
The Chester County Department of Mental Health/Intellectual and Developmental Disabilities (MH/IDD) established protocols to ensure that a streamlined, centralized process is maintained in order for consumers that are of the priority population (as established by the Chester County Mental Health Housing Plan and who are registered for County funded mental health services) may seek and secure Mental Health Supportive Housing and/or Supportive Housing Services. The goals of the protocol are the following:

• To establish, maintain and monitor the Referral and Wait list for the Mental Health Supportive Housing and/or Supportive Housing Services.
• To ensure the timely review, referral, admission and tracking of consumers who have applied to the Mental Health Housing Options Team (MHOT). The MHOT is the oversight body assigned to review, refer and track consumers applying for Mental Health Supportive Housing and/or Supportive Housing Services.
• To ensure that consumers receiving Mental Health Supportive Housing and/or Supportive Housing Services have access to the support systems and services they need to promote successful tenancy.
• To promote recovery and community integration, to support consumers’ choice of housing and to help consumers’ live in the most independent setting possible.
• To promote and support a holistic approach to the overall care, health and wellness of the consumer applying for or receiving Mental Health Supportive Housing and/or Supportive Housing Services.

Specify the activities that the jurisdiction plans to undertake during the next year to address the housing and supportive services needs identified in accordance with 91.215(e) with respect to persons who are not homeless but have other special needs. Link to one-year goals. 91.315(e)

See below.

For entitlement/consortia grantees: Specify the activities that the jurisdiction plans to undertake during the next year to address the housing and supportive services needs identified in accordance with 91.215(e) with respect to persons who are not homeless but have other special needs. Link to one-year goals. (91.220(2))

The Chester County Department of Community Development (DCD) in collaboration with the Chester County Department of Human Services (DHS) and Chester County Department of Mental Health/Intellectual and Developmental Disabilities (MH/IDD) developed the Mental Health Housing Plan. Through this plan, over 27 units/31 beds have been developed for persons with Severe and Persistent Mental Illness in need of housing.

- 8 units/8 beds Housing Authority of the County of Chester
- 6 units/6 beds Roymar Hall
- 8 units/11 beds Holcomb Adult Program at Marchwood
- 1 unit/2 beds Holcomb Transition Aged Youth Program at Marchwood
- 4 units/4 beds Holcomb Transition Aged Youth Program at Golf Club Apartments
- 6 units/6-9 beds Fairview Village

In addition to the units for mental health housing, in the last year, 60 units for Senior Citizens became available at The Hickman-Mary Taylor House in West Chester. The composition of these units are 54 one bedroom and six two bedroom units. The Department of Community Development has also committed funds to Eagleview II Affordable Senior Housing (50 one-bedroom rental apartments for seniors 62+) close to transportation and community resources.
MA-40 Barriers to Affordable Housing – 91.210(e)

Negative Effects of Public Policies on Affordable Housing and Residential Investment

As in the rest of the Commonwealth of Pennsylvania, county government has little to no control over land use and zoning, as that is left in the hands of municipalities. As of 2017, there are thirty municipalities in Chester County eligible to receive Community Development Block Grant funding. Of those municipalities, less than half have municipal ordinances that comply with fair housing. It is a goal of the Chester County Department of Community Development to increase that number through education of municipal officials and residents.

Tax policies do not overtly deter the development of affordable housing. However, taxes are an issue in some areas of the county, especially those areas with few businesses or private industries to absorb property and school tax burden. This tax burden is subsequently passed on to individual property owners. Unfortunately, many areas of the county with comparatively affordable land also have higher tax rates, and thereby may add to housing cost burden.

Zoning and taxes are only a small piece of the puzzle creating barriers to affordable housing in Chester County. An emphasis on open space preservation, as well as highly-rated schools and other desirable factors, have driven up land and home values throughout the County, particularly in areas of opportunity. The high costs of land, or remediation needed on lower-priced parcels, combine with other costs of development to make building affordable housing difficult. In the remaining areas of the County where comparatively lower land prices can be found, there are additional challenges which may include: site contamination and environmental hazards, or lack of access to transportation, services, or employment opportunities.

According to 2009-2013 American Community Survey estimates, the median home value in Chester County is $325,200 and the median rent is $1,004. With such high home values and rapidly rising rental costs, Chester County is among the least affordable counties in Pennsylvania. The high land values, in addition to infrastructure, permitting, and other development costs, make the development of affordable housing in Chester County prohibitive unless there is a subsidy (i.e. low income housing tax credits).

Among possible homeowners, securing enough money for a down-payment on a home is also a potential barrier to affordable housing.
MA-45 Non-Housing Community Development Assets – 91.215 (f)

Introduction

According to the US Census 2016 estimates, Chester County’s population is 516,312. While a quarter of the population is under 18, the largest age group of the adult population in the county falls within the 45-54 year age range, with over a quarter of the adult population falling within the 45-64 age range. There is a significantly smaller number of people entering adulthood and the workforce than those who are approaching retirement age. This is cause for concern, not only about Chester County’s ability to replace its aging workforce, but for the possible loss of institutional knowledge through retirement, without the ability to fill positions in a timely manner.

Chester County also exceeds the regional and statewide average annual salary by $6,714 and $14,716, respectively (Source: JobsEQ). This higher average salary correlates to a higher median home value and significantly high self-sufficiency wage threshold. According to estimates based on Pathways PA’s self-sufficiency rates, the self-sufficiency wage threshold for a family of one adult and one preschool-age child is $55,721, or $26.79 per hour, and the self-sufficiency wage for a family of 2 adults and 2 children is $77,234, which works out to an hourly rate of $18.57 per adult (Source: Central Pennsylvania Workforce Development Corporation). This creates a blend of opportunity and barriers unique to Chester County, with a larger gap to self-sufficiency experienced by those with barriers to employment.

Chester County consistently has an unemployment rate far below the state and national rates. This often causes a need for workers that is difficult to fill out of the limited pool of unemployed job seekers.

Economic Development Market Analysis

Business Activity

<table>
<thead>
<tr>
<th>Business by Sector</th>
<th>Number of Workers</th>
<th>Number of Jobs</th>
<th>Share of Workers %</th>
<th>Share of Jobs %</th>
<th>Jobs less workers %</th>
</tr>
</thead>
<tbody>
<tr>
<td>Agriculture, Mining, Oil &amp; Gas Extraction</td>
<td>3,647</td>
<td>5,713</td>
<td>2</td>
<td>3</td>
<td>1</td>
</tr>
<tr>
<td>Arts, Entertainment, Accommodations</td>
<td>18,799</td>
<td>18,270</td>
<td>9</td>
<td>9</td>
<td>0</td>
</tr>
<tr>
<td>Construction</td>
<td>9,807</td>
<td>10,204</td>
<td>5</td>
<td>5</td>
<td>0</td>
</tr>
<tr>
<td>Education and Health Care Services</td>
<td>40,213</td>
<td>34,602</td>
<td>19</td>
<td>16</td>
<td>-3</td>
</tr>
<tr>
<td>Finance, Insurance, and Real Estate</td>
<td>22,489</td>
<td>22,354</td>
<td>11</td>
<td>11</td>
<td>0</td>
</tr>
<tr>
<td>Information</td>
<td>5,312</td>
<td>5,476</td>
<td>3</td>
<td>3</td>
<td>0</td>
</tr>
<tr>
<td>Business by Sector</td>
<td>Number of Workers</td>
<td>Number of Jobs</td>
<td>Share of Workers</td>
<td>Share of Jobs</td>
<td>Jobs less workers</td>
</tr>
<tr>
<td>--------------------------------------------------------</td>
<td>-------------------</td>
<td>----------------</td>
<td>------------------</td>
<td>---------------</td>
<td>------------------</td>
</tr>
<tr>
<td>Manufacturing</td>
<td>18,563</td>
<td>20,920</td>
<td>9</td>
<td>10</td>
<td>1</td>
</tr>
<tr>
<td>Other Services</td>
<td>9,186</td>
<td>9,777</td>
<td>4</td>
<td>5</td>
<td>1</td>
</tr>
<tr>
<td>Professional, Scientific, Management Services</td>
<td>36,025</td>
<td>37,186</td>
<td>17</td>
<td>18</td>
<td>1</td>
</tr>
<tr>
<td>Public Administration</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Retail Trade</td>
<td>25,237</td>
<td>25,557</td>
<td>12</td>
<td>12</td>
<td>0</td>
</tr>
<tr>
<td>Transportation and Warehousing</td>
<td>6,923</td>
<td>6,778</td>
<td>3</td>
<td>3</td>
<td>0</td>
</tr>
<tr>
<td>Wholesale Trade</td>
<td>12,694</td>
<td>14,023</td>
<td>6</td>
<td>7</td>
<td>1</td>
</tr>
<tr>
<td>Total</td>
<td>208,895</td>
<td>210,860</td>
<td>--</td>
<td>--</td>
<td>--</td>
</tr>
</tbody>
</table>

Table 40 - Business Activity

Data Source: 2009-2013 ACS (Workers), 2013 Longitudinal Employer-Household Dynamics (Jobs)
**Labor Force**

<table>
<thead>
<tr>
<th>Description</th>
<th>Value</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total Population in the Civilian Labor Force</td>
<td>274,423</td>
</tr>
<tr>
<td>Civilian Employed Population 16 years and over</td>
<td>256,131</td>
</tr>
<tr>
<td>Unemployment Rate</td>
<td>6.67</td>
</tr>
<tr>
<td>Unemployment Rate for Ages 16-24</td>
<td>17.16</td>
</tr>
<tr>
<td>Unemployment Rate for Ages 25-65</td>
<td>4.59</td>
</tr>
</tbody>
</table>

Table 41 - Labor Force

Data Source: 2009-2013 ACS

**Occupations by Sector**

<table>
<thead>
<tr>
<th>Sector</th>
<th>Number of People</th>
</tr>
</thead>
<tbody>
<tr>
<td>Management, business and financial</td>
<td>84,054</td>
</tr>
<tr>
<td>Farming, fisheries and forestry occupations</td>
<td>9,132</td>
</tr>
<tr>
<td>Service</td>
<td>19,692</td>
</tr>
<tr>
<td>Sales and office</td>
<td>61,328</td>
</tr>
<tr>
<td>Construction, extraction, maintenance and repair</td>
<td>18,174</td>
</tr>
<tr>
<td>Production, transportation and material moving</td>
<td>10,969</td>
</tr>
</tbody>
</table>

Table 42 – Occupations by Sector

Data Source: 2009-2013 ACS

**Travel Time**

<table>
<thead>
<tr>
<th>Travel Time</th>
<th>Number</th>
<th>Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>&lt; 30 Minutes</td>
<td>138,870</td>
<td>59%</td>
</tr>
<tr>
<td>30-59 Minutes</td>
<td>75,214</td>
<td>32%</td>
</tr>
<tr>
<td>60 or More Minutes</td>
<td>22,615</td>
<td>10%</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>236,699</td>
<td><strong>100%</strong></td>
</tr>
</tbody>
</table>

Table 43 - Travel Time

Data Source: 2009-2013 ACS

**Education:**

Educational Attainment by Employment Status (Population 16 and Older)

<table>
<thead>
<tr>
<th>Educational Attainment</th>
<th>In Labor Force</th>
<th>Not in Labor Force</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Civilian Employed</td>
<td>Unemployed</td>
</tr>
<tr>
<td>Less than high school graduate</td>
<td>9,627</td>
<td>1,035</td>
</tr>
<tr>
<td>High school graduate (includes equivalency)</td>
<td>42,192</td>
<td>3,473</td>
</tr>
<tr>
<td>Some college or Associate's degree</td>
<td>44,531</td>
<td>3,438</td>
</tr>
</tbody>
</table>

Consolidated Plan

CHESTER COUNTY

OMB Control No: 2506-0117 (exp. 06/30/2018)
Educational Attainment

<table>
<thead>
<tr>
<th>Educational Attainment</th>
<th>In Labor Force</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Civilian Employed</td>
</tr>
<tr>
<td>Bachelor's degree or higher</td>
<td>116,163</td>
</tr>
</tbody>
</table>

Table 44 - Educational Attainment by Employment Status

Data Source: 2009-2013 ACS

Educational Attainment by Age

<table>
<thead>
<tr>
<th>Age</th>
<th>18–24 yrs</th>
<th>25–34 yrs</th>
<th>35–44 yrs</th>
<th>45–65 yrs</th>
<th>65+ yrs</th>
</tr>
</thead>
<tbody>
<tr>
<td>Less than 9th grade</td>
<td>844</td>
<td>1,990</td>
<td>1,655</td>
<td>3,126</td>
<td>3,132</td>
</tr>
<tr>
<td>9th to 12th grade, no diploma</td>
<td>4,672</td>
<td>2,159</td>
<td>1,961</td>
<td>4,340</td>
<td>5,754</td>
</tr>
<tr>
<td>High school graduate, GED, or alternative</td>
<td>13,221</td>
<td>11,005</td>
<td>11,737</td>
<td>34,395</td>
<td>22,270</td>
</tr>
<tr>
<td>Some college, no degree</td>
<td>18,510</td>
<td>9,040</td>
<td>8,251</td>
<td>21,982</td>
<td>9,615</td>
</tr>
<tr>
<td>Associate’s degree</td>
<td>1,152</td>
<td>3,477</td>
<td>4,258</td>
<td>9,661</td>
<td>2,994</td>
</tr>
<tr>
<td>Bachelor’s degree</td>
<td>6,648</td>
<td>19,426</td>
<td>24,116</td>
<td>41,738</td>
<td>12,996</td>
</tr>
<tr>
<td>Graduate or professional degree</td>
<td>210</td>
<td>8,541</td>
<td>15,435</td>
<td>29,879</td>
<td>10,317</td>
</tr>
</tbody>
</table>

Table 45 - Educational Attainment by Age

Data Source: 2009-2013 ACS

Educational Attainment – Median Earnings in the Past 12 Months

<table>
<thead>
<tr>
<th>Educational Attainment</th>
<th>Median Earnings in the Past 12 Months</th>
</tr>
</thead>
<tbody>
<tr>
<td>Less than high school graduate</td>
<td>24,327</td>
</tr>
<tr>
<td>High school graduate (includes equivalency)</td>
<td>33,628</td>
</tr>
<tr>
<td>Some college or Associate’s degree</td>
<td>42,070</td>
</tr>
<tr>
<td>Bachelor’s degree</td>
<td>62,195</td>
</tr>
<tr>
<td>Graduate or professional degree</td>
<td>89,020</td>
</tr>
</tbody>
</table>

Table 46 – Median Earnings in the Past 12 Months

Data Source: 2009-2013 ACS

Based on the Business Activity table above, what are the major employment sectors within your jurisdiction?

According to the Business Activity table above, the four major employment sectors in Chester County are: Education and Health Care Services; Professional, Scientific, Management Services; Retail Trade; and Finance, Insurance, and Real Estate. Beyond the table above, Chester County is the home to five regional Industry Partnerships; Healthcare, Information Technology, Manufacturing, Smart Energy, and Agriculture. These Industry Partnerships indicate high priority sectors in Chester County.

While the Business Activity table shows Education and Health Care Services as the largest sector by employment, it also shows that there are more workers than jobs in that sector. This indicates that the
sector should not be a focus for employment and training programming as there are not enough opportunities for the people already in that sector. On the other side, agriculture, construction, manufacturing, and wholesale trade, while smaller pieces of the sector pie, have significant gaps of workers, indicating they are areas of ready opportunity for job seekers.

Chester County’s largest employers, Vanguard and QVC Network, are well-known names. However, there is a variety of employers and industries in the county. For example, Chester County has a strong and vibrant agriculture sector with a location quotient of 5.27 when compared to the rest of Pennsylvania (Source: Center for Workforce Information & Analysis). A subset of the Agriculture industry, the mushroom industry, primarily located in southern Chester County and producing 47% of the nation’s mushrooms (Source: http://modernfarmer.com/2014/05/welcome-mushroom-countypopulation-nearly-half-u-s-mushrooms/), plays a critical role in making agriculture so important in Chester County.

Employers in Information Technology and the Life Sciences are also very well represented and growing in the county, which is reflected in the Professional and Technical Services industries having a location quotient of 1.81 (Source: Center for Workforce Information & Analysis). The strength of the Information Technology sector can be further observed when reviewing the fastest growing occupations by percent change, with Software Developers and Computer Systems Analysts regularly being in the top ten on the list (Source: Center for Workforce Information & Analysis).

**Describe the workforce and infrastructure needs of the business community:**

Transportation is a constant challenge to services and employment within Chester County. With the county spread out over a large geographic area of 759 square miles, as well as a blend of suburban and rural communities, accessing public transportation can be burdensome where it exists at all. This challenge is illustrated by the Job Proximity Index. The Job Proximity Index shows access to employment opportunities for a given neighborhood, with a higher index indicating higher access to opportunities. According to the United States Department of Housing and Urban Development (HUD), the average Job Proximity Index in Chester County is 55. While the average is the second highest in the region and is, generally speaking, not a challenge, the challenge comes from the range in indices found within the county. Neighborhoods in Chester County can have Job Proximity Indices ranging from 2 to 98. This disparity of access has the greatest negative impact on individuals with barriers, with areas of higher concentrations of low income residents, migrant and seasonal workers, residents with Limited English Proficiency (LEP), and disabled residents frequently residing in areas of the county with a lower Job Proximity Index. This frequently adds additional barriers such as transportation and accessibility of opportunity to populations already experiencing barriers.

In addition to occupation-specific skills, there is constantly feedback from employers on the need for “business critical skills,” formerly referred to as soft skills.
Describe any major changes that may have an economic impact, such as planned local or regional public or private sector investments or initiatives that have affected or may affect job and business growth opportunities during the planning period. Describe any needs for workforce development, business support or infrastructure these changes may create.

One major change is the shift in business and job models to what is known as the “gig economy.” This is illustrated by more temporary and contract jobs and less permanent hires. Those participating in the “gig economy” often move from place to place where the next opportunity may be, sometimes work multiple jobs at a time, and can operate under unorthodox hours. These temporary and transient opportunities are difficult to predict, difficult to track, and can cause uncertainty as to where the next “gig” is coming from, as well as lead to an increased working population responsible for obtaining and paying for their own benefits.

How do the skills and education of the current workforce correspond to employment opportunities in the jurisdiction?

While the high rate of bachelor’s and postgraduate degrees in Chester County is often cited as a point of pride, it does create a wider gap between the education attainment of residents and the education levels needed for employment in Chester County and the region. The overwhelming percentage of employment by training required in the county, Southeast Region, and statewide is for Short Term on the Job Training (OJT), with little to no experience and no degree required. The lowest percent of employment by training required is in the postgraduate degree category. While 20% of people in Chester County ages 25-64 have postgraduate degrees, only 3.9% of employment in Chester County requires a postgraduate degree (Source: Jobs EQ).

Describe any current workforce training initiatives, including those supported by Workforce Investment Boards, community colleges and other organizations. Describe how these efforts will support the jurisdiction’s Consolidated Plan.

The Chester County Workforce Development Board, which is also a part of the Chester County Department of Community Development, oversees a number of workforce initiatives that have a direct impact on the populations served under the Consolidated Plan. Those initiatives include:

- Individual Training Accounts and On-the Job Training, offering skills upgrades and certifications for local job seekers, with priority of service given to those who fall below 235% of the poverty level or have other barriers to employment
- Work First which targets employment and job placement services to those residents with a criminal background
- Coatesville Works, which focuses job readiness and placement efforts on the City of Coatesville
- An initiative to increase awareness of and placement in jobs in the mushroom industry, which is primarily located in an area of the county that has lower economic opportunity and is currently facing a labor shortage
- The Career Corps program provides workforce development services and work experiences for youth and young adults age 16-24, with barriers to employment or living in a census tract with a concentration of poverty being required for participation
Does your jurisdiction participate in a Comprehensive Economic Development Strategy (CEDS)?

Yes

If so, what economic development initiatives are you undertaking that may be coordinated with the Consolidated Plan? If not, describe other local/regional plans or initiatives that impact economic growth.

Chester County participates in the regional Comprehensive Economic Development Strategy with the Delaware Valley Regional Planning Commission (DVRPC). The goals of the CEDS include:

- Investing in people to support a workforce that is prepared to meet the evolving needs of the region’s employers.

- Investing in places to create attractive communities where employers and employees will want to live, work, and invest.

- Supporting businesses to facilitate business retention, expansion, and attraction.

These goals correspond to possible initiatives that may be undertaken through this Consolidated Plan, particularly in regard to investment in the City of Coatesville. Chester County has already dedicated significant resources in Coatesville to revitalize the downtown, improve infrastructure, invest in the city’s workforce, and create new employment opportunities.

Chester County has an economic development strategy, VISTA 2025; this public-private partnership operates on the premise that progress and preservation are complementary elements of a strategy that will support economic health while maintaining the “sense of place” that makes Chester County so attractive to residents and businesses.

The Department of Community Development does maintain a strong relationship with the Chester County Economic Development Council, which manages a number of employer services, as well as administers the Industry Partnerships referenced above. The Chester County Workforce Development Board also works closely with the Southeastern Pennsylvania Regional Partnership for Regional Economic Progress (PREP) Team.

Discussion

While Chester County is economically prosperous, the higher cost of living does make it even more burdensome for those with low incomes to succeed and prosper. The low unemployment rate and transportation challenges make it more difficult for the unemployed to find a job.
MA-50 Needs and Market Analysis Discussion

Are there areas where households with multiple housing problems are concentrated? (include a definition of "concentration")

According to CPD maps, there are no census tracts in the county with a concentration of multiple housing problems greater than 8.92%.

There are four areas with “overcrowding” greater than ten percent, with two of those areas greater than 25%. All of those areas are located in the southern part of the county, between Kennett Square and West Grove.

Are there any areas in the jurisdiction where racial or ethnic minorities or low-income families are concentrated? (include a definition of "concentration")

According to data provided in HUD maps for the Assessment of Fair Housing, much of the County's African American population is located in the City of Coatesville, and its neighbors of Modena and South Coatesville Boroughs, and Caln and Valley Townships. This concentration has increased since 1990, along with a rise in the area's Hispanic population.

The County has one racially or ethnically concentrated area of poverty (R/ECAP), located in the City of Coatesville. More specifically, this area is located north of Lincoln Highway from 1st Avenue to 13th Avenue. 3,899 residents live in the Coatesville R/ECAP. There are 769 families, 54.0% of which have children. Additional detail regarding this area can be found in the Chester County Assessment of Fair Housing, which was approved in June of 2017. The HUD definition for a Racially or ethnically Concentrated Area of Poverty (R/ECAP) is an area that has a nonwhite population of 50% or more, and has a poverty rate that exceeds 40% or is three or more times the average tract poverty rate for the metropolitan area (whichever is lower).

There has been steady growth among the Hispanic population along the county's Route 1 corridor, particularly around the Kennett and Oxford areas. Many of these individuals are from Mexico, although public input suggested that many people working and living in this area are also from Guatemala, Honduras and other Latin American countries. At the County level, 2.5% of residents were born in Mexico. Spanish speaking individuals are common in both southern Chester County and Coatesville, as well as in East Whiteland Township, and Phoenixville and West Chester Boroughs.

Asian residents live closer to the center of Chester County, primarily in the eastern half of the county. The two most common groups of Asian people born outside of the United States are from India (1.3%), and China (0.5%).

What are the characteristics of the market in these areas/neighborhoods?

The City of Coatesville’s 5,126 housing units consist primarily of attached units/twins (40.1%) and single family units (20.7%), with multi-family units comprising the rest of the housing stock. Coatesville has some of the oldest housing stock in Chester County. Of its 5,126 housing units, 3,917 (76.4%) were
constructed before 1970. Moreover, 2,817 (55.0%) of the city’s housing was built before 1940. By comparison, only 72,592 (37.2%) of Chester County’s 194,892 housing units were constructed before 1970. This older housing stock frequently leads to additional issues, including the need for lead-based paint remediation and more costly upkeep and repairs than newer homes.

Due to having lower household income, Coatesville residents are much more likely to incur housing cost burden, defined by housing costs 30% or higher of household income. Among Coatesville renters 66.3% experience housing cost burden, whereas 49.5% of Chester County renters overall are cost burdened.

The City of Coatesville has the largest concentration of publicly subsidized housing in Chester County. The Chester County Assessment of Fair Housing (AFH) identified 43.9% of housing choice vouchers (HCV) administered by the Housing Authority of Chester County were used in the City of Coatesville. The southern areas of the county have a larger Hispanic population and a greater concentration of farmworkers. Multigenerational living may contribute to the classification of those areas as “overcrowded.”

Are there any community assets in these areas/neighborhoods?

The City of Coatesville is currently undergoing a revitalization project known as the Gateway. This project includes demolition of abandoned buildings with plans to rebuild, the renovation and reopening of a train station, and street improvements for safety and traffic flow. Additionally, Coatesville has a new Senior Center, a library, and a thriving faith-based community.

The southern area of the county has a thriving agricultural industry and strong growth in the borough of Kennett Square. This area has begun attracting both younger residents and larger numbers of visitors to a dynamic downtown area.

Are there other strategic opportunities in any of these areas?

Chester County is continuously working to improve all areas of the county. There are a number of strategic plans and initiatives in place to that end, including:

- VISTA 2025 Economic Development Strategic Plan
- Managing for Results county government strategic plan
- Landscapes3 by the Chester County Planning Commission
- The Chester County Workforce Development Board Workforce Investment and Opportunity Act regional and local plans
Strategic Plan

SP-05 Overview

Strategic Plan Overview

The following sections outline Chester County Department of Community Development’s (DCD) strategic planning for how funding and administration will be undertaken over the five year Consolidated Plan period for 2018-2022.

- SP-10 Geographic Priorities
- SP-25 Priority Needs
- SP-30 Influence of Market Conditions
- SP-35 Anticipated Resources
- SP-40 Institutional Delivery Structure
- SP-45 Goals
- SP-50 Public Housing Accessibility and Involvement
- SP-55 Barriers to affordable housing
- SP-60 Homelessness Strategy
- SP-65 Lead based paint Hazards
- SP-70 Anti-Poverty Strategy
- SP-80 Monitoring

DCD identified the six following goals as part of the Consolidated Plan:
1) Support affordable housing activities
2) Support efforts to prevent and end homelessness
3) Support vital public service activities
4) Support public facilities and infrastructure
5) Support economic development
6) Support planning and administration

Each of the goals (with the exception of planning and administration) identifies specific sub-goals that DCD tracks in its grants information database.
### Geographic Area

#### Table 47 - Geographic Priority Areas

<table>
<thead>
<tr>
<th></th>
<th>Area Name:</th>
<th>Chester County</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Area Type:</td>
<td>Local Target area</td>
</tr>
<tr>
<td></td>
<td>Other Target Area Description:</td>
<td></td>
</tr>
<tr>
<td></td>
<td>HUD Approval Date:</td>
<td></td>
</tr>
<tr>
<td></td>
<td>% of Low/ Mod:</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Revital Type:</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Other Revital Description:</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Identify the neighborhood boundaries for this target area.</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Include specific housing and commercial characteristics of this target area.</td>
<td></td>
</tr>
<tr>
<td></td>
<td>How did your consultation and citizen participation process help you to identify this neighborhood as a target area?</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Identify the needs in this target area.</td>
<td></td>
</tr>
<tr>
<td></td>
<td>What are the opportunities for improvement in this target area?</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Are there barriers to improvement in this target area?</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th></th>
<th>Area Name:</th>
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<tr>
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<td>% of Low/ Mod:</td>
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<td>Other Revital Description:</td>
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<td></td>
<td>Identify the neighborhood boundaries for this target area.</td>
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<tr>
<td>Include specific housing and commercial characteristics of this target area.</td>
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<tr>
<td>How did your consultation and citizen participation process help you to identify this neighborhood as a target area?</td>
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<tr>
<td>What are the opportunities for improvement in this target area?</td>
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<tr>
<td>Are there barriers to improvement in this target area?</td>
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<table>
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<tr>
<th>3</th>
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<th>Coatesville Neighborhood Revitalizing Strategy Area</th>
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<td></td>
<td>Other Revital Description:</td>
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</tbody>
</table>
Identify the neighborhood boundaries for this target area.

The boundaries of the proposed NRSA include the entire City of Coatesville, as outlined in the attached map. The city contains four Census Tracks and eight Block Groups. While one block group does not, on its own, meet the Community Development Block Grant (CDBG) requirement for 51% or more Low/Moderate Income population, that block group only houses 7% of the city’s population and borders the bridge that is the primary route in and out of the city to the east. That bridge connects the city to Caln Township, which contains Coatesville Area Senior High School, the Coatesville VA Medical Center, and the Route 30 corridor to the east, where a large concentration of employment opportunities within the county is located. Areas of that block group serve the city as a whole and exclusion of the group would risk disruption of a growing sense of city unity and continuity in revitalization planning.

Coatesville is also bound by Valley Township to the west and the Borough of South Coatesville to the south. Major transportation routes in Coatesville include Route 30/Lincoln Highway, which serves as the primary commercial corridor and runs east to west through the City; Route 82 (also referred to as First Avenue) winds north and along the northern boundary; and the Route 30 Bypass to the north serves as the primary transportation arterial for connecting residents to the rest of Chester County and other roadways such as Routes 282, 113, 100, 322, and 202. The West Branch of the Brandywine Creek, which flows south parallel to Route 82, serves as a natural boundary between portions of Coatesville and Valley Township.
Overall, Chester County is an area of great opportunity. It is the wealthiest county in the Commonwealth, with the highest rate of advanced degrees among residents 25 and older (19.8%; 2011-2015 ACS) and the lowest unemployment rate (Center for Workforce Information and Analysis). The County has a poverty rate of 7.1%, with a median household income of $85,976 (2011-2015 American Community Survey (ACS)). In Coatesville, the picture is very different. Coatesville’s unemployment rate is nearly three times that of the County, with a 35.3% poverty rate and a median income of $34,716 (2011-2015 ACS).

The 1.9 square miles of the City of Coatesville are part of the 84.5 square miles designated as the 19320 zip code. While comparisons are frequently made between Coatesville and the county as a whole, comparisons can also be made between the city and its primarily rural surrounding area. For example, the median household income for the 19320 zip code is $66,619, but only $34,716 in the city (2011-2015 ACS). The median home value for the city is $134,600, with the median home value for the 19320 zip code is $224,300.

The City’s 5,126 housing units consist primarily of attached units/twins (40.1%) and single-family units (20.7%), with multi-family units comprising the rest of the housing stock. Coatesville has some of the oldest housing stock in the County. Of its 5,126 housing units, 3,917 (76.4%) were constructed before 1970. Moreover, 2,817 (55.0%) of the city’s housing was built before 1940.

Of 137 home sale transactions between 2015 and 2017, only 61 were conventional transactions between owner occupants. Investor acquisitions/sales accounted for 62 of the transactions and Habitat for Humanity sold six homes in that time frame at the 45 unit Cambria site. The high percentage of investor owned rental units relative to owner occupied housing continues to be a challenge for the neighborhood and as such, homeownership has become a key priority.
<table>
<thead>
<tr>
<th>How did your consultation and citizen participation process help you to identify this neighborhood as a target area?</th>
</tr>
</thead>
<tbody>
<tr>
<td>As part of the Coatesville Growing Greater initiative, a resident-driven plan that outlines a 10-year vision for the future and implementation goals for the first five years, surveys were distributed to city residents over the Fall of 2016 and Spring of 2017. A total of 308 responses from Coatesville residents were received and analyzed, leading the Growing Greater Committee to identify four priority concerns; Community Safety, Resident Engagement, Jobs/Economic Opportunity, and Youth Empowerment. In addition to the resident survey, a property conditions survey was conducted in September 2016. This survey shows few concentrations of deteriorated or blighted housing, but instead demonstrates a smattering of blight throughout the area. This has resulted in an emphasis on encouraging and incentivizing homeownership as part of the Growing Greater Strategy, which will also contribute to the goal in the Chester County Assessment of Fair Housing (2018-2022) of providing financial support for at least 20 new homeowners from the County-funded First-Time Homebuyer Program in the City of Coatesville over the next five years. This may involve a blend of converting rental units into ownership units and the creation of new housing stock. While vacant buildings only accounted for 3.2% of the properties surveyed, most were located along the commercial corridor and not in residential areas. Public meetings were held with city residents and stakeholders in November 2016 and April 2017 to gather feedback and facilitate discussion.</td>
</tr>
</tbody>
</table>
### Identify the needs in this target area.

Thirty-five percent (35%) of Coatesville residents live below the poverty level, with just over 50% of that population below age 18. Further, 38.2% of families living below the poverty level have at least one child under age five. Additionally, 31.9% of Coatesville Residents have received Supplemental Nutrition Assistance Program (SNAP) benefits over the past twelve months (2011-2015 American Community Survey (ACS) 5 Year Estimates).

In the City of Coatesville, the unemployment rate exceeds the county-wide rate by over 12%, with Coatesville’s unemployment rate of 15.6% (2011-2015 ACS) compared to the Chester County rate of 3.5% (PA Department of Labor, October 2017). Median earnings for workers who reside in the city are $25,158 and the mean commute length is 25 minutes, which indicates that a large portion of residents are employed outside of the city. With the average cost of a 26 minute commute being $2,600, according to the Premier Commuter Index, this means many residents are paying upwards of 10% of their income just to get to work (SmartAsset.com).

Renters far outnumber homeowners within the city, with 63.6% of housing units renter-occupied (2011-2015 ACS). The median home value in Coatesville is $134,600, which is less than half of the county’s median value of $325,800 (2011-2015 ACS) and the housing vacancy rate within the city limits (14.0%) is more than triple that of the county overall (4.5%, 2011-2015 ACS).
| What are the opportunities for improvement in this target area? | Currently, over 43% of Chester County’s Section 8 Housing Choice Vouchers are in use in the City of Coatesville. This disproportionate concentration has led to a goal of the City of Coatesville to focus on homeownership and market-rate rental development. The Chester County Assessment of Fair Housing Action Plan calls for providing financial support for twenty (20) first-time homebuyers in the City of Coatesville. To assist in this goal, the City of Coatesville has applied for Local Economic Revitalization Tax Assistance (LERTA) which staggers or provides exemptions for increases in property and other taxes as a result of improvements or gentrification due to economic revitalization efforts.

The Coatesville Gateway redevelopment project is a real estate development project located at the corner of First Avenue and Lincoln Highway, an anchor corner of the city’s downtown commercial corridor. Demolition of existing blighted structures took place in Summer of 2017 with plans to build 18,000 square feet of first-floor retail space with commercial office space above. This development project will bring temporary construction jobs into the City, providing transferrable work experience, as well as attract businesses into the city to expand job opportunities.

Attraction of employers is key to Coatesville’s economic success. As of the 2014 Census, only 159 residents lived and worked in the city, with 5,228 residents leaving the city for work. Although Bus Route A makes travel possible along the Route 30 corridor and to the West Chester Transportation Center, public transportation to other employment areas throughout the county makes such a commute difficult for those who do not have a car. Increased job opportunities within the city for those who have difficulty traveling to outside employment regularly are needed to help Coatesville succeed and prosper.

One key barrier identified in the Coatesville Growing Greater Plan that is keeping unemployed Coatesville residents from these job opportunities is a failure to understand and implement effective job seeking and workplace behaviors such as promptness, appearance, communication, respect for co-workers, and on-line application skills. Stronger connections and improved access to workforce development services for Coatesville residents are key strategies of the Chester County Workforce Development Board. As such, within the

| | |
Are there barriers to improvement in this target area?

In the past Coatesville has struggled with revitalization plans that did not come to fruition and has seen other county urban centers such as Kennett Square, Phoenixville, and West Chester, succeed when their own city did not grow and prosper. There has, therefore; been a cynical response to the announcement of new plans. Overcoming this obstacle will necessitate good, consistent communication, keeping residents up to date and excited about progress.

4

Area Name: Slum/Blight

Area Type: Local Target area

Other Target Area Description:

HUD Approval Date:

% of Low/ Mod:

Revital Type:

Other Revital Description:

Identify the neighborhood boundaries for this target area.

Include specific housing and commercial characteristics of this target area.

How did your consultation and citizen participation process help you to identify this neighborhood as a target area?

Identify the needs in this target area.

What are the opportunities for improvement in this target area?

Are there barriers to improvement in this target area?

General Allocation Priorities

Describe the basis for allocating investments geographically within the jurisdiction (or within the EMSA for HOPWA)

Chester County includes 73 municipalities over 762 square miles. While much of the county has been developed in a suburban pattern, areas with more traditional urban design are found in the county’s boroughs. These urban centers have traditionally been areas in which low income residents could live
and obtain affordable housing. However, recent revitalization efforts in places like Phoenixville and West Chester have increased development pressure. The City of Coatesville, which was initially designated as a Neighborhood Revitalization Strategy Area (NRSA) in 2010, has recently invested in improvements to reshape its downtown. Activities such as the Gateway Project and construction of a new Amtrak train station are intended to facilitate growth in an area that has struggled with unemployment and economic development.

Chester County uses a needs based assessment to allocate investments to low income populations. Priority areas for Community Development Block Grant (CDBG) funding include the low to moderate income areas (LMAs), many of which include the county's urban centers (though many townships also have LMAs). Eligible LMAs include block groups in:

- Spring City Borough in northern Chester County
- East Goshen and West Goshen Townships in the east
- Kennett Square Borough and New Garden Township in the south
- Oxford Borough and Lower Oxford and West Nottingham Townships in the southwest
- Parkesburg Borough and Honey Brook Township in the west
- Many of the municipalities along the Route 30 corridor such as Coatesville, Downingtown Borough, and Caln and Valley Townships

Some public service activities are funded to provide services throughout the county in addition to other services that are easily accessible to those living in the urban centers. Chester County has historically served a higher percentage of low income residents through public service activities than the 85% threshold required by HUD.
### SP-25 Priority Needs - 91.215(a)(2)

#### Priority Needs

<table>
<thead>
<tr>
<th>#</th>
<th>Priority Need Name</th>
<th>Priority Level</th>
<th>Population</th>
<th>Geographic Areas Affected</th>
<th>Associated Goals</th>
<th>Description</th>
<th>Basis for Relative Priority</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Fair Housing</td>
<td>High</td>
<td>Extremely Low</td>
<td>Chester County</td>
<td>Support Vital Public Service Activities (AFH #7)</td>
<td>Chester County will continue to provide fair housing services and programming in support of the Chester County Assessment of Fair Housing, 2018-2022.</td>
<td>Chester County invested significant effort in completing its Assessment of Fair Housing with the Housing Authority of Chester County. This resulted in the creation of eight goals, each with a varying number of action items to be accomplished during the Consolidated Plan period. Fair housing ranked as one of the highest needs in Chester County's public service assessment.</td>
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<tr>
<td>2</td>
<td>Homeless Prevention</td>
<td>High</td>
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</table>

Consolidated Plan

CHESTER COUNTY

OMB Control No: 2506-0117 (exp. 06/30/2018)
| Population                  | Extremely Low  
|                            | Low  
|                            | Large Families  
|                            | Families with Children  
|                            | Mentally Ill  
|                            | Chronic Substance Abuse  
|                            | veterans  
|                            | Victims of Domestic Violence  
|                            | Unaccompanied Youth  
| Geographic Areas Affected   | Chester County  
| Associated Goals            | Support Efforts to Prevent and End Homelessness  
|                            | Support Vital Public Service Activities (AFH #7)  
|                            | AFH: Integrate housing efforts  
| Description                 | Chester County utilizes a comprehensive set of tools in an effort to make homelessness rare, brief, and non-recurring. It oversees implementation of the Vulnerability Index Service Prioritization Decision Assistance Tool (VI-SPDAT) to place individuals and families that are most in need of shelter. All of the County funded shelters enter data into the Chester County Client Information Management System (CCCIMS) to offer a current snapshot of those being served and what their needs are. Moving forward, case managers will facilitate the SPDAT to regularly assess clients’ needs after they are placed into permanent housing.  
| Basis for Relative Priority  | Chester County manages the Chester County Client Information Management System (CCCIMS), which provides a real-time overview of those in greatest need of housing services. Additionally, Decade to Doorways initiative to end homelessness in Chester County coordinates several action teams consisting of other agencies, providers, and persons with lived experience that provide insight into the needs of homeless individuals and families.  
| Priority Need Name           | General Occupancy Rental Units  
| Priority Level               | High  
| Population                   | Extremely Low  
|                            | Low  
|                            | Moderate  
|                            | Large Families  
|                            | Families with Children  
|                            | Persons with Physical Disabilities  

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<thead>
<tr>
<th>Geographic Areas Affected</th>
<th>Chester County</th>
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</thead>
<tbody>
<tr>
<td>Associated Goals</td>
<td>Support Affordable Housing Activities (AFH #1)</td>
</tr>
<tr>
<td>Description</td>
<td>Chester County has a shortage of affordable rental units for its low income households. To reduce housing cost burden, Chester County will leverage available resources to encourage the development of additional affordable units in areas of opportunity.</td>
</tr>
<tr>
<td>Basis for Relative Priority</td>
<td>General occupancy rental housing is a significant need in many communities. In many municipalities in which rental housing is available, the units have rents that are not manageable for low and moderate income residents. Of Chester County’s 44,973 rental households, 19,935 (44.3%) experience housing cost burden above 30% (2009-2013 American Community Survey). Recent data indicates that rental costs continue to rise throughout the county, including in areas that traditionally had private affordable market rate rental housing.</td>
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<thead>
<tr>
<th>Priority Need Name</th>
<th>Promoting and Sustaining Homeownership</th>
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<tbody>
<tr>
<td>Priority Level</td>
<td>Low</td>
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<tr>
<td>Population</td>
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<td></td>
<td>Moderate</td>
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<td></td>
<td>Families with Children</td>
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<td>Elderly</td>
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<tr>
<td>Geographic Areas Affected</td>
<td>Coatesville Neighborhood Revitalizing Strategy Area</td>
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<tr>
<td></td>
<td>Chester County</td>
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<tr>
<td>Associated Goals</td>
<td>Support Affordable Housing Activities (AFH #1)</td>
</tr>
<tr>
<td></td>
<td>Support Vital Public Service Activities (AFH #7)</td>
</tr>
<tr>
<td>Description</td>
<td>Promoting homeownership can be achieved by offering credit counseling for prospective homebuyers, providing financial assistance to first-time homebuyers, and supporting rehabilitation activities that allow low income homeowners to afford systems repairs and other critical improvements.</td>
</tr>
<tr>
<td>Basis for Relative Priority</td>
<td>Chester County’s median home value is $325,200 (2009-2013 American Community Survey), which is the highest in Pennsylvania. To support first-time homebuyers, Chester County is able to offer credit counseling services and financial assistance with down-payment costs. It also funds several of rehabilitation and maintenance programs for low income homeowners.</td>
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<tr>
<td><strong>Priority Need Name</strong></td>
<td>Chronically Homeless</td>
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<tr>
<td><strong>Priority Level</strong></td>
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<td><strong>Population</strong></td>
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<tr>
<td></td>
<td>Chronic Homelessness</td>
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<tr>
<td></td>
<td>Mentally Ill</td>
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<td>Chronic Substance Abuse</td>
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<td><strong>Geographic Areas Affected</strong></td>
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<tr>
<td><strong>Associated Goals</strong></td>
<td>Support Efforts to Prevent and End Homelessness</td>
</tr>
<tr>
<td></td>
<td>Support Vital Public Service Activities (AFH #7)</td>
</tr>
<tr>
<td><strong>Description</strong></td>
<td>Though Chester County does not have a high chronically homeless population, it does seek to make homelessness rare, brief, and non-recurring for all individuals and households.</td>
</tr>
<tr>
<td><strong>Basis for Relative Priority</strong></td>
<td>Between 2014-2016, 137 individuals in Chester County returned to homelessness after exiting to a permanent housing destination. Though not all of these individuals are chronically homeless, the recidivism rate of 19% offers a glimpse into the need for offering ongoing case management after placement into permanent housing, including the administration of the Service Prioritization Decision Assistance Tool (SPDAT) to assess client needs.</td>
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<tr>
<th><strong>Priority Need Name</strong></th>
<th>Public Facilities</th>
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<td>Low</td>
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<td>Chester County</td>
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<td></td>
<td>County-wide Low Mod Block Group</td>
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<tr>
<td><strong>Associated Goals</strong></td>
<td>Support Public Facilities and Infrastructure</td>
</tr>
<tr>
<td><strong>Description</strong></td>
<td>Chester County supports public facilities as a means to quality of life for recreational needs, providing spaces for service delivery, and holding community events.</td>
</tr>
<tr>
<td>Priority Need Name</td>
<td>Public Infrastructure</td>
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<td>Priority Level</td>
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<td>Population</td>
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<td>Moderate</td>
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<td>Middle</td>
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<td>County-wide Low Mod Block Group</td>
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<tr>
<td>Associated Goals</td>
<td>Support Public Facilities and Infrastructure</td>
</tr>
<tr>
<td>Description</td>
<td>Chester County municipalities continue to be challenged by the need to maintain and invest in public infrastructure, particularly in regard to street, lighting, water/sewer, and flood drainage improvements.</td>
</tr>
<tr>
<td>Basis for Relative Priority</td>
<td>Investing in new infrastructure or improving existing infrastructure is an expensive undertaking in all parts of Chester County. This need is particularly pressing in the county's low to moderate income areas and its urban centers. The high cost of these investments is essential for public safety, leveraging other community investments, and preventing more expensive repairs in the future.</td>
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<thead>
<tr>
<th>Priority Need Name</th>
<th>Housing Stabilization Services</th>
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<td>Low</td>
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<td></td>
<td>Moderate</td>
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<td></td>
<td>Middle</td>
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<tr>
<td>Families with Children</td>
<td></td>
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<tr>
<td>Persons with Mental Disabilities</td>
<td></td>
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<tr>
<td>Persons with Alcohol or Other Addictions</td>
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<td>Persons with HIV/AIDS and their Families</td>
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<tr>
<td>Victims of Domestic Violence</td>
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<tr>
<td>Geographic Areas Affected</td>
<td>Chester County</td>
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</tr>
<tr>
<td>Associated Goals</td>
<td>Support Vital Public Service Activities (AFH #7)</td>
</tr>
<tr>
<td>Description</td>
<td>These public service needs are available to community members to prevent homelessness and provide permanent housing support.</td>
</tr>
<tr>
<td>Basis for Relative Priority</td>
<td>The provision of public services that support legal assistance and financial education programs, as well as offering supportive services to those placed into permanent housing, can greatly enhance to the outcomes of those at risk of homelessness. Promoting financial literacy, budgeting, and saving individuals and families can lower the risks of entering or returning to homelessness.</td>
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<thead>
<tr>
<th>Priority Need Name</th>
<th>Planning and Administration</th>
</tr>
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<tbody>
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<td>Priority Level</td>
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<tr>
<td>Population</td>
<td>Other</td>
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<tr>
<td>Geographic Areas Affected</td>
<td>Chester County</td>
</tr>
<tr>
<td>Associated Goals</td>
<td>Support Planning and Administration</td>
</tr>
<tr>
<td>Description</td>
<td>Program administration and delivery that includes planning, management, capacity building, oversight and coordination.</td>
</tr>
<tr>
<td>Basis for Relative Priority</td>
<td>Chester County planning and administration activities include management, oversight, and reporting for all activities funded by CDBG, ESG, and HOME funding.</td>
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<thead>
<tr>
<th>Priority Need Name</th>
<th>AFH: Displacement of residents; economic pressure</th>
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<tbody>
<tr>
<td>Priority Level</td>
<td>Low</td>
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<tr>
<td>Population</td>
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<td>Low</td>
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<tr>
<td></td>
<td>Large Families</td>
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<td>Families with Children</td>
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<td></td>
<td>Elderly</td>
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9

10
| Geographic Areas Affected | Coatesville Neighborhood Revitalizing Strategy Area  
|                         | Chester County  
|                         | County-wide Low Mod Block Group |
| Associated Goals        | Support Affordable Housing Activities (AFH #1)  
|                         | Support Efforts to Prevent and End Homelessness |
| Description             | According to 2014 ACS data, the median home value in Chester County is $323,600 while the median rent is $1,192 per month. Of the 42,983 rental households, 48.3% pay more than 30% of their monthly income toward housing costs. As boroughs such as Kennett Square, Phoenixville and West Chester experience growing popularity and increased market rate development, there are fewer options for residents to obtain safe, decent and affordable rental housing. Many of these residents are at risk of displacement.  
|                         | Additionally, during the course of public participation efforts, Coatesville was identified as one of the few remaining affordable locations in Chester County. There was concern that displacement of residents elsewhere would lead to more low income households moving into the R/ECAP neighborhood. With ongoing efforts to revitalize the city, the importance of providing housing options for all populations was discussed. |
| Basis for Relative Priority | Chester County’s high cost of living results in many residents experiencing housing cost burden. These pressures can strain household finances, particularly in the faster growing municipalities in Chester County. |
| Priority Need Name      | AFH: Location/type of affordable housing |
| Priority Level          | High |
| Population              | Extremely Low  
|                         | Low  
|                         | Large Families  
|                         | Families with Children  
|                         | Elderly  
|                         | Public Housing Residents  
|                         | veterans  
|                         | Victims of Domestic Violence  
|                         | Unaccompanied Youth  
|                         | Persons with Mental Disabilities  
|                         | Persons with Physical Disabilities  
|                         | Persons with Developmental Disabilities  
|                         | Persons with Alcohol or Other Addictions |
| Geographic Areas Affected | Coatesville Neighborhood Revitalizing Strategy Area  
Chester County  
County-wide Low Mod Block Group |
|---------------------------|------------------------------------------------|
| Associated Goals          | Support Affordable Housing Activities (AFH #1)  
AFH: Coordination of providers  
AFH: Integrate housing efforts |
| Description               | There are no Public Housing or "other multifamily" housing units in the R/ECAP.  
Data from HUD Table 7 shows that within the R/ECAP, Black residents make up a greater percentage of project based section 8 units (49.4%) and an even larger percentage of housing choice voucher units (74.3%). These percentages are higher than areas outside of the R/ECAP. There is also a high number of housing choice vouchers (HCVs) in the R/ECAP and the surrounding neighborhoods. |
| Basis for Relative Priority | Affordable housing developments funded by Chester County since 1992 are distributed throughout the county among 45 developments. This includes 1,042 senior units, 387 general occupancy, 75 special needs and 16 supportive housing. Coatesville has the highest number of developments and concentration of housing choice vouchers (HCVs), but there are properties located in Kennett Square, Oxford, Parkesburg, Phoenixville, Spring City and West Chester, among other places. The opportunity barriers vary by location, but generally are related to accessing public transit, nearby jobs and proximity to medical and other social service providers. |
| Priority Need Name        | AFH: Availability of affordable units; size ranges |
| Priority Level            | High |
| Population                | Extremely Low  
Low  
Moderate  
Large Families  
Families with Children  
Public Housing Residents  
Families with Children |
| Geographic Areas Affected | Coatesville Neighborhood Revitalizing Strategy Area  
Chester County  
County-wide Low Mod Block Group |
| Associated Goals          | Support Affordable Housing Activities (AFH #1)  
AFH: Coordination of providers |
<p>| Description               | Chester County has a shortage of affordable units in all sizes, particularly for three and four bedroom units. |</p>
<table>
<thead>
<tr>
<th>Basis for Relative Priority</th>
<th>The demand for housing is high enough that Chester County's rental vacancy rate is only 5.2%. With nearly half of all rental households (48.3%) experiencing rental housing cost burden, this problem affects many of the county's residents (according to American Community Survey (ACS) data. The high median home value of $323,600 limits homeownership opportunities for all household types, including families, disabled persons and young professionals.</th>
</tr>
</thead>
<tbody>
<tr>
<td>13</td>
<td>Priority Need</td>
</tr>
<tr>
<td>Name</td>
<td></td>
</tr>
<tr>
<td>Priority Level</td>
<td>High</td>
</tr>
</tbody>
</table>
| Population | Extremely Low  
Low  
Large Families  
Families with Children  
Public Housing Residents  
Individuals  
Families with Children |
| Geographic Areas Affected | Coatesville Neighborhood Revitalizing Strategy Area  
Chester County  
County-wide Low Mod Block Group |
| Associated Goals | Support Affordable Housing Activities (AFH #1)  
Support Efforts to Prevent and End Homelessness  
AFH: Coordination of providers |
| Description | Public participation for the AFH identified a demand for private landlords throughout the county that are willing to accept housing choice vouchers (HCVs). This limits the ability for voucher holders to move into areas that provide better educational, employment or housing options. |
| Basis for Relative Priority | The Chester County Assessment of Fair Housing addresses specific actions to encourage mobility in housing options. The Housing Authority of Chester County implemented Small Area Fair Market Rents in March 2018 to promote housing choice in all parts of the county. |
| 14 | Priority Need | AFH: Public Housing for those with disabilities |
| Name | | |
| Priority Level | Low |
| Population | Extremely Low  
|            | Low  
|            | Public Housing Residents  
|            | Individuals  
|            | Mentally Ill  
|            | Elderly  
|            | Frail Elderly  
|            | Persons with Mental Disabilities  
|            | Persons with Physical Disabilities  
|            | Persons with Developmental Disabilities  
|            | Persons with Alcohol or Other Addictions  |
| Geographic Areas Affected | Coatesville Neighborhood Revitalizing Strategy Area  
| | Chester County  
| | County-wide Low Mod Block Group  |
| Associated Goals | Support Affordable Housing Activities (AFH #1)  
| | AFH: Coordination of providers  
| | AFH: Integrate housing efforts  |
| Description | According to HUD Table 7, included in the Assessment of Fair Housing, 758 (or 26.5%) of 2,864 publicly supported housing units are occupied by disabled individuals.  |
| Basis for Relative Priority | Although the percentage of disabled residents in Chester County is lower than that of the Philadelphia region, over one fourth of publicly supported units are occupied by a resident with a disability.  |
| Priority Need Name | AFH: Lack of housing with supportive services  |
| Priority Level | Low  |

Consolidated Plan

CHESTER COUNTY

OMB Control No: 2506-0117 (exp. 06/30/2018)
| Geographic Areas Affected                  | Coatesville Neighborhood Revitalizing Strategy Area  
| Chester County                           | County-wide Low Mod Block Group                     |
| Associated Goals                         | Support Efforts to Prevent and End Homelessness    
|                                          | AFH: Coordination of providers                      |
|                                          | AFH: Integrate housing efforts                      |
| Description                              | Title II of the Americans with Disabilities Act defines an integrated setting as one that "enables individuals with disabilities to interact with non-disabled persons to the fullest extent possible.” |
| Basis for Relative Priority              | Those requiring supportive services, particularly those with limited incomes, often reside in institutional living. |
| Priority Need Name                       | AFH: Assistance transitioning: integrated housing   |
| Priority Level                           | Low                                                  |
| Population                               | Extremely Low                                       
|                                          | Low                                                 |
|                                          | Elderly                                             |
|                                          | Mentally Ill                                        |
|                                          | Chronic Substance Abuse                             |
|                                          | veterans                                            |
|                                          | Persons with HIV/AIDS                               |
|                                          | Unaccompanied Youth                                 |
|                                          | Persons with Mental Disabilities                     |
|                                          | Persons with Physical Disabilities                  |
|                                          | Persons with Developmental Disabilities              |
|                                          | Persons with Alcohol or Other Addictions             |
| Geographic Areas Affected                | Coatesville Neighborhood Revitalizing Strategy Area  
| Chester County                           | County-wide Low Mod Block Group                     |
| Associated Goals                         | Support Efforts to Prevent and End Homelessness    
<p>|                                          | AFH: Coordination of providers                      |
|                                          | AFH: Integrate housing efforts                      |
| Description                              | Lack of assistance for transitioning from institutional settings to integrated housing. |</p>
<table>
<thead>
<tr>
<th><strong>Basis for Relative Priority</strong></th>
<th>Though no data was available to quantify this factor, feedback from the public indicates that there is a demand for housing to assist persons transitioning from hospitals, nursing facilities, rehabilitation and treatment centers, and incarceration. There are documented cases in which discharges place individuals on to the street without any housing.</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Priority Need Name</strong></td>
<td>AFH: Location of accessible housing</td>
</tr>
<tr>
<td><strong>Priority Level</strong></td>
<td>Low</td>
</tr>
</tbody>
</table>
| **Population** | Extremely Low  
Low  
Moderate  
Elderly  
Frail Elderly  
Persons with Mental Disabilities  
Persons with Physical Disabilities  
Persons with Developmental Disabilities |
| **Geographic Areas Affected** | Coatesville Neighborhood Revitalizing Strategy Area  
Chester County  
County-wide Low Mod Block Group |
| **Associated Goals** | AFH: Coordination of providers |
| **Description** | No comprehensive listing of accessible housing exists. Among those properties known due to receipt of public funds or through resources such as www.pahousingsearch.com, accessible housing is located throughout the county. |
| **Basis for Relative Priority** | Location is still an issue of concern among those with disabilities due to challenges in accessing transportation, obtaining nearby employment and having proximity to medical and other service providers. |
| **Priority Need Name** | AFH: Public transportation |
| **Priority Level** | Low |
| **Population** | Extremely Low  
Low  
Moderate  
Large Families  
Families with Children  
Elderly  
Public Housing Residents  
Rural |
| Geographic Areas Affected | Chester County  
<table>
<thead>
<tr>
<th></th>
<th>County-wide Low Mod Block Group</th>
</tr>
</thead>
</table>
| Associated Goals          | Support Public Facilities and Infrastructure  
|                          | AFH: Expand transportation opportunities |
| Description               | The availability, type, frequency, and reliability of public transportation - Chester County scores lower on the HUD Transportation Index than other Philadelphia area counties. |
| Basis for Relative Priority | With much of the county developed in a more traditional suburban format and less transit access from the Southeastern Pennsylvania Transportation Authority (SEPTA), most residents do not have access to timely, affordable public transportation. This issue is felt even more by residents in Coatesville and southern municipalities such as Kennett Square and Oxford Boroughs. |
| Priority Need Name        | AFH: Transportation for people with disabilities |
| Priority Level            | Low |
| Population                | Extremely Low  
|                          | Low  
|                          | Individuals  
|                          | Mentally Ill  
|                          | veterans  
|                          | Elderly  
|                          | Frail Elderly  
|                          | Persons with Mental Disabilities  
|                          | Persons with Physical Disabilities  
|                          | Persons with Developmental Disabilities  
|                          | Persons with Alcohol or Other Addictions |
| Geographic Areas Affected | Coatesville Neighborhood Revitalizing Strategy Area  
|                          | Chester County  
|                          | County-wide Low Mod Block Group |
| Associated Goals          | Support Public Facilities and Infrastructure  
<p>|                          | AFH: Expand transportation opportunities |
| Description               | Public transportation access is challenging for many Chester County residents. However, disabled residents are eligible for a variety of other transportation options at reduced rates, such as Rover Community Transportation, the Medical Assistance Transportation Program, Aging Shared Ride Program and paratransit. |</p>
<table>
<thead>
<tr>
<th>Priority Need Name</th>
<th>AFH: Lack of private investment</th>
</tr>
</thead>
<tbody>
<tr>
<td>Priority Level</td>
<td>Low</td>
</tr>
<tr>
<td>Population</td>
<td>Extremely Low&lt;br&gt;Low&lt;br&gt;Large Families&lt;br&gt;Families with Children&lt;br&gt;Elderly&lt;br&gt;Public Housing Residents&lt;br&gt;Non-housing Community Development</td>
</tr>
<tr>
<td>Geographic Areas Affected</td>
<td>Coatesville Neighborhood Revitalizing Strategy Area</td>
</tr>
<tr>
<td>Associated Goals</td>
<td>Support Economic Development&lt;br&gt;AFH: Expanding opportunities</td>
</tr>
<tr>
<td>Description</td>
<td>Lack of private investments in specific neighborhoods Chester County is fortunate to have Pennsylvania’s lowest unemployment rate. As a whole, Chester County’s economy is healthy and growing as evidenced by having the lowest unemployment rate in Pennsylvania.</td>
</tr>
<tr>
<td>Basis for Relative Priority</td>
<td>There are locations throughout the county that could benefit from additional private investment, particularly in the areas away from its primary job hubs.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Priority Need Name</th>
<th>AFH: Deteriorated and abandoned properties</th>
</tr>
</thead>
<tbody>
<tr>
<td>Priority Level</td>
<td>Low</td>
</tr>
<tr>
<td>Population</td>
<td>Extremely Low&lt;br&gt;Low&lt;br&gt;Large Families&lt;br&gt;Families with Children&lt;br&gt;Elderly&lt;br&gt;Individuals&lt;br&gt;Non-housing Community Development</td>
</tr>
<tr>
<td>Associated Goals</td>
<td>Support Economic Development&lt;br&gt;AFH: Expanding opportunities</td>
</tr>
<tr>
<td>Description</td>
<td>Lack of private investments in specific neighborhoods Chester County is fortunate to have Pennsylvania’s lowest unemployment rate. As a whole, Chester County’s economy is healthy and growing as evidenced by having the lowest unemployment rate in Pennsylvania.</td>
</tr>
<tr>
<td>Basis for Relative Priority</td>
<td>There are locations throughout the county that could benefit from additional private investment, particularly in the areas away from its primary job hubs.</td>
</tr>
</tbody>
</table>
| Geographic Areas Affected | Coatesville Neighborhood Revitalizing Strategy Area  
|                          | Chester County  
|                          | County-wide Low Mod Block Group |
| Associated Goals         | Support Public Facilities and Infrastructure  
|                          | Support Economic Development  
|                          | AFH: Expanding opportunities |
| Description              | The City of Coatesville has 5,087 housing units with a vacancy rate of 13.4% compared to 4.5% for all of Chester County (according to 2014 ACS data). While few of the city's homes appear to be in need of demolition, the housing stock could benefit from rehabilitation, particularly in regard for low and fixed income homeowners. Coatesville also has the county's highest rental rate, with 66.3% of its residents living in renter occupied units. |
| Basis for Relative Priority | The high number of rentals does create housing quality problems among some of the landlords that do not maintain their properties. |
| Priority Need Name       | AFH: Location of employers |
| Priority Level           | Low |
| Population               | Extremely Low  
|                          | Low  
|                          | Public Housing Residents  
|                          | Individuals  
|                          | Families with Children |
| Geographic Areas Affected | Coatesville Neighborhood Revitalizing Strategy Area  
|                          | Chester County  
|                          | County-wide Low Mod Block Group |
| Associated Goals         | Support Economic Development  
<p>|                          | AFH: Expanding opportunities |
| Description              | Chester County’s low unemployment rate does not indicate a lack of job opportunities. However, the Chester County Planning Commission estimates that 54.4% of residents work outside of the county. |
| Basis for Relative Priority | Many of the job centers within Chester County are concentrated in areas such as Exton and Great Valley, with fewer job hubs in the far north, south and western areas. Without a car or access to public transportation, opportunities are much more limited. |
| Priority Need Name       | AFH: Quality of housing education programs |</p>
<table>
<thead>
<tr>
<th>Priority Level</th>
<th>Low</th>
</tr>
</thead>
<tbody>
<tr>
<td>Population</td>
<td>Extremely Low</td>
</tr>
<tr>
<td></td>
<td>Low</td>
</tr>
<tr>
<td></td>
<td>Moderate</td>
</tr>
<tr>
<td></td>
<td>Large Families</td>
</tr>
<tr>
<td></td>
<td>Families with Children</td>
</tr>
<tr>
<td></td>
<td>Elderly</td>
</tr>
<tr>
<td></td>
<td>Public Housing Residents</td>
</tr>
<tr>
<td></td>
<td>Individuals</td>
</tr>
<tr>
<td></td>
<td>Families with Children</td>
</tr>
<tr>
<td></td>
<td>veterans</td>
</tr>
<tr>
<td>Geographic Areas</td>
<td>Coatesville Neighborhood Revitalizing Strategy Area</td>
</tr>
<tr>
<td>Affected</td>
<td>Chester County</td>
</tr>
<tr>
<td></td>
<td>County-wide Low Mod Block Group</td>
</tr>
<tr>
<td>Associated Goals</td>
<td>AFH: Create awareness</td>
</tr>
<tr>
<td></td>
<td>AFH: Integrate housing efforts</td>
</tr>
<tr>
<td>Description</td>
<td>There are a variety of high quality resources for consumers and providers to access housing information, as well as other available programs. The greater issue appears to be coordination of efforts so that information is readily available.</td>
</tr>
<tr>
<td>Basis for Relative Priority</td>
<td>Please refer to description.</td>
</tr>
<tr>
<td>Priority Need Name</td>
<td>AFH: Need for awareness</td>
</tr>
<tr>
<td>Priority Level</td>
<td>Low</td>
</tr>
</tbody>
</table>
| Population | Extremely Low  
| Low  
| Moderate  
| Large Families  
| Families with Children  
| Elderly  
| Public Housing Residents  
| Chronic Homelessness  
| Mentally Ill  
| veterans  
| Victims of Domestic Violence  
| Persons with Mental Disabilities  
| Persons with Physical Disabilities  
| Persons with Developmental Disabilities  
| Persons with Alcohol or Other Addictions  |
| Geographic Areas Affected | Coatesville Neighborhood Revitalizing Strategy Area  
| Chester County  
| County-wide Low Mod Block Group  |
| Associated Goals | Support Vital Public Service Activities (AFH #7)  
| AFH: Create awareness  |
| Description | Need for awareness among consumers, providers, municipalities and housing professionals for how and when to use fair housing supports.  |
| Basis for Relative Priority | Despite ongoing efforts to improve communication and fair housing information among all of Chester County's residents and other stakeholders, there is room for improvement and growth to direct the appropriate resources to those in need.  |
| Priority Need Name | AFH: State/local laws discouraging integration  |
| Priority Level | Low  |
| Population | Extremely Low  
| Low  
| Moderate  
| Mentally Ill  
| Chronic Substance Abuse  
| Persons with Mental Disabilities  
| Persons with Physical Disabilities  
| Persons with Developmental Disabilities  
| Persons with Alcohol or Other Addictions  |
| Geographic Areas Affected | Coatesville Neighborhood Revitalizing Strategy Area  
|                          | Chester County  
|                          | County-wide Low Mod Block Group  |
| Associated Goals         | Support Vital Public Service Activities (AFH #7)  |
| Description              | State or local laws, policies, or practices that discourage individuals with disabilities from being placed in or living in apartments, family homes, and other integrated settings. (Note: In Pennsylvania, county government has little to no control over land use and zoning, as that is ultimately determined at the municipal level.)  |
| Basis for Relative Priority | Chester County is limited in its control over municipalities, which retain local land use control. |
### Influence of Market Conditions

<table>
<thead>
<tr>
<th>Affordable Housing Type</th>
<th>Market Characteristics that will influence the use of funds available for housing type</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tenant Based Rental Assistance (TBRA)</td>
<td>N/A: The County uses its HOME funds to develop new affordable housing units.</td>
</tr>
<tr>
<td>TBRA for Non-Homeless Special Needs</td>
<td>N/A: The County uses its HOME funds to develop new affordable housing units.</td>
</tr>
<tr>
<td>New Unit Production</td>
<td>Market conditions influence development costs of new housing units, particularly affordable housing units. In Chester County, these high development costs are related to land values; public infrastructure improvements; development impact fees; and construction and labor requirements. HOME funds can be used to assist in the development of new affordable housing, targeting different levels of income, up to 60% AMI for rental housing and up to 80% AMI.</td>
</tr>
<tr>
<td>Rehabilitation</td>
<td>Market factors influencing the rehabilitation of housing include: age of housing stock; general economic conditions, including income and employment levels as factors which affect whether homeowners repair their homes or not; positive rate of return; presence of lead-based paint; and market interest rates. Chester County uses CDBG and Housing Trust funds to assist eligible homeowners complete home repairs and abate lead paint hazards as needed to comply with applicable rehabilitation standards.</td>
</tr>
<tr>
<td>Acquisition, including preservation</td>
<td>Market conditions influencing acquisition, including preservation, are: age of structure, cost of land, cost of infrastructure improvements required for development of land, and positive rate of return.</td>
</tr>
</tbody>
</table>

Table 49 – Influence of Market Conditions
SP-35 Anticipated Resources - 91.215(a)(4), 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. Given uncertainty regarding future funding levels, the projections for 2019-2022 listed below were created using the County of Chester's 2017 entitlement award amounts.

Anticipated Resources

<table>
<thead>
<tr>
<th>Program</th>
<th>Source of Funds</th>
<th>Uses of Funds</th>
<th>Expected Amount Available Year 1</th>
<th>Expected Amount Available Remainder of ConPlan</th>
</tr>
</thead>
<tbody>
<tr>
<td>CDBG</td>
<td>public - federal</td>
<td>Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services</td>
<td>$2,561,340 $0 $0 $2,561,340</td>
<td>$9,015,544</td>
</tr>
</tbody>
</table>

Expected amount between 2019-2022 is estimated to be four times the 2017 amount.
<table>
<thead>
<tr>
<th>Program</th>
<th>Source of Funds</th>
<th>Uses of Funds</th>
<th>Expected Amount Available Year 1</th>
<th>Narrative Description</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td>Annual Allocation: $</td>
<td>Program Income: $</td>
</tr>
<tr>
<td>HOME</td>
<td>public - federal</td>
<td>Acquisition</td>
<td>$1,152,764</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Homebuyer assistance</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Homeowner rehab</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Multifamily rental new construction</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Multifamily rental rehab</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>New construction for ownership</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>TBRA</td>
<td></td>
<td></td>
</tr>
<tr>
<td>ESG</td>
<td>public - federal</td>
<td>Conversion and rehab for transitional housing</td>
<td>$209,176</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Financial Assistance</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Overnight shelter</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Rapid re-housing (rental assistance)</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Rental Assistance Services</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Transitional housing</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Program</td>
<td>Source of Funds</td>
<td>Uses of Funds</td>
<td>Expected Amount Available Year 1</td>
<td>Narrative Description</td>
</tr>
<tr>
<td>------------</td>
<td>----------------</td>
<td>--------------------------------------------------------------------------------</td>
<td>----------------------------------</td>
<td>-----------------------</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Annual Allocation: $</td>
<td>Program Income: $</td>
</tr>
<tr>
<td>Other</td>
<td>public - local</td>
<td>Acquisition Admin and Planning Homeowner rehab Multifamily rental new construction Rapid re-housing (rental assistance)</td>
<td>360,000</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Funding from Chester County's Housing Trust Program.</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Table 50 - Anticipated Resources

**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 2017, 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.
Fund programs, tax credits and other funding such as HUD's Section 202 program for elderly housing. 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 is challenging due to uncertainty in the federal budget. For the purposes of completing the Consolidated Plan, the 2019-2022 projections were based off of 2017 entitlement amounts.
SP-40 Institutional Delivery Structure – 91.215(k)

Explain the institutional structure through which the jurisdiction will carry out its consolidated plan including private industry, non-profit organizations, and public institutions.

<table>
<thead>
<tr>
<th>Responsible Entity</th>
<th>Responsible Entity Type</th>
<th>Role</th>
<th>Geographic Area Served</th>
</tr>
</thead>
<tbody>
<tr>
<td>Chester County Workforce Development Board</td>
<td>Government</td>
<td>public services</td>
<td>Jurisdiction</td>
</tr>
<tr>
<td>CHESTER COUNTY DEPARTMENT OF HUMAN SERVICES</td>
<td>Government</td>
<td>Non-homeless special needs public services</td>
<td>Jurisdiction</td>
</tr>
<tr>
<td>HOUSING AUTHORITY OF CHESTER COUNTY</td>
<td>PHA</td>
<td>Public Housing public services</td>
<td>Jurisdiction</td>
</tr>
<tr>
<td>FAMILY SERVICE OF CHESTER COUNTY</td>
<td>Subrecipient</td>
<td>Homelessness public services</td>
<td>Jurisdiction</td>
</tr>
<tr>
<td>CYWA</td>
<td>CHDO</td>
<td>Homelessness Rental public services</td>
<td>Jurisdiction</td>
</tr>
<tr>
<td>PETRA COMMUNITY HOUSING, INC.</td>
<td>CHDO</td>
<td>Rental</td>
<td>Jurisdiction</td>
</tr>
<tr>
<td>Chester County Health Department</td>
<td>Government</td>
<td>Non-homeless special needs</td>
<td>Jurisdiction</td>
</tr>
</tbody>
</table>

Table 51 - Institutional Delivery Structure

Assess of Strengths and Gaps in the Institutional Delivery System

The Chester County Department of Community Development’s (DCD) partnerships have facilitated a high level of cooperation in administering programs that benefit low- and moderate-income individuals and families. This includes collaborations between public agencies, non-profit organizations, authorities, and private entities. Gaps identified by the Decade to Doorways Ten Year Plan to Prevent and End Homelessness include:

- Services and programs for youth
- Employment assistance
- Money management
- Life skills training and services for Chester County’s Spanish speaking residents

DCD serves as Chester County’s Continuum of Care lead agency and acts as the fiscal agent for the Chester County Workforce Development Board. It also oversees implementation of the Decade to Doorways homeless prevention efforts has made the county and providers within the homeless services delivery system reconsider the priorities and strategies for serving the homeless and near homeless population. Family Service of Chester County’s ConnectPoints, which operates the county’s coordinated

Consolidated Plan
CHESTER COUNTY

OMB Control No: 2506-0117 (exp. 06/30/2018)
assessment services, began conducting the Vulnerability Index Service Prioritization Decision Assistance Tool (VI-SPDAT) in 2016. The VI-SPDAT prioritizes limited services for the most vulnerable people first. All data is collected in the Chester County Client Information Management System (CCCIMS). In 2017, shelter case managers were provided training on completing the SPDAT with the intent of improving housing stability outcomes. Additional areas of system improvement will occur with the implementation of the Decade to Doorways Operational Plan, 2018-2020.

DCD will continue strengthening existing partnerships and looks to build new collaborative processes to address identified gaps. The importance of doing is particularly critical due to limited financial resources. The strength of DCD’s collaborative system has a foundation in the commitment of the people and organizations to help. Without this dedication, Chester County would not have the resources and framework available to provide assistance at its current level.

**Availability of services targeted to homeless persons and persons with HIV and mainstream services**

<table>
<thead>
<tr>
<th>Homelessness Prevention Services</th>
<th>Available in the Community</th>
<th>Targeted to Homeless</th>
<th>Targeted to People with HIV</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Homelessness Prevention Services</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Counseling/Advocacy</td>
<td>X</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>Legal Assistance</td>
<td>X</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Mortgage Assistance</td>
<td>X</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Rental Assistance</td>
<td>X</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>Utilities Assistance</td>
<td>X</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td><strong>Street Outreach Services</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Law Enforcement</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Mobile Clinics</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Other Street Outreach Services</td>
<td>X</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Supportive Services</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Alcohol &amp; Drug Abuse</td>
<td>X</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>Child Care</td>
<td>X</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Education</td>
<td>X</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Employment and Employment Training</td>
<td>X</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>Healthcare</td>
<td>X</td>
<td></td>
<td></td>
</tr>
<tr>
<td>HIV/AIDS</td>
<td>X</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>Life Skills</td>
<td>X</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Mental Health Counseling</td>
<td>X</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>Transportation</td>
<td>X</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td><strong>Other</strong></td>
<td>X</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

*Table 52 - Homeless Prevention Services Summary*
Describe how the service delivery system including, but not limited to, the services listed above meet the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth)

Building partnerships is one of the key principles of the Decade to Doorways Ten Year Plan to Prevent and End Homelessness in Chester County and its 2018-2020 Operational Plan. As part of the plan, the Governance Board and a variety of committees hold regular meetings focusing on the populations listed above, allowing stakeholders from agencies and third-party contractors to engage, coordinate, and share information and resources. With all homeless providers using a standardized assessment tool, there are fewer barriers in identifying targeted populations and assessing special needs.

Most referrals for Chester County’s rapid re-housing program come from the emergency shelter system. Rapid re-housing case managers assess clients’ connections to mainstream and community resources as part of the comprehensive assessment tool. Additionally, rapid re-housing case managers have access to a comprehensive list of services through the Chester County Client Information Management System (CCCIMS) to address individual family and participant needs.

Describe the strengths and gaps of the service delivery system for special needs population and persons experiencing homelessness, including, but not limited to, the services listed above

To overcome gaps in institutional structure, the Chester County Department of Community Development (DCD) seeks to improve the coordination of services through strategic funding of area providers. By creating and enhancing partnerships with private industry, nonprofit organizations and other governmental agencies, DCD can achieve better programmatic outcomes.

Relationships between DCD and others throughout Chester County continue to grow or strengthen. The Decade to Doorways Partnership is currently helping to streamline coordination of services for homeless and near homeless persons in order to effectively prevent and end homelessness, and to connect individuals with mainstream resources. DCD plans to continue forming and strengthening these partnerships through increased coordination among groups involved in housing, community, and workforce development activities over the next five years.

Provide a summary of the strategy for overcoming gaps in the institutional structure and service delivery system for carrying out a strategy to address priority needs

The Chester County Department of Community Development (DCD) has created an updated electronic newsletter for partners, providers, and members of the public to receive updates about community services, workforce development, and Decade to Doorways, as well as other items such as requests for proposals. Through the newsletters, DCD agencies and external partners have access to information about County initiatives as well as issues that are at the forefront of community, housing, and workforce development. All items are concurrently posted on the DCD Facebook and LinkedIn pages.
In addition to its own website, DCD there are sites for Decade to Doorways, the Chester County Client Information Management System (CCCIMS), the Workforce Development Board, and the youth workforce and education center, “Career Corps.”

DCD’s outreach improvements will enhance communication to its target populations and will continue to build on its efforts. The plan to overcome gaps in institutional structure incorporates several of the other components of this Consolidated Plan (2018-2022). The County will seek to improve the coordination of its services through funding of service providers. In some instances, existing programs may be expanded or modified to address specific unmet needs. As new opportunities arise, programs may be developed through the collaboration of DCD and local service providers. A recent example of this is the introduction of a program to enhance permanent housing case management through an award from the Pennsylvania Housing Finance Agency’s state housing trust funding.

By continuously monitoring needs, DCD will identify gaps in institutional structure and services, and develop strategies to address them, including the leveraging of financial and other resources to address priority needs. DCD also has a Strategic Business Plan that establishes annual goals to overcome gaps and improve outcomes. The strategy will measure the effectiveness of DCD’s coordination and collaboration efforts, as well as the effectiveness of the subcontracted partners and agencies within the realm of service delivery and performance accomplishments.
## SP-45 Goals Summary – 91.215(a)(4)

### Goals Summary Information

<table>
<thead>
<tr>
<th>Sort Order</th>
<th>Goal Name</th>
<th>Start Year</th>
<th>End Year</th>
<th>Category</th>
<th>Geographic Area</th>
<th>Needs Addressed</th>
<th>Funding</th>
<th>Goal Outcome Indicator</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Support Affordable Housing Activities (AFH #1)</td>
<td>2018</td>
<td>2022</td>
<td>Affordable Housing</td>
<td>Coatesville</td>
<td>General Occupancy Rental Units Promoting and Sustaining Homeownership AFH: Displacement of residents; economic pressure AFH: Location/type of affordable housing AFH: Availability of affordable units; size ranges AFH: Impediments to mobility AFH: Public Housing for those with disabilities</td>
<td>CDBG: $1,575,000 HOME: $3,891,586 County Housing Trust: $1,135,000</td>
<td>Rental units constructed: 200 Household Housing Unit Rental units rehabilitated: 50 Household Housing Unit Homeowner Housing Added: 20 Household Housing Unit Homeowner Housing Rehabilitated: 600 Household Housing Unit Direct Financial Assistance to Homebuyers: 60 Households Assisted Other: 1 Other</td>
</tr>
<tr>
<td>Sort Order</td>
<td>Goal Name</td>
<td>Start Year</td>
<td>End Year</td>
<td>Category</td>
<td>Geographic Area</td>
<td>Needs Addressed</td>
<td>Funding</td>
<td>Goal Outcome Indicator</td>
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</tr>
</tbody>
</table>
| 2          | Support Efforts to Prevent and End Homelessness | 2018      | 2022     | Homeless | Chester County  | Homeless Prevention | CDBG: $1,174,032  
ESG: $931,875  
County Housing Trust: $825,000 | Public service activities for Low/Moderate Income Housing Benefit: 50 Households Assisted  
Tenant-based rental assistance / Rapid Rehousing: 250 Households Assisted  
Homeless Person Overnight Shelter: 500 Persons Assisted  
Overnight/Emergency Shelter/Transitional Housing Beds added: 5000 Beds  
Homelessness Prevention: 400 Persons Assisted |
<table>
<thead>
<tr>
<th>Sort Order</th>
<th>Goal Name</th>
<th>Start Year</th>
<th>End Year</th>
<th>Category</th>
<th>Geographic Area</th>
<th>Needs Addressed</th>
<th>Funding</th>
<th>Goal Outcome Indicator</th>
</tr>
</thead>
<tbody>
<tr>
<td>3</td>
<td>Support Vital Public Service Activities (AFH #7)</td>
<td>2018</td>
<td>2022</td>
<td>Non-Homeless Special Needs</td>
<td>Chester County</td>
<td>Fair Housing Homeless Prevention Chronically Homeless Promoting and Sustaining Homeownership Housing Stabilization Services AFH: Need for awareness AFH: State/local laws discouraging integration</td>
<td>CDBG: $562,500</td>
<td>Public service activities other than Low/Moderate Income Housing Benefit: 2375 Persons Assisted</td>
</tr>
<tr>
<td></td>
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<td></td>
<td>Public service activities for Low/Moderate Income Housing Benefit: 220 Households Assisted</td>
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<td>Other: 1 Other</td>
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<td></td>
</tr>
<tr>
<td>4</td>
<td>Support Public Facilities and Infrastructure</td>
<td>2018</td>
<td>2022</td>
<td>Non-Housing Community Development</td>
<td>Coatesville Neighborhood Revitalizing Strategy Area Chester County County-wide Low Mod Block Group Slum/Blight</td>
<td>Public Facilities Public Infrastructure AFH: Public transportation AFH: Transportation for people with disabilities AFH: Deteriorated and abandoned properties</td>
<td>CDBG: $5,911,466</td>
<td>Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 75000 Persons Assisted</td>
</tr>
<tr>
<td></td>
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<td></td>
<td>Buildings Demolished: 4 Buildings</td>
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<tr>
<td>Sort Order</td>
<td>Goal Name</td>
<td>Start Year</td>
<td>End Year</td>
<td>Category</td>
<td>Geographic Area</td>
<td>Needs Addressed</td>
<td>Funding</td>
<td>Goal Outcome Indicator</td>
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</tr>
</tbody>
</table>
| 5          | Support Economic Development      | 2018       | 2022     | Non-Housing Community Development | Coatesville Neighborhood Revitalizing Strategy Area | AFH: Lack of private investment  
AFH: Deteriorated and abandoned properties  
AFH: Location of employers          | CDBG: $100,000                      | Jobs created/retained:  
30 Jobs                                |
| 6          | Support Planning and Administration| 2018       | 2022     | Planning and Administration       | Chester County                                | Planning and Administration                                                              | CDBG: $2,253,886  
HOME: $432,458  
ESG: $75,557                                   | Other:  
1 Other                                   |
<table>
<thead>
<tr>
<th>Sort Order</th>
<th>Goal Name</th>
<th>Start Year</th>
<th>End Year</th>
<th>Category</th>
<th>Geographic Area</th>
<th>Needs Addressed</th>
<th>Funding</th>
<th>Goal Outcome Indicator</th>
</tr>
</thead>
<tbody>
<tr>
<td>7</td>
<td>AFH: Coordination of providers</td>
<td>2018</td>
<td>2022</td>
<td>Affordable Housing</td>
<td>Coatesville Neighborhood Revitalizing Strategy Area Chester County County-wide Low Mod Block Group</td>
<td>AFH: Location/type of affordable housing AFH: Availability of affordable units; size ranges AFH: Impediments to mobility AFH: Public Housing for those with disabilities AFH: Lack of housing with supportive services AFH: Assistance transitioning: integrated housing AFH: Location of accessible housing</td>
<td>County Housing Trust: $1</td>
<td>Other: 1 Other</td>
</tr>
<tr>
<td>8</td>
<td>AFH: Expand transportation opportunities</td>
<td>2018</td>
<td>2022</td>
<td>Affordable Housing Public Housing Non-Housing Community Development</td>
<td>Coatesville Neighborhood Revitalizing Strategy Area Chester County County-wide Low Mod Block Group</td>
<td>AFH: Public transportation AFH: Transportation for people with disabilities</td>
<td>County Housing Trust: $1</td>
<td>Other: 1 Other</td>
</tr>
<tr>
<td>Sort Order</td>
<td>Goal Name</td>
<td>Start Year</td>
<td>End Year</td>
<td>Category</td>
<td>Geographic Area</td>
<td>Needs Addressed</td>
<td>Funding</td>
<td>Goal Outcome Indicator</td>
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</tr>
<tr>
<td>9</td>
<td>AFH: Expanding opportunities</td>
<td>2018</td>
<td>2022</td>
<td>Non-Housing Community Development</td>
<td>Coatesville Neighborhood Revitalizing Strategy Area Chester County County-wide Low Mod Block Group</td>
<td>AFH: Lack of private investment AFH: Deteriorated and abandoned properties AFH: Location of employers</td>
<td>County Housing Trust: $1</td>
<td>Other: 1 Other</td>
</tr>
<tr>
<td>10</td>
<td>AFH: Create awareness</td>
<td>2018</td>
<td>2022</td>
<td>Affordable Housing Homeless Non-Housing Community Development</td>
<td>Coatesville Neighborhood Revitalizing Strategy Area Chester County County-wide Low Mod Block Group</td>
<td>AFH: Quality of housing education programs AFH: Need for awareness</td>
<td>County Housing Trust: $1</td>
<td>Other: 1 Other</td>
</tr>
<tr>
<td>Sort Order</td>
<td>Goal Name</td>
<td>Start Year</td>
<td>End Year</td>
<td>Category</td>
<td>Geographic Area</td>
<td>Needs Addressed</td>
<td>Funding</td>
<td>Goal Outcome Indicator</td>
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</tr>
<tr>
<td>11</td>
<td>AFH: Integrate housing efforts</td>
<td>2018</td>
<td>2022</td>
<td>Affordable Housing Public Housing Homeless</td>
<td>Coatesville Neighborhood Revitalizing Strategy Area Chester County County-wide Low Mod Block Group</td>
<td>Fair Housing Homeless Prevention 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</td>
<td>County Housing Trust: $1</td>
<td>Other: 1 Other</td>
</tr>
</tbody>
</table>

**Table 53 – Goals Summary**

**Goal Descriptions**
<table>
<thead>
<tr>
<th>1</th>
<th>Goal Name</th>
<th>Support Affordable Housing Activities (AFH #1)</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Goal Description</strong></td>
<td>Lower barriers to expand affordable housing in high opportunity areas that include:</td>
<td></td>
</tr>
<tr>
<td></td>
<td>• Rehabilitate existing homeowner units (HS1)</td>
<td></td>
</tr>
<tr>
<td></td>
<td>• Rehabilitate existing rental units (HS2)</td>
<td></td>
</tr>
<tr>
<td></td>
<td>• Produce new home owner units with an emphasize on general occupancy and family in non-impacted areas (HS3)</td>
<td></td>
</tr>
<tr>
<td></td>
<td>• Produce new rental units with an emphasize on general occupancy and family in non-impacted areas (HS4)</td>
<td></td>
</tr>
<tr>
<td></td>
<td>• Promote homeownership (HS5)</td>
<td></td>
</tr>
<tr>
<td></td>
<td>• Support Community Housing Development Organizations (HS9)</td>
<td></td>
</tr>
<tr>
<td></td>
<td>• Provide housing modifications for seniors (SN1)</td>
<td></td>
</tr>
<tr>
<td></td>
<td>• Provide housing modifications for persons with mental disabilities (SN2)</td>
<td></td>
</tr>
<tr>
<td></td>
<td>• Provide housing modifications for persons with physical disabilities (SN3)</td>
<td></td>
</tr>
<tr>
<td></td>
<td>• Increase opportunities for and access to safe, decent, and affordable permanent housing (AFH Goal #1)</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>2</th>
<th>Goal Name</th>
<th>Support Efforts to Prevent and End Homelessness</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Goal Description</strong></td>
<td>Support homeless prevention and support activities that include:</td>
<td></td>
</tr>
<tr>
<td></td>
<td>• Provide coordinated assessment and resource identification to individuals and families at-risk or experiencing homelessness (HO1)</td>
<td></td>
</tr>
<tr>
<td></td>
<td>• Provide emergency and transitional shelter for persons identified as experiencing a housing crisis (HO2)</td>
<td></td>
</tr>
<tr>
<td></td>
<td>• Provide flexible financial assistance for housing stabilization (HO3)</td>
<td></td>
</tr>
<tr>
<td></td>
<td>• Support rapid re-housing initiatives (HO4)</td>
<td></td>
</tr>
<tr>
<td></td>
<td>• Provide permanent housing opportunities to individuals and families at-risk or experiencing homelessness (HO6)</td>
<td></td>
</tr>
<tr>
<td></td>
<td>• Provide supportive services for persons experiencing homelessness to become stable in permanent housing (HO7)</td>
<td></td>
</tr>
<tr>
<td>3</td>
<td>Goal Name</td>
<td>Support Vital Public Service Activities (AFH #7)</td>
</tr>
<tr>
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</tr>
<tr>
<td></td>
<td>Goal Description</td>
<td>Chester County works with providers to administer a variety of non-homeless public service programs that benefit low income households, including those that:</td>
</tr>
<tr>
<td></td>
<td></td>
<td>• Support legal and financial education programs (CD2)</td>
</tr>
<tr>
<td></td>
<td></td>
<td>• Support transportation services (CD3)</td>
</tr>
<tr>
<td></td>
<td></td>
<td>• Provide housing counseling to obtain and maintain quality housing (HS6)</td>
</tr>
<tr>
<td></td>
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<td>• Promote fair housing through implementing the action items of the Chester County Assessment of Fair Housing (HS8)</td>
</tr>
<tr>
<td></td>
<td></td>
<td>• Provide housing opportunities for other persons with special needs (SN4)</td>
</tr>
<tr>
<td></td>
<td></td>
<td>• Expand efforts to increase understanding of fair housing rights, responsibilities, and affordable housing resources (AFH Goal #7)</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>4</th>
<th>Goal Name</th>
<th>Support Public Facilities and Infrastructure</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Goal Description</td>
<td>Chester County will undertake public facility and infrastructure activities that are in line with the following priorities:</td>
</tr>
<tr>
<td></td>
<td></td>
<td>• Provide acquisition and rehabilitation of public facilities (CD1)</td>
</tr>
<tr>
<td></td>
<td></td>
<td>• Improve water, sewer and storm drainage facilities (CD4)</td>
</tr>
<tr>
<td></td>
<td></td>
<td>• Improve the quality of streets, curbs, sidewalks, and bridges (CD5)</td>
</tr>
<tr>
<td></td>
<td></td>
<td>• Reduce the number of blighted properties (HS7)</td>
</tr>
<tr>
<td></td>
<td>Goal Name</td>
<td>Goal Description</td>
</tr>
<tr>
<td>---</td>
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<td>------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------</td>
</tr>
</tbody>
</table>
| 5 | Support Economic Development | Chester County’s revitalization efforts in Coatesville emphasize job creation and economic growth in cooperation with the private sector, including:  
  - Provide employment and training services (EO1)  
  - Assist in creation of new job opportunities (EO3)  
  Funding for this program uses local, non-federal resources and federal resources for long term economic growth and vitality over the next five year consolidated plan period. It also corresponds to significant investments in the city that include a new gateway, Amtrak train platform, and infrastructure investments. |
<p>| 6 | Support Planning and Administration | The Chester County Department of Community Development provides oversight of the CDBG, ESG, and HOME programs, including compliance with all federal regulatory requirements. |
| 7 | AFH: Coordination of providers | Work in coordination with providers and consumers from the disabled, special needs, and homeless communities to remove physical and institutional barriers to obtain and maintain housing |
| 8 | AFH: Expand transportation opportunities | Expand transportation opportunities for residents with limited options |
| 9 | AFH: Expanding opportunities | Enhance and expand opportunities in underserved communities |
| 10| AFH: Create awareness | Create awareness about the availability of housing, workforce development, and community service resources in the county and how to obtain them |</p>
<table>
<thead>
<tr>
<th>11</th>
<th>Goal Name</th>
<th>AFH: Integrate housing efforts</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Goal Description</td>
<td>Integrate housing efforts among County of Chester departments and the Housing Authority of Chester County</td>
</tr>
</tbody>
</table>

**Estimate the number of extremely low-income, low-income, and moderate-income families to whom the jurisdiction will provide affordable housing as defined by HOME 91.315(b)(2)**

During the five year Consolidated Plan period (2018-2022), the Chester County Department of Community Development's (DCD) HOME funds are projected to support:

- Construction of 200 new affordable rental housing units for extremely low-income and low-income households (up to 60% of area median income)
- Direct financial assistance for 50 first time homebuyers (up to 80% of area median income)

Other available funding resources will be used to support the construction of 20 new affordable homeownership units for households up to 80% of area median income. Additional related housing activities seek to provide rehabilitation and maintenance assistance for critical repairs. DCD will continue to pursue funding sources, pending availability, to provide accessible housing modifications.
SP-50 Public Housing Accessibility and Involvement – 91.215(c)

Need to Increase the Number of Accessible Units (if Required by a Section 504 Voluntary Compliance Agreement)

The Housing Authority of Chester County's inventory includes sufficient number of units to meet current requirements.

Activities to Increase Resident Involvements

The Housing Authority of Chester County (HACC) provides assistance to residents for organizing Resident Councils at each development. HACC will continue to support these Councils with special funds reserved by HUD for this purpose and to assist them in conducting elections; holding meetings, and organizing other community events.

Is the public housing agency designated as troubled under 24 CFR part 902?

N/A

Plan to remove the ‘troubled’ designation

N/A
SP-55 Barriers to affordable housing – 91.215(h)

Barriers to Affordable Housing

As in the rest of the Commonwealth of Pennsylvania, county government has little to no control over land use and zoning, as that is left in the hands of municipalities. As of 2017, there are thirty municipalities in Chester County eligible to receive Community Development Block Grant funding. Of those municipalities, less than half have municipal ordinances that comply with fair housing. It is a goal of the Chester County Department of Community Development to increase that number through education of municipal officials and residents.

Tax policies do not overtly deter the development of affordable housing. However, taxes are an issue in some areas of the county, especially those areas with few businesses or private industries to absorb property and school tax burden. This tax burden is subsequently passed on to individual property owners. Unfortunately, many areas of the county with comparatively affordable land also have higher tax rates, and thereby may add to housing cost burden.

Zoning and taxes are only a small piece of the puzzle creating barriers to affordable housing in Chester County. An emphasis on open space preservation, as well as highly-rated schools and other desirable factors, have driven up land and home values throughout the County, particularly in areas of opportunity. The high costs of land, or remediation needed on lower-priced parcels, combine with other costs of development to make building affordable housing difficult. In the remaining areas of the County where comparatively lower land prices can be found, there are additional challenges which may include: site contamination and environmental hazards, or lack of access to transportation, services, or employment opportunities.

According to 2009-2013 American Community Survey estimates, the median home value in Chester County is $325,200 and the median rent is $1,004. With such high home values and rapidly rising rental costs, Chester County is among the least affordable counties in Pennsylvania. The high land values, in addition to infrastructure, permitting, and other development costs, make the development of affordable housing in Chester County prohibitive unless there is a subsidy (i.e. low income housing tax credits).

Among possible homeowners, securing enough money for a down-payment on a home is also a potential barrier to affordable housing.

Strategy to Remove or Ameliorate the Barriers to Affordable Housing

Strategy to Address Land Values

The county will continue to assist in the development of affordable housing. Through strategic financing of HOME and Health Choice Reinvestment funds, the county can help to reduce affordable housing development costs. Land will be acquired in areas consistent with Chester County’s comprehensive plan that are convenient to jobs, services, and transportation. DCD will also continue to work with the Chester County Planning Commission while they implement policies and strategies from the Housing Options Task Force with regard to affordability. The Decade to Doorways Landlord Engagement
Workgroup is also researching options and strategies to address these problems, while the Housing Authority of Chester County’s Housing Locator is working to create a listing of private landlords throughout the county that own affordable units.

Chester County will also continue to support homeownership through efforts such as the credit counseling and first-time homebuyers programs.

**Strategy to Address Tax Policies**

Chester County will encourage appropriate economic development in rural and suburban centers to increase the tax base and subsequently decrease the tax burden on individual homeowners. As part of its strategic plan, the county measures assessed property values in its boroughs and the City of Coatesville. This is an available tool for monitoring assessments in some of the municipalities that have high property taxes.

**Strategy to Address Land Use Controls**

Chester County will recommend land use controls that will locate affordable housing in areas that are convenient to jobs, social services, and transportation. Additional efforts may look at underutilized areas, including developed parcels zoned for commercial or office use, to create new housing opportunities for housing.

**Strategy to Address Zoning Ordinances**

Chester County will discourage unfair zoning laws that serve as a barrier to affordable housing opportunities. All municipal applicants seeking CDBG funding must submit their most current zoning ordinances for review by a county solicitor. No funding shall be awarded to municipalities with exclusionary language in their zoning ordinances.

In addition, the County will encourage higher density zoning in urban, suburban, and rural centers to keep housing costs at a minimum.

Local attitudes often present challenges to developing affordable housing in their communities. This effect often referred to as “not in my backyard syndrome” or “NIMBY-ism” push back on development proposals that is located near their properties due to concerns about traffic, environmental impacts, property values, or school enrollments (among other common arguments).

NIMBY-ism has not impacted any affordable housing proposals in Chester County. However, the recently adopted Assessment of Fair Housing places a high level of importance on education about fair housing, the importance of affordable housing, and strength of community partnerships. Chester County will continue such efforts and address any issues of NIMBY-ism, should they occur.
SP-60 Homelessness Strategy – 91.215(d)

Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs

Chester County’s coordinated entry system is operated by Family Service of Chester County’s ConnectPoints. Those at risk of or currently experiencing homelessness can call ConnectPoints, the single point of entry into the shelter system. Individuals will then be assessed using the nationwide best practice triage tool, the Vulnerability Index Service Prioritization Decision Assistance Tool (VI-SPDAT).

Once assessed, individuals or families will then be referred to emergency shelter based on their level of vulnerability; with the high score being prioritized for entry. If an individual is living on the street, ConnectPoints may go out to meet the individual, or if nearby, invite the person to come to their office for intake. Additionally, Chester County’s Critical Time Intervention (CTI) within Human Services Inc. will conduct outreach for those who are homeless and experiencing mental illness/co-occurring issues. Once an individual is placed into shelter, a case manager will complete the Service Prioritization Decision Assistance Tool (SPDAT), an in-depth, comprehensive version of the VI-SPDAT. This tool assists the case manager in understanding the client’s level of need in five areas:

- Risks
- Abuse and Trauma
- Daily Living and Socialization
- Wellness
- Family

From there, the case manager can create goal plans as well as place the individual onto a queue to receive a permanent housing resource or intervention that is appropriate to their level of vulnerability. Shelter staff are trained in Housing First but also strive to connect individuals and families with the necessary supports needed to assist them in maintaining housing. The CTI team is trained to specifically assist the most vulnerable, who are often those with mental illness/co-occurring, to attain and maintain permanent housing.

Addressing the emergency and transitional housing needs of homeless persons

The Decade to Doorways (D2D) 2018-2020 Operational Plan has a goal to redesign the Decade to Doorways emergency shelters to adopt and operationalize the key elements of effective emergency shelter. This includes the adoption of a housing first approach for the county as well as assessing policies and procedures of each shelter to assure best practices are followed and shelters are making a rapid exit to housing from shelter a reality for all people.

Additional emergency shelter and transitional housing needs can be seen through:

- Contracting with Voice and Vision to create a Consumer Advisory Board to inform D2D’s plans and better understand the needs of those experiencing homelessness
- Creation of a Standardized Housing Case Management training for all housing case managers in Chester County to assure quality case management and equal access to needed resources
- Implementation of the SPDAT to further assist case managers in understanding the needs and vulnerabilities of those they are serving
- Assist Coordinated Entry with diversion strategies, as well as referral to other housing and service agencies
- Creation of Housing Stability Case Management team to further assist individuals and families after exiting from shelter

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.

Strategy three within D2Ds’ Ten Year Plan is Housing Options. The goals that accompany this strategy include:
- Develop more affordable and permanent housing options
- Connect people to housing

Strategy four is Stay Housed. The goals to accomplish this strategy include:
- Move from crisis response to a proactive system focusing on housing stability
- Increase income and employment opportunities for individuals with employment barriers and difficulties

These goals are accomplished in three ways:
1. The D2D 2018-2020 Operational Plan identifies a variety of workgroups: The Landlord Engagement Workgroup has a goal of creating a landlord risk mitigation strategy for the entire county. The Permanent Supportive Housing Workgroup has the goal of creating a move-one strategy for those in permanent supportive housing that may not need the most intensive supports any longer. This would free up resources for more vulnerable individuals.
2. The Housing Authority of Chester County has established a preference in their Housing Choice Voucher Program for homeless households leaving emergency shelter.
3. The recent creation of a Housing Stabilization Case Management team that will follow individuals leaving the shelter into permanent housing for up to one year to ensure stability and alleviate reservations of landlords.

Help low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families who are likely to become homeless after being discharged from a publicly funded institution or system of care, or who are receiving assistance from public and private agencies that address housing, health, social services, employment, education or youth needs

Strategy two within D2Ds’ 10 Year Plan is Prevention. Goals for this strategy include:
- Design a prevention system
- Provide a centralized access point to services
• Provide flexible and long-term financial assistance
• End discharges from institutions into homelessness

These goals have been accomplished in two ways:

1. Currently, D2D has several designated prevention providers who convene regularly to share best practices and assist those in need. The collaboration and communication of these agencies and those in the homeless provider system is crucial to preventing homelessness. These agencies meet with others in their region through Cross System Partnership Meetings. This prevention providers include but are not limited to the following: Act in Faith of Greater West Chester; Kennett Area Community Services; Legal Aid of Southeastern PA; Human Services, Inc.; Bridge of Hope; Interfaith Housing; PA Home of the Sparrow; HandiCrafters; Open Hearth, Inc.; New Mornings Reentry Services; Family Service of Chester County; La Comunidad Hispana

2. Within D2D, the Housing Stabilization Action Team’s (HSAT) previously focused on recommending and leveraging resources, facilitating sustainable housing and proactively addressing the unique circumstances of those at risk of homelessness in Chester County. While the HSAT does not exist under the reorganized D2D governance structure, future work groups will focus on related activities to evaluate barriers affecting accessibility and proactively address the unique circumstances of those at risk of homelessness in Chester County.
SP-65 Lead based paint Hazards – 91.215(i)

Actions to address LBP hazards and increase access to housing without LBP hazards

The County’s Emergency Lead Hazard Reduction Program Policy combines the forces of the Chester County Health Department (CCHD), DCD, and Housing Partnership of Chester County (HPCC) in utilizing CDBG funds to eliminate lead hazards in low-income households. The Pennsylvania Department of Health reported that from 2004 to 2014, 1.9% of children in Chester County under the age of 16 had elevated lead levels above ten micrograms per deciliter in their blood. The 31,899 oldest housing units constructed before 1950 represent 17.3% of Chester County’s housing stock (2009-2013 American Community Survey). These oldest units make up 28.8% of the county’s rental housing stock.

The County will continue to explore and actively pursue other funding sources that may be used to address the problems associated with lead-based paint and lead poisoning in children, as well as initiatives related to the U.S. Department of Housing and Urban Development’s (HUD) Healthy Homes Program. CCHD is currently a sub-grantee on a Lead Hazard Control grant awarded to the Pennsylvania Department of Health that runs from 2017 – 2019. The grant funds CCHD to do lead hazard reduction and healthy homes remediation in 19 homes in the City of Coatesville.

DCD will continue to work with CCHD, which coordinates the Children’s Lead Poisoning Screening Project, to develop a long-term strategy for addressing the issues related to lead-based paint and other home hazards in the county. 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 Homeowner Rehabilitation Program. All contractors participating in the Homeowner Rehabilitation Program have U.S. Environmental Protection Agency Lead Hazard Control Certifications, which are regulated through the Commonwealth of Pennsylvania. The program guidelines were updated in 2000 to comply with new HUD regulations regarding lead-based paint reduction.

How are the actions listed above related to the extent of lead poisoning and hazards?

In 2009, CCHD coordinated the Children’s Lead Poisoning Screening Project to strategize on encouraging physicians and other medical providers, as well as families, to have their children tested for lead poisoning. This group surveyed physicians about lead testing practices. Results found that almost half of the physicians did not utilize a risk assessment tool to identify patients at risk (46.8%) of lead poisoning. The most common reason for utilizing a risk assessment questionnaire, for those physicians who used one, was to decide whether to screen patients. On average, physicians estimated that they used capillary testing (median, 20%) and venous testing (median, 100%) of their patients. The most common reason provided by the physicians for not testing all patients was that patients did not meet risk criteria (55.7%).

Most physicians were aware of the services provided by CCHD, such as education (78.5%), blood lead testing (60.76%), and child development assessment (59.5%). Only 32.9% of physicians provided information to parents about lead poisoning. The most common topic covered by the material provided to parents was sources of lead in the home (32.9%).
Due to the results of the survey, the CCHD created a local lead screening recommendation, a risk assessment tool, and a diagnosis and case management tool to assist the medical community with making decisions re screening in their patient population.

In 2016, CCHD began conducting environmental lead investigations for families with a child with a blood lead level of five (5) micrograms per deciliter or higher, as part of its Lead and Healthy Homes Program’s environmental home assessments. The investigations include analysis with a portable x-ray fluorescence analyzer on all painted surfaces, an interview with the family of the child to gather basic information about the habits of the child, and written recommendations to the owner of the home for the immediate and permanent removal or reduction of the lead sources.

CCHD continues to be actively involved in evaluating and reducing the number of housing units with lead-based paint. Laboratories and physicians are required to report all blood lead tests to a National Disease Surveillance System. A county public health nurse is assigned to each elevated blood lead case to educate parents/caregivers about sources of lead, housekeeping methods to lower lead risk, nutritional and personal hygiene practices that reduce the absorption of lead, and required follow-up testing timelines. The case management nurse will make referrals to appropriate medical, developmental, and nutritional services as needed.

Case management for children identified with more severe blood lead levels includes a complete home inspection by CCHD's Bureau of Environmental Health Protection staff that utilize special equipment to measure lead on various surfaces in the home. This Environmental Intervention determines the existence, nature, severity and location of lead hazards in the home and the possible means of correcting and hazards identified. CCHD is currently under a contract with DCD to provide risk assessments and clearance examinations for rehabilitation of properties within the county. Whenever 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. The key to community awareness of lead poisoning in children is education at all levels. CCHD incorporates lead poisoning information in all of its maternal and child home visits and clinic visits. It also presents many programs on the topic to health care providers, childcare professionals, and the general public.

**How are the actions listed above integrated into housing policies and procedures?**

The County will continue its efforts to reduce the harmful effects of lead-based paint over the next five years. CCHD’s HUD-funded Lead Hazard Control grant through the PA Department of Health will focus on the City of Coatesville, an area with a high number of housing constructed before 1970. Funding will allow for lead hazard reduction work in 19 homes from 2017 – 2019.

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 areas. Housing units identified as having lead-based paint and containing residents less than 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.

The Housing Partnership of Chester County (HPCC) administers the Lead Hazard Reduction Program in conjunction with its Homeowner Rehabilitation Program on behalf of DCD. All contractors participating...
in the Homeowner Rehabilitation Program have U.S. Environmental Protection Agency Lead Hazard Control Certifications, which are regulated through the Commonwealth of Pennsylvania. The program guidelines were updated in 2000 to comply with new HUD regulations regarding lead-based paint reduction.

This lead hazard control process has been designed with the rehabilitation hard costs pre-determined 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. Interim control decisions are made at the recommendation of the CCHD’s Inspector and Environmental Health Specialist conducting the risk assessment.
SP-70 Anti-Poverty Strategy – 91.215(j)

Jurisdiction Goals, Programs and Policies for reducing the number of Poverty-Level Families

According to the 2009-2013 American Community Survey, 33,895 persons are living below poverty level in Chester County. This is 6.9 percent of the county’s total population. During 2016, 1,232 people entered an emergency shelter or transitional housing project. Of those individuals, 994 (80.7%) experienced homelessness for the first time.

The County of Chester, through the Department of Community Development (DCD) and other county departments, works diligently to reduce the amount of people living below poverty level. The Decade to Doorways Plan to Prevent and End Homelessness plays a pivotal role in preventing homelessness. This includes the provision of financial assistance, rapid rehousing people where possible, overseeing the administration of the Vulnerability Index Service Prioritization Decision Assistance Tool (VI-SPDAT), and offering case management services to those in permanent housing. Decade to Doorways facilitates trainings for shelters and service providers to better understand self-sufficiency resources and opportunities that exist throughout Chester County.

How are the Jurisdiction poverty reducing goals, programs, and policies coordinated with this affordable housing plan

Annually, 15% of the DCD’s Community Development Block Grant (CDBG) funds are allocated for public service activities, benefiting low and moderate income people, many of which are living below poverty level. These activities include legal services, education and training, case management services, and other human services.

In addition, DCD administers the Community Services Block Grant (CSBG) program from the Commonwealth of Pennsylvania Department of Community and Economic Development (DCED). This program is targeted to serve people living at or below 125% of poverty level, and funds multiple programs and organizations that help people to become more self-sufficient through the provision of case management, counseling and a wide range of other services.

DCD also receives funding through the Pennsylvania Department of Human Services, which is, among other things, used to fund the EARN (Employment, Advancement and Retention Network) Center, which has programs available for clients receiving Temporary Assistance to Needy Families (TANF) or welfare. Three major programs operate under the umbrella of the EARN Program: the Career Development Component (CDC), the Work Supported Component (WSC) and the Work Ready Program.
SP-80 Monitoring – 91.230

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

DCD, on behalf of the County, subcontracts with other entities to carry forth activities; however, since the County is ultimately responsible for administration and compliance, monitoring of all funded activities is a major responsibility and is implemented in a systematic manner.

Monitoring consists of reviewing subrecipients’ programmatic, fiscal, and administrative procedures. It begins with the grant award and subcontracting process, continues through invoicing, report submittal and standard site visits, and concludes at activity closeout.

Periodic reports are used to determine progress and identify problems. During the annual monitoring visit, the staff reviews the report with the subrecipient and suggests changes or modifications as needed. DCD is also required to monitor subrecipients on the basis of federal Uniform Guidance Regulations. These monitorings are conducted annually or biannually dependent on the compliance of each subrecipient.

If issues are identified, DCD makes specific recommendations for addressing the problem and identifies actions that must be taken, citing applicable laws, regulations, or program policies. Deadlines for such compliance issues are included in the monitoring letter and/or Corrective Action Plan.

If issues are identified relative to an activity, a plan for corrective action must be submitted by the subrecipient in writing to DCD, and action must be taken within sixty days of receipt of the monitoring letter. If there is no response, DCD may suspend disbursement of funds for the activity until there is compliance. In severe cases of noncompliance, funding may be withheld or withdrawn. In all cases, the audit guidelines attached to each contract must be followed. Subrecipients’ audits are reviewed to determine administrative and programmatic compliance.

Construction activities are inspected and monitored on a schedule determined by the entitlement program requirements. Since the construction activities are primarily funded by the HOME and CDBG programs, the procedures outlined for those programs will be utilized. If other funds (such as state or competitive federal grants) are used, the most stringent inspection and monitoring procedures will be applied. In regard to construction, “inspect” refers to the actual construction work while “monitor” refers to reviewing programmatic requirements. All construction activities are inspected for work completion. Inspections take place as work is completed prior to disbursement of funds. The staff concurrently inspects work and monitors regulatory compliance to ensure that the funds are expended appropriately. Within each contract, dates are established to ensure timely expenditure of funds. DCD staff members monitor subrecipient construction files, as necessary, to provide direct communication between the County, municipalities, nonprofits, and developers.

DCD will work jointly with the Housing Authority of Chester County (HACC) to regularly monitor progress toward achieving the goals and actions outlined in the Assessment of Fair Housing (AFH), 2018-2022.
The AFH Action Plan provides specific actions with timeframes for achieving them. Where applicable, quantifiable actions have been included to more easily evaluate progress toward achieving the AFH's goals. Despite the challenge of having decreased housing and community development funds, the partners remain committed to ensuring that all individuals in Chester County have access to safe, decent and affordable permanent housing while limiting barriers to access opportunities. Each year, a copy of the AFH Action Plan will be updated with a reporting summary for inclusion with the Consolidated Annual Performance and Evaluation Report (CAPER).
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. Given uncertainty regarding future funding levels, the projections for 2019-2022 listed below were created using the County of Chester's 2017 entitlement award amounts.

Anticipated Resources

<table>
<thead>
<tr>
<th>Program</th>
<th>Source of Funds</th>
<th>Uses of Funds</th>
<th>Expected Amount Available Year 1</th>
<th>Expected Amount Available Remainder of ConPlan</th>
<th>Narrative Description</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td>Annual Allocation: $</td>
<td>Program Income: $</td>
<td></td>
</tr>
<tr>
<td>CDBG</td>
<td>public - federal</td>
<td>Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services</td>
<td>2,561,340 0 0 0 2,561,340</td>
<td>9,015,544</td>
<td>Expected amount between 2019-2022 is estimated to be four times the 2017 amount.</td>
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<tr>
<td>Program</td>
<td>Source of Funds</td>
<td>Uses of Funds</td>
<td>Expected Amount Available Year 1</td>
<td>Narrative Description</td>
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<td>Program Income: $</td>
<td>Prior Year Resources: $</td>
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<td>HOME</td>
<td>public - federal</td>
<td>Acquisition Homebuyer assistance Homeowner rehab Multifamily rental new construction Multifamily rental rehab New construction for ownership TBRA</td>
<td>1,152,764</td>
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<td>0</td>
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<tr>
<td>ESG</td>
<td>public - federal</td>
<td>Conversion and rehab for transitional housing Financial Assistance Overnight shelter Rapid re-housing (rental assistance) Rental Assistance Services Transitional housing</td>
<td>209,176</td>
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</table>
Table 54 - Expected Resources – Priority Table

<table>
<thead>
<tr>
<th>Program</th>
<th>Source of Funds</th>
<th>Uses of Funds</th>
<th>Expected Amount Available Year 1</th>
<th>Expected Amount Available Remainder of ConPlan</th>
<th>Narrative Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Other</td>
<td>public - local</td>
<td>Acquisition Admin and Planning Homeowner rehab Multifamily rental new construction Rapid re-housing (rental assistance)</td>
<td>360,000 0 0 360,000</td>
<td>1,600,000</td>
<td>Funding from Chester County's Housing Trust Program.</td>
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</tbody>
</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 2017, 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. 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 is challenging due to uncertainty in the federal budget. For the purposes of completing the Consolidated Plan, the 2019-2022 projections were based off of 2017 entitlement amounts.
## Annual Goals and Objectives

### AP-20 Annual Goals and Objectives

#### Goals Summary Information

<table>
<thead>
<tr>
<th>Sort Order</th>
<th>Goal Name</th>
<th>Start Year</th>
<th>End Year</th>
<th>Category</th>
<th>Geographic Area</th>
<th>Needs Addressed</th>
<th>Funding</th>
<th>Goal Outcome Indicator</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Support Affordable Housing Activities (AFH #1)</td>
<td>2018</td>
<td>2022</td>
<td>Affordable Housing</td>
<td>Chester County</td>
<td>General Occupancy Rental Units</td>
<td>CDBG:</td>
<td>Rental units rehabilitated: 52 Household Housing Unit</td>
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<td></td>
<td></td>
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<td></td>
<td></td>
<td>Promoting and Sustaining Homeownership Housing Stabilization Services AFH: Location/type of affordable housing AFH: Lack of housing with supportive services</td>
<td>HOME:</td>
<td>Homeowner Housing Added: 4 Household Housing Unit</td>
</tr>
<tr>
<td></td>
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<td></td>
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<td>CDBG: $710,000 HOME: $183,426 County Housing Trust: $235,000</td>
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<td>Homeowner Housing Rehabilitated: 130 Household Housing Unit</td>
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<tr>
<td></td>
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<td></td>
<td></td>
<td>Direct Financial Assistance to Homebuyers: 10 Households Assisted Other: 1 Other</td>
<td></td>
<td>Rental units rehabilitated: 52 Household Housing Unit</td>
</tr>
<tr>
<td>Sort Order</td>
<td>Goal Name</td>
<td>Start Year</td>
<td>End Year</td>
<td>Category</td>
<td>Geographic Area</td>
<td>Needs Addressed</td>
<td>Funding</td>
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<tr>
<td>2</td>
<td>Support Efforts to Prevent and End Homelessness</td>
<td>2018</td>
<td>2022</td>
<td>Homeless</td>
<td>Coatesville Neighborhood Revitalizing Strategy Area Chester County County-wide Low Mod Block Group</td>
<td>Homeless Prevention Chronically Homeless Housing Stabilization Services</td>
<td>CDBG: $167,247 ESG: $188,229 County Housing Trust: $125,000</td>
<td>Public service activities other than Low/Moderate Income Housing Benefit: 1000 Persons Assisted Tenant-based rental assistance / Rapid Rehousing: 95 Households Assisted Homeless Person Overnight Shelter: 195 Persons Assisted</td>
</tr>
<tr>
<td>3</td>
<td>Support Vital Public Service Activities (AFH #7)</td>
<td>2018</td>
<td>2022</td>
<td>Non-Homeless Special Needs</td>
<td>Coatesville Neighborhood Revitalizing Strategy Area Chester County</td>
<td>Fair Housing Housing Stabilization Services</td>
<td>CDBG: $154,388</td>
<td>Public service activities other than Low/Moderate Income Housing Benefit: 495 Persons Assisted Public service activities for Low/Moderate Income Housing Benefit: 100 Households Assisted Other: 1 Other</td>
</tr>
<tr>
<td>4</td>
<td>Support Public Facilities and Infrastructure</td>
<td>2018</td>
<td>2022</td>
<td>Non-Housing Community Development</td>
<td>Coatesville Neighborhood Revitalizing Strategy Area Chester County County-wide Low Mod Block Group</td>
<td>Public Facilities Public Infrastructure</td>
<td>CDBG: $341,164</td>
<td>Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 2765 Persons Assisted</td>
</tr>
<tr>
<td>Sort Order</td>
<td>Goal Name</td>
<td>Start Year</td>
<td>End Year</td>
<td>Category</td>
<td>Geographic Area</td>
<td>Needs Addressed</td>
<td>Funding</td>
<td>Goal Outcome Indicator</td>
</tr>
<tr>
<td>------------</td>
<td>--------------------------------------------</td>
<td>------------</td>
<td>----------</td>
<td>-------------------------------</td>
<td>------------------------------------------------------</td>
<td>--------------------------------------------------------------------------------</td>
<td>-----------------------------</td>
<td>------------------------</td>
</tr>
<tr>
<td>5</td>
<td>Support Planning and Administration</td>
<td>2018</td>
<td>2022</td>
<td>Planning and Administration</td>
<td>Coatesville Neighborhood Revitalizing Strategy Area</td>
<td>Planning and Administration</td>
<td>CDBG: $512,268 HOME: $115,276 ESG: $15,688</td>
<td>Other: 1 Other</td>
</tr>
<tr>
<td>6</td>
<td>AFH: Coordination of providers</td>
<td>2018</td>
<td>2022</td>
<td>Affordable Housing Homeless</td>
<td>Chester County</td>
<td>AFH: Availability of affordable units; size ranges AFH: Impediments to mobility AFH: Public Housing for those with disabilities AFH: Location of accessible housing</td>
<td>County Housing Trust: $1</td>
<td>Other: 1 Other</td>
</tr>
<tr>
<td>7</td>
<td>AFH: Expand transportation opportunities</td>
<td>2018</td>
<td>2022</td>
<td>Affordable Housing Public Housing Non-Housing Community Development</td>
<td>Chester County</td>
<td>AFH: Public transportation AFH: Transportation for people with disabilities</td>
<td>County Housing Trust: $1</td>
<td>Other: 1 Other</td>
</tr>
<tr>
<td>8</td>
<td>AFH: Expanding opportunities</td>
<td>2018</td>
<td>2022</td>
<td>Non-Housing Community Development</td>
<td>Chester County</td>
<td>AFH: Lack of private investment AFH: Location of employers</td>
<td>County Housing Trust: $1</td>
<td>Other: 1 Other</td>
</tr>
<tr>
<td>Sort Order</td>
<td>Goal Name</td>
<td>Start Year</td>
<td>End Year</td>
<td>Category</td>
<td>Geographic Area</td>
<td>Needs Addressed</td>
<td>Funding</td>
<td>Goal Outcome Indicator</td>
</tr>
<tr>
<td>------------</td>
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<td>--------------------------------------------------------------------------</td>
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<td>--------------------------------------------------------------------------------</td>
<td>----------------------------------------------</td>
<td>------------------------</td>
</tr>
<tr>
<td>9</td>
<td>AFH: Create awareness</td>
<td>2018</td>
<td>2022</td>
<td>Affordable Housing, Homeless, Non-Housing, Community Development</td>
<td>Chester County</td>
<td>AFH: Quality of housing education programs</td>
<td>County Housing Trust: $1 Other: 1 Other</td>
<td></td>
</tr>
<tr>
<td>10</td>
<td>AFH: Integrate housing efforts</td>
<td>2018</td>
<td>2022</td>
<td>Affordable Housing, Public Housing, Homeless</td>
<td>Chester County</td>
<td>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</td>
<td>County Housing Trust: $1 Other: 1 Other</td>
<td></td>
</tr>
</tbody>
</table>

Table 55 – Goals Summary

Goal Descriptions
<table>
<thead>
<tr>
<th></th>
<th>Goal Name</th>
<th>Goal Description</th>
</tr>
</thead>
</table>
| 1 | Support Affordable Housing Activities (AFH #1)                           | Supporting affordable housing activities includes developing affordable housing, assisting with homeowner rehabilitation, and promoting first time homeownership opportunities. This goal includes Assessment of Fair Housing Goal #1: Increase opportunities for and access to safe decent and affordable permanent housing. 2018 AFH action item includes:  
  • Participate in Decade to Doorways’ Governance Board and related activities |
| 2 | Support Efforts to Prevent and End Homelessness                          | Address efforts to support permanent housing and end homelessness in Chester County.                                                                                                                                                                                   |
| 3 | Support Vital Public Service Activities (AFH #7)                         | Public service activities support a variety of activities supporting housing efforts, financial literacy, legal assistance, and fair housing. This goal also includes Assessment of Fair Housing Goal #7: Expand efforts to increase understanding of fair housing rights, responsibilities and affordable housing resources. 2018 AFH action items include:  
  • Review fair housing programming on a quarterly basis and target fair housing educational efforts to remove barriers to fair housing  
  • Provide access to FHIP and legal services for fair housing or other legal matters related to housing  
  • Include fair housing education for homebuyer program participants  
  • Provide fair housing materials for all residents living in publicly supported housing |
<p>| 4 | Support Public Facilities and Infrastructure                              | Public facilities and infrastructure needs vary by community. In the past, Chester County has supported senior centers, community centers, shelter improvements, and a variety of infrastructure activities, such as street improvements, water and sewer line replacements, and floodway stabilization. |</p>
<table>
<thead>
<tr>
<th></th>
<th>Goal Name</th>
<th>Goal Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>5</td>
<td>Support Planning and Administration</td>
<td>Support administration of Community Development Block Grant, HOME Investment Partnerships, and Emergency Solutions Grant programs.</td>
</tr>
</tbody>
</table>
| 6 | AFH: Coordination of providers     | Assessment of Fair Housing Goal #2: Work in coordination with providers and consumers from the disabled, special needs and homeless community to remove physical and institutional barriers to obtain and maintain housing.  
2018 action item includes:  
  - Continue operation of the Housing Locator Program to identify housing opportunities for homeless persons (refer to Consolidated Plan Goal #2: Support Efforts to Prevent and End Homelessness)  
Funds to support the AFH Goals included in this plan will be budgeted from funding sources outside the scope of the Consolidated Plan. |
| 7 | AFH: Expand transportation opportunities | Assessment of Fair Housing Goal #3: Expand transportation opportunities for residents with limited options.  
2018 action item includes:  
  - Explore possibilities for providing transit options for low income residents to connect with job opportunities throughout Chester County and other employment hubs through involvement in the development and implementation of the Chester County Planning Commission’s comprehensive plan, Landscapes3  
Funds to support the AFH Goals included in this plan will be budgeted from funding sources outside the scope of the Consolidated Plan. |
<table>
<thead>
<tr>
<th>8</th>
<th><strong>Goal Name</strong></th>
<th>AFH: Expanding opportunities</th>
</tr>
</thead>
</table>
| **Goal Description** | Assessment of Fair Housing Goal #5: Enhance and expand opportunities in underserved communities.  
2018 action item includes:  
• Continue offering career training, GED and financial stability programs to increase employment capacity |
| | Funds to support the AFH Goals included in this plan will be budgeted from funding sources outside the scope of the Consolidated Plan. |

<table>
<thead>
<tr>
<th>9</th>
<th><strong>Goal Name</strong></th>
<th>AFH: Create awareness</th>
</tr>
</thead>
</table>
| **Goal Description** | Assessment of Fair Housing Goal #6: Create awareness about the availability of housing, workforce development and community service resources in the county and how to obtain them  
2018 action item includes:  
• Provide information about community events via web site and e-newsletter communications to citizens so that they can access housing, workforce development, and community services within the county |
<p>| | Funds to support the AFH Goals included in this plan will be budgeted from funding sources outside the scope of the Consolidated Plan. |</p>
<table>
<thead>
<tr>
<th>10</th>
<th><strong>Goal Name</strong></th>
<th>AFH: Integrate housing efforts</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td><strong>Goal Description</strong></td>
<td>Assessment of Fair Housing Goal #8: Integrate housing efforts among County of Chester departments and the Housing Authority of the County of Chester</td>
</tr>
<tr>
<td></td>
<td></td>
<td>2018 action items include:</td>
</tr>
<tr>
<td></td>
<td></td>
<td>• Participate in the Decade to Doorways Plan to Prevent and End Homelessness and issue housing choice vouchers to the most vulnerable homeless citizens of Chester County</td>
</tr>
<tr>
<td></td>
<td></td>
<td>• Participate in the Chester County Planning Commission’s Housing Options Task Force to increase housing opportunities for Chester County residents through partnership efforts between private, public and non-profit sectors</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Funds to support the AFH Goals included in this plan will be budgeted from funding sources outside the scope of the Consolidated Plan.</td>
</tr>
</tbody>
</table>
Projects

AP-35 Projects – 91.220(d)

Introduction

The projects outlined below serve as Chester County's organizational structure under which 2018 activities can be tracked and monitored for consistency. The below projects and activities connect with the Consolidated Plan and Assessment of Fair Housing.

Projects

<table>
<thead>
<tr>
<th>#</th>
<th>Project Name</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Housing and Community Support Services</td>
</tr>
<tr>
<td>2</td>
<td>Homeless Shelter</td>
</tr>
<tr>
<td>3</td>
<td>Affordable Housing</td>
</tr>
<tr>
<td>4</td>
<td>Housing Rehabilitation</td>
</tr>
<tr>
<td>5</td>
<td>Community Revitalization</td>
</tr>
<tr>
<td>6</td>
<td>HESG 2018</td>
</tr>
<tr>
<td>7</td>
<td>Planning and Administration</td>
</tr>
</tbody>
</table>

Table 56 – 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 2018 for individuals and families in need. Significant funding is also allocated increasing affordable housing in Chester County, including both rental and homeownership opportunities, as well as supporting a variety of rehabilitation activities to sustain homeownership. Continued emphasis is placed on funding housing and community support activities that provide financial assistance, public services, and other means of assistance aimed at housing stabilization and homelessness prevention. Funding for emergency shelter operations and maintenance is also supported.

It should be noted that the projects do not contain a comprehensive list of activities funded by the Chester County Department of Community Development (DCD). Additional funding sources, including Continuum of Care, Workforce Innovation and Opportunity Act (WIOA), state housing trust, Human Services Block Grant, and Community Services Block Grant, among others, leverage DCD’s use of HUD grants.
AP-38 Project Summary

Project Summary Information
<table>
<thead>
<tr>
<th>1</th>
<th>Project Name</th>
<th>Housing and Community Support Services</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Target Area</strong></td>
<td>Coatesville Neighborhood Revitalizing Strategy Area Chester County County-wide Low Mod Block Group</td>
<td></td>
</tr>
<tr>
<td><strong>Goals Supported</strong></td>
<td>Support Efforts to Prevent and End Homelessness Support Vital Public Service Activities (AFH #7)</td>
<td></td>
</tr>
<tr>
<td><strong>Needs Addressed</strong></td>
<td>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</td>
<td></td>
</tr>
<tr>
<td><strong>Funding</strong></td>
<td>CDBG: $321,635 County Housing Trust: $100,000</td>
<td></td>
</tr>
<tr>
<td><strong>Description</strong></td>
<td>In 2018, approximately 1,495 individuals and 80 households will benefit from the proposed activities. A majority of these individuals and families will be low-income households.</td>
<td></td>
</tr>
<tr>
<td><strong>Location Description</strong></td>
<td>The activities will occur County-wide.</td>
<td></td>
</tr>
</tbody>
</table>

Target Date: 12/31/2018
### Planned Activities
- Fair Housing Rights Center in Southeastern Pennsylvania: Fair Housing Activities
- Family Service of Chester County: Coordinated Entry System - ConnectPoints
- Friends Association for Care and Protection of Children: Emergency Hotel/Motel Shelter
- Housing Authority of Chester County: Housing Locator Program
- Housing Partnership of Chester County: Housing Counseling Services
- Human Services Inc.: Emergency Rental Assistance for Housing Stabilization and Homeless Prevention
- Kennett Area Community Service: Homeless Prevention, Diversion & 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)

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.

### Project Name
Homeless Shelter

### Target Area
Coatesville Neighborhood Revitalizing Strategy 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
County Housing Trust: $25,000

### Description
To fund shelter activities throughout Chester County (does not include Emergency Solutions Grant activities).

### Target Date
12/31/2018
<table>
<thead>
<tr>
<th><strong>Estimate the number and type of families that will benefit from the proposed activities</strong></th>
<th>In 2018, 195 persons will benefit from these activities, the majority of whom have low to moderate incomes.</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Location Description</strong></td>
<td>These homeless shelter activities will occur throughout Chester County.</td>
</tr>
</tbody>
</table>
| **Planned Activities** | • Domestic Violence Center of Chester County: Emergency Shelter/Safe House  
• His Mission: Transitional Housing  
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. |

### Project Name: Affordable Housing

| **Target Area** | Coatesville Neighborhood Revitalizing Strategy Area  
Chester County  
County-wide Low Mod Block Group |
| **Goals Supported** | Support Affordable Housing Activities (AFH #1) |
| **Needs Addressed** | Homeless Prevention  
Promoting and Sustaining Homeownership  
Housing Stabilization Services  
AFH: Location/type of affordable housing  
AFH: Impediments to mobility  
AFH: Lack of housing with supportive services  
AFH: Assistance transitioning: integrated housing  
AFH: Location of accessible housing |
| **Funding** | CDBG: $510,000  
HOME: $202,639 |
| **Description** | Affordable housing activities support the creation and rehabilitation of rental activities, as well as the first time homebuyers program. |
| **Target Date** | 12/31/2021 |
| **Estimate the number and type of families that will benefit from the proposed activities** | Ten households will benefit from the first-time homebuyer program, while 52 low income households will benefit from rental rehabilitation (50 units at Liberty House and 2 rental units at Paradise Street). |
### Location Description

- First time homebuyer acquisitions occur throughout Chester County
- Pennrose Properties, LLC - Liberty House Rehabilitation will occur at 100 Liberty House Lane in Schuylkill Township
- PETRA Community Housing - Acquisition of Paradise Street property is located in the Borough of Phoenixville

### Planned Activities

- Housing Partnership of Chester County, Inc. - First Time Homebuyer Program using 2016 and 2017 CDBG funds
- Pennrose Properties, LLC - Liberty House Rehabilitation (50 rental units to be rehabilitated) using FY 2017 and 2018 CDBG funds
- PETRA Community Housing - Acquisition of Paradise Street property (2 affordable housing rental units for adults with special needs) using 2017 CDBG funds
- CHDO Operating Assistance to Community, Youth, & Women’s Alliance, Inc. and PETRA Community Housing using HOME CHDO funds.

It is anticipated that four homeownership units will be completed and occupied at the Cambria site in Coatesville during 2018. These units were developed with Neighborhood Stabilization Program funds.

4

<table>
<thead>
<tr>
<th>Project Name</th>
<th>Housing Rehabilitation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Target Area</td>
<td>Coatesville Neighborhood Revitalizing Strategy Area</td>
</tr>
<tr>
<td></td>
<td>Chester County</td>
</tr>
<tr>
<td></td>
<td>County-wide Low Mod Block Group</td>
</tr>
<tr>
<td>Goals Supported</td>
<td>Support Affordable Housing Activities (AFH #1)</td>
</tr>
<tr>
<td>Needs Addressed</td>
<td>Promoting and Sustaining Homeownership</td>
</tr>
<tr>
<td></td>
<td>Housing Stabilization Services</td>
</tr>
<tr>
<td></td>
<td>AFH: Displacement of residents; economic pressure</td>
</tr>
<tr>
<td></td>
<td>AFH: Location/type of affordable housing</td>
</tr>
<tr>
<td></td>
<td>AFH: Deteriorated and abandoned properties</td>
</tr>
<tr>
<td>Funding</td>
<td>CDBG: $200,000</td>
</tr>
<tr>
<td></td>
<td>County Housing Trust: $235,000</td>
</tr>
<tr>
<td>Description</td>
<td>Support housing rehabilitation activities for eligible low income homeowners throughout Chester County.</td>
</tr>
<tr>
<td>Target Date</td>
<td>12/31/2018</td>
</tr>
<tr>
<td><strong>Estimate the number and type of families that will benefit from the proposed activities</strong></td>
<td>An estimated 130 low income homeownership households will benefit from rehabilitation activities.</td>
</tr>
<tr>
<td>---</td>
<td>---</td>
</tr>
<tr>
<td><strong>Location Description</strong></td>
<td>• Rehabilitation activities occur throughout Chester County.</td>
</tr>
</tbody>
</table>
| **Planned Activities** | • Good Neighbors Inc.: Home Repairs for Low Income Homeowners  
• Good Works Inc.: Repairing Houses for Low Income Residents  
• Housing Partnership of Chester County Inc.: Housing Rehabilitation Program  
• Housing Partnership of Chester County Inc.: Senior Citizen Home Maintenance Program |
| **Project Name** | Community Revitalization |
| **Target Area** | County-wide Low Mod Block Group |
| **Goals Supported** | Support Public Facilities and Infrastructure |
| **Needs Addressed** | Public Infrastructure |
| **Funding** | CDBG: $341,164 |
| **Description** | To undertake eligible community development efforts in Chester County, including community facilities and public works activities. |
| **Target Date** | 6/30/2019 |
| **Estimate the number and type of families that will benefit from the proposed activities** | The proposed 2018 waterline replacement activity will benefit 2,765 residents in the Borough of Phoenixville, the majority of whom will have low to moderate incomes. |
| **Location Description** | The Borough of Phoenixville |
| **Planned Activities** | • Borough of Phoenixville: Waterline Replacement using 2016 CDBG funds. This activity also includes $415,513 of county Community Revitalization Program funding. |
| **Project Name** | HESG 2018 |
| **Target Area** | Coatesville Neighborhood Revitalizing Strategy Area  
Chester County  
County-wide Low Mod Block Group |
| **Goals Supported** | Support Efforts to Prevent and End Homelessness  
AFH: Coordination of providers  
AFH: Create awareness |
| Needs Addressed          | Homeless Prevention  
|                        | Chronically Homeless   
|                        | Housing Stabilization Services  
|                        | 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 2018, approximately 100 individuals and families will benefit from the proposed activities. A majority of these individuals and families will be low-income households. |
| Location Description   | County-wide |
| Planned Activities     | - Community, Youth, & Women's Alliance, Inc.: Shelter and Case Management  
|                        | - Human Services Inc.: Support for Rapid Re-Housing  
|                        | - Chester County Client Information Management System (CCCIMS)  
| 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. |
| Project Name           | Planning and Administration |
| Target Area            | Chester County |
| Goals Supported        | Support Planning and Administration |
| Needs Addressed        | Planning and Administration |
| Funding                | CDBG: $512,268  
|                        | HOME: $115,276 |
| Description            | |
| Target Date            | 12/31/2018 |
| 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 project "HESG 2018." |
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 2018 Action plan activities provide services to income-eligible persons throughout Chester County. Geographically, activities planned for 2018 funding cover a very 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 2018 funding decisions to allocate resources in proximity to these areas of greatest need.

Geographic Distribution

<table>
<thead>
<tr>
<th>Target Area</th>
<th>Percentage of Funds</th>
</tr>
</thead>
<tbody>
<tr>
<td>Coatesville Neighborhood Revitalizing Strategy Area</td>
<td>11</td>
</tr>
<tr>
<td>Chester County</td>
<td>74</td>
</tr>
<tr>
<td>County-wide Low Mod Block Group</td>
<td>15</td>
</tr>
</tbody>
</table>

Table 57 - 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 $92,407 (2016 American Community Survey 1-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 2018, the majority of funding awards will serve the entire county area. Many of these county-wide programs serve citizens of the Coatesville Neighborhood Revitalization Strategy area (NRSA), including the Housing Partnership of Chester County's first time homebuyer and rehabilitation programs.

The Chester County Department of Community Development also funds providers operating in the NRSA with Community Service Block Grant funds. These programs provide homeless services, case management, and income tax assistance.
Affordable Housing

AP-55 Affordable Housing – 91.220(g)

Introduction

<table>
<thead>
<tr>
<th>One Year Goals for the Number of Households to be Supported</th>
</tr>
</thead>
<tbody>
<tr>
<td>Homeless</td>
</tr>
<tr>
<td>Non-Homeless</td>
</tr>
<tr>
<td>Special-Needs</td>
</tr>
<tr>
<td>Total</td>
</tr>
</tbody>
</table>

Table 58 - One Year Goals for Affordable Housing by Support Requirement

<table>
<thead>
<tr>
<th>One Year Goals for the Number of Households Supported Through</th>
</tr>
</thead>
<tbody>
<tr>
<td>Rental Assistance</td>
</tr>
<tr>
<td>The Production of New Units</td>
</tr>
<tr>
<td>Rehab of Existing Units</td>
</tr>
<tr>
<td>Acquisition of Existing Units</td>
</tr>
<tr>
<td>Total</td>
</tr>
</tbody>
</table>

Table 59 - One Year Goals for Affordable Housing by Support Type

Discussion

Construction began for 48 new general occupancy affordable rental units will be constructed at Steel Town Village in the Borough of Phoenixville by PETRA Community Housing. These units are expected to be completed and occupied in late 2018. There are currently more than 1,900 housing units, the overwhelming majority of which are market rate, that have been approved or are in the development process in Phoenixville. Due to the borough's rapidly increasing demand for affordable units, they are expected to be occupied quickly.

PETRA Community Housing will also acquire Fellowship Health. After rehabilitation, two (2) new affordable rental units will be created for adults with special needs in the Borough of Phoenixville in 2019. 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.

The Housing Partnership of Chester County's First Time Home Buyer program will provide financial assistance to approximately 10 households.
**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 232 PH units owned and managed by Housing Authority of Chester County (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 1,904 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.
- 222 N Church Street security /door FOB system installation.
- 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).
- Installation of Water Treatments Systems at all sites.
- Exploration of possible use of Capital Fund Program as a debt service source for participation in the Capital Fund Financing Program (CFFP).
- 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 75 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 2018, 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 2018, 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. 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. Tier 1 keeps the payment standards the same as they have been, while Tiers 2, 3, and 4 provide increases in the payment standards for opportunity areas of Chester County with higher market rents.

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 program to address homelessness – “Decade to Doorways," 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 2018, 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

In 2018:

- DCD will fund Family Service of Chester County to serve as the provider for Chester County's Coordinated Entry System, ConnectPoints;
- Open Hearth, Inc. is being funded to provide for the Goal Achievement Program; Financial Savings Partner Program; and Financial Insight and Resource Management Program (GAP/FSP/FIRM) to assist those who are homeless or at risk of becoming homeless; emergency housing for those who are homeless and seeking mental health treatment; financial education and counseling, information and social service referral, and an asset development program for 305 persons;
- The Housing Authority of Chester County will further implement Chester County's Housing Locator Program to assist individuals and families experiencing homelessness in finding housing. The following three core services will be provided under the Housing Locator Program; (1) Locate permanent housing for approximately 100 households; (2) Assist with developing a private/internal information database using the existing client management system. This includes developing a databank of landlords and an inventory of affordable housing options available for the community and; (3) Prepare and host a series of training seminars based on guidance from the Decade to Doorways Partnership.

Addressing the emergency shelter and transitional housing needs of homeless persons

- Community, Youth, and Women's Alliance is being funded to provide emergency shelter to 150 households;
- Domestic Violence Center of Chester County is being funded to provide emergency shelter for 75 homeless households;
- W.C. Atkinson is being funded to provide emergency shelter case management for 100 persons;
- Safe Harbor of Chester County is being funded to provide general operating and case management services for 100 single homeless residents

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 beyond 2018. 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 October 2017 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 2018:
- Friends Association for Care and Protection of Children is being funded to provide emergency hotel/motel funds to 15 households;
- 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 system. These findings and recommendations will guide its Operational Plan for 2018-2020.

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 2018, 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 2016 American Community Survey (ACS) 1-year Estimates, the median value of a home in Chester County is $347,700, which is almost double the median value for Pennsylvania of $174,100. 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. The ACS also reports that nearly half of the County's renters are cost burdened, as evidenced by the 47.3% of residents that 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 2018. 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 2018:

- 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) 2018 Entitlement Application 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 build off of joints with the Chester County Planning Commission following a November 2017 meeting with regional affordable housing developers 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 2018.

Discussion:

Efforts continue to strive toward providing more affordable housing across Chester County. By working with organizations, such as HACC, the Planning Commission, developers, and community housing development organizations (CHDOs), DCD can address the barriers to affordable housing on multiple levels by building effective partnerships to maximize resources and increase public awareness.

In addition to providing a link to pahousingsearch.com on its website, DCD also posts quarterly inventory updates to all affordable housing developments that it has funded. DCD also publishes e-newsletters at the request of housing properties with vacancies, as well as when new properties are completed and begin the lease-up process.

A copy of the Action Plan from the Chester County Assessment of Fair Housing, 2018-2022 is attached. The Action Plan will assist Chester County in its efforts to affirmatively further fair housing.
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 eight 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. Future efforts will also focus on recruiting new landlords to dispel misconceptions about the Housing Choice Voucher Program, as well as highlighting the Program’s benefits for landlords. In 2017, there were Landlord Forums; due to the popularity of these events, there will also be two in 2018.

Actions planned to address obstacles to meeting underserved needs

The following activities will be funded in 2018 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 and 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:

- HPCC received $94,000 from DCD in 2017 for modifications to homeownership and rental units for individuals with disabilities. DCD submitted a grant in September 2017 for 2018 funding to continue this activity.
- Handi-Crafters will receive 2018 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.

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. This plan is attached for reference.
Also in 2017, DCD updated its Affirmative Marketing Plan and its strategies to more effectively reach those least likely to apply for housing. This plan is attached for reference. 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**

In 2018, the Fair Housing Rights Center in Southeastern Pennsylvania (FHRC) will be funded to conduct education and outreach activities for housing consumers, housing providers, social service agencies, and other stakeholders in Chester County in an effort to further its mission to ensure equal access to housing opportunities for all persons. In addition, the Education and Outreach program will assist local municipalities, landlords, realtors, and mortgage brokers to affirmatively further fair housing and remain compliant with the federal Fair Housing Act. These efforts will assist community residents with maintaining current housing, avoiding costly evictions, premature moves and help prevent homelessness. FHRC will also continue to participate in the Landlord Forum, educating landlords on Fair Housing Act.

FHRC will assist in the preparation of fair housing e-newsletters and conduct targeted mailings to Chester County landlords and libraries, and distribute fair housing materials. FHRC brochures and educational materials will be provided to the Chester County Department of Community Development (DCD), the County Assistance Office, Coatesville Veterans Affairs, and the Social Security office to distribute to consumers, residents, and landlords who reside and/or operate real estate businesses in Chester County. It will also facilitate two fair housing presentations that will be sponsored by DCD.

Proposed pro bono services for Chester County:

- Advocacy support for each complaint recorded, researched, and action taken by the Director of Enforcement.
- Testing is an investigative method used to determine evidence that can be used in a court of law. This will include telephone testing, rental testing, and sales testing. Pro bono advocacy and testing services will be conducted in Chester County to monitor and investigate alleged reports of housing discrimination. In 2018, compliance with fair housing zoning requirements will continue to be a mandatory component of the Chester County Department of Community Development application process.

The Housing Authority of Chester County's (HACC) Housing Locator will assist in identifying affordable housing opportunities that exist in Chester County. This outreach includes targeted efforts to expand the database of known affordable units in Chester County, as well as the number of landlords that accept Housing Choice Vouchers, particularly in opportunity areas.

DCD and HACC will also coordinate efforts and meet regularly to ensure progress toward meeting identified goals in the Chester County Assessment of Fair Housing (AFH), 2018-2022 (see attached AFH Action Plan for description of activities to be undertaken in 2018).
**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 (2018) 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 2018 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 2018, 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, with a focus on implementation of its 2018-2020 Operational Plan (attached for reference) - 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, activists, 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.
- **Local Housing Options Team** - 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 2018, 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 2018 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.

In 2018, DCD will continue to fund HACC 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 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 2018 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(l)(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 will continue 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 2017 and 2018 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 May 2016, DCD published a public notice in the Chester County Daily Local News (5/23/16) 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 June 7, 2016 for the following applications 1) Community Services, 2) Public Works, and 3) Housing and Community Construction.

DCD held an additional Affordable Housing Development Competition in April 2017 to solicit updated proposals for Program Year 2018 from housing applications that were not funded during Program Year 2017. In August 2017, DCD requested updated applications for Program Year 2017 grantees to ensure they met compliance requirements, including Uniform Guidance, for making its Program Year 2018 awards.

Chester County DCD determines its own locally calculated 95% homeownership limits in compliance with 24 CFR 92.254(a)(2)(iii). 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(l)(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  
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.  
3. The amount of surplus funds from urban renewal settlements  
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  
5. The amount of income from float-funded activities

Total Program Income:

Other CDBG Requirements

1. The amount of urgent need activities

Other CDBG Requirements

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.

Other CDBG Requirements

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)
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.

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:

- Require annual copies of financial statements / audits from HOME recipients to monitor funding levels and cash flow;
- Require quarterly reports (CPQR's) from HOME rental properties to monitor vacancy status and wait list status;
- Require annual updated Insurance Certificates that additionally lists DCD as insured to confirm property insurance coverage;
- Conduct annual property inspections / file monitoring for each HOME funded rental property per CFR 92.252 and 92.504(d), which includes obtaining a current Rent Roll from each property to confirm rent payments, utility payments and vacancy status;
- Provide updated HOME rent, income and utility allowances to all properties in a timely fashion.

If DCD identifies any problems or discrepancies with the HOME property, DCD will take the following actions including:

- More frequent reporting and monitoring;
- Provide technical assistance;
- Assist in identifying additional non-federal funding or obtain an appropriate owner with greater capacity.

3. 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.
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 2018 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.

1. DCD will target those who need the assistance most by requiring completion of the Vulnerability Index Service Prioritization Decision Assistance Tool (VI-SPDAT). In order to identify the most vulnerable populations, all ESG subrecipients will need adequate oversight and common assessment data. Each ESG subrecipient will comply with specific practices ensuring that targeted populations are impacted by funding allocations. Collecting demographic data of clients served with ESG funding by rapid rehousing providers will provide a mechanism for measuring whether targeted populations are being served by grant funding. Chester County's Continuum of Care will review collected demographic data to ensure that clients served are identified as target populations as compared to the general population demographics of the county.

2. Reducing the number of people living on the streets or emergency shelters. The need to reduce the population of individuals experiencing homelessness in sheltered and unsheltered conditions is paramount for Chester County. All ESG subrecipients will be required to prioritize serving individuals who are experiencing homelessness in emergency/interim shelter or unsheltered living conditions for their rapid rehousing programs. A comparison of the number of clients served by ESG funded rapid rehousing programs to those served in emergency or transitional housing will provide a useful measurement tool, and be utilized to assess the individual impact of each ESG subrecipient on the levels of individuals experiencing homelessness in Chester County's shelter system.

3. Shortening the time people spend homeless. Chester County also understands the importance of reducing the length of time that individuals experience homelessness. Any ESG funding that is allocated to rapid rehousing providers in the county will be utilized to contribute to this goal. Progress in meeting this goal will be measured by the overall decrease in the length of stay as a result of rapid rehousing program participation. The County's Continuum of Care will determine the average length of homelessness for individuals prior to entering into a rapid rehousing program and the amount of time spent from the point of enrollment and long term housing placement. Measuring the overall period of homelessness, including the period prior to participation in an ESG funded rapid rehousing program to long term housing placement, will determine program impact on the length of homelessness.
Citizen Participation
Comments
Public Comments Received

At Public Hearing

- Information on the primary waterways and watersheds was requested.
  - Attendee was referred to the Chester County Planning Commission
- Attendee asked if there is a map of land in the county that has been deemed “toxic”
  - Attendee was referred to the Chester County Planning Commission and Chester County Health Department
- Is the list of awarded programs provided at the public hearing comprehensive?
  - The list is a complete list of funded programs that relate to the Consolidated Plan and Action Plan. There are additional programs funded by the Department of Community Development that do not directly relate to the Consolidated Plan and Action Plan.
- Programs benefit only humans and not animals, is that correct?
  - That is correct.
- Is funding available for Urban Farming?
  - Attendee was referred to AgConnect with the Chester County Economic Development Council.
- What are the sizes of existing brownfields in the county?
  - Attendee was referred to the Chester County Planning Commission.
- What percentage of Fair Housing clients are on “welfare?”
  - That is not information that we require the Fair Housing Rights Center to track.

General Comments Received

- The Department of Community Development was asked to look into and confirm whether or not the County participates in a Comprehensive Economic Development Strategy (CEDS).
  - The County, in partnership with the Delaware Valley Regional Planning Commission (DVRPC) does participate in a CEDS. Consolidated Plan narrative was updated to include this information.
- Why are the organizations on the Housing Activities slides in the public hearing presentation included and others are not?
  - The five-year Consolidated Plan and subsequent annual Action Plans is the mechanism for the County of Chester to inform the US Department of Housing and Urban Development of the agencies and programs that we are funding specifically with Community Development Block Grant, Emergency Solutions Grant and HOME Investment Partnerships funding. These three HUD program are received by the County as an entitlement community, which basically means that our demographics warrant us receiving these funds. For 2018, the County will fund the agencies referenced in the Consolidated Plan slides. You are correct – we do fund many other agencies with other funding sources that we simply don’t reference in the Consolidated Plan / Action Plan.
• Please remember that we will be measuring all county formula grants with our proven (Federal and State presented) disparity app to ensure that funds were fairly distributed to the census tracts that drew the funding. Also we will measure to check organizations who are 501c3 non-profit regardless of the DCD standards of eligibility, but meet the federal minimums were or not awarded. We will be using OMB racial standards as the baseline. This may be a good time for us to talk about what adjustments might be appropriate. With this data, we will take the steps to rectify and disparity in an inclusive, non-combative approach similar to Disproportionate Minority Contact (DMC). But we will have to make the data public in fairness to all citizens of the county.
  o A meeting will be scheduled to discuss distribution of funding through formula grants and other activities funded by the Chester County Department of Community Development.

Chester County Planning Commission Comments

As it relates to the on-going Landscapes3 (L3) update [the Chester County Comprehensive Plan], both of DCDs Plans touch on numerous critical issues to be addressed as part of the L3 update. Specific areas of consistency between the plans include:

• The DCD plans have a strong focus on the issue of affordable housing, for people of all ages and ability, throughout the County. The discussion is further not relegated to only increasing ownership costs, but also increasing rental costs.

• The emphasis on providing more affordable housing options in employment centers with good transit connections (Great Valley, Exton, West Chester, Downingtown).

• Providing support to the HACC for the placement of low income families into permanent housing.

• Emphasizing the relationship between property maintenance and safe living conditions with that of housing affordability. Continue to support efforts to remediate homes containing lead paint.

• Continuing to ensure compliance with Fair Housing at the municipal level.

• Focusing revitalization efforts on Coatesville specifically as well as investments in public infrastructure Countywide.

• Identifying the need for increased supportive services for elderly/disabled, especially as it relates to housing needs.

• Support for expanded transit opportunities to areas in southern Chester County (Kennett Square, Oxford) and Coatesville area.

• Encourage development of local ordinances that encourage affordable housing development in employment areas as well as for the development of zoning policies that do not preclude investment in affordable housing.
Further, the six goals identified by DCD as part of their *Consolidated Plan* are consistent with the aims of L3. These six goals as identified on p. 85 as SP-05 include:

1) Support affordable housing activities
2) Support efforts to prevent and end homelessness
3) Support vital public service activities
4) Support public facilities and infrastructure
5) Support economic development
6) Support planning and administration

As it relates to the ongoing L3 initiative, both DCDs *Consolidated Plan (2018-2022)* and *2018 Action Plan* are consistent with the applicable draft L3 objectives and recommendations as of June 2018.
STATE OF PENNSYLVANIA,
COUNTY OF MONTGOMERY

The undersigned, being duly sworn, is the principal clerk of Daily Local News, Daily Local News Digital, published in the English language for the dissemination of local or transmitted news and intelligence of a general character, which are duly qualified newspapers, and the annexed hereto is a copy of certain order, notice, publication or advertisement of:

Published in the following edition(s):

Daily Local News  05/18/18
Daily Local News Digital  05/18/18

Sworn to the subscribed before me this 5/18/18.

Notary Public, State of Pennsylvania
Acting in County of Montgomery
The draft version of the Consolidated Plan (2018-2022) and the 2018 Action Plan will be available for public review and comment from May 18, 2018 through June 18, 2018. The Consolidated Plan is required by the U.S. Department of Housing and Urban Development (HUD) and presents the strategy for addressing housing and community development needs in Chester County. The Action Plan sets forth specific activities proposed for funding in 2018.

The Consolidated Plan (2018-2022) and the 2018 Action Plan focus primarily on the following three HUD entitlement programs administered by Chester County through the Department of Community Development (DCD). The programs and projected amounts for 2018 are:

- Community Development Block Grant: $2,561,340
- HOME Investment Partnerships: $1,152,764
- Emergency Shelter Grant: $209,176

The Action Plan also describes how Chester County plans to use County Housing Trust Program (HTP) funds. The plan includes activities that address affordable housing, homeless assistance, municipal infrastructure, and economic and community development. A copy of the draft Consolidated Plan (2018-2022) and the 2018 Action Plan can be reviewed during the comment period on DCD’s web site (www.chesco.org/ccdcd) and at the following locations:

- Department of Community Development
- Chester County Library
- Government Services Center
- 601 Westtown Road, Suite 365
- West Chester, PA
- 400 Exton Square Parkway
- Exton, PA 19341
- 545 E. Lincoln Hwy., 3rd Floor
- Coatesville, PA 19320

A Public Hearing has been scheduled to obtain your comments on Chester County’s use of these federal funds:

**MONDAY, JUNE 4, 2018, 2:00 P.M.**

**CHESTER COUNTY GOVERNMENT SERVICES CENTER**

601 WESTTOWN ROAD, WEST CHESTER, PA 19380, ROOM 149

The purpose of the public hearing is to provide citizens with an opportunity to comment on the proposed Consolidated Plan (2018-2022) and the 2018 Action Plan. Comments will be accepted until Monday, June 18, 2018. Written comments should be addressed to Patrick Bokovitz, Director, Department of Community Development, 601 Westtown Road, Suite 365, P.O. Box 2747, West Chester, PA 19380-0990 or emailed to ccdcd@chesco.org.

Please contact DCD at 610-344-6900 or ccdcd@chesco.org in advance of the hearing if you plan to attend and are in need of the services of an interpreter. In addition, if you are a person with a disability who wishes to attend the meeting, or provide comments, and you require an auxiliary aid, service, or other accommodation to do so, please contact DCD to discuss how your needs may best be accommodated.

DL-May 18-1a
LEGAL NOTICES

CHESTER COUNTY DEPARTMENT OF COMMUNITY DEVELOPMENT ANNOUNCING PUBLIC COMMENT PERIOD AND PUBLIC HEARING The draft version of the Consolidated Plan (2018-2022) and the 2018 Action Plan will be available for public review and comment from May 18, 2018 through June 18, 2018. The Consolidated Plan is required by the U.S. Department of Housing and Urban Development (HUD) and presents the strategy for addressing housing and community development needs in Chester County. The Action Plan sets forth specific activities proposed for funding in 2018. The Consolidated Plan (2018-2022) and the 2018 Action Plan focus primarily on the following three HUD entitlement programs administered by Chester County through the Department of Community Development (DCD). The programs and projected amounts for 2018 are: • Community Development Block Grant: $2,561,340 • HOME Investment Partnerships: $1,152,764 • Emergency Shelter Grant: $209,176 The Action Plan also describes how Chester County plans to use County Housing Trust Program (HTP) funds. The plan includes activities that address affordable housing, homeless assistance, municipal infrastructure, and economic and community development. A copy of the draft Consolidated Plan (2018-2022) and the 2018 Action Plan can be reviewed during the comment period on DCD’s web site (www.chesco.org/ccdcd) and at the following locations: Department of Community Development Chester County Library Coatesville City Hall Government Services Center 400 Exton Square Parkway 545 E. Lincoln Hwy., 3rd Floor 601 Westtown Road, Suite 365 Exton, PA 19341 Coatesville, PA 19320 West Chester, PA A Public Hearing has been scheduled to obtain your comments on Chester County’s use of these federal funds: MONDAY, JUNE 4, 2018, 2:00 P.M. CHESTER COUNTY GOVERNMENT SERVICES CENTER 601 WESTTOWN ROAD, WEST CHESTER, PA 19380, ROOM 149 The purpose of the public hearing is to provide citizens with an opportunity to comment on the proposed Consolidated Plan (2018-2022) and the 2018 Action Plan. Comments will be accepted until Monday, June 18, 2018. Written comments should be addressed to Patrick Bokovitz, Director, Department of Community Development, 601 Westtown Road, Suite 365, P.O. Box 2747, West Chester, PA 19380-0990 or emailed to ccdcd@chesco.org Please contact DCD at 610-344-6900 or ccdcd@chesco.org in advance of the hearing if you plan to attend and are in need of the services of an interpreter. In addition, if you are a person with a disability who wishes to attend the meeting, or provide comments, and you require an auxiliary aid, service, or other accommodation to do so, please contact DCD to discuss how your needs may best be accommodated. DL-May 18-1a

Appeared in: Daily Local News on Friday, 05/18/2018

Back
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- Department of Community Development in the Government Services Center located at 601 Westtown Road, Suite 365, West Chester, PA 19380
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- Coatesville City Hall located at 545 E. Lincoln Highway, 3rd floor, Coatesville, PA 19320
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On Monday June 4, 2018 the Department of Community Development (DCD) held a public hearing and presentation to provide citizens with an opportunity to comment on the proposed Consolidated Plan (2018-2022) and the 2018 Action Plan. DCD has posted a copy of the presentation on its website to provide an overview of the plans contents.

The Consolidated Plan is required by the U.S. Department of Housing and Urban Development (HUD) and presents the strategy for addressing housing and community development needs in Chester County. The Action Plan sets forth specific activities proposed in 2018 that address affordable housing, homeless assistance, municipal infrastructure, and economic and community development.
Public comments on the plans will be accepted until Monday, June 18, 2018. Written comments should be addressed to Patrick Bokovitz, Director of the Chester County Department of Community Development, 601 Westtown Road, Suite 365, P.O. Box 2747, West Chester, PA 19380-0990 or e-mailed to cccdcd@chesco.org.
Public Hearing: Monday, June 4, 2018 at 2:00 p.m. for the Draft Consolidated Plan, 2016-2022 and 2018 Action Plan Open for Public Comment through June 18, 2018. The hearing will be held in the Chester County Government Services Center, 601 Westtown Road, Room 149, West Chester, PA 19380. Please contact DCD if you require services of an interpreter. The location is accessible to those with disabilities. If you are a person with a disability who wishes to attend the hearing or provide comment, and you require an auxiliary aid, service, or other accommodation, please contact DCD.

- Commissioners Announce 2018 Community Revitalization Program Awards
- Decade to Doorways: 2015-2020 Operational Plan
- 2018 Point in Time Count
Public Hearing
June 4, 2018

2018-2022 Consolidated Plan
2018 Action Plan
Agenda

- 2018-2022 Consolidated Plan
- 2018 Action Plan
- Timeline
- Questions/Comments
Public Services Survey

- Survey distributed in August 2017
- Top needs:
  - Employment training
  - Health services
  - Homeownership and rental housing services
  - Mental health services
  - Housing counseling
  - Domestic violence services
  - Fair Housing activities
Non-Housing Community Development Needs

• Municipal needs identified through Urban Centers Improvement Inventory

• Top needs:
  – Street improvements & streetscaping
  – Water/sewer improvements
  – Flood/drainage improvements
  – Sidewalk improvements
  – Neighborhood facilities
61,254 (31%) of the County’s 184,788 households experience cost burden by paying 30% or more their income toward housing costs.

70% of low income households (0-80% Area Median Income) have one or more housing problems of cost burden, overcrowding, lacking a complete kitchen, or lacking plumbing.
Data Highlights
2009-2013 American Community Survey 5 Year Estimates

Note: Previous Year Data Provided by HUD for Completing Consolidated Plan

• 21,935 low income households have one or more of the following severe housing problems: lack of complete kitchen facilities, lack of complete plumbing facilities, more than 1.5 persons per room (severe overcrowding), and housing cost burden greater than 50% of income.

• Of the 12,517 households between 0-30% Area Median Income (AMI), 78% experienced one or more severe housing problems.
2018-2022 Consolidated Plan 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
Support Affordable Housing Activities

• Rehabilitate existing homeowner and rental units
• Produce new homeowner and rental units with an emphasize on general occupancy and family in non-impacted areas
• Promote homeownership
• Support Community Housing Development Organizations
• Provide housing modifications for seniors and persons with disabilities
Support Efforts to Prevent & End Homelessness

• Provide coordinated entry and resource identification to individuals and families at-risk or experiencing homelessness
• Provide emergency and transitional shelter for persons identified as experiencing a housing crisis
• Provide flexible financial assistance for housing stabilization
• Provide permanent housing opportunities to individuals and families at-risk or experiencing homelessness
• Provide supportive services for persons experiencing homelessness to become stable in permanent housing
• Support rapid re-housing initiatives
Support Vital Public Service Activities

• Support legal and financial education programs
• Provide housing counseling to obtain and maintain quality housing
• Promote fair housing through implementation of action items in the Chester County Assessment of Fair Housing
• Provide housing opportunities for other persons with special needs
• Expand efforts to increase understanding of fair housing rights responsibilities, and affordable housing resources
• Support transportation services
Support Public Facility & Infrastructure Improvements

- Provide acquisition and rehabilitation of public facilities
- Improve water, sewer, and storm drainage facilities
- Improve the quality of streets curbs, sidewalks, and bridges
- Reduce the number of blighted properties
Support Economic Development

- Provide employment and training services
- Assist in creation of new job opportunities
Priority Needs

• Chronically Homeless
• Fair Housing
• General Occupancy Rental Units
• Homeless Prevention
• Housing Stabilization Services
• Promoting and Sustaining Homeownership
• Public Facilities
• Public Infrastructure
Assessment of Fair Housing Goals

1. Increase opportunities for and access to safe, decent and affordable permanent housing
2. Work in coordination with providers and consumers from the disabled, special needs and homeless community to remove physical and institutional barriers to obtain and maintain housing
3. Expand transportation opportunities for residents with limited options
4. Provide more diverse housing opportunities and encourage mobility among low-income residents living in areas of poverty
5. Enhance and expand opportunities in underserved communities through Chester County
6. Create awareness about the availability of housing, workforce development and community service resources in the county and how to obtain them
7. Expand efforts to increase understanding of fair housing rights, responsibilities and affordable housing resources
8. Integrate housing efforts among County of Chester departments & Housing Authority of Chester County
Neighborhood Revitalization Strategy
Area: City of Coatesville

• Goals
  – Job creation
  – Facilitate growth
  – Support long-term development
  – Resident financial stability & socioeconomic growth

• Leverage current construction and workforce activities

• Connection with Wells Fargo revitalization grant funding
2018 Action Plan

- Focuses primarily on HUD entitlement programs administered by Chester County through DCD
- Includes use of County Housing Trust Program funds
- DCD also leverages additional funding sources

- Program areas:
  - Affordable housing
  - Public services
  - Homeless assistance
  - Municipal infrastructure
  - Community development
Entitlement Amounts for 2018:

- Community Development Block Grant: $2,561,340
- HOME Investment Partnerships: $1,152,764
- Emergency Solutions Grant: $209,176

• Over 90% of the funds will be utilized to benefit low- and moderate-income county residents.
Housing and Community Revitalization Activities:
CDBG & HOME Programs

- Housing Partnership of Chester County
  - First Time Homebuyer Program
  - Housing Rehabilitation Program
- Pennrose Properties LLC – Liberty House Preservation
- PETRA Community Housing – Acquisition of Fellowship Health/Paradise Street
- Borough of Phoenixville – Waterline Replacement
- CHDO Operating Expenses
Housing Activities: Housing Trust Program

Provide Rehabilitation of Existing Homeowner Units

- Good Neighbors, Inc. – Home Repairs for Low Income Homeowners
- Good Works, Inc. – Preventing Homelessness by Repairing Inadequate & Unhealthy Houses for Low Income Residents
- Housing Partnership of Chester County – Senior Home Maintenance
Public Service Activities

– Legal Aid of Southeast PA – Legal Assistance
– Housing Partnership of Chester County – Credit Counseling Program
– Fair Housing Rights Center in Southeastern PA – Fair Housing Activities
– Life Transforming Ministries – Volunteer Income Tax Assistance (VITA)
– Open Hearth, Inc. – Goal Achievement Program / Financial Savings Partner Program / Financial Insight and Resource Management (GAP/FSP/FIRM)
Homelessness Activities

Coordinated Entry & Emergency Housing Identification
– Family Service of Chester County – ConnectPoints

Emergency & Transitional Shelter
– Community, Youth, & Women’s Alliance – Shelter, Case Management, and Rapid Rehousing
– Domestic Violence Center of Chester County – Emergency Shelter and Safe House
– Friends Association for Care and Protection of Children: Emergency Hotel/Motel Shelter
– Safe Harbor of Chester County – Emergency Shelter with Case Management Services, serving Single Men & Women
– W.C. Atkinson Memorial Community Service Center – Shelter for Homeless Men
Homelessness Activities

Flexible Financial Assistance for Housing Stabilization
- Human Services, Inc. – Emergency Rental Assistance
- Kennett Area Community Service – Homeless Prevention, Diversion, & Rapid Rehousing

Supportive Services for Persons Experiencing Homelessness to Become Stable in Permanent Housing
- Housing Authority of Chester County – Housing Locator Program
Public Input Efforts

• Assessment of Fair Housing: public hearings, partner & stakeholder meetings, and housing goal activity

• 2\textsuperscript{nd} Century Alliance: “Coatesville Growing Greater”

• Public services needs assessment

• Decade to Doorways tri-annual meetings

• Consolidated Plan/Action Plan public hearing
Next Steps

• 2018 – 2022 Consolidated Plan & 2018 Action Plan
  – Draft copies are online or located at DCD office, Chester County Exton Library, and Coatesville City Hall
  – Public comment period ends June 18, 2018
  – Submission to HUD
Please direct any written comments regarding the 2018-2022 Consolidated Plan & 2018 Action Plan to:

ccdc@chesco.org

Or

Patrick Bokovitz, Director
Chester County Department of Community Development
601 Westtown Road, Suite 365
P.O. Box 2747
West Chester, PA 19380
<table>
<thead>
<tr>
<th>Name</th>
<th>Organization</th>
<th>Email Address</th>
</tr>
</thead>
<tbody>
<tr>
<td>Matthew Shevlin</td>
<td>Local Yoga Cafe</td>
<td><a href="mailto:nowlittlenounain@icloud.com">nowlittlenounain@icloud.com</a></td>
</tr>
</tbody>
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Assessment of Fair Housing
Public Comments
Housing Authority of the County of Chester (HACC) Offices

Resident Advisory Board

Wednesday September 21, 2016, 2:00 pm

23 Participants

Each participant was given a flyer for the Assessment of Fair Housing public meetings and a list of questions that will be addressed.

HACC Executive Director Dale Gravett explained the problem of fair housing and how it relates to the entire county.

“Your life should not be determined by your zip code.”

When asked how many people would move to another area of Chester County, eight (8) people said they are happy where they live now. One person said they would move to Malvern “but there is no housing there,” and another person said they live in Downingtown but would rather live in West Chester to be closer to everything (including the University).

Transportation and schools

- “Rover is terrible.” They don’t come on time to bring you back home, or even at all sometimes.
- Schools “need funding like crazy.” No one goes to the school meetings. When the West Chester Area School District was redistricting no one came to vote (parents), so they made the decisions themselves.
- Without the steel mill in Coatesville, it’s nothing.
- No transportation for HeadStart participants.
- Not all of the school districts in the County have full day kindergarten, so you have to pay for before and after school care.

Availability of housing for those with a disability

- Some can’t even get on the Southern Chester County Organization on Transportation (SCCOOT) bus because of their wheelchair.
- One man drives his wheelchair up to Walmart in Exton from West Chester.

General comments

- It is not fair to have the new two (2) per room rule regardless of the children’s age and sex. “CYF would require my kids have their own bedroom.” Dale explained that most Housing Authorities have the same rule and he further explained the lack of funding.

The meeting concluded by thanking everyone for their input and going over the other Fair Housing public meeting dates and locations.
Orion Communities – Phoenixville

Community Table Discussion

Wednesday September 21, 2016

12 Participants

Introductions were performed, followed by an overview of Affirmatively Furthering Fair Housing and what DCD hopes it will accomplish with the Assessment of Fair Housing.

Notes:

- There is a shrinking inventory of low cost affordable housing (rental and homeownership, primarily rental) in Phoenixville
- Rental developers of market rate housing do not receive community opposition, even with a development of 500 units
- Community pushback regarding developments that include affordable housing/low income households
  - Coding it as “parking issue”
  - Opposition went to municipal Planning Commission meeting to disapprove of affordable development
  - Perception that some people want to put all low income and racial minorities into one area of the borough
- Phoenixville is not a racially and ethnically concentrated area of poverty (R/ECAP) but integration is an issue
- Lack of affordable housing, even midrange in the area, includes rentals and homeownership units
- Even older rental units are increasingly unaffordable - one person cited a 50% increase with a particular property (due to rental demand in the area)
  - Some landlords take advantage of market demand but do not improve the quality of homes
- There is a concern about the community impact that new development and displacement of long-time residents will have
- There are some owner occupied homes in disrepair, primarily by low income owners that can’t afford improvements
- There are landlords that don’t formally register their rental units
  - Renter live in unsafe homes
- Some municipalities charge inspection fees but don’t actually perform the inspections
  - Is there an enforcement mechanism to have someone come check the quality of homes?
- How to influence municipalities to allow affordable units when community is rapidly gentrifying?
- Due to location at the edge of Chester County, Phoenixville residents don’t all have access to services that people in places like West Chester do
- Housing Authority of Chester County (HACC) is trying to establish relationships with landlords in Phoenixville (and places outside of Coatesville)
Human Services Inc. can provide security deposits and first month’s rent
Perform outreach to identify housing choice voucher (HCV) landlords in new areas
People want to stay in Phoenixville (all ages)
  ✓ Good schools
  ✓ Like living in the community
  ✓ Hard to find jobs that pay decent wages
Medical issues impact financial status, causing people to fall behind on bills, rent, mortgage payments, etc.
People without cars are concerned about how to get to jobs
There is a need to create awareness about community services, such as rapid rehousing resources, and how to navigate the process for obtaining them
Identified a need to educate long-term motel renters about their legal rights
Discussed problems associated with long commutes via transit for people who work in Chester County but can’t afford to live here.

Summary

In Phoenixville there is a shrinking inventory of affordable rental housing and homeownership opportunities, though the more impacts are felt more in the rental sector. Even traditionally affordable older homes are becoming increasingly unaffordable. Landlords take advantage of this high demand by increasing the rents of their units but (in some cases) doing nothing to improve the condition of the home. There is a shrinking inventory of mid-range housing in the area, too.

There is pushback from the some members of the community regarding affordable housing construction and bringing low-income households into the community. These voices are coding the problem as a “parking issue” due to scarcity of parking in parts of the borough. Some residents of Phoenixville don't want low income residents living in the town proper but rather have them pushed to the outskirts.

There is a lack of awareness of all available services that are being offered to help consumers. It was stated that residents in Phoenixville have less access to the services that are offered throughout Chester County and lack affordable transportation to reach the areas where those services are located. There were additional statements that Phoenixville needs help with its housing problems now, but providers were unsure about how to get the help needed.
Introductions were performed, followed by an overview of Affirmatively Furthering Fair Housing and what DCD hopes it will accomplish with its Assessment of Fair Housing.

Notes:

- There is a significant issue in finding affordable one bedroom units with access to transportation
- Background checks need to be done on tenants and landlords
  - “Help clean up Coatesville by assisting landlords in doing background checks”
  - Is there a way to tie landlords into rental permits with mandatory background checks?
  - Criminal and eviction history needs to be looked at when screening applicants
- There is no difference between housing choice voucher/section 8 tenants and conventional tenants; problems exist with all types of renters
- There are full time and part time landlords
  - It’s believed that the part time landlords cause the most problems
  - Although bad landlords may receive fines, they may not pay penalties
- Need to get landlords together to work towards the same housing goals
  - Get the landlords organized
  - Use the same information to screen residents (possibility of a database?)
  - Get people who want to be here
  - HCV abuses
    - Subleasing units
    - Lack of follow-up on investigation
- 63% of housing units in Coatesville are rental units
  - Residents need to improve financial literacy
  - Rents are unaffordable
  - Landlords in opportunity areas don’t take HCVs
- Change the economics by bringing more jobs into Coatesville
  - Create more work in the community, particularly for young people
- Coatesville Area School District is a big issue
  - Families don’t want to move to Coatesville because of the school district
  - Need to change the perception and message of the schools
  - If the schools were neutral or positive then more families would move in and invest in Coatesville
- Need to market community to millennials and prospective homebuyers
- Many people stay here because of family
They have ties to the community, know the area and don’t know where else to go
- There are limited transportation options
  - Many people don’t drive cars
  - Rely on others to provide transportation
- Educate renters on how to be a good tenant
  - Everyone needs to follow the rules
- Coatesville is described as “dirty”
  - People litter/throw out trash on other properties
  - Illegal dumping occurs on some properties
  - Try to clean it up and it just gets worse
  - Create a YouTube video to get people involved in cleaning up and understand how to be good residents
  - Determine viability of City issued trash cans
    - Many residents in row homes/attached dwellings can’t take cans around the back of their homes
- There is a large number of non-profits owing property that are not paying taxes
  - They still expect access to community services
  - Possibility of a “fee-in-lieu-of” tax?
- Educate people on how to pay bills and how to manage a household (financial literacy)
- There’s a lot of rental turnover
  - Get rid of the bad landlords
  - Break the cycle of problem properties and tenants
- Identify areas for revitalization and historic preservation, and possible redevelopment with transit accessible, mixed use development
  - Plan for all income ranges
- Damaged consumer credit affects ability to obtain housing
- High tax rates (property and earned income) discourage potential residents
  - Creates renters without jobs
- Feelings that some people are spoiled by welfare/public assistance
- Perception that benefits are better than wages earned by working
  - If recipients of assistance make too much money they will lose benefits

Summary:
There is an overall feeling that the community must be cleaned up by removing trash and debris from the properties, and to stop illegal dumping from taking place. This will help improve the Coatesville image of being known as a “dirty” place to live. There has been talk about trying to create a YouTube video to promote a sense of pride in taking care of one’s home, and the community at large. The subject of having city issued trash cans came up, but it was also pointed out that many residents will not be able to move trash cans to the back of their home.

Education efforts should focus on how to be a good landlord, as well as a good tenant. There was a suggestion that all the landlords, both full time and part time, come together in order to establish a set of guidelines/rules for tenants to follow. It was
mentioned that perhaps a handbook should be given out to all tenants that list what is expected of them and what they can expect from their landlord.

There was discussion about encouraging homeownership, especially in regard to young professionals. One possibility was financial education that would provide assistance on how to pay bills, manage a household and plan and execute a budget, along with possible incentives for first time homebuyers.

Another area of focus was the need for the school district to be improved. Many families don’t want to live in Coatesville because of its perception and poor school ratings. It was noted that not all of the schools within the school district have performance issues. No long-term solutions were offered but there are social media efforts underway to assist in changing opinions about the school district.
Church Street Towers, West Chester
Resident Advisory Committee
Monday September 26, 2016, 3:00-4:30pm
7 Participants

Introductions were performed, followed by an overview of Affirmatively Furthering Fair Housing and what DCD and the Housing Authority hope they will accomplish in their Assessment of Fair Housing.

Notes:

- Housing for disabled populations and required services are needed
  - Obtaining required services nearby can be challenging
- There is not enough affordable housing, including multi-family and senior housing
- Source of income discrimination limits mobility efforts for housing choice voucher (HCV) holders (aka Section 8 vouchers)
  - Advocacy will ensure a home for all
  - A mandate needs to be issued for housing choice vouchers so that landlords treat vouchers as income
- Transportation options are limited
  - Rover doesn’t run at night or on weekends
    - If appointments run long or are scheduled after hours, there is no transit access
  - Services aren’t on transportation route
    - Store
    - Medical
    - Church
    - Classes
    - Bank
  - Transportation gets expensive if beyond what is covered
- Infrequent bus times
  - It requires a lot of time to take transit
- Independent living housing doesn’t offer transportation services
  - Housing Authority does not have group bus/shuttle to drop off residents for residents
  - It would be helpful is a service ran between 10am to 2pm when most people have appointments and do errands
  - Other desirable destinations include Social Security office, senior center, Chester County Library
Accessibility to transit is a limiting factor when looking for housing
Money spent on transportation adds up; some residents spend a lot of money on taxis, too

Conversation about Church Street Towers’ location in regard to other services
Distances to most services are too far
Not a lot of doctors or services are located within walking distance
Online services such as grocery delivery are expensive
  • Debit/credit only
  • No access to internet
  • There was a suggestion to provide a common area for resident computer use

Most working residents at Church Street Towers have cars
Residents have a lot of parking issues with limited number of spots

HUD fair market rents restrict housing options in Chester County
Market rents are set at a regional level
A HCV in Philadelphia won’t go far in the expensive Chester County market
This also limits mobility for people looking to live throughout Chester County

Chester County is a great place to live and raise a family
Even with a job, many can’t find affordable housing near place of employment
Citizen perceptions about safety, quality of housing, community affect housing market (particularly less desirable locations)

HUD restriction on maximum tenant contribution impedes mobility
Being able to contribute more (i.e. 40% of income) may increase mobility for people looking to live in areas with more opportunity

Attendees haven’t seen or heard of any discrimination (except for source of income, which isn’t a protected class in Pennsylvania)

There is an aging population (baby boomers)
Many have not saved for retirement
The housing stock needs modifications for people wishing to age in place
There are also building issues for senior properties with elevators; during power outages this creates challenges for residents

Community feedback: West Chester is a great place to live
Safe
Better service quality
Good atmosphere and community
  • “I take my dog for a walk and everyone says ‘hi’. It’s nice and clean.”
People don’t want to move from this community
Summary:

Transportation was the biggest area of emphasis during the conversation. Many felt that there were limited options for getting to destinations using their available transportation options. One individual spoke about an experience using Rover; her appointment ran later than Rover operations were scheduled and she was not picked up when the appointment ended. Another resident stated that using Rover took too long; going to the doctor could take up a whole day, especially if the pick-up window was missed.

Public transportation is available, yet can be unreliable, often runs late, and does not travel to areas where many services are located. Residents suggested having a shuttle/bus/van to take them out to do their shopping, banking, visit the senior center or library, etc.

There is not a lot of affordable housing found in West Chester and many property owners will not accept housing choice vouchers. This makes it difficult for residents that want to live in the West Chester area. Instead they need to look at other areas in the county. This is a problem as many people would like to remain in West Chester because the community is safe and clean, the schools are good and there is a good quality of life.
Kennett Area Community Services

Public Hearing

Tuesday September 27, 2016, 6:30-8:00pm

7 Participants

Introductions were performed, followed by an overview of Affirmatively Furthering Fair Housing and what DCD hopes to accomplish in its Assessment of Fair Housing.

Notes:

- With the ongoing revitalization of Kennett Square, there is also a need to plan for displacement and needs of its low income residents
  - There is an increase in market rate development, with increasing demand for low income housing
- Need for affordable housing in an area with rapidly growing demand
  - Limited accessible housing
  - Senior housing is in demand
  - The desire to age in place limits housing inventory
  - There are fewer affordable homeownership options
    - Instead homebuyers look to northern Delaware where housing costs are lower (but schools may not be as good)
  - Need for recovery housing
- Challenges in rehousing
  - Increased housing costs limits options for rapid rehousing
- Overcrowding is common
  - Especially in agricultural areas
  - Two or three families may reside in a single family home
    - It’s not uncommon in some cultures to have multi-generational housing
    - Most homes are not designed with this in mind
- There are problems with subleasing and renting out illegal units
  - Garages with a space heater and no plumbing
  - Leasing a walk-in closet for $400-$500 per month
- Lack of response when reporting housing problems
  - “Many people won’t come because they are afraid of retribution ”
- Unwritten agreements between landlords and tenants
  - “You don’t say, you don’t pay” meaning that silence assures no punishment for speaking out
- Working to get complaints against landlords/property owners on the record
First generation families, even citizens, may have residual fears about speaking out against housing issues.

If enforcement comes down too heavy and eliminates housing options, it would impact a local economy where farm workers are in high demand.

Educate code enforcement staff
- Step up enforcement efforts for substandard housing especially for disabled consumers
- Municipal inspections should have repercussions for problem landlords

Housing issues impact integration
- Hispanic community referred to as “invisible population”
- Many in the Hispanic community seek out similar individuals
- Choose to insulate themselves because of a lack of trust among others

Barriers to access services within schools
- Not all materials are published in Spanish, which limits ability to obtain necessary support for students
- Translation services inadequate

Limited food options and transit options to get to shopping areas

Employment issues exist in Southern Chester County
- Challenging to find professional jobs, so young college graduates from the area gravitate toward job centers
- There are more jobs than workers in the farming industry

Need for safer transportation options
- Sidewalks are needed in many areas; instead people are forced to walk dangerously along the shoulders of roads

People want to be in Kennett
- Schools
- Community
- Jobs

Financial education issues and cultural differences
- There are people who may qualify for USDA homeownership loans but they don’t have the necessary savings
  - This can be a cultural issue; preference to not maintain a savings account and to do business in cash
  - Limits access to other forms of credit

There is a need for information materials to be translated into Spanish
- Spanish speaking residents have a general unawareness of resources and services that may be available
- Improve knowledge of housing rights
- Lease, eviction procedures, application process are often printed only in English
✓ Service program information and resources are not always available in Spanish
✓ The Prepared Renter Education Program (PREP) training is not printed in Spanish
✓ Need for other information to be translated:
  • What is expected from good tenants
  • What is expected for landlords / legal obligations
  • Life skills necessary to run a household
➢ Many of the housing issues discussed have a disproportionate impact on migrant workers
➢ Rental issues
  ✓ Tenants putting own money into home improvements (i.e. heating repairs) that should be responsibility of property owner
  ✓ Problems with mold
  ✓ Plumbing is out of date/not in service
  ✓ Illegal electric hook ups
  ✓ Lack of heat
  ✓ County Health Department has intervened in some infestation cases regarding:
    • bed bugs
    • roaches
➢ Condemnation/demolition impacts multi-family dwellings through displacement and long-term removal of affordable, multi-family housing.

Summary:

The conversation centered on the living conditions and education of the area’s Hispanic/Hispanic population, many of whom work in local agriculture. It was also mentioned that while providers attempted to get clients to come to the meeting, there was hesitancy to speak out about housing in the area for fear of retribution.

During the meeting the “invisible community,” comprised mostly of the area’s Hispanic population, was referenced. This issue relates to the Hispanic/Hispanic community’s hesitancy to integrate into the mainstream community and prefer to look for individuals/families that are in similar circumstances. It was revealed that there is a deficiency in the amount of education this community receives. Many people do not understand what types of rights they have being a tenant. Further opportunities are limited by a preference to do business in cash only and lack of financial literacy.
Introductions were performed, followed by an overview of Affirmatively Furthering Fair Housing and what DCD and the Housing Authority hope they will accomplish with their Assessment of Fair Housing.

**Notes:**

- **Economic challenges of living in Chester County**
  - Amount needed to be self-sufficient is high
  - Making “too much” for benefit eligibility, but it’s still not enough to make ends meet
    - “Can’t push off the bottom, can’t pull at the top”
    - Making money but still don’t have a place to live
    - Fear of overlapping job schedules which could lead to being fired; many part-time schedules change with little notice
- **Prospect of losing benefits dis-incentivizes making more money**
- **Access issues**
  - Consumers in Phoenixville need to take two buses to West Chester to access services
  - Jobs
  - Shopping
  - Hard to serve scattered pockets of poverty when services are centralized
- **Need for community support from local officials**
- **Research option of conducting affordable housing impact statements**
  - Performed before any new development can be built
  - Allows for analysis of a new development’s impact on affordable housing
- **How to incentivize/create solutions for affordable housing?**
- **Identify oppressed areas for smart growth opportunities**
- **Housing problems in the area:**
  - Few affordable options
  - Some low income households are told there is a place available only to be told later that it is not
- **Need affordable housing in Phoenixville**
  - Conversion of existing low income rentals into more expensive housing
    - Disproportionately affects low-income families
✓ Gentrification and rapid growth in Phoenixville
  • Rent increases are forcing low-income households out of homes
  • Community opposition to affordable housing may lead to economic segregation
✓ There are instances in which property owners may pay a municipal inspection fee but no inspection occurs
✓ Examples of displaced residents who didn’t receive notice of lease termination
✓ Homelessness and shelter occupancy
  ✓ Average stay at The House is seven to nine months
  ✓ Cycle of shelter to couch, to couch to shelter
  ✓ Inadequate supply of permanent housing available to the homeless
✓ Largest job hubs for residents include:
  ✓ King of Prussia
  ✓ Exton
  ✓ Collegeville
  ✓ Philadelphia
✓ Housing issues
  ✓ Overcrowding is a bigger problem than data shows
  ✓ Outdated plumbing and heating
  ✓ Fixed and low-income homeowners who can’t afford maintenance on their homes
  ✓ Complaints get renters displaced
✓ Growing Hispanic community in the area
  ✓ Similar issues as Kennett in which residents are “living in the shadows”
✓ Criminal history/background check issues
  ✓ Prospective tenants are charged $40-$50 at time of application
✓ Philadelphia residents and others moving into the area are attracted to:
  ✓ Public safety
  ✓ Good schools
  ✓ Perception of more jobs
    • These jobs may paying high wages with enough hours to gain stability
✓ Bus/transit affordability and scheduling
  ✓ Re-routing could better serve residents
  ✓ More routes on nights and weekends would help people working at those times
✓ Reluctance to move to Coatesville, residents may be displaced to other areas:
  ✓ Spring City, Royersford, Mont Clare, Pottstown
Summary

This meeting focused heavily on providing affordable housing in the Phoenixville area. With gentrification was on the rise, many residents are losing their homes. Developers are building new luxury apartments, which has led to landlords raising the rents of their properties. Current residents are struggling to pay the new, higher rents. Many residents are being displaced to more affordable communities.

With the rise in rents, many people are having trouble staying afloat and do not have access to many of the services that the County has to offer. There are many people in Phoenixville with more than one part-time job earning the minimum wage. They are struggling to pay their bills and yet make too much money to receive services. In this scenario a person cannot “push off the bottom,” nor can the person “pull from the top.” This leads to a holding pattern that is difficult to break. It is at this time that some people will choose to work/make less in order to receive the benefits that they need.
Introductions were performed, followed by an overview of Affirmatively Furthering Fair Housing and what DCD hopes it will accomplish with its Assessment of Fair Housing.

Notes:

- Many landlords in West Chester won’t accept housing choice vouchers (HCVs)
  - Vouchers have a negative perception
  - Provide education to landlords
  - Instances of voucher holders being directed to other areas
  - “Vouchers are as good as cash”
  - No HCV source of income protection in Chester County
  - Need to engage in “reverse re-engineering” of HCVs

- Inability to obtain resources/services limits access to:
  - To high paying jobs
  - Shopping
  - Appointments
  - People end up walking everywhere or relying on others for rides

- Explore options for creating more affordable housing
  - Use public relations to address fair/affordable housing

- Need for halfway houses in Chester County
  - When people leave treatment they go to recovery houses located in other areas of the Philadelphia area
  - Provide education for recovery house residents
  - Provide housing options so people can get out of incarceration, particularly those eligible for early release

- Education about housing needs for different ethnicities

- Shelter policies split up families

- Occupancy restrictions vary by municipality

- There is an opportunity to create a Human Relations Committee in Chester County

- Lead-based paint problems may exist in housing from before 1971
  - Provide doctor education so all lead results are reported

- Impact of aging in place
  - Creation of co-generations
  - Lack of options/need for facilities
Lack of money
Lack of support/family nearby

- Gentrification in Chester County has occurred in parts of West Chester, Downingtown, Phoenixville, Kennett Square
  - Displaces longtime residents
- Resources that Chester County may consider researching:
  - Municipalities can cap taxes for older residents to prevent displacement
  - Review federal guidance on housing for people with criminal backgrounds. Blanket policies may have disparate impact on protected classes.

Summary:

This meeting began with discussion about the challenge of finding landlords in the West Chester area that will accept HCVs. There must be a “reverse re-engineering” to eliminate the stigma associated with using housing vouchers. There are instances in which a voucher holder is looking for an affordable rental in West Chester and the property owner instead steers the person to a property in the Coatesville area.

Landlords need more information about the vouchers since they “are just as good as cash” if not better. Philadelphia has source of income protection for HCV holders to provide protection against similar practices. Additionally, the limited number of vouchers in Chester County and the currently closed, lengthy waiting list is a barrier to obtaining affordable housing.
Oxford Terrace, Oxford
Public Hearing
Thursday October 6, 2016, 3:00-4:30pm

5 Participants

Introductions were performed, followed by an overview of Affirmatively Furthering Fair Housing and what DCD and the Housing Authority hope they will accomplish with their Assessment of Fair Housing.

Notes:

- No mental health providers in Oxford area
  - Have to go to Maryland, Delaware, or Kennett
  - Need to have own transportation
- SCCOOT (Southern Chester County transportation) only runs at certain times
  - Requires a lot of extra time for appointments
  - Would be helpful to have SCCOOT run more
  - HACC should get a shuttle
    - This would require identification of a funding source
- Many people walk to get places
  - Hard to meet needs if you can’t drive or don’t have a car
  - There aren’t sidewalks along all walking routes
- Willingness to move depends on:
  - Age
  - Health
  - Needs at that time
- Nearby employers include:
  - Herr’s
  - TastyKake
  - Wal-Mart
- Other jobs are located in:
  - Delaware
  - Kennett
  - Lancaster County
- Hard to get groceries
  - There is one grocery store in Oxford (Redners)
  - Wal-Mart
  - Nothing else within five miles
- No prescription deliveries for Oxford residents
- Lots of homes for sale; market is affected by:
  - Maintenance needs
  - High taxes
  - Aging population
- Aging community - 50 plus
  - Moving to properties that can meet their needs
Oxford has a diverse population, including Latino community
There could be an opportunity to engage municipalities to work with HACC to create scattered site affordable housing
  ✓ Sheriff sales
  ✓ Foreclosures
  ✓ Partner with local non-profits/contractors
Raise awareness about need for affordable housing
Change stigma of “Public Housing”
Need for multi-bedroom accessible units
Need for housing modifications for disabled residents
Overcrowding is an issue
Challenges with new residents not knowing community rules/expectations
Opportunity for creation of self-sufficiency plan/program for HACC residents
  ✓ Identify goals and milestones
  ✓ Create incentives
  ✓ Help open opportunities for others in need
Revitalize areas with blighted housing
Opportunity to revitalize foreclosed/bank owned homes
  ✓ Still a problem in certain areas
  ✓ People won’t buy in city of Coatesville
Oxford schools not impediment for families in the area
  ✓ Same with Avon Grove
  ✓ Improved in the last ten years
Draws to living in the area:
  ✓ Family nearby
  ✓ Community is close-knit
    • Multi-generational
  ✓ Schools
  ✓ Living in beautiful area
Barriers to moving:
  ✓ Family
  ✓ Friends
  ✓ May not have access to services/resources in new area
  ✓ Transportation
Oxford’s relative isolation from other areas presents challenges for filling HACC units

Summary:
This meeting did not have the same turnout as some of the previous meetings but that did not inhibit a meaningful conversation. The attendees agreed that Oxford is a beautiful place to live with a tightknit community and good schools that are improving every year. The Oxford/Avon Grove area is a great place to raise a family.

There are challenges for people moving into the area, beginning with transportation. Many Oxford residents do not have direct access to services. Relying on the SCCOOT
schedule is an obstacle; it also may not travel to where there is the greatest need. Finding healthcare providers that work with Medicare and/or Medicare in Oxford is an additional problem. Often these providers are located outside of the Oxford area. There are available affordable units at Oxford Terrace, but HACC has difficulty filling them due to the lack of transportation options.

There was discussion about how to improve the inventory of available affordable housing in Chester County, especially in the Oxford area. A suggestion was made for banks and municipalities to work with the Housing Authority, or some other entity, to obtain foreclosed/vacant homes. Those properties could be rehabilitated and rented to low-income households. This would solve a few problems: 1) it would help to remove the stigma of public housing because no one would know that a property is occupied by a housing choice voucher recipient; 2) the county and municipalities would resume collecting taxes on the properties; and 3) families could move into the homes.
Introductions were performed, followed by an overview of Affirmatively Furthering Fair Housing and what DCD and the Housing Authority hope they will accomplish with their Assessment of Fair Housing.

Notes:

- Issues regarding access to shelters and wait times
  - Complaints that homeless individuals don’t get a response when calling shelters (note: they should be calling ConnectPoints)
  - Need communication between shelters and social service agencies
- Homeless individuals may not have mail or phone access
  - Affects ability to hear about available shelter beds or get jobs
- Working persons with late shifts can’t get back into the shelters at night
- Problems with overcrowding/substandard housing, especially for those at risk of homelessness
- There is a lack of shelter space
- Banning policies in shelters
  - Need clear expectations/policies of what behaviors are acceptable
  - Need to improve communication across the board
  - Support/service animals not allowed in shelters
- Disabled individuals are at high risk of homelessness
  - Limited accessible options for low-income consumers
- Denial of one-bedroom to parent and child households
  - Review Keating memo regarding occupancy limits
  - Consider medical/disability needs; this may affect how a unit is used
- Source of income discrimination occurs with housing choice vouchers (HCV) holders
  - There is a shortage of landlords willing to accept vouchers, especially outside of Coatesville
- There are not enough affordable units throughout the County of Chester
- Need more landlords that combine case management with housing
- Many landlords need a better understanding of fair housing laws
- Financial needs for retirement/aging in place population
  - Many people nearing retirement do not have adequate savings
- Need for life skills
  - Budgeting, household management, cleaning
Not everyone knows about available services that are offered throughout the county.

People without leases not having legal protection against landlords
  ✓ Landlord said there were too many people in the apartment, evicted tenant who is now homeless

Need community support for affordable housing
  ✓ Protection of rights against municipalities
  ✓ Engage community in support for affordable housing

Agencies need to work together to help clients

Create mechanism for Medicaid expansion

There is a problem with prison and hospital discharges going directly to shelters/agencies
  ✓ Consumers need to know discharge rights
  ✓ Prevent discharges without medications

Challenges to creating more affordable housing:
  ✓ Funding
  ✓ Land values
  ✓ Municipal zoning, for example minimum lot sizes that limit density
  ✓ Communication
  ✓ Opposition

Need for services for those with:
  ✓ Drug/alcohol needs
  ✓ Mental health problems
  ✓ Consumers in need of housing and case management
  ✓ Medical respite for homeless

Summary:

There was discussion about needing to improve communication between governmental agencies, social service providers, the clients served (and those who are not served), landlords, and tenants. While there are many services offered by the county and providers, not everyone is aware of them. Consumers would benefit by having greater understanding of their housing rights, awareness of available resources, and expectations for engaging in services. Municipal officials must have better knowledge of fair housing rules and the need for affordable housing.

Those with disabilities and with dual issues such as drug/alcohol and mental illnesses need access to housing services. Frequently when someone is either discharged from a hospital, prison, or rehabilitation facility, that person is taken directly to a shelter or agency. This is not a safe discharge; there must be a protocol for discharges that include a place for such individuals to receive assistance. It was mentioned that a respite house should be considered.
Brandywine Center, Coatesville
CARN
Wednesday October 19, 2016 9:30-11:00 am
11 participants

The Coatesville Area Resource Network meets monthly to address issues within the Coatesville community.

- **Food bank issues**
  - Need consolidated efforts with central location in Coatesville
  - People need skills about how to prepare food and manage a household
- **There is an initiative underway looking at barriers to services in African American community**
- **Need to raise awareness about available resources and programs**
  - Get providers, agencies, and consumers on the same page
  - Improve communication among agencies
- **Focus on improving how people receiving services are people treated**
  - Staff need to treat people humanely
  - Impacts on how people participate in services and may lead to dropping out of programs
- **Overcome language barriers**
  - Often children translate for their parents
  - Opportunity to send information home with school students/head start programs
  - Need more information to be in Spanish
  - Improve access to language translation
- **Coatesville has a communication void**
- **Raise awareness about government contracts, what the programs are, who the beneficiaries are**
- **Transportation Ride for Health Initiative was shut down**
  - Not enough people knew about the services
  - Many agencies were included without their knowledge
- **Develop system for transportation**
  - Utilize church vans
  - People near borders (county and state lines) have problems with transportation
- **People in rehabilitation can’t find housing**
  - Discharged to the streets without anywhere to go
- **Fair housing violations include:**
  - Reports of landlords breaking leases illegally
  - Punishing residents on made-up charges
  - Family status discrimination/household size
- **There is a disconnect between federal programs rules and what case workers can do**
- Hispanic community in Coatesville faces housing discrimination
  - Some residents reside in unlivable conditions—need for enforcement
  - Need of modification for accessible housing

**Summary:**

Some attendees felt that a lack of communication exists between agencies that are working toward the same goal. Residents and consumers need to be aware of available programs. For example, there are food banks throughout Coatesville yet not everyone can get to them. Some food banks also give out food that people do not know how to cook. This led to conversation about a need for life skills, nutrition and wellness programs.

Community transportation options need to improve so residents have better access to services and opportunities. Consumers, particularly from vulnerable populations, must have a better understanding of their rights. Property owners, agencies, and local officials must know their responsibilities and obligations, as well. An increasing Spanish speaking population in Coatesville does not have adequate access to translators, leading to families relying on their children to communicate.
The Arc of Chester County facilitates “Chat and Chew” meetings for parents of children with intellectual or developmental disabilities.

- Need supportive living
  - Suggested a two-person apartment with support and possible caretaker
  - Supervision to help oversee residents
  - Consider needs of female residents
  - Affordability—coordinate with individuals’ benefits
- Like 55+ communities
  - Don’t want too big
  - Must be close to job, transportation, medical, food
  - Be part of the community, offer some independence
  - Link safe transportation opportunities
- Multi-person house all living and working together
  - Offers purpose—volunteer opportunities, jobs
  - Is there a possibility to donate homes to create this type of housing?
  - Provide access to areas where they can walk to services
  - Be part of the community
  - Another option: apartment building devoted to people with disabilities
  - Group homes close together to provide a community
- Transportation needs
  - Coordinate better with Rover
  - Create an Uber for special needs population
  - Reconcile affordability vs. transit
- Need help to get affordable housing for families/individuals with special needs
  - Special needs expenses—medical expenses, need to be in certain school districts, most of which are expensive to live in, many are single parents
  - More funding for providers
  - Kids still living in the home but there needs to be a place where they can live independently like a “normal” person
  - Link SSI to affordable housing
  - Landlords don’t get to fix up homes but they charge more money
Need for more information and advocacy
- Best outcomes are very parent/family driven
- Best information is given by other parents
- Schools might not have the best information
- Create a housing person to assist with finding special needs homes
- Develop a County roadmap for accessing housing services
- Oversight from the community, family members need to steep in

The focus of the discussion was how to improve the quality of living for those with intellectual disabilities. There are not enough housing options or resources available to this population. One woman spoke about how her family moved to a certain township in order for their child to receive the education needed. The cost of living here was unaffordable: “I’m paying $3000 a month in rent only and it’s not something that I can afford. I can move to an area that has a lower rate, but my child needs to go to school here because it offers services that other schools don’t.”

There is not enough information on where to obtain necessary resources; most of it comes from other parents/family members. Parents need to fight to get the small amount of help they are receiving. The school systems are good but they are not the best resources and even they do not always have the correct information to provide help.

Another area of discussion centered on what happens when their children reach the age of 21. There needs to be an option for intellectually disabled individuals to live on their own with only minimal support, similar an affordable 55 and older community. Residents could all live together and yet at the same time have some independence with minimal supervision. These communities could be in an apartment type setting, group homes or single family style homes scattered throughout the county.
The meeting began with introductions and a quick rundown of Affirmatively Furthering Fair Housing and what DCD hopes it will accomplish with the Assessment of Fair Housing.

- Personal care boarding homes: for many consumers, all of social security income goes toward housing
- Consumers don’t know of any other options
- Some people have only $80 a month to live on after social security
- Have to be designated as “homeless” under program definition to obtain housing resources for the homeless
- Varying levels of services/supervision are required for consumers
- Need doctors to understand approximate level of care
- Concerns about evictions, criminal history background checks and ability to obtain housing
- There is not always an appreciation for what led to criminal activity (i.e. mental health issues in the past may have led to problems which have since been resolved)
- There should be an opportunity for consumers to engage references to create options for housing
- Drug addiction also creates barriers to obtaining permanent housing
- If people don’t have permanent address, some nursing homes and other facilities won’t accept individuals
- Challenges of working with property managers at HACC – providers need to know when residents are in need of support. Managers often wait too long to give notice and update a resident’s personal care plan.
- Affordable housing must be located throughout Chester County to promote integrated communities; move away from model of cluster homes
- Be mindful of recovery house best practices
- Landlord forums are useful to help educate about how to keep tenants in their units
- Transportation is an issue because it’s so daunting
  - Access to transportation is challenging for people with appointments
  - Discourages medical treatment
The meeting began with introductions and a quick rundown of Affirmatively Furthering Fair Housing and what DCD hopes it will accomplish with the Assessment of Fair Housing. This was an abbreviated presentation within a regularly recurring meeting. The general discussion centered on the lack of affordable housing throughout Chester County.

- Living in Chester County is expensive
  - Need more access to affordable housing throughout Chester County
- There are challenges in saving enough money for first/last month rent and security deposit
- Efforts should be made to provide more holistic comprehensive approach to housing and transportation
  - Identify how to expand transit service
  - Need to have partnerships to increase public transportation
  - There are not enough affordable housing options located on bus routes
  - Need to offer transportation passes or tokens to low income and disabled residents
- Legal history
  - Those with a criminal background may have addressed issue that led to criminal activity, but still have challenges in obtaining housing
- Housing costs continue to rise, limiting affordable rental options
- Some affordable options are too isolated
  - “I don’t want to go there because there is nowhere to go and I can’t do anything “
  - Social isolation
  - Everyone is entitled to be part of a community
Appendix List

1. 2018 Awards List
2. Coatesville Neighborhood Revitalization Strategy Area
3. Citizen Participation Plan
4. HOME Program Affirmative Marketing Plan
5. Language Access Plan
6. Eligibility Maps
7. Decade to Doorways Operational Plan, 2018-2020
8. Recapture Guidelines
9. ESG Guidelines
10. Chester County Assessment of Fair Housing Action Plan
2018 Awards List
### COMMUNITY DEVELOPMENT BLOCK GRANT - (CDBG) HUD

<table>
<thead>
<tr>
<th>Applicant</th>
<th>Description</th>
<th>2018 CDBG Award</th>
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<tbody>
<tr>
<td>Borough of Phoenixville</td>
<td>Waterline Replacement Project ($239,559 in 2016 funds; $101,605 in 2018 funds)</td>
<td>$341,164.00</td>
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<tr>
<td>Chester County OIC</td>
<td>Capital Acquisition</td>
<td>$300,000.00</td>
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<td>Domestic Violence Center of Chester County</td>
<td>Emergency Shelter/Safe House</td>
<td>$15,000.00</td>
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<tr>
<td>Fair Housing Rights Center in SE PA</td>
<td>Fair Housing Activities*</td>
<td>$13,000.00</td>
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<tr>
<td>Family Service of Chester County</td>
<td>Coordinated Entry System - ConnectPoints* ($72,000 for 2017-2018 and $54,247 for 2018-2019)</td>
<td>$126,247.00</td>
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<td>Friends Association for Care and Protection of Children</td>
<td>Emergency Hotel/Motel Shelter and Transition in Place</td>
<td>$38,566.00</td>
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<td>Housing Authority of the County of Chester</td>
<td>Housing Locator Program</td>
<td>$60,000.00</td>
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<td>Housing Partnership of Chester County Inc.</td>
<td>Coatesville Development Project</td>
<td>$400,000.00</td>
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<td>Housing Partnership of Chester County Inc.</td>
<td>Housing Counseling Services</td>
<td>$10,000.00</td>
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<td>Housing Partnership of Chester County Inc.</td>
<td>Housing Rehabilitation Program (2016 &amp; 2017 funds)</td>
<td>$200,000.00</td>
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<td>Kennett Area Community Service</td>
<td>Homeless Prevention, Diversion &amp; Rapid Rehousing</td>
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<td>Legal Aid Southeastern Pennsylvania Inc.</td>
<td>Advocacy and Education to Prevent Homelessness</td>
<td>$42,000.00</td>
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<td>Open Hearth Inc.</td>
<td>GAP/FSP/FIRM*</td>
<td>$29,388.00</td>
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<td>Pennrose Properties, LLC</td>
<td>Liberty House - Rehabilitation (2017 &amp; 2018 funds)</td>
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<td>PETRA Community Housing</td>
<td>Acquisition of Fellowship Health/Paradise Street (2017 funds)</td>
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### EMERGENCY SOLUTIONS GRANT - (ESG) HUD

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<td>Community, Youth, &amp; Women’s Alliance, Inc.</td>
<td>Shelter &amp; Case Management*</td>
<td>$122,920.00</td>
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<tr>
<td>Human Services. Inc.</td>
<td>Rapid Re-Housing (Administration)</td>
<td>$15,000.00</td>
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<tr>
<td>Chester County Department of Community Development</td>
<td>Homeless Management Information System [HMIS]</td>
<td>$55,567.80</td>
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### HOME INVESTMENT PARTNERSHIPS - (HOME) HUD

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<th>Applicant</th>
<th>Description</th>
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<tr>
<td>Housing Partnership Of Chester County Inc.</td>
<td>First Time Homebuyer Program</td>
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<tr>
<td>PETRA Community Housing</td>
<td>2018 CHDO Operations</td>
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### HOUSING TRUST PROGRAM - (HTP) CHESTER COUNTY

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<th>Applicant</th>
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<th>2018 HTP Award</th>
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<td>Community, Youth, &amp; Women’s Alliance, Inc.</td>
<td>Fire Mitigation</td>
<td>$39,500.00</td>
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<tr>
<td>Fair Housing Rights Center in SE PA</td>
<td>Fair Housing Activities*</td>
<td>$1,000.00</td>
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<tr>
<td>Good Neighbors Inc.</td>
<td>Home Repairs for Low-Income Homeowners</td>
<td>$30,000.00</td>
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<tr>
<td>Good Works, Inc.</td>
<td>Repairing Inadequate and Unhealthy Houses for Low-Income Residents</td>
<td>$105,000.00</td>
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<td>His Mission</td>
<td>Transitional Housing</td>
<td>$10,000.00</td>
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<tr>
<td>Housing Partnership Of Chester County Inc.</td>
<td>Senior Citizen Home Maintenance Program</td>
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<td>Housing Partnership Of Chester County Inc.</td>
<td>Housing Rehabilitation and First Time Homebuyer Administration</td>
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<tr>
<td>Human Services Inc.</td>
<td>Emergency Rental Assistance for Housing Stabilization and Homeless Prevention</td>
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### COMMUNITY SERVICES BLOCK GRANT - (CSBG)

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<tr>
<th>Applicant</th>
<th>Description</th>
<th>2018 CSBG Award</th>
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<tr>
<td>Chester County OIC</td>
<td>Certified Nursing Assistant Training Program</td>
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<td>Community, Youth, &amp; Women’s Alliance, Inc.</td>
<td>Shelter &amp; Case Management*</td>
<td>$42,080.00</td>
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<tr>
<td>Family Service Of Chester County</td>
<td>Housing Opportunities for People With AIDS</td>
<td>$6,000.00</td>
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<tr>
<td>Family Service Of Chester County</td>
<td>Coordinated Entry System - ConnectPoints*</td>
<td>$35,563.00</td>
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<tr>
<td>Good Samaritan Shelter</td>
<td>Phoenixville Programs: Transitional Housing</td>
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<tr>
<td>Handi-Crafters Inc.</td>
<td>Independent Living Solutions (ILS)</td>
<td>$50,000.00</td>
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<tr>
<td>Housing Authority of the County of Chester</td>
<td>Rapid Re-Housing Administration</td>
<td>$15,000.00</td>
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<tr>
<td>Human Services Inc.</td>
<td>S.O.A.R. Program</td>
<td>$50,000.00</td>
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<tr>
<td>Interfaith Housing Assistance Corp Of West Chester</td>
<td>Homeless Prevention Through Rental Assistance and Case Management</td>
<td>$22,000.00</td>
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<tr>
<td>Life Transforming Ministries</td>
<td>Volunteer Income Tax Assistance (VITA)</td>
<td>$15,000.00</td>
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<tr>
<td>Open Hearth Inc.</td>
<td>GAP/FSP/FIRM*</td>
<td>$55,612.00</td>
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<td>Open Hearth Inc.</td>
<td>CoC Rental Assistance - Administration</td>
<td>$40,000.00</td>
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<tr>
<td>Pennsylvania Home Of The Sparrow</td>
<td>Shared Housing Program</td>
<td>$25,000.00</td>
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<tr>
<td>Safe Harbor of Chester County Inc.</td>
<td>Emergency Shelter with Case Management Services*</td>
<td>$80,000.00</td>
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<tr>
<td>W.C. Atkinson Memorial Community Service Center, Inc.</td>
<td>Shelter for Homeless Men</td>
<td>$45,000.00</td>
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<tr>
<td>Chester County Department of Community Development</td>
<td>Homeless Management Information System [HMIS]</td>
<td>$7,575.40</td>
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*Indicates multi-funded activity

Indicates change for 2018 Action Plan Amendment #1
Coatesville Neighborhood Revitalization Strategy
Introduction

The Chester County Department of Community Development (DCD) is seeking approval of a Neighborhood Revitalization Strategy Area (NRSA) in the City of Coatesville. This request is being submitted in conjunction with the County’s five-year Consolidated Plan, 2018-2022. The City of Coatesville is the only city in Chester County and contains the highest concentration of poverty in the county due to a prolonged period of disinvestment and lack of localized economic opportunities. Additionally, as defined by the U.S. Department of Housing and Urban Development (HUD), Coatesville contains the only racially/ethnically concentrated area of poverty (R/ECAP), in Chester County.

The City of Coatesville is experiencing significant momentum for revitalization, with a number of projects having begun and a ten-year plan developed in conjunction with a grant from the Wells Fargo Foundation. The continuation of a NRSA in the City of Coatesville will allow for additional support and mutual reinforcement of programming and goals. NRSA status will aid in supporting a multitude of initiatives to help reverse current economic and disinvestment trends to further forward momentum.

Boundaries

The boundaries of the proposed NRSA include the entire City of Coatesville, as outlined in the attached map. The city contains four Census Tracks and eight Block Groups. While one block group does not, on its own, meet the Community Development Block Grant (CDBG) requirement for 51% or more Low/Moderate Income population, that block group only houses 7% of the city’s population and borders the bridge that is the primary route in and out of the city to the east. That bridge connects the city to Caln Township, which contains Coatesville Area Senior High School, the Coatesville VA Medical Center, and the Route 30 corridor to the east, where a large concentration of employment opportunities within the county is located. Areas of that block group serve the city as a whole and exclusion of the group would risk disruption of a growing sense of city unity and continuity in revitalization planning.

Coatesville is also bound by Valley Township to the west and the Borough of South Coatesville to the south. Major transportation routes in Coatesville include Route 30/Lincoln Highway, which serves as the primary commercial corridor and runs east to west through the City; Route 82 (also referred to as First Avenue) winds north and along the northern boundary; and the Route 30 Bypass to the north serves as the primary transportation arterial for connecting residents to the rest of Chester County and other roadways such as Routes 282, 113, 100, 322, and 202. The West Branch of the Brandywine Creek, which flows south parallel to Route 82, serves as a natural boundary between portions of Coatesville and Valley Township.
Demographic Criteria

Thirty-five percent (35%) of Coatesville residents live below the poverty level, with just over 50% of that population below age 18. Further, 38.2% of families living below the poverty level have at least one child under age five. Additionally, 31.9% of Coatesville Residents have received Supplemental Nutrition Assistance Program (SNAP) benefits over the past twelve months (2011-2015 American Community Survey (ACS) 5 Year Estimates).

In the City of Coatesville, the unemployment rate exceeds the county-wide rate by over 12%, with Coatesville’s unemployment rate of 15.6% (2011-2015 ACS) compared to the Chester County rate of 3.5% (PA Department of Labor, October 2017). Median earnings for workers who reside in the city are $25,158 and the mean commute length is 25 minutes, which indicates that a large portion of residents are employed outside of the city. With the average cost of a 26 minute commute being $2,600, according to the Premier Commuter Index, this means many residents are paying upwards of 10% of their income just to get to work (SmartAsset.com).

Renters far outnumber homeowners within the city, with 63.6% of housing units renter-occupied (2011-2015 ACS). The median home value in Coatesville is $134,600, which is less than half of the county’s median value of $325,800 (2011-2015 ACS) and the housing vacancy rate within the city limits (14.0%) is more than triple that of the county overall (4.5%, 2011-2015 ACS).

Consultation

As part of the Coatesville Growing Greater initiative, a resident-driven plan that outlines a 10-year vision for the future and implementation goals for the first five years, surveys were distributed to city residents over the Fall of 2016 and Spring of 2017. A total of 308 responses from Coatesville residents were received and analyzed, leading the Growing Greater Committee to identify four priority concerns; Community Safety, Resident Engagement, Jobs/Economic Opportunity, and Youth Empowerment.

In addition to the resident survey, a property conditions survey was conducted in September 2016. This survey shows few concentrations of deteriorated or blighted housing, but instead demonstrates a smattering of blight throughout the area. This has a resulted in an emphasis on encouraging and incentivizing homeownership as part of the Growing Greater Strategy, which will also contribute to the goal in the Chester County Assessment of Fair Housing (2018-2022) of providing financial support for at least 20 new homeowners from the County-funded First-Time Homebuyer Program in the City of Coatesville over the next five years. This may involve a blend of converting rental units into ownership units and the creation of new housing stock. While vacant buildings only accounted for 3.2% of the properties surveyed, most were located along the commercial corridor and not in residential areas.

Public meetings were held with city residents and stakeholders in November 2016 and April 2017 to gather feedback and facilitate discussion.
Assessment

Coatesville is a historically significant Chester County community with considerable challenges but, with some competitive advantages and special circumstances, the City is again poised for an economic resurgence. As part of a coordinated effort to stimulate investment into the city—and to ensure that these investments are carried out in an equitable and balanced fashion resulting in benefits to both new and existing residents—the Chester County Economic Development Foundation (CCEDF) and the Coatesville Area Partners for Progress (CAPP) have developed a ten-year revitalization plan. Also participating in the planning process was the Coatesville 2nd Century Alliance, which was founded by CAPP in 2015 to “develop and execute a strategy to build the City of Coatesville’s capacity to improve current conditions, stabilize the socio-economic stature of the City, to foster economic development, and bring resources and community partners together for these purposes.” Dubbed “Coatesville Growing Greater,” this resident-driven plan outlines a 10-year vision for the future and implementation goals for the first five years. DCD has also actively supported this effort by helping to fund the 2nd Century Alliance’s Economic Development Program Administrator to facilitate revitalization efforts.

Coatesville is the largest urban center located in western Chester County and the only incorporated city in the county. It is one of only three cities in the five counties that make up the Pennsylvania portion of metropolitan Philadelphia. Coatesville sits approximately 100 miles, or a little over two hours from both New York City and Washington, D.C. It is approximately one hour driving time from Coatesville to Philadelphia, and less than an hour to Wilmington, Delaware, and Lancaster, Pennsylvania. Consistent with its prime geographic location, Coatesville is aligned with the “path of progress” through western Chester County. The Route 30 corridor, from its “Main Line” roots in Montgomery and Delaware counties, extends west through central Chester County. Over the last thirty years, development has followed this corridor to its intersection with Route 202. Development is now extending further west along Route 30, through Downingtown and heading towards the Coatesville area. According to the Delaware Valley Regional Planning Commission, Chester County is projected to add 146,344 residents from 2015 to 2045 and much of this growth is expected to occur in the western portion of the county.

Coatesville boomed as a steel town, but after World War II, the steel industry started to undergo major structural changes. Soon, steel towns like Coatesville that symbolized the fortitude of American steel began their slow economic decline. As manufacturing jobs started to disappear, middle class residents started leaving Coatesville, further eroding the tax base and putting strain on public resources—even for a City located in the wealthiest county in the Commonwealth. Currently, steel production in the city employs only 141 salaried and 629 hourly employees. This decline in manufacturing has led to a drastic shift in commuting patterns for the city. In 2002, a significant number of workers were commuting into the city (2,391 or 89% of the total workforce), but in 2014 that number had declined to just 779. Coatesville residents that also worked within the city went from 306 in 2002 to 159 in 2014. (U.S. Census Bureau)

In the past Coatesville has struggled with revitalization plans that did not come to fruition and has seen other county urban centers such as Kennett Square, Phoenixville, and West Chester, succeed when their own city did not grow and prosper. There has, therefore, been a cynical response to the announcement
of new plans. Overcoming this obstacle will necessitate good, consistent communication, keeping residents up to date and excited about progress.

Overall, Chester County is an area of great opportunity. It is the wealthiest county in the Commonwealth, with the highest rate of advanced degrees among residents 25 and older (19.8%; 2011-2015 ACS) and the lowest unemployment rate (Center for Workforce Information and Analysis). The County has a poverty rate of 7.1%, with a median household income of $85,976 (2011-2015 American Community Survey (ACS)). In Coatesville, the picture is very different. Coatesville’s unemployment rate is nearly three times that of the County, with a 35.3% poverty rate and a median income of $34,716 (2011-2015 ACS).

The 1.9 square miles of the City of Coatesville are part of the 84.5 square miles designated as the 19320 zip code. While comparisons are frequently made between Coatesville and the county as a whole, comparisons can also be made between the city and its primarily rural surrounding area. For example, the median household income for the 19320 zip code is $66,619, but only $34,716 in the city (2011-2015 ACS). The median home value for the city is $134,600, with the median home value for the 19320 zip code is $224,300.

Despite the significant decline in its manufacturing base, a number of major development projects were planned in the early 2000’s, including a seven story mixed-use building at the heart of the city that could have positioned Coatesville in a much more positive direction. Unfortunately, the arrival of the “Great Recession” left most of those opportunities unrealized. Today, Coatesville is a community with on-going challenges, but the following economic development assets and recently completed projects have well positioned the city for a major revitalization:

- As part of a significant investment in the entire Amtrak Keystone Corridor, Pennsylvania Department of Transportation (PennDOT) has committed to the development of a new train station in Coatesville, to replace the existing station, which will significantly improve access to and from Coatesville for residents and workers. Amtrak’s Keystone service runs between Harrisburg, Pennsylvania and 30th Street Station in Philadelphia, and most trains continue to New York Penn Station. There are on-going conversations about the restorations of regional rail service by Southeastern Pennsylvania Transportation Authority (SEPTA) as well.
- The Coatesville Gateway is a real estate development project located at the corner of First Avenue and Lincoln Highway, a key gateway into the City, and an anchor corner of the City’s downtown commercial corridor. The Coatesville Redevelopment Authority entered into an agreement with DEPG Coatesville Associates LP (an affiliate of Legend Properties) to redevelop a collection of deteriorated buildings that have been unoccupied for more than a decade. The development group intends to build 18,000 Square Feet of retail on the northeast corner of the intersection, with commercial office space above. Combinations of state and county grants have been secured to help finance the project. Demolition began in Fall of 2017. Adjacent to this site, construction work is also commencing on the realignment of Route 30 and First Avenue/Route 82 to enhance traffic flow in the area.
• The City of Coatesville is located a few miles east of the Chester County Airport and the emerging industrial and corporate office parks surrounding it. One of these companies is Sikorsky Aircraft which employs over 1,200 workers and has secured a $1.24 billion federal contract in 2014 associated with the Presidential Helicopter Replacement Program.

• In 2012, a 125-room Courtyard by Marriott was built along Route 82, just south of Route 30. Since opening, this facility has maintained a very low vacancy rate. The hotel is part of a 22-acre redevelopment project known as “30 West.”

• In 2016, the Brandywine Health Foundation partnered with Philadelphia-based Natural Lands Trust and City representatives to embark on a Greening Coatesville initiative to evaluate the City’s parks and public spaces, soliciting community input throughout the process.

• The Oak Street Public Housing Project continues to be redeveloped as Cambria Heights, a new owner-occupied development by Habitat for Humanity of Chester County.

The City’s 5,126 housing units consist primarily of attached units/twins (40.1%) and single-family units (20.7%), with multi-family units comprising the rest of the housing stock. Coatesville has some of the oldest housing stock in the County. Of its 5,126 housing units, 3,917 (76.4%) were constructed before 1970. Moreover, 2,817 (55.0%) of the city’s housing was built before 1940.

Of 137 home sale transactions between 2015 and 2017, only 61 were conventional transactions between owner occupants. Investor acquisitions/sales accounted for 62 of the transactions and Habitat for Humanity sold six homes in that time frame at the 45 unit Cambria site. The high percentage of investor owned rental units relative to owner occupied housing continues to be a challenge for the neighborhood and as such, homeownership has become a key priority.

**Housing & Economic Opportunities**

**Housing**

Currently, over 43% of Chester County’s Section 8 Housing Choice Vouchers are in use in the City of Coatesville. This disproportionate concentration has led to a goal of the City of Coatesville to focus on homeownership and market-rate rental development. The Chester County Assessment of Fair Housing Action Plan calls for providing financial support for twenty (20) first-time homebuyers in the City of Coatesville. To assist in this goal, the City of Coatesville has applied for Local Economic Revitalization Tax Assistance (LERTA) which staggers or provides exemptions for increases in property and other taxes as a result of improvements or gentrification due to economic revitalization efforts.
**Economic Opportunities**

The Coatesville Gateway redevelopment project is a real estate development project located at the corner of First Avenue and Lincoln Highway, an anchor corner of the city's downtown commercial corridor. Demolition of existing blighted structures took place in Summer of 2017 with plans to build 18,000 square feet of first-floor retail space with commercial office space above. This development project will bring temporary construction jobs into the City, providing transferrable work experience, as well as attract businesses into the city to expand job opportunities.

Attraction of employers is key to Coatesville’s economic success. As of the 2014 Census, only 159 residents lived and worked in the city, with 5,228 residents leaving the city for work. Although Bus Route A makes travel possible along the Route 30 corridor and to the West Chester Transportation Center, public transportation to other employment areas throughout the county makes such a commute difficult for those who do not have a car. Increased job opportunities within the city for those who have difficulty traveling to outside employment regularly are needed to help Coatesville succeed and prosper.

One key barrier identified in the Coatesville Growing Greater Plan that is keeping unemployed Coatesville residents from these job opportunities is a failure to understand and implement effective job seeking and workplace behaviors such as promptness, appearance, communication, respect for co-workers, and on-line application skills. Stronger connections and improved access to workforce development services for Coatesville residents are key strategies of the Chester County Workforce Development Board. A goal within the Assessment of Fair Housing Action Plan includes a 5% annual increase in visitors to the PA CareerLink® - Chester County from the Coatesville zip code.

**Performance Measurements**

**Homeownership**

- Enroll and provide financial assistance to 20 first time homebuyers within the City of Coatesville through the First Time Homebuyer Program.
- Increase homeownership in the City of Coatesville by 20% over ten years, with an emphasis on innovative partnerships and rent to own strategies.

**Economic Development**

- Provide successful job placements for 80% of justice involved residents enrolled in workforce development programming.
- Create 30 new jobs within the City of Coatesville through the provision of economic development funding and investments, including the removal of blighted properties and replacement with new business properties.
• Increase use of local contractors for economic development and revitalization projects within the City of Coatesville, with an emphasis on Minority Owned, Women Owned, and Section 3 businesses.
• Increase accessible workforce development and business critical skills training programs provided within the City of Coatesville.
• Pursue additional funding sources and stakeholder engagement for continued redevelopment of downtown Coatesville, including the new Amtrak train station.

Leverage

A significant partnership for Coatesville revitalization has taken root with the Coatesville Growing Greater initiative, spearheaded by the 2nd Century Alliance and Coatesville Area Partners for Progress (CAPP). The Coatesville 2nd Century Alliance is a consortium of community stakeholders that came together in 2015 when the City celebrated its 100th Anniversary as a third-class city. Coatesville Growing Greater’s purpose is “to undertake a neighborhood-driven planning process to create a comprehensive and market-driven revitalization and engagement plan. A key objective is to determine the needs, desires and dreams of the neighborhood residents in terms of their social (safety, education, employment, health, etc.) and physical environment (housing, public spaces, commercial activity, etc.). In turn, a plan will be developed to mitigate the negative and build on the positive.”

This is being accomplished by leveraging funds from a number of different resources, including a Wells Fargo grant for the creation and initial implementation of the plan. The Commonwealth of Pennsylvania and County of Chester have pledged funding for projects to further revitalization in the city. In fact, the County has pledged nearly $6.4 million in funding toward City of Coatesville infrastructure projects since 2003. The Pennsylvania Department of Transportation (PennDOT) is committed to the development of a new train station within the city. The Coatesville Gateway project is underway and is extremely important for the continued revitalization of Chester County’s only City. The collective and significant investments being made in the City’s downtown will prove to be a catalyst for additional development and reinvestment in one of the Commonwealth’s urban cores most in need of revival.
Citizen Participation Plan
CITIZEN PARTICIPATION PLAN
Department of Community Development
Chester County, Pennsylvania

The purpose of the Citizen Participation Plan is to set forth the Chester County Department of Community Development’s (DCD) policies and procedures to encourage citizen participation with its comprehensive planning processes. This plan discusses the administration of the following programs and funding sources:

U.S. Department of Housing and Urban Development Entitlement Programs
- Community Development Block Grant (CDBG)
- HOME Investment Partnerships (HOME)
- Emergency Solutions Grant (ESG)

U.S. Department of Labor, Employment & Training Administration
- Workforce Innovation & Opportunity Act

Pennsylvania Department of Community and Economic Development
- Community Services Block Grant (CSBG)

Pennsylvania Department of Transportation
- Medical Assistance Transportation Program (MATP)

DCD may amend this plan to include any additional programs and funding sources as deemed appropriate. Any update will be advertised to the public and include a 30-day comment period.

This plan was adopted as an element of the Consolidated Plan (2018-2022) in order to engage citizens in a number of appropriate ways throughout the consolidated planning process, beginning with the preparation of the Assessment of Fair Housing and including any substantial amendments to the Consolidated Plan and the associated annual action plans and performance reports, as well as the Workforce Innovation and Opportunity Act (WIOA) Multi-Year Regional and Local Plans.

The Citizen Participation Plan is a critical component of the planning process, as it provides the mechanism for public input and delineates the ways in which public comment is both requested and incorporated. A complete plan ensures that all citizens have been provided an opportunity to comment, at various stages, on the planning process. It has long been accepted that participation by all sectors of the community, particularly by those most likely to be affected by an activity, is an absolute necessity in order for the resulting programs and projects to be effective. Additionally, one of the main goals of the Consolidated Plan is to foster a more comprehensive approach to planning for housing and community development efforts, and the Citizen Participation Plan is necessary to meet this goal.

This Citizen Participation Plan includes the following sections:
- Encouragement of Citizen Participation
- Requests for Proposals
- Assessment of Fair Housing
- Consolidated Plan

Adopted as an element of the Consolidated Plan (2018-2022)
• WIOA Multi-Year Plans
• Public Hearings
• Technical Assistance
• Complaints
• Availability to the Public

**Encouragement of Citizen Participation**

DCD encourages all residents of the County to participate in the development of the Consolidated Plan, annual Action Plan, any substantial amendments to the Consolidated Plan, the Consolidated Annual Performance and Evaluation Report (CAPER), and the WIOA Multi-Year Regional and Local Plans. Most importantly, low- and moderate-income persons are actively encouraged to participate in all planning activities. This includes those living in predefined low- and moderate-income areas, slum and blighted areas, and in areas where entitlement funds are proposed to be used. DCD seeks participation in this process from all interested residents, including minority individuals and groups, those with Limited English Proficiency (LEP), and persons with disabilities. Those with LEP will be accommodated as described in the Chester County Language Access Plan.

In conjunction with the Housing Authority of the County of Chester (HACC), DCD encourages the participation of residents of public and assisted housing developments in the process of developing and implementing the Consolidated Plan. Outreach efforts will focus on other low- income individuals and families residing in targeted revitalization areas in which the public and assisted housing developments are located. DCD will continue to provide information to HACC and other providers of affordable housing about Consolidated Plan activities related to its developments and surrounding communities so that HACC can make this information available at the annual public hearing required under the Comprehensive Grant program.

**Citizen Comment on the Citizen Participation Plan and Amendments**

DCD will provide all residents of Chester County with a reasonable opportunity to comment on the Citizen Participation Plan by making a draft version of the plan available for a 30-day public comment period as an element of the Consolidated Plan (2018-2022).

Prior to the 30-day public comment period, an advertisement will be placed in a newspaper of general circulation stating that the Citizen Participation Plan is available for public comment. This advertisement will include a description of the plan as well as the beginning and ending dates of the public comment period. In addition, prior to and during the 30-day public comment period, the plan will be posted to the DCD website at www.chesco.org/ccdc and will be available for review at the DCD office. DCD will release the same public notice to the subscribers of the electronic newsletter, “Community Developments,” and on its social media accounts.

A reasonable number of additional copies of the Citizen Participation Plan will be provided free of charge to residents upon request.

**Requests for Proposals**

DCD will announce the availability of its Requests for Proposals (RFP). The announcement will consist of:

1. The Chester County Department of Community Development electronic newsletter
2. Postings on the DCD website at www.chesco.org/ccdc and DCD social media
3. The notice will include the following information:
   a. Date of RFP availability
   b. Date completed RFP is due to DCD
   c. How to access the RFP and application guidance
   d. Date, time, and location of a County-sponsored workshop concerning the RFP

The application process will occur within the timelines dictated by the respective funding programs. DCD will utilize a web-based system for submitting RFPs. DCD will encourage interested applicants to sign up for its electronic newsletter. These updates will provide interested parties with specific instructions and guidelines for accessing an RFP and submitting proposals to DCD.

**Assessment of Fair Housing**
The Assessment of Fair Housing (AFH) is submitted to HUD 270 days prior to the beginning of the subsequent Five Year Consolidated Planning Cycle. The AFH is related to the legal requirement to affirmatively further fair housing for federal agencies and federal grantees to comply with the Fair Housing Act. In addition to combating discrimination, affirmatively furthering fair housing requires these entities to overcome patterns of segregation and foster inclusive communities free from barriers that restrict access to opportunity based on protected characteristics, including: race, color, religion, national origin, gender, familial status, and disability. By reaching out to the public, including underserved communities and vulnerable populations, and providers, DCD seeks input for creating specific goals and actions to affirmatively further fair housing.

During the development process, public hearings to obtain input will be held throughout the county. Additionally, all HUD-provided data, including data tables and maps, will be accessible at www.chesco.org/ccdcd.

The publication of this information will be shared via:

1. The DCD electronic newsletter
2. An announcement on the DCD website at www.chesco.org/ccdcd and DCD social media
3. At least one advertisement in a newspaper of general circulation
4. Distribution of flyers in English and Spanish with assistance from the Chester County Library and any other parties of interest

**Publishing the Assessment of Fair Housing**
The following specific measures will be taken to ensure the availability of the proposed AFH to interested persons and/or organizations. They will take place concurrent to the beginning of the 30-day comment period.

1. DCD will publish a notice declaring availability of the proposed AFH in one or more newspapers of general circulation. The summary will describe the contents and purpose of the plan, and include a list of the locations where copies of the entire proposed plan may be examined
2. DCD will release an electronic newsletter containing a summary of the proposed AFH and electronic links to the posted documents
3. DCD will post availability of the AFH on its social media
4. The draft AFH will be available on the DCD website at www.chesco.org/ccdcd with an additional summary document detailing the AFH goals and actions
5. Hard copies will be available at the following locations during normal business hours during the 30-day public comment period:
   a. DCD, Government Services Center, 601 Westtown Road, Suite 365, West Chester, PA 19382
   b. Chester County Library, 450 Exton Square Parkway, Exton, PA 19341
   c. Coatesville City Hall, One City Hall Place, Coatesville, PA 19320
   d. In addition, a reasonable number of free copies of the AFH will be made available to citizens and groups that request it
6. During this 30-day period citizen comments should be forwarded to DCD’s office or to ccdcd@chesco.org
7. The County will consider any comments or views of citizens received in writing or communicated orally at the public hearings in preparing the final AFH. A summary of all comments or views received will be included in the final AFH that is submitted to HUD
8. A final version of the AFH will be available on the DCD website at www.chesco.org/ccdcd. The Availability to the Public section describes how to request a copy of the final AFH

Consolidated Plan
The Consolidated Plan, or its annual update known as the Action Plan, is submitted to HUD each year by November 15th or no later than 60 days after receiving its entitlement funding amounts from HUD. The planning and development process for this plan begins earlier in the year with planned citizen participation activities. This consolidated planning process is the means DCD uses to identify the housing, homeless, and community development needs throughout the county. These needs and strategies to address them are outlined in the Consolidated Plan, which also serves as DCD’s formal application for federal entitlement funds. The following section outlines the citizen participation measures to be taken on an annual basis for developing the Consolidated Plan.

Publishing the Consolidated Plan/Action Plan
The following process concerning publication of the Consolidated Plan/Action Plan will be followed on an annual basis. It will occur in compliance with funding timelines each year upon approval of the activities to be funded by the Chester County Board of Commissioners and before the release of the draft Consolidated Plan/Action Plan. These actions will take place concurrent to the beginning of the 30-day comment period during which DCD accepts written comments from residents concerning the proposed plan and its contents.

Before adoption of the Consolidated Plan and/or annual Action Plan, DCD will publish the following information:

1. The amount of assistance DCD expects to receive (including grant funds and program income) for the three federal entitlement programs: CDBG, HOME, and ESG
2. The range of activities that may be undertaken using these funds, including the estimated amount that will benefit low- and moderate-income people
3. The County’s plan to minimize displacement of persons and to assist any persons displaced

The following specific measures will be taken to ensure the availability of the proposed Consolidated Plan/Action Plan to any and all interested persons and/or organizations:

1. DCD will publish a notice of the proposed Consolidated Plan in one or more newspapers of general circulation. The notice will describe the contents and purpose of the plan, and include a list of the locations where copies of the entire proposed plan may be examined.

2. DCD will release an electronic newsletter containing a summary of the proposed Consolidated Plan and electronic links to the posted documents.

3. DCD will post availability of the proposed Consolidated Plan on its social media.

4. A summary of the draft Consolidated Plan will be available on the DCD website at www.chesco.org/ccddc. The summary will describe the contents and purpose of the plan, and include a list of the locations where copies of the entire proposed plan may be examined. In addition, the entire draft Consolidated Plan will be available on the website.

5. Hard copies of the draft will be available at the following locations during normal business hours for the 30-day public comment period for Consolidated Plan:
   a. DCD, Government Services Center, 601 Westtown Road, Suite 365, West Chester, PA 19382
   b. Chester County Library, 450 Exton Square Parkway, Exton, PA 19341
   c. Coatesville City Hall, One City Hall Place, Coatesville, PA 19320
   d. In addition, a reasonable number of free copies of the plan will be made available to citizens and groups that request it.

6. During this 30-day period citizen comments should be forwarded to DCD’s office or to cccdc@chesco.org.

7. DCD will consider any comments or views of citizens received in writing or communicated orally at a public hearing in preparing the final Consolidated Plan. A summary of all comments or views received will be included in, or attached to, the final plan that is submitted to HUD.

8. Final copies of the Consolidated Plan will be available through DCD upon request.

**Amendments to the Consolidated Plan**

From time to time, amendments to the Consolidated Plan/Action Plan may be necessary. This section describes the criteria used to determine whether an amendment is required. The Consolidated Plan will be subject to the amendment process whenever a substantial change to an activity described in the plan occurs.

**Criteria for Amendments**

If a change meets the following criteria, it will be considered an amendment and will therefore be subject to the amendment process.

1. An activity that is described in the Consolidated Plan/Action Plan but is withdrawn or otherwise not implemented.
2. A new activity not specifically described in the Consolidated Plan/Action Plan is selected for implementation.
3. A substantial change is proposed in the purpose of an activity such as a change in the type of activity or the ultimate goal.
4. A substantial change is proposed in the scope of an activity such as a change of 25% more or less than the original amount of the activity unless the DCD Director determines that the budget change is not substantial.

5. A substantial change is proposed in the location of an activity.

6. A substantial change is proposed in the beneficiaries of an activity.

7. A substantial change is proposed in allocation priorities or in the method of fund distribution.

8. Other changes that upon review by the DCD Director are determined to be substantial.

**Process for Amendments to the Consolidated Plan/Action Plan**

If a change meets one or more of the criteria outlined above, it will be considered an amendment and will therefore be subject to the following process for amendments to the Consolidated Plan/Action Plan.

1. Submit a memorandum describing the proposed actions to the Board of Commissioners.

2. Concurrent to the required 30-day public comment period, DCD will publish:
   a. An advertisement in a newspaper of general circulation. The advertisement will announce the beginning and ending dates of the public comment period, will include a brief description of the proposed amendment, and will announce the date, time, and location of a public hearing on the proposed amendment.
   b. A bulletin will be posted to the DCD website at [www.chesco.org/ccdc](http://www.chesco.org/ccdc) and DCD social media to describe the proposed amendment, announce the beginning and ending dates of the public comment period, and announce the date, time, and location of a public hearing on the proposed amendment.
   c. A similar announcement to the subscribers of the electronic newsletter.

3. During the 30-day public comment period, DCD will conduct a public hearing on the proposed amendment. The hearing will be conducted in a public building at a date and time posted on the newspaper, website, and electronic marketing advertisements.

4. Any comments received in writing or communicated orally at a public hearing will be considered by DCD before the amendment is finalized. A summary of comments received will be attached to the final version of the substantial amendment. Finalized amendments and comments will be filed with the original Consolidated Plan.

5. Once the public comment period is closed, a decision will be made on the amendment and the results forwarded to the Board of Commissioners.

6. Notification of amendments will be sent to the HUD Regional Office in Philadelphia on an annual basis as an attachment to the Consolidated Annual Performance and Evaluation Report.

7. Copies of all substantial amendments will be available to citizens free of charge upon request.

**Performance Reports**

The Consolidated Annual Performance and Evaluation Report (CAPER) is submitted to HUD on or before March 31st of each calendar year. Prior to the submittal of the CAPER, the following process will be followed to allow for citizen comment on its contents.

1. Concurrent to the required 15-day public comment period, DCD will publish:
   a. An advertisement in a newspaper of general circulation stating that a draft CAPER has been completed and is available for public comment. This advertisement will include a description of...
the report and a summary of its contents, as well as the beginning and ending dates of the public comment period.

b. An announcement on the availability of the CAPER, a description of the report, and a summary of the report's contents will be posted to the DCD website at www.chesco.org/ccdcd and DCD social media.

c. A similar announcement to the subscribers of the electronic newsletter.

2. A 15-day public comment period will be conducted prior to the submittal of the final CAPER to HUD. A summary of all comments received during this period will be included in, or attached to, the final submission to HUD.

3. A reasonable number of copies of the draft and final CAPER will be available through DCD.

**WIOA Multi-Year Regional and Local Plans**

The Workforce Innovation and Opportunity Act (WIOA) requires each local workforce area to develop a local plan that supports, and is submitted as a component of, its associated regional plan. The narratives framed in the local plan include detailed, actionable plans and objectives, consistent with the local plan’s respective regional plan strategic visions and goals.

During the development process, public input will be obtained.

**Publishing the WIOA Plans**

The following process concerning publication of the WIOA Plans will be followed. These actions will take place concurrent to the beginning of the 30-day comment period during which DCD accepts written comments from residents concerning the proposed plan and its contents.

The following specific measures will be taken to ensure the availability of the proposed WIOA Plans to any and all interested persons and/or organizations.

1. DCD will publish notice of the proposed WIOA Plans in one or more newspapers of general circulation. The notice will describe the contents and purpose of the plan, and include a list of the locations where copies of the proposed plan may be reviewed.

2. DCD will release an electronic newsletter regarding the proposed WIOA Plans and electronic links to the posted documents.

3. DCD will post availability of the WIOA Plans on social media.

4. The draft WIOA Plans will be available on the WDB website at www.chesco.org/wib.

5. Hard copies will be available at the following locations during normal business hours during the 30-day public comment period for Consolidated Plan:
   a. DCD, Government Services Center, 601 Westtown Road, Suite 365, West Chester
   b. PA CareerLink® - Chester County and United Way Financial Stability Center, 479 Thomas Jones Way, Suite 500, Exton, PA 19341
   c. In addition, a reasonable number of free copies of the plan will be made available to citizens and groups that request it.

6. During this 30-day period, citizen comments should be forwarded to DCD’s office or to ccdcd@chesco.org.

7. DCD will consider any comments or views of citizens received in writing or communicated orally at a public hearing in preparing the final WIOA Plans. A summary of comments or views received will be...
8. Final copies of the WIOA Plans will be available through DCD upon request

Process for Amendments to the WIOA Plans
To be added once process is described, hopefully in the upcoming guidance.

Public Hearings
There shall be at least two public hearings per year to obtain input from citizens, public agencies, and other interested parties. Any citizen comments received in writing or orally at the public hearings will be considered in preparing the Consolidated Plan, Action Plan, CAPER, Assessment of Fair Housing, or WIOA Plans. Together, the hearings must address the public’s views on housing, community development, and workforce needs, review of proposed activities, and evaluation of program performance.

Notice for the public hearings will consist of:

1. A public notice advertisement in a newspaper of general circulation describing the purpose, location, sponsor, date, and time of each public hearing. This advertisement will be placed in the newspaper with sufficient notice to the public prior to the date of the public hearing
2. Postings to the DCD website at www.chesco.org/ccdcd and DCD social media describing the purpose, location, sponsor, date, and time of each public hearing. This posting will occur prior to the date of the public hearing
3. A similar announcement will be released to the subscribers of the electronic newsletter which offers an open subscription that is accessible to the public at www.chesco.org/ccdcd and www.chesco.org/wib
4. Outreach to county groups representing hard to reach populations, such as LEP individuals
5. Any other innovative methods of public notice deemed appropriate by the DCD Director

Public hearings will occur in a central location to permit a higher number of interested residents the opportunity to attend. Staff will attempt to vary the locations of public hearings to further allow for a higher degree of community involvement. If a meeting will occur in an area that is not as easily reached, an additional public hearing may be conducted in another location to ensure residents have the opportunity to attend a public hearing.

All locations selected for public hearings will be accessible to the disabled. If any individual wishes to participate in a public hearing and needs accommodation, DCD will make necessary arrangements. This opportunity will be included in all public notices and outreach materials to give advance notice and ample time for arrangements to be made.

Persons who are elderly or disabled and who would otherwise be unable to attend may receive transportation to these meetings if such transportation can be arranged. Requests for this assistance should be made to DCD.

DCD will also make a good faith effort to provide for a language translator upon request if this is determined to be necessary to facilitate input by a significant number of non-English speaking residents interested in participating in DCD-sponsored public hearings. Minutes of each public hearing will be taken and transcribed, then incorporated into the document(s) to which the public hearing corresponds.
**Additional Meetings**
On an annual basis, DCD typically seeks to proactively gather feedback from an assortment of citizens and organizations throughout the county. This often leads to the facilitation of additional meetings, which may take the form of additional public hearings, focus groups, and/or community discussions. If public meetings are scheduled in addition to those described in the *Public Hearing* section, the guidelines listed in that section will remain in effect.

**Technical Assistance**
Technical assistance will be provided upon request to citizens and citizen organizations representing low- and moderate-income groups, subpopulations, or areas, so that they may participate in the programs outlined in the Consolidated Plan. DCD staff will provide technical assistance to community organizations in preparing proposals, submissions, or applications consistent with the strategies outlined in the Consolidated Plan. The degree of assistance provided will be commensurate with the needs of the organization as determined by the DCD Director.

The technical assistance provided will be of the following different types:
1. Reviewing a proposal's purpose, methodology, or approach and making recommendations on the content
2. Reviewing eligibility and threshold requirements for an application submittal
3. Interpreting local, state or federal regulations pertaining to a project or program
4. Providing existing and available data, research or resource materials, or other demographic or statistical information needed to prepare an application or proposal

See the *Availability to the Public* section for how to request technical assistance.

**Complaints**
Complaints and grievances from citizens related to the Assessment of Fair Housing, Consolidated Plan/Action Plan, substantial amendments, CAPERs, and WIOA Plans must be made in writing and sent to DCD. See the *Availability to the Public* section for contact information to register a complaint.

A written response regarding a complaint will indicate the County's position concerning the issue and any action it proposes to take. DCD will not be obligated to respond to any anonymous complaints.

**Availability to the Public**
Digital copies of the following documents will be available free of charge to the public upon request.
1. Citizen Participation Plan (draft and adopted)
2. Chester County Assessment of Fair Housing (draft and adopted)
3. Consolidated Plan (draft and adopted)
4. Action Plan (draft and adopted)
5. Substantial Amendments (draft and adopted)
6. Consolidated Annual Performance and Evaluation Report (draft and adopted)
7. Summary of Public Hearings, Focus Groups, and/or Additional Meetings
8. General Relocation Plan Applicable to HUD Programs
9. WIOA Plans
The Chester County Department of Community Development electronic newsletter offers an open subscription link available to the public at www.chesco.org/ccdcd and www.chesco.org/wib. The listing includes, but is not limited to:

- Members of the public
- Local governing bodies in the county
- DCD Advisory Committees
- Continuum of Care Task Force
- Community Housing Development Organizations (CHDOs)
- HACC tenants association
- Workforce Development Board and its committees
- State and Federal legislators
- County providers

**Access to Records**

All records pertaining to the documents identified in the Citizen Participation Plan will be available for review by citizens and other interested parties upon request. This includes documents related to the County's Assessment of Fair Housing, Consolidated Plan and the County's use of federal assistance from HUD, specifically the CDBG, HOME, and ESG programs, during the preceding three years, as well as WIOA Plans and records. Any such request for access to records should be made in writing to the Chester County Department of Community Development using the contact information listed below. Confidential information may not be available for public review.

Other documents may be subject to Chester County Open Records Regulations and Procedures. Requests for information should be addressed to the Solicitor via email at openrecords@chesco.org or in person at:

Office of the Solicitor, County of Chester
Ref: Open Records Request
313 West Market Street, Suite 6702
West Chester, PA 19380

**Contact**

Use the contact information below to perform any of the following actions:

1. Request copies of the above documents
2. Provide comments during one or more of the public comment periods
3. Contact DCD
4. Register a complaint in writing
5. Request to review Consolidated Plan- and HUD-related records, or WIOA Plans or related records
6. Request technical assistance in order to participate in the programs outlined in the Consolidated Plan or WIOA Plans
By mail or in person:
Chester County Department of Community Development
Government Services Center
601 Westtown Road, Suite 365
P.O. Box 2747
West Chester, PA 19380-0991

By telephone:
610-344-6900

By e-mail:
ccdcd@chesco.org
Affirmative Marketing Plan
STATEMENT OF POLICY

The Chester County Department of Community Development (DCD), in the administration of the HOME Investment Partnerships Program (HOME), has established this Affirmative Marketing Plan in accordance with the requirements of the HOME Program. This Plan will ensure that the HOME Program is operated in compliance with Title VIII of the Civil Rights Act of 1968 and Executive Order 11063.

The objectives of the Affirmative Marketing Plan of the HOME Program in the County of Chester are three-fold:

1. To ensure that potential applicants for funding from all protected classes, including race, color, religion, national origin, sex, familial status, and disability, as well as those with Limited English Proficiency are informed of the availability of funding through the HOME Program.
2. To ensure that potential tenants or homeowners from all protected classes are informed of the availability of vacant units that are rehabilitated or constructed through the HOME Program.
3. To ensure that those persons not likely to apply for assistance without special outreach efforts are informed about vacant units that will be made available through the HOME Program.

MARKETING PROCEDURES

In order to meet the objectives of the Affirmative Marketing Plan, DCD will take the following steps:

1. Notify the owners of rental property or sponsors of homeownership projects of the availability of funding through the HOME Program via the following sources:

   A. Advertisements in local newspapers
   B. Publicity in local media
   C. Marketing rental opportunities in DCD e-newsletters and through social media (i.e. Facebook, LinkedIn)
   D. Posting available rental units online at chesco.org/ccdcd and through services such as pahousingsearch.com
   E. Contact with realtors and professional organizations
   F. Outreach to community groups that work with underserved populations (i.e. Family Service of Chester County, Kennett Area Community Service, La Comunidad Hispana Open Hearth, etc.)

In accordance with the Chester County Department of Community Development Language Access Plan for Limited English Proficient Persons, marketing materials will be made available for translation at no charge.
2. Notify the owners of units rehabilitated or constructed through the HOME Program of the
   Affirmative Marketing requirements through the following sponsors:
   A. HOME Program Guidelines
   B. HOME Program Request for Proposals
   C. HOME Program Grant Agreement

3. Notify the Housing Authority of the County of Chester (HACC) of the Affirmative Marketing
   requirements of the HOME Program.

4. Notify all tenants of an occupied property being considered for rehabilitation through a
   written notice prior to rehabilitation of the provision of the Federal Fair Housing Laws and
   this Affirmative Marketing Plan. Additionally, in all developments of five (5) or more units,
   owners/sponsors must post a U.S. Department of Housing and Urban Development (HUD)
   Fair Housing Poster and the Pennsylvania Fair Housing Practices Notice in the office where
   rental activity takes place.

TENANT AND HOMEOWNER SELECTION

Tenant and homeowner selection will be done in accordance with the following requirements, in order
   to ensure that all vacant units are made available to persons of all members of protected classes:

1. Owners/sponsors must notify HACC and its Housing Locator about unit availability. HACC
   administers its Housing Choice Voucher (HCV) Program in accordance with an Administrative
   Plan that serves homeless individuals based on their preferences as defined by the
   Vulnerability Index Service Prioritization Decision Assistance Tool (VI-SPDAT) and the SPDAT,
   which is used to determine the assess an individual’s or family’s acuity while identifying the
   areas in which supports are needed for maintaining permanent housing stability. The
   Administrative Plan also includes provisions for attracting applications from all groups of
   persons and for special outreach to those least likely to apply for assistance. From time to
   time, when HACC has identified a special need for outreach to persons least likely to apply,
   steps have been taken to attract these persons to apply for assistance.

2. Owners/sponsors must notify DCD of the availability of units so that DCD can share
   information with social service providers, particularly in regard to protected classes, through
   its quarterly affordable unit inventory at chesco.org/ccdcd.

3. In selecting tenants, an owner must publicly advertise the vacancy and must meet the
   following requirements:
   A. Advertisements must state that the unit and rental assistance are being made
      available on a non-discriminatory basis.
   B. The advertisement for tenants must be placed in a local newspaper, including
      newspapers geared to specific community groups.
   C. The owner and sponsor must maintain records showing all steps taken to attract
      tenants. These records are to be made available upon request to DCD.
4. In homeownership programs, the project sponsor will be required to affirmatively market the availability of all housing units. The project owner/sponsor must take steps to make the public aware of the availability of these units through advertisements in newspapers or other appropriate media, including outreach to LEP individuals.

COLLECTION OF DATA

DCD requests the following information from all owners and sponsors as a part of the HOME Program Application:

1. Racial, ethnic, and gender characteristics of the property owner.
2. Racial, ethnic, and gender characteristics of each tenant occupying the unit before rehabilitation.
3. Racial, ethnic, and gender characteristics of each tenant moving out of the unit before rehabilitation is completed.
4. Racial, ethnic, and gender characteristics of all applicants for tenancy within ninety (90) days of project completion.
5. Racial, ethnic, and gender characteristics of all applicants for homeownership.

All demographic data must be submitted by the owner/sponsor to DCD.

ASSESSMENT AND CORRECTIVE ACTION

DCD will monitor all actions taken by owners and sponsors to assess whether the selection of tenants by owners/sponsors has achieved the objectives of the Affirmative Marketing Plan. Monitoring will take place prior to initial occupancy of all vacant units. Owners/sponsors will be required to notify DCD in writing of all steps taken to market the unit and the outcome.

All owners and sponsors will submit a quarterly report detailing any changes in tenancy and any actions taken to fill those units. The contract between the owner/sponsor and DCD specifies that the owner/sponsor must comply with these requirements for the length of the affordability period. DCD will, therefore, monitor the owner's/sponsor's performance over this time. If DCD finds non-compliance with these requirements, then corrective actions as specified in the contract will be taken and the lien on the property will be enforced.
Language Access Plan
Chester County Department of Community Development

Language Access Plan for Limited English Proficient Persons

Article I. Purpose

The purpose of this document is to establish a meaningful plan for the Chester County Department of Community Development (DCD) to follow when providing services and interacting with individuals who have Limited English Proficiency (LEP) in compliance with Title VI of the Civil Rights Act of 1964. This law stipulates that no person shall be subjected to discrimination based on race, color or national origin under any program or activity that receives Federal financial assistance.

Article II. General Policy

Chester County and the Department of Community Development (DCD) recognizes that the residents eligible for services includes those who are Limited English Proficient (LEP), and it is the policy of DCD to ensure access to LEP individuals to obtain services and communicate effectively.

DCD, rather than the LEP individual, bears the responsibility for providing language appropriate services. Staff has the specific duty to identify and record language needs, and no staff may suggest or require that an LEP consumer provide an interpreter in order to receive services. Minor children are excluded from acting as interpreters, and use of informal interpreters such as family, friends of the person seeking services, or other consumers must be discouraged.

Article III. Limited English Proficient Criteria

It is DCD policy to grant services and programs to every person regardless of whether that person has a limited ability to speak, understand, read, or write English. In developing this language assistance plan for LEP persons, DCD has utilized the Four Factor Analysis:

- The number or proportion of LEP persons in the service area
- The frequency with which LEP persons access services
- The nature and importance of the programs, activities and services provided
- The resources available to Department of Community Development and the cost to provide language services

An LEP person is one whose proficiency in speaking, reading, writing, or understanding English is such that it would deny or limit meaningful access to programs and services provided by DCD if language assistance were not provided. This Analysis determines what steps are needed to ensure access to the planning processes, services, and written materials provided through various federally funded programs.
Article IV. Definitions

Limited English Proficiency—Individuals that do not speak English as their primary language and who have limited ability to read, speak, write, or understand English may have Limited English Proficiency, or “LEP”. These individuals may be entitled to language assistance with respect to certain types of services, benefits, or encounters.

Language Access Plan—Guiding document that ensures access to programs is provided to individuals that may have Limited English Proficiency and that the resources to do so are available.

Four-Factor Analysis—A component of a Language Access Plan. The Analysis sets forth the steps an organization should take to determine how to provide meaningful access for Limited English Proficient individuals so that their federally funded programs meet the requirements of the law.

Translation—Services are a more deliberate process, where written text is translated from the source language, in this case English, to other languages.

Interpretation—Language interpretation services provided real time, oral interpretation from one language to another. This is done with an interpreter orally translating a conversation or meeting live, and in-person.

Article V. Four Factor Analysis

1. Number of LEP Persons Served

The American Community Survey (ACS) defines LEP persons as those living in the United States, regardless of whether they are a citizen, who speak a language other than English in their homes and if they speak English “very well” or “less than very well”. Those individuals that speak English “less then very well” are classified as LEP persons. Persons who do not speak, read, write or understand English as their primary language may be entitled to language assistance through other means such as interpretation or translation so that they may receive access to services and programs.

The U.S. Department of Housing and Urban Development (HUD) has established “safe harbor” guidelines for written materials which declares that vital documents should be translated in the language(s) of any language group with 1,000 or 5% (whichever is less) of the eligible populace.

According to 2015 ACS estimates, Chester County has a population of 486,714 people ages five (5) years and over, of which 59,595 (12.2%) speak a language other than English at home. There are three language groups that the ACS has identified in Chester County: Spanish, Indo-European, and Asian and Pacific Islander.

Spanish is the second most commonly spoken language in Chester County with 12,518 (2.6%) of the residents speaking English “less than very well.” There are 4,363 (0.9%) Asian and Pacific Islander residents that speak English “less than
very well,” while 4,182 (0.9%) Indo-European individuals that speak English “less than very well.”

Spanish is the most frequently encountered of these languages; according to HUD’s safe harbor guidelines, DCD and its services providers will have readily available critical documents translated in that language for Chester County Residents.

2. **LEP Persons’ Frequency of Contact**

DCD has reviewed the frequency with which staff and providers have, or could have, contact with LEP persons. This includes documenting phone inquiries, office visits, public meetings, and other interactions.

DCD has several points of contact with residents who inquire about services and assistance:

- **Office walk-ins**—Members of the public will, on rare occasions, walk into DCD during business hours to inquire information about services. Bilingual Spanish staff is available to interpret; in cases where the bilingual speaking staff is unavailable, or a different language is spoken, “I speak” language cards are available at the front desk.

- **Phone calls**—DCD receives frequent calls during business hours to inquire information about services. If a caller with LEP requires assistance, the call will be transferred to bilingual staff or use telephonic interpretation.

- **Public meetings**—DCD conducts public meetings during which Chester County citizens are invited to attend to learn more about and comment upon agency initiatives. DCD will provide interpretation upon request, to the best of its ability.

DCD encounters few LEP persons. Of those LEP individuals encountered, most individuals were requesting information about housing and workforce resources.

3. **Nature and Importance of the Program, Activity, or Service**

Access to safe, decent, and affordable housing and full employment potential are vital to any person living in Chester County. The services and programs provided by DCD continue to be important as they relate to these needs.

DCD offers several housing programs by contracting with area non-profit organizations, including housing rehabilitation and senior home maintenance programs, and a first time homebuyer program. Additionally, staff can provide information and referrals to residents seeking information about fair housing issues.

The Chester County Workforce Development Board (WDB) is staffed by DCD, which also acts as the fiscal agent. The WDB funds a variety of job training,
education, and employment initiatives for job seekers at the PA CareerLink® - Chester County and the United Way Financial Stability Center.

These programs have varying eligibility thresholds, but many target assistance to low- and moderate-income individuals and households. Therefore, DCD seeks to communicate effectively with all persons making inquiries regarding available assistance.

4. **Resources available**

DCD has the following resources available to them enabling the organization to reach out to LEP persons in Chester County at a low/reasonable cost.

**Documents**—Program documents distributed by DCD that are also available in Spanish include the following:

| Department of Community Development | • Fair Housing Equal Opportunity for All<br>Equidad en la Vivienda Igualdad de Oportunidades para Todos<br>• Are you a Victim of Housing Discrimination?<br>Es Usted una Victima de la Discriminación en la Vivienda? |
| PA Career Link® - Chester County | • Job seeker enrollment forms<br>• EEO posters<br>• Unemployment compensation call center information<br>• Consumer satisfaction surveys<br>• Civil rights form<br>• Grievance procedures |
| Family Service of Chester County | • ConnectPoints: Are you Facing or Experiencing Homelessness?<br>ConectaPuntos: Estás Enfrentando o Experimentando la Falta de Vivienda? |
| Good Neighbors | • Good Neighbors Home Repair<br>Buenos Vecinos Reparación para Hogares |
| Housing Partnership of Chester County | • First Time Home Buyer Program<br>Programa de Comprador de Casa por Primera Vez<br>• Credit Counseling Program<br>Consejería de Crédito y Presupuesto<br>• Housing Rehabilitation Program<br>Programa de Rehabilitación de Vivienda<br>• Home Modification Program<br>Programa de Modificación de Hogar<br>• Senior Home Maintenance Program<br>Programa de Mantenimiento de Hogar para Ancianos |
| Rover Community Transportation | • How to Ride Rover (in English and Spanish) |
Google Translate on DCD and WDB websites—The County of Chester's website features Google Translate on its pages so that visitors can view the content posted on the DCD page (www.chesco.org/ccddcd) and the WDB page (www.chesco.org/wib) in their language of choice.

ReferWeb—Chester County’s ReferWeb Resource Directory (www.referweb.net/chesco) includes a variety of health and human services resources, including information on housing and shelter services. This site also features Spanish translation via Google Translate.

JobGateway—Provided by the Pennsylvania Department of Labor and Industry, JobGateway (www.jobgateway.pa.gov) serves job seekers and employers by posting job openings and allowing users to post their resumes. The entire site translates into Spanish.

Interpreter Services—DCD states in public meeting announcements that interpretive services are available upon request. It also employs two certified interpreters that may be available to assist LEP consumers that speak Spanish. The County of Chester has a contractual relationship with Propio Language Services, which offers translation services over the telephone, video voice-overs and document translation. This service supports over 200 languages and has telephone interpreters available 24 hours a day, every day of the year; DCD can utilize this service to call and access an interpreter when the need arises at no cost to consumers.

I Speak Cards—DCD may need to assist individuals requesting information but that are unable to communicate in English. Such LEP consumers will be asked if they need assistance by using language identification cards to identify their language.

PA CareerLink® - Chester County—The PA CareerLink® - Chester County provides many residents of Chester County with employment opportunities. This is a cooperative program in which job seekers and employers share access to a wide array of job training, education and employment services. Documents in the CareerLink are available for translation. There are four bilingual staff members on site to provide interpretive services in accordance with its own Language Access Plan (LAP).

Staff Training—DCD will provide training on LEP awareness and required assistance actions under the Language Assistance Plan for employees. This includes:

- Background of the LAP
- DCD obligation to provide meaningful access to individuals with LEP
- Review of procedures related to the LAP
• Ongoing updates related to LEP analysis

*Monitoring and Updating the Plan*—Every five years, as part of developing the DCD Consolidated Plan and Citizen Participation Plan, the LAP will be reviewed and updated. The review will assess:

• Tracking the different types of language assistance provided and different types of requests DCD receives

• Review of Chester County demographics to ensure language assistance needs are met

• Review of any issues or problems related to serving LEP persons which may have emerged during the past five years

• Ensure compatibility with citizen participation plan and affirmative marketing plan

• Identification of any recommended actions to provide more responsive and effective language services
CDBG Eligibility Maps
<table>
<thead>
<tr>
<th>Census Tract</th>
<th>Block Group</th>
<th># Persons</th>
<th># Low/Mod</th>
<th>% Low/Mod</th>
</tr>
</thead>
<tbody>
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<td>1,425</td>
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<td>63.51%</td>
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</tbody>
</table>

Legend

- Roads
- Block Groups 2010
- CDBG Eligible
- Census Tracts 2010

Source: 2014 HUD Low/Moderate Income Summary Data.
### Census Tract Block Group # Persons # Low/Mod % Low/Mod

<table>
<thead>
<tr>
<th>Census Tract</th>
<th>Block Group</th>
<th># Persons</th>
<th># Low/Mod</th>
<th>% Low/Mod</th>
</tr>
</thead>
<tbody>
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<td>365</td>
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<td>1,570</td>
<td>335</td>
<td>21.34%</td>
</tr>
<tr>
<td>304201</td>
<td>3</td>
<td>2,410</td>
<td>555</td>
<td>23.03%</td>
</tr>
<tr>
<td>304201</td>
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<td>1,455</td>
<td>840</td>
<td>57.73%</td>
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<tr>
<td>311401</td>
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<td>3,410</td>
<td>920</td>
<td>26.98%</td>
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<td>940</td>
<td>245</td>
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### Census Tract Block Group # Persons # Low/Mod % Low/Mod

<table>
<thead>
<tr>
<th>Census Tract</th>
<th>Block Group</th>
<th># Persons</th>
<th># Low/Mod</th>
<th>% Low/Mod</th>
</tr>
</thead>
<tbody>
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</tr>
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Source: 2014 HUD Low/Moderate Income Summary Data.
## Census Tract Data

<table>
<thead>
<tr>
<th>Census Tract</th>
<th>Block Group</th>
<th># Persons</th>
<th># Low/Mod</th>
<th>% Low/Mod</th>
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</thead>
<tbody>
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<td>730</td>
<td>70</td>
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</tbody>
</table>

### Legend
- **Roads**
- **Block Groups 2010**
- **CDBG Eligible**
- **Census Tracts 2010**

Source: 2014 HUD Low/Moderate Income Summary Data.
### East Vincent Township

#### Census Tract Block Group # Persons # Low/Mod % Low/Mod

<table>
<thead>
<tr>
<th>Census Tract</th>
<th>Block Group</th>
<th># Persons</th>
<th># Low/Mod</th>
<th>% Low/Mod</th>
</tr>
</thead>
<tbody>
<tr>
<td>311000</td>
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<td>1,900</td>
<td>235</td>
<td>12.37%</td>
</tr>
<tr>
<td>311000</td>
<td>2</td>
<td>990</td>
<td>495</td>
<td>50.00%</td>
</tr>
<tr>
<td>311000</td>
<td>3</td>
<td>3,450</td>
<td>1,105</td>
<td>32.03%</td>
</tr>
</tbody>
</table>

#### Legend
- **Roads**
- **Block Groups 2010**
- **CDBG Eligible**
- **Census Tracts 2010**

Source: 2014 HUD Low/Moderate Income Summary Data.
Census Tract Block Group # Persons # Low/Mod % Low/Mod
300201 1 1,845 170 9.21%
300201 2 1,255 35 2.79%
300201 3 755 475 62.91%
300201 4 905 110 12.15%
300202 1 1,135 190 16.74%
300202 2 2,135 200 9.37%
300202 3 2,245 360 16.04%
Highland Township

Source: 2014 HUD Low/Moderate Income Summary Data.

Legend
- Roads
- Block Groups 2010
- CDBG Eligible
- Census Tracts 2010
Honey Brook Township

<table>
<thead>
<tr>
<th>Census Tract</th>
<th>Block Group</th>
<th># Persons</th>
<th># Low/Mod</th>
<th>% Low/Mod</th>
</tr>
</thead>
<tbody>
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<td>3,270</td>
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<tr>
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<tr>
<td>Census Tract</td>
<td>Block Group</td>
<td># Persons</td>
<td># Low/Mod</td>
<td>% Low/Mod</td>
</tr>
<tr>
<td>--------------</td>
<td>-------------</td>
<td>-----------</td>
<td>-----------</td>
<td>-----------</td>
</tr>
<tr>
<td>303301</td>
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<td>2,370</td>
<td>440</td>
<td>18.57%</td>
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</tbody>
</table>

Source: 2014 HUD Low/Moderate Income Summary Data.
Kennett Square Borough

Legend
- Roads
- Block Groups 2010
- CDBG Eligible
- Census Tracts 2010

<table>
<thead>
<tr>
<th>Census Tract</th>
<th>Block Group</th>
<th># Persons</th>
<th># Low/Mod</th>
<th>% Low/Mod</th>
</tr>
</thead>
<tbody>
<tr>
<td>303401</td>
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<td>1,110</td>
<td>595</td>
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<td>1,255</td>
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<td>945</td>
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<tr>
<td>303402</td>
<td>2</td>
<td>745</td>
<td>400</td>
<td>53.69%</td>
</tr>
</tbody>
</table>

Source: 2014 HUD Low/Moderate Income Summary Data.
Lower Oxford Township

<table>
<thead>
<tr>
<th>Census Tract</th>
<th>Block Group</th>
<th># Persons</th>
<th># Low/Mod</th>
<th>% Low/Mod</th>
</tr>
</thead>
<tbody>
<tr>
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</tr>
</tbody>
</table>

Legend
- Roads
- Block Groups 2010
- CDBG Eligible
- Census Tracts 2010

Source: 2014 HUD Low/Moderate Income Summary Data.
New Garden Township

<table>
<thead>
<tr>
<th>Census Tract</th>
<th>Block Group</th>
<th># Persons</th>
<th># Low/Mod</th>
<th>% Low/Mod</th>
</tr>
</thead>
<tbody>
<tr>
<td>306501</td>
<td>1</td>
<td>2,230</td>
<td>485</td>
<td>21.75%</td>
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<td>71.55%</td>
</tr>
<tr>
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<td>3,050</td>
<td>390</td>
<td>12.79%</td>
</tr>
<tr>
<td>306504</td>
<td>2</td>
<td>1,115</td>
<td>630</td>
<td>56.50%</td>
</tr>
</tbody>
</table>

Source: 2014 HUD Low/Moderate Income Summary Data.
Oxford Borough

Legend

- Roads
- Block Groups 2010
- CDBG Eligible
- Census Tracts 2010

Source: 2014 HUD Low/Moderate Income Summary Data.

<table>
<thead>
<tr>
<th>Census Tract</th>
<th>Block Group</th>
<th># Persons</th>
<th># Low/Mod</th>
<th>% Low/Mod</th>
</tr>
</thead>
<tbody>
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<td>970</td>
<td>450</td>
<td>46.39%</td>
</tr>
<tr>
<td>308000</td>
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<td>1,480</td>
<td>565</td>
<td>38.18%</td>
</tr>
</tbody>
</table>
### Census Tract Block Group # Persons # Low/Mod % Low/Mod

<table>
<thead>
<tr>
<th>Census Tract</th>
<th>Block Group</th>
<th># Persons</th>
<th># Low/Mod</th>
<th>% Low/Mod</th>
</tr>
</thead>
<tbody>
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<td>1,485</td>
<td>795</td>
<td>53.54%</td>
</tr>
<tr>
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<td>2,100</td>
<td>665</td>
<td>31.67%</td>
</tr>
</tbody>
</table>

**Legend**
- Roads
- Block Groups 2010
- CDBG Eligible
- Census Tracts 2010

Source: 2014 HUD Low/Moderate Income Summary Data.
## Phoenixville Borough

<table>
<thead>
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<th>Census Tract</th>
<th>Block Group</th>
<th># Persons</th>
<th># Low/Mod</th>
<th>% Low/Mod</th>
</tr>
</thead>
<tbody>
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<td>660</td>
<td>380</td>
<td>57.58%</td>
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<tr>
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<td>1,115</td>
<td>485</td>
<td>43.50%</td>
</tr>
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<td>950</td>
<td>33.75%</td>
</tr>
<tr>
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<td>1,510</td>
<td>560</td>
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<td>550</td>
<td>135</td>
<td>24.55%</td>
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<tr>
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<td>990</td>
<td>380</td>
<td>38.38%</td>
</tr>
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</table>

Source: 2014 HUD Low/Moderate Income Summary Data.

Legend:
- Roads
- Block Groups 2010
- CDBG Eligible
- Census Tracts 2010
South Coatesville Borough
Modena Borough

Legend
- Roads
- Block Groups 2010
- CDBG Eligible
- Census Tracts 2010

<table>
<thead>
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Source: 2014 HUD Low/Moderate Income Summary Data.
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Legend

- Roads
- Block Groups 2010
- CDBG Eligible
- Census Tracts 2010

Source: 2014 HUD Low/Moderate Income Summary Data.
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304405 1 2,605 75 2.88%
304405 2 990 425 42.93%
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Source: 2014 HUD Low/Moderate Income Summary Data.
Valley Township

Legend
- Roads
- Block Groups 2010
- CDBG Eligible
- Census Tracts 2010

Census Tract Block Group # Persons # Low/Mod % Low/Mod
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Source: 2014 HUD Low/Moderate Income Summary Data.
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Source: 2014 HUD Low/Moderate Income Summary Data.
### West Fallowfield Township

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- **Block Groups 2010**
- **CDBG Eligible**
- **Census Tracts 2010**

Source: 2014 HUD Low/Moderate Income Summary Data.
West Goshen Township

Legend
- Roads
- Block Groups 2010
- CDBG Eligible
- Census Tracts 2010

Source: 2014 HUD Low/Moderate Income Summary Data.

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West Grove Borough

Legend
- Roads
- Block Groups 2010
- CDBG Eligible
- Census Tracts 2010

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Source: 2014 HUD Low/Moderate Income Summary Data.
Census Tract Block Group # Persons # Low/Mod % Low/Mod
308200 1 2,725 1,255 46.06%

Source: 2014 HUD Low/Moderate Income Summary Data.
Decade to Doorways
Operational Plan, 2018-2020
2018-2020 Operational Plan

Chester County Department of Community Development

4/3/2018
Decade to Doorways
Preventing and Ending Homelessness in Chester County

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Introduction

About Decade to Doorways
Decade to Doorways (D2D) is Chester County’s Ten Year Plan to Prevent and End Homelessness. It’s an umbrella over approximately 35 organizations diligently working every day to see our community healthy, housed, and stable. These organizations all share in the mission to prevent and end homelessness but they can be split up into four different categories: emergency or transitional shelter, supportive services, permanent housing, and prevention services.

As a collective impact model, D2D brings efficiency, effectiveness, and innovation to the current system. By uniting homeless service providers to prioritize goals for achieving lasting systemic changes, coordinating targeted public awareness events, making data driven decisions to serve the most vulnerable, and holding purposeful working sessions, D2D inspires hope in the short term for long term solutions.

Ultimately, D2D is a collaboration of consumers, government entities, service providers, educators, healthcare practitioners, faith communities, funders, businesses, and people from the general public aiming to make homelessness rare, brief, and non-recurring by 2022.

Mission
The mission of Decade to Doorways is to maximize current resources and develop new ones, making them as efficient and useful as possible with the end goal of preventing and ending homelessness in Chester County within 10 years.

Vision
To ensure a community wide network of services to prevent and end homelessness in Chester County by shifting from a system that manages homelessness, to a system that diverts, prevents and rapidly re-houses.

Rare, Brief and Non-recurring
An end to homelessness in Chester County will occur when it is considered rare, brief, and non-recurring. At this point, the Chester County homeless provider system will be able to appropriately handle the needs of the community.

- **Rare:** Homelessness will not occur often. The diversion and prevention services will act as a net to avoid homelessness if at all possible.
- **Brief:** If homelessness does occur, it will be for 30 days or less. At this point, the supply of affordable housing in the County will exceed the demand. Additionally, there will be no barriers to entering shelter.
Non-recurring: Once an individual or family exits the system, they will not experience homelessness again. Efforts will be taken to ensure they maintain their housing through the appropriate supports.

Purpose and Overview of the Plan
The purpose of this plan is to guide the Decade to Doorways collaborative through the next two years in order to take action towards making homelessness rare, brief, and non-recurring by 2022. This plan includes four improvement goals needed with between three to seven recommendations per goal.

This plan is designed in order to assist the Governance Board and ad-hoc committees to progress towards their goals. As in the past, this plan will evolve as the D2D Partnership continues to learn. In order to do so, a version of this document will live on Google Documents, to allow for additions and amendments.

This Operational Plan is made within the context to the Ten Year Strategic Plan. The guiding principles of this plan are as follows:

1. **Retool the crisis response system**: Shift focus from a system of managing and sheltering to a system focused on ending homelessness through prevention, diversion, and rapid re-housing.

2. **Utilize existing, evidence based practices**: Use national and community best practices.

3. **Make data-driven decisions**: Utilize strategies that produce measurable results and make effective and efficient use of scarce resources.

4. **Focus on a client-centered approach**: Use of approaches that encourage individual empowerment, service leveraging, and community coordination.

5. **Shift funding priorities to align with the Plan**: Commitment to educate and advocate for local funders to shift resources to fund strategies identified in the Plan.

6. **Community collaboration**: Leverage community ownership of the causes and the solutions, challenge all parties to examine programs, policies, and principles, and redirect those that may sustain homelessness to those that prevent and end homelessness.

7. **Continuum of Care alignment**: Ensure alignment of Chester County Continuum of Care strategies with benchmarks in the Plan.
Development Process

National Alliance to End Homelessness
D2D contracted with the National Alliance to End Homelessness (NAEH) to provide guidance and recommendations to support the work of the D2D Partnership in order to align the DD Operational Plan to promote an effective, coordinated homeless response system informed by best practices. The scope of services completed by the NAEH include:

- Collect and analyze homeless system performance measures and data
- Conduct meetings, interviews, and survey key stakeholders relating to elements of an effective systemic response (i.e. Housing First, Coordinated Entry to include Diversion and Outreach, Crisis Housing/Crisis Services, Quick Return to Permanent Housing, and Access to Stabilization Supports)
- Review CoC Written Standards and governing documents
- Review D2D Plan, proposed Operational Plan to provide governance recommendations
- Share best practices and research of comparable communities
- Develop and present recommendation report

In creating the Recommendations Report, the NAEH used research, best practices from other communities, historical knowledge of Chester County’s homeless services, and an analysis of Chester County’s current homeless response system to provide guidance and recommendations for housing and support services for people experiencing homelessness in the County. The recommendations focused on reducing homelessness quickly, efficiently, and at a reasonable cost, as well as improving the lives of people experiencing or imminently at risk of experiencing homelessness.

In conducting the assessment, the Alliance reviewed the following:

- Decade to Doorways: The Community Plan to Prevent and End Homelessness in Chester County; Decade to Doorways Operational Plan: 2016 and 2017 Strategic Goals and Detailed Plans, November 5, 2015
- Continuum of Care (CoC) Governance documents
- CoC Coordinated Entry and diversion documents and process
- CoC HUD Funding application process
- How people access emergency shelter, rapid re-housing (RRH), and permanent supportive housing (PSH), other homeless services, and street outreach strategies
- Emergency shelters’, RRH, and PSH eligibility requirements, policies and procedures when made available
● Demographic data, utilization rates, and performance outcomes of emergency shelters’, rapid rehousing, and permanent supportive housing for single adults and families

In gathering this data, the NAEH concluded that there were eight key issues in the Chester County Homeless Response System. These eight issues morphed into four improvement goals with three –seven recommendations each.

D2D took this information and created action plans to begin the process of improving the Homeless Provider System of Chester County.

Voice and Vision
In addition to the evaluation completed by the NAEH, D2D contracted with an organization called Voice and Vision in order to gain feedback from those with lived experience. Through this process, nearly 60 individuals who were currently or formerly homeless gave insight into ways in which the Chester County Homeless Provider System could be improved. Those recommendations have been compiled and added to the action plans, alongside the goal to pursue a sustainable way in which to include the voice of those with lived experience.
D2D Current State

Chester County Market Analysis

Chester County is the wealthiest county in Pennsylvania with a median household-income of $92,407, according to the 2016 American Community Survey (ACS), but like any area, it still has poverty and homelessness.

The County has a population of 516,312 citizens, many of whom have struggles related to poverty and high housing costs. An estimated 35,349 persons live below the poverty level in Chester County (U.S. Census, 2016 Small Area Income and Poverty Estimates (SAIPE). This is a significant increase for Chester County, as the 4.5% poverty rate in 2000 was much lower than the 7.0% reported in 2016 (SAIPE, 2000; SAIPE, 2016).

There are 197,721 total housing units available throughout the county (2016 ACS). The median value of an owner-occupied housing unit in Chester County is $347,700, which is almost double the amount of Pennsylvania’s median value of $166,000 (2016 ACS).

The maximum allowable home value for Chester County’s first-time homebuyer program, as approved by the U.S. Department of Housing and Urban Development, (HUD), is $308,750. This figure, which is equal to the 95% of median home sale prices in 2017, reflects Chester County’s high housing values. To find affordable homeownership opportunities, buyers must narrow their choices to include fewer areas, which may offer less opportunity access, or explore different housing options that are more affordable.

The County currently has a rental vacancy of 5.3% and a median rent of $1,209 per month (2016 ACS). The rental vacancy rate for Pennsylvania is 5.9% with a median rent of $840. This comparison illustrates how Chester County has fewer available and affordable rental units than elsewhere in the state. There are 46,387 occupied rental units; of these households, 26,208 (56.5%) pay rents between $1,000 and $2,000 a month. The 2018 Fair market rents for Chester County further illustrate the challenge of obtaining an affordable rental unit. These rents, set by HUD, are:

- $1,047 for a one bedroom unit
- $1,266 for a two bedroom unit
- $1,587 for a three bedroom unit
- $1,787 for a three bedroom unit

Currently in Chester County there are a select number of places that individuals can live under these guidelines. These high housing costs and low vacancy rates make it extremely difficult for low-income residents to obtain stable housing even with full time employment. In Chester County, 25.7% of homeowners with mortgages and 17.4% of homeowners without mortgages experience housing cost burden, defined as contributing 30% or more of their income to housing costs (2016 ACS). Nearly half of renters in Chester County (47.3%) experience housing cost burden (2016 ACS). According to the National Low Income Housing Coalition, there are fewer than 30 affordable and available rental units for every 100 households below 30% of the median family income threshold.
The living wage is the hourly rate that an individual must earn at 40 hours per week to meet basic living expenses. In Chester County, the living wage for an adult with one child is $23.64 (Poverty in America, Living Wage Calculator, 2016), while the minimum hourly wage in Pennsylvania is only $7.25.

Self-sufficiency measures how much income a family of a certain composition in a given place needs to adequately meet their basic needs without assistance. An independent analysis conducted by the Central Pennsylvania Workforce Development Corporation found that a Chester County family of four with two adults, one school aged child and a child in preschool needs to make $77,234 a year (using 2016 Consumer Price Index measures) to be self-sufficient. A single parent with a preschool aged child needs to make $55,721 a year to meet the same self-sufficiency threshold. For Chester County residents with incomes below this level, particularly those working in retail or service jobs, obtaining safe, decent and affordable housing in an area of opportunity can be a significant challenge.

**Chester County Emergency Housing Provider System**

Chester County funds five shelters that provide a safe place for homeless individuals that have fallen on hard times and lack access to housing. Two additional organizations in Chester County provide emergency shelter through hotel vouchers.

Community, Youth and Women’s Alliance (CYWA) was founded in the late 1800’s in Coatesville. CYWA provides temporary shelter and refuge to homeless single women and women with children seeking help because of poverty, abandonment, abuse, mental health and addiction challenges. Here women can receive intensive case management services to move them into self-sufficiency and independence. The CYWA has 25 beds.

W.C. Atkinson founded in 1983 and located in Coatesville, offers a continuum of housing that runs from an emergency shelter through to permanent housing for single men. The agency is unique in that its shelter staff is comprised predominantly of former shelter residents and more than 200 men are sheltered annually. W.C. Atkinson has 22 beds.

Safe Harbor of Greater West Chester was organized in response to a need identified by the Chester County Task force in 1992. Safe Harbor’s mission is to provide housing, food and access to support services in a structured environment for homeless single men and homeless single women. Safe Harbor has 20 beds for single women and 20 beds for single men.

Friends Association started as an orphanage in 1822 Philadelphia, and then in 1974 it became a shelter in West Chester. The agency helps homeless or near homeless families stabilizes their lives and find or maintain permanent housing. The shelter program combines a private, safe setting and necessities with effective, individualized case management services. Friends Association has 21 beds.

Good Samaritan Shelter, like many similar grassroots initiatives, began as a response to homeless men coming to a community church in Phoenixville and asking for help. Opening its doors in 1999, Good Samaritan Shelter provides emergency shelter and transitional housing. Case managers work closely with residents to help them regain stability in their lives and address the issues surrounding their
homelessness. Good Samaritan has recently merged with Bridge of Hope Lancaster and Chester County and has become Good Samaritan Services. The men’s shelter has 7 beds.

Kennett Area Community Services (KACS) began over 60 years ago and provides food and emergency housing assistance. The KACS Emergency Assistance Program offers case management, referral services and financial assistance for rent, utilities and other needs. This program also works to resolve homelessness through homeless prevention and rapid rehousing services. KACS provided motel room fees for 236 nights in 2016.

Open Hearth Inc. began in 1991 with the original intent to target the housing needs of people with developmental disabilities. In 2007, a group of Phoenixville residents met to examine the issue of people that were engaged or seeking mental health treatment in Phoenixville who were experiencing homelessness and were ineligible or inappropriate for typical homeless service programs due to their diagnosis or behavior. Gateway Housing Group was then formed for the purpose of providing housing, programs and financial assistance to people receiving or seeking mental health, serious medical, or addiction treatment. Open Hearth served 299 people in 2016.

**Point-in-Time Count**

The annual Point-in-Time Count is mandated by the U.S. Department of Housing and Urban Development (HUD) to obtain an estimate of the total number of individuals and families experiencing homelessness at a given Point-in-Time in the United States. The Chester County Department of Community Development has participated in the Point-in-Time count for more than a decade.

The 2018 Point-in-Time Count found 542 men, women, and children housed in emergency or transitional shelters in Chester County on the morning of January 25, 2018. Of the 542 that were housed; 218 were Veterans. This is primarily due to Chester County housing a vast Veterans Medical Center in Coatesville. The street count found 13 individuals who were unsheltered; sleeping in cars, tents or places not meant for human habitation. The total of all those experiencing homelessness in 2018 was 555.

The Point-in-Time Count has been progressively reduced each year. In 2016, there were 682, in 2017 there were 570 and in 2018 there were 555.
Issues

The National Alliance to End Homelessness has recognized eight key issues of the Chester County Homeless Response System. For more context in regards to the issues, see the Recommendations Report. They are as follows:

- **Issue 1:** The Decade to Doorways Partnership needs a more clearly defined governance structure that bears the authority and accountability to ensure data-driven and transparent decision-making, resources allocation, and policy making.
- **Issue 2:** The Decade to Doorways Partnership is currently unable to measure its performance in ending homelessness at the system level. Although the County reports its System Performance Measures to HUD annually, it has not set benchmarks or performance goals to address (1) decrease in persons experiencing homelessness, (2) length of time people experience homelessness, (3) increase exits from homelessness to permanent housing, or (4) decrease in the number of people who return to homelessness within one to two years.
- **Issue 3:** The Decade to Doorways Partnership lacks capacity to drive system change efforts and continuous tracking and improvement of system performance.
- **Issue 4:** Services and funding within the Decade to Doorways Partnership are contained in silos that do not strategically address large community issues.
- **Issue 5:** Decade to Doorways Partnership lacks a system-level engagement strategy to engage landlords in order to create a pipeline of affordable housing.
- **Issue 6:** The Decade to Doorways Partnership housing resources for people experiencing homelessness, particularly very vulnerable people, does not match the current need and people are getting “stuck” in the system because they are unable to access shelter or exit to housing.
- **Issue 7:** The front door to the Decade to Doorways Partnership is not designed to create immediate and low-barrier access to service and housing opportunities.
- **Issue 8:** Decade to Doorways Partnership should enhance its CCCIMS infrastructure to use data to guide and track homeless system outcomes, how quickly people move through the system based on available interventions (i.e. “flow”), data quality, inventory, and demographics in order to support system and program level strategic decision making.

The assessment completed by Voice and Vision outlined further the need for the inclusion of the voice of those with lived experience in the plans of Decade to Doorways. This is a goal in and of itself and will be prioritized as such.
Recommendations

The aforementioned issues led to the following improvement goals and subsequent recommendations. Additional information regarding each goal and recommendations can be found in the Recommendations Report.

Robust Governance Structure and Performance Measurement

The NAEH recognized that in order to achieve the goals of the Decade to Doorways Ten Year Plan to Prevent and End Homelessness, the Decade to Doorways Partnership will need dedicated leadership to establish and enforce a housing-focused direction for the homeless response system, to measure and evaluate performance, and to fund the system in a way that supports positive outcomes.

In order to meet this goal, five recommendations were made and are outlined with accompanying action steps in the Appendix.

Those recommendations include:

- **RECOMMENDATION 1**: Re-organize the Decade to Doorways’ governance structure; recruit new members, define roles, clarify decision-making processes, and enable data-driven and outcome-focused policy-setting.
- **RECOMMENDATION 2**: Re-structure the Governance Board and Clearly Define the Roles and Functions of the Members and Committees
- **RECOMMENDATION 3**: Create newly formed committees for the D2D Partnership Governance Board
- **RECOMMENDATION 4**: Implement an updated performance measurement and improvement process that informs strategic decisions to ensure the right combination of strategies and resources to end homelessness
- **RECOMMENDATION 5**: Once performance benchmarks are established for each housing and support service intervention, the System Performance Outcome Measurement Committee should establish a performance improvement plan process, identify “low performers,” and engage these providers in a performance improvement plan

Leveraging and Coordinating Resources and Funding

The goal of the homeless response system is to re-house people as quickly as possible. To make the D2D Partnership’s primary response to homelessness focus accordingly, no matter what the type of intervention, the D2D Partnership should align all community support services and funds and leverage additional funds and resources to allow for funding flexibility that best addresses the community’s needs.

In order to meet this goal, three recommendations were made and are outlined with accompanying action steps in the Appendix.
Those recommendations include:

- **RECOMMENDATION 1**: Create a collaborative structure that aligns funding resources and services
- **RECOMMENDATION 2**: Increase Decade to Doorways Partnership staff to make systems coordination successful
- **RECOMMENDATION 3**: Formalize and Coordinate the existing system-wide landlord engagement strategy and include a landlord risk mitigation pool and strategy to mitigate risk of unit damage, missed rent payments, and incentivize landlords to rent to “risky” tenants

**Ensuring Efficiency and Realigning Existing Interventions to Create System Flow**

Key characteristics of an efficient and right-sized homeless response system include alignment of all interventions of the system, design and alignment of all system activities, and the development of strategic collaboration and coordination across all providers to support the goal of housing people quickly. The D2D Partnership should take a systematic approach to eliminate unnecessary costs, and better align resources to serve the most vulnerable, highest needs individuals.

In order to meet this goal, seven recommendations were made and are outlined with accompanying action steps in the Appendix.

Those recommendations include:

- **RECOMMENDATION 1**: Adopt a system-wide Housing First approach
- **RECOMMENDATION 2**: Create a strategy to end chronic homelessness
- **RECOMMENDATION 3**: Re-design the Decade to Doorways’ emergency shelters to adopt and operationalize the key elements of effective emergency shelter
- **RECOMMENDATION 4**: Develop and conduct an assessment of current permanent supportive housing projects and formalize a “Move On” strategy to ensure this rich, deep resource is targeted to those who need it most
- **RECOMMENDATION 5**: Continue the development and implementation of the Coordinated Entry System with an emphasis on making diversion strategies more robust
- **RECOMMENDATION 6**: Provide robust Coordinated Entry guidance, training, and support for provider staff
- **RECOMMENDATION 7**: Adopt the National Performance Benchmarks and Program Standards for Rapid Re-Housing and develop the system’s capacity to adopt RRH as the primary housing intervention in the CoC

**Making Data Work for the Community**

The D2D Partnership needs to develop a system-wide strategy to use data to measure overall system performance in making homeless rare, brief, and non-recurring.
Data is only valuable if accurate and acted upon. Using data to improve design, policies, and training will not only assist in evaluating program level performance, it will also help the community better understand how the homeless response system is progressing in its goal to make homelessness rare, brief, and nonrecurring. The D2D Partnership should engage in a constant performance evaluation cycle by setting performance benchmarks and goals, collecting quality data that measures performance, and regularly report on that performance in a user-friendly way in order to evaluate and then ultimately improve overall performance.

In order to meet this goal, three recommendations were made and are outlined with accompanying action steps in the Appendix.

- **RECOMMENDATION 1:** Provide more robust CCCIMS guidance, training, and support for provider staff
- **RECOMMENDATION 2:** The Decade to Doorways Partnership should adopt HUD’s recommended Data Quality Management Program
- **RECOMMENDATION 3:** Develop a dashboard using CCCIMS to track progress on system flow improvements and outcomes
Decade to Doorways Structure

As recommended by the NAEH, the Governance Structure of Decade to Doorways will be adjusted in order to accomplish the goals outlined above. The new structure of Decade to Doorways is defined below.

Governance Board

The primary function of the Governance Board shall be to provide guidance for and exercise oversight with respect to the activities of the Continuum of Care and to advise the Decade to Doorways Partnership on all matters related to the development, administration, and activities conducted as part of these initiatives.

The Governance Board shall have the following responsibilities:

- Set policies that will make progress towards meeting desired system outcomes to end homelessness
- Make difficult decisions and bold changes in re-designing a more effective homeless response system
- Guide the community’s system change process from a programmatic response to a transparent systemic response
- Evaluate and improve the performance of programs and the overall system by utilizing shared performance measures
- Evaluate new funding opportunities and strategically re-align funding and resources to achieve systems goals, and
- Engage leaders in governing activities with the authority to set system-wide policy, vision, and direction.

The Governance Board will have one chair and two vice chair persons.

The Governance Board will have a Nominating Committee that is responsible for recruiting members, ensuring diversity among cultures, geographies, and stakeholder area of expertise, developing and implementing board selection, appointment, orientation, and removal of members.

Additionally, a Steering Committee will assist the Governance Board by acting on behalf of Governance Board between Governance Board Meetings, ensuring strategic direction and decision making of the Board and engaging in ongoing communication with DCD staff.

Principles and Guidelines of the Governance Board are outlined in the Appendix.

Committees

In order to complete the improvement goals previously outlined, on-going and ad hoc committees will be created by the Governance Board.

The following committees will be created:

- Coordinated Entry Planning and Oversight (CEPO) Committee
The CEPO Committee develops, evaluates, implements, updates, and assists in administration of the Coordinated Entry System (i.e. diversion, access, assessment, prioritization, referral) including development, evaluation, implementation, and monitoring of policies, practices, and tools; convenes stakeholders as a learning community for effective operations of coordinated entry.

- **System Performance Outcome Measurement (SPOM) Committee**
  - The SPOM Committee provides guidance and recommendations for clear and accurate measurement and communication of the D2D Partnership in alignment with HUD guidance and requirements; supports data collection and evaluation efforts of the D2D Partnership to assess and inform progress on ending homelessness; includes program level evaluation and monitoring.

- **CoC NOFA Committee**
  - The CoC NOFA Committee assists with the local CoC Program NOFA Competition, oversees development of local application materials, project scoring criteria factors for consideration by full D2D Partnership partners and eventual approval of the D2D Partnership Board; may make up members of the CoC Project Application Review Team if not conflicted.

- **CCCIMS Agency Admin Group**
  - The CCCIMS Agency Admin Group works with HMIS Lead to provide recommendations on ongoing software use and enhancements; troubleshoot frequent data quality errors; assists in development, evaluation, and implementation of D2D Partnership Data Quality Plan.

- **Permanent Housing Options Committee**
  - The Permanent Housing Options Committee’s purpose is to maximize current permanent housing resources by ensuring community wide awareness and access to all available housing programs. The goals are to efficiently and successfully connect individuals and families experiencing homelessness to appropriate permanent housing options.

- **Community Outreach Committee**
  - This committee will be charged with bringing public awareness to the larger community. Target audiences will include chambers of commerce, rotaries, local businesses, churches, etc.

The aforementioned committees are all ongoing. In addition to these committees, workgroups dedicated to certain tasks will be created. This workgroups will have start and end dates. At the creation of new committees or workgroups, a charter will be prepared by D2D Administrative Staff and adopted by the Governance Board as the Nominating Committee selects members. The Committee Charter is in Appendix E.

If there is an interest in joining a Decade to Doorways Committee or Workgroup, please contact Lauren Campbell at Lcampbell@chesco.org or 610-344-4723. An application will be filled out and you will be
matched with the appropriate workgroup. In addition, Decade to Doorways will supply a letter to your employer expounding upon time commitment required per workgroup.

The date range for the Appendices below begins April 1, 2018.
## Appendix A: Goal #1- Robust Governance Structure and Performance Measurement

<table>
<thead>
<tr>
<th>RECOMMENDATION</th>
<th>ACTION</th>
<th>OUTCOME</th>
<th>RESPONSIBLE PARTY</th>
<th>SUPPORTING PARTY</th>
<th>DUE DATE (range)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.1: Re-organize the Decade to Doorways’ governance structure; recruit new members, define roles, clarify decision-making processes, and enable data-driven and outcome-focused policy-setting.</td>
<td>Create Nominating Committee</td>
<td>Nominating Committee created</td>
<td>Governance Board</td>
<td></td>
<td>3 months</td>
</tr>
<tr>
<td></td>
<td>Nominating Committee determines Governance Board</td>
<td>Governance Board created</td>
<td>Nominating Committee</td>
<td>Governance Board</td>
<td>3 months</td>
</tr>
<tr>
<td></td>
<td>Nominating Committee determines Steering Committee</td>
<td>Steering Committee created</td>
<td>Nominating Committee</td>
<td>Governance Board</td>
<td>3 months</td>
</tr>
<tr>
<td>1.2: Re-structure the Governance Board and Clearly Define the Roles and Functions of the Members and Committees</td>
<td>Governance Board determines: •D2D Partnership overview and purpose •Implementation Schedule of transition to new governance •D2D Partnership Membership (i.e.: roles and responsibilities, meetings, voting, membership committees, procedure for D2D Partnership Board selection) •Committee structures •Conflict of Interest Requirements</td>
<td>Principles and Guidelines created</td>
<td>Governance Board</td>
<td>Nominating Committee</td>
<td>3 months</td>
</tr>
<tr>
<td></td>
<td>Create new Governance Charter</td>
<td>Governance Charter</td>
<td>Governance Board</td>
<td>Steering Committee</td>
<td>1 year</td>
</tr>
<tr>
<td>1.3: Create newly formed committees for the D2D Partnership Governance Board</td>
<td>Nominating Committee determines individuals for System Performance Outcome Measurement Committee (SPOM) and creates Committee Charter</td>
<td>SPOM Committee nominees invited</td>
<td>Nominating Committee</td>
<td>Governance Board</td>
<td>3 months</td>
</tr>
<tr>
<td></td>
<td>Committee Charter created</td>
<td>SPOM Committean nominees invited</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1.4: Implement an updated performance measurement and improvement process that informs strategic decisions to ensure the right combination of strategies and</td>
<td>SPOM committee gathers and elects two chairs</td>
<td>SPOM committee created</td>
<td>SPOM</td>
<td>Governance Board</td>
<td>3 months</td>
</tr>
<tr>
<td></td>
<td>SPOM determines new performance outcomes, standards, and develops initial</td>
<td>Performance outcomes, standards and initial benchmarks created</td>
<td>SPOM</td>
<td>Governance Board</td>
<td>3 months</td>
</tr>
</tbody>
</table>
## Decade to Doorways Operational Plan 2018-2020

### RECOMMENDATION

**resources to end homelessness**

### ACTION

- **SPOM brings performance outcomes, standards and benchmarks to Governance Board and assists in creation of timeline for adoption**
- **Governance Board meets with providers to introduce new outcome measures and timeline for adoption**
- **County begins process of reviewing CoC and County-wide contracts to include performance based contracting measures**

### OUTCOME

- Governance Board approves measures and timeline created
- Providers adopt new measures and begin adjusting operations
- Share review with all D2D funding partners

### RESPONSIBLE PARTY

- SPOM
- Governance Board
- SPOM
- Governance Board
- DCD
- Governance Board

### SUPPORTING PARTY

- Governance Board
- SPOM
- Governance Board
- DCD
- Governance Board

### DUE DATE (range)

- 6 months
- 6 months
- 9 months

### 1.5: Once performance benchmarks are established for each housing and support service intervention, the System Performance Outcome Measurement Committee should establish a performance improvement plan process, identify “low performers,” and engage these providers in a performance improvement plan

- **Performance Measurement and Improvement Coordinator and SPOM develops structure and process for performance improvement plan to include incentives for high performing programs**
- **Governance Board meets with providers to introduce new performance improvement procedures**
- **SPOM develops template for and produces first quarterly report card; and produces report cards quarterly thereafter**
- **Governance Board starts performance improvement plans with providers interested improving performance on a voluntary basis**
- **County and Governance Board,**

### ACTION

- **Structure and improvement plan presented and approved by Governance Board**
- **Providers begin to adjust operations based off performance improvement procedures**
- **Quarterly report created and utilized by Governance Board for performance improvement plans**
- **Providers work with DCD to improve performance**
- **Providers operate based**

### OUTCOME

- Structure and improvement plan presented and approved
- Providers begin to adjust operations
- Quarterly report created and utilized
- Providers work with DCD
- Providers operate based

### RESPONSIBLE PARTY

- SPOM
- Governance Board
- SPOM
- Governance Board
- DCD

### SUPPORTING PARTY

- DCD – Performance Measurement and Improvement Coordinator
- Governance Board
- SPOM
- Governance Board
- Governance Board

### DUE DATE (range)

- 9 months
- 12 months
- 6 months
- 12 months
- 12 months
<table>
<thead>
<tr>
<th>RECOMMENDATION</th>
<th>ACTION</th>
<th>OUTCOME</th>
<th>RESPONSIBLE PARTY</th>
<th>SUPPORTING PARTY</th>
<th>DUE DATE (range)</th>
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</thead>
<tbody>
<tr>
<td>begin holding providers to new CoC performance standards for the CoC NOFA and all other federal and county funding</td>
<td>on new performance standards</td>
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<tr>
<td>D2D Partnership starts performance improvement plans as mandatory requirements for low performing providers; start providing financial incentives based on performance based contracting measures</td>
<td>Providers improve performance</td>
<td>D2D Partnership</td>
<td>Governance Board</td>
<td>24 months</td>
<td></td>
</tr>
<tr>
<td>DCD evaluates effectiveness of performance improvement process, reports evaluation to Governance Board, revises process based on evaluation, propose changes to the Board for approval.</td>
<td>Improvement of performance improvement process</td>
<td>DCD</td>
<td>Governance Board</td>
<td>24 months</td>
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</tbody>
</table>
## Appendix B: Goal #2 - Leveraging and Coordinating Resources and Funding

<table>
<thead>
<tr>
<th>RECOMMENDATION</th>
<th>ACTION</th>
<th>OUTCOME</th>
<th>RESPONSIBLE PARTY</th>
<th>SUPPORTING PARTY</th>
<th>DUE DATE (range)</th>
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</thead>
<tbody>
<tr>
<td><strong>2.1: Create a collaborative structure that aligns funding resources and services</strong></td>
<td>Governance Board identifies a particular community initiative such as ending chronic homelessness, institutional discharge planning, child welfare overlap to propose to potential funding partners</td>
<td>Initiative chosen</td>
<td>Governance Board</td>
<td>Steering Committee</td>
<td>3 months</td>
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<tr>
<td></td>
<td>Governance Board identifies potential funding partners to collaborate with on initiative</td>
<td>Funding partners determined</td>
<td>Governance Board</td>
<td></td>
<td>3 months</td>
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<tr>
<td></td>
<td>Steering Committee assists in the creation of funding collaborative. Schedules meetings with potential funding partners and proposes idea, explores partner interest, and explore further identifies potential partners. Identifies individuals from Governance Board to sit on Funding Collaborative as liaison.</td>
<td>Committee Charter created for funding collaborative</td>
<td>Steering Committee</td>
<td>Governance Board</td>
<td>3 months</td>
</tr>
<tr>
<td></td>
<td>Funding Collaborative agrees on a community initiative and creates centralized decision making body</td>
<td>Funding collaborative structure determined</td>
<td>Funding Collaborative</td>
<td>Governance Board</td>
<td>3 months</td>
</tr>
<tr>
<td></td>
<td>Funding Collaborative determines strategic approach to funding community initiative and determines what and where resources can be aligned to address initiative</td>
<td>Strategy to combat initiative created</td>
<td>Funding Collaborative</td>
<td>Governance Board</td>
<td>6 months</td>
</tr>
<tr>
<td></td>
<td>Funding collaborative releases</td>
<td>Plan and timeline</td>
<td>Funding Collaborative</td>
<td>Governance Board</td>
<td>6 months</td>
</tr>
<tr>
<td>RECOMMENDATION</td>
<td>ACTION</td>
<td>OUTCOME</td>
<td>RESPONSIBLE PARTY</td>
<td>SUPPORTING PARTY</td>
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<tr>
<td>2.2: Increase Decade to Doorways Partnership staff to make systems coordination successful</td>
<td>DCD assess current staffing and support of Decade to Doorways in conjunction with Alliance recommendations to determine how to ensure roles and responsibilities described for the Homeless Coordinator and Performance Measurement and Improvement Coordinator are staffed</td>
<td>DCD assesses and presents to Governance Board</td>
<td>DCD</td>
<td>Governance Board</td>
<td>6 months</td>
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<tr>
<td></td>
<td>Decade to Doorways transitions and operationalizes current job descriptions</td>
<td>New roles begin</td>
<td>DCD</td>
<td>Governance Board</td>
<td>9 months</td>
</tr>
<tr>
<td></td>
<td>DCD evaluates performance of new staff/new job descriptions/roles of current staff and makes necessary adjustments</td>
<td>Adjustments made based on evaluation</td>
<td>DCD</td>
<td>Governance Board</td>
<td>12 months</td>
</tr>
<tr>
<td>2.3: Formalize and Coordinate the existing system-wide landlord engagement strategy and include a landlord risk mitigation pool and strategy to mitigate risk of unit damage, missed rent payments, and incentivize landlords to rent to “risky” tenants</td>
<td>Governance Board adopts need for system-wide landlord engagement strategy to include landlord risk mitigation pool and invites key stakeholders to form a workgroup to develop, implement, and evaluate strategy</td>
<td>Stakeholders determined and invited to participate in Landlord Engagement Workgroup</td>
<td>Governance Board</td>
<td>Nominating Committee</td>
<td>3 months</td>
</tr>
<tr>
<td></td>
<td>Landlord Engagement Workgroup identifies funding</td>
<td>Funding allocated</td>
<td>Landlord Engagement Workgroup</td>
<td>Governance Board</td>
<td>6 months</td>
</tr>
<tr>
<td>RECOMMENDATION</td>
<td>ACTION</td>
<td>OUTCOME</td>
<td>RESPONSIBLE PARTY</td>
<td>SUPPORTING PARTY</td>
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<tr>
<td>for landlord risk mitigation pool and develops strategy for landlord engagement and proposes to Governance Board</td>
<td>Strategy created and presented to Governance Board</td>
<td></td>
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<td>Governance Board</td>
<td></td>
</tr>
<tr>
<td>Governance Board reviews, revises, and approves proposed for landlord engagement strategy and funding pool strategy</td>
<td>Strategy approved</td>
<td>Governance Board</td>
<td>Landlord Engagement Workgroup</td>
<td>6 months</td>
<td></td>
</tr>
<tr>
<td>Governance Board and Workgroup kicks off and implements system-wide landlord engagement strategy</td>
<td>Strategy implemented</td>
<td>Governance Board</td>
<td>Landlord Engagement Workgroup</td>
<td>12 months</td>
<td></td>
</tr>
<tr>
<td>Governance Board and Landlord Engagement Workgroup evaluate landlord engagement strategy</td>
<td>Adjustments made</td>
<td>Governance Board</td>
<td>Landlord Engagement Workgroup</td>
<td>24 months</td>
<td></td>
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</tbody>
</table>
## Appendix C: Goal #3 - Ensuring Efficiency and Realigning Existing Interventions to Create System Flow

<table>
<thead>
<tr>
<th>RECOMMENDATION</th>
<th>ACTION</th>
<th>OUTCOME</th>
<th>RESPONSIBLE PARTY</th>
<th>SUPPORTING PARTY</th>
<th>DUE DATE (range)</th>
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</thead>
<tbody>
<tr>
<td>3.1: Adopt a system-wide Housing First approach</td>
<td>Governance Board informs and educates all homeless housing and support services providers of the adoption of Housing First approach</td>
<td>Education plan created and all understand</td>
<td>Governance Board</td>
<td></td>
<td>6 months</td>
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<td></td>
<td>As part of the adoption of a Housing First approach and a transition by all housing intervention types to this approach, DCD will create a real time list of all housing inventory and the entrance criteria and report results to the Governance Board</td>
<td>Live Housing Inventory list created</td>
<td>DCD</td>
<td>Governance Board</td>
<td>9 months</td>
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<td></td>
<td>Entrance criteria for all housing determined and listed</td>
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<td></td>
<td>A workgroup is created to focus on developing a Housing First strategy for those providers with entrance criteria that does not embrace Housing First</td>
<td>Governance Board creates Housing First Workgroup Committee Charter</td>
<td>Nominating Committee</td>
<td>Governance Board</td>
<td>12 months</td>
</tr>
<tr>
<td></td>
<td>Housing First Workgroup created</td>
<td></td>
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<td></td>
<td>Through Housing First Workgroup, SPOM, and annual monitoring, providers not operationalizing a Housing First approach will be engaged the so they can be a part of the on-going education, training, and support of emergency shelter, RRH, and PSH providers</td>
<td>Non-Housing First providers listed</td>
<td>Housing First Workgroup</td>
<td>SPOM</td>
<td>14 months</td>
</tr>
<tr>
<td></td>
<td>Engagement strategy created and approved by Governance Board</td>
<td></td>
<td></td>
<td>Governance Board</td>
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</tr>
<tr>
<td>3.2: Create a strategy to end chronic homelessness</td>
<td>Governance Board reviews and considers adoption of the USICH’s criteria and benchmarks for achieving the goal of ending chronic homelessness.</td>
<td>Decides whether or not to adopt</td>
<td>Governance Board</td>
<td>Nominating Committee</td>
<td>3 months</td>
</tr>
<tr>
<td>RECOMMENDATION</td>
<td>ACTION</td>
<td>OUTCOME</td>
<td>RESPONSIBLE PARTY</td>
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<tr>
<td>Create Ending Chronic Homelessness Workgroup</td>
<td>Governance board creates Ending Chronic Homelessness workgroup charter</td>
<td>Nominating Committee</td>
<td>Governance Board</td>
<td>6 months</td>
<td></td>
</tr>
<tr>
<td>Ending Chronic Homelessness Workgroup develops strategy with timeline and measurable benchmarks and performance goals to house and stabilize those persons currently experiencing chronic homeless</td>
<td>Strategy, timeline, benchmarks and performance goals created and approved by Governance Board</td>
<td>Ending Chronic Homelessness Workgroup</td>
<td>Governance Board</td>
<td>9 months</td>
<td></td>
</tr>
<tr>
<td>Workgroup begins implementation of ending chronic homelessness strategy, conducts monthly monitoring of metrics, and reports monthly to the Governance Board</td>
<td>Implementation of strategy</td>
<td>Ending Chronic Homelessness Workgroup</td>
<td>Governance Board</td>
<td>12 months</td>
<td></td>
</tr>
<tr>
<td>Workgroup evaluates overall strategy and revises where necessary</td>
<td>Adjustments made</td>
<td>Ending Chronic Homelessness Workgroup</td>
<td>Governance Board</td>
<td>15 months</td>
<td></td>
</tr>
<tr>
<td>If chronic homelessness is ended by end of 2018, Workgroup shifts strategy focus on ensuring that chronic homelessness does not recur in subsequent years</td>
<td>Create strategy to ensure chronic homelessness does not recur</td>
<td>Ending Chronic Homelessness Workgroup</td>
<td>Governance Board</td>
<td>18 months</td>
<td></td>
</tr>
<tr>
<td><strong>3.3: Re-design the Decade to Doorways’ emergency shelters to adopt and operationalize the key elements of effective emergency shelter</strong></td>
<td>Governance Board adopts key elements of effective emergency shelter as standard practice of shelter operation in</td>
<td>Adoption made</td>
<td>Governance Board</td>
<td>6 months</td>
<td></td>
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<tr>
<td>RECOMMENDATION</td>
<td>ACTION</td>
<td>OUTCOME</td>
<td>RESPONSIBLE PARTY</td>
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<td>the County</td>
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<tr>
<td>Governance Board informs and educates all homeless housing and support services providers of the adoption of Housing First and best practice approach for operating emergency shelter</td>
<td>Education strategy created and implemented</td>
<td>Governance Board</td>
<td></td>
<td>6 months</td>
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</tr>
<tr>
<td>Governance Board, in collaboration with emergency shelter providers develops emergency shelter written standards to include quality assurance standards and the key elements of effective emergency shelter</td>
<td>Workgroup created to accomplish tasks</td>
<td>Governance Board</td>
<td>Emergency shelters</td>
<td>9 months</td>
<td></td>
</tr>
<tr>
<td>Governance Board presents written standards to D2D Partnership</td>
<td>Standards adopted</td>
<td>Governance Board</td>
<td>D2D Partnership</td>
<td>12 months</td>
<td></td>
</tr>
<tr>
<td>Performance Measurement and Improvement Coordinator, SPOM and DCD begins reviewing and revising all emergency shelter contracts to reflect a Housing First and best practice approach for operating emergency shelter</td>
<td>Revised contracts based on standards</td>
<td>DCD</td>
<td>SPOM Governance Board D2D Partnership Funders</td>
<td>9 months</td>
<td></td>
</tr>
<tr>
<td>All shelters begin the process of revising mission statements, policies, procedures, handbooks, and guides, and staffing structure, as part of a yearlong emergency shelter learning collaborative led by NAEH and DCD</td>
<td>Shelters have revised mission statements, policies, procedures, handbook, guides and staffing structures</td>
<td>Emergency Shelters</td>
<td>DCD NAEH</td>
<td>15 months</td>
<td></td>
</tr>
<tr>
<td>All shelters begin the process</td>
<td>Shelter transition</td>
<td>Emergency shelters</td>
<td></td>
<td>18 months</td>
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<tr>
<td>RECOMMENDATION</td>
<td>ACTION</td>
<td>OUTCOME</td>
<td>RESPONSIBLE PARTY</td>
<td>SUPPORTING PARTY</td>
<td>DUE DATE (range)</td>
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<tr>
<td>of transitioning to 24 hour a day/7 day a week shelters</td>
<td>The Emergency Shelter Learning Collaborative is concluded and evaluation conducted to identify any remaining gaps for a system wide shelter adoption of the written standards. Those shelters that have not fully transitioned will be identified and required to engage performance improvement plan process</td>
<td>Gaps identified  Shelters not fully transitioned identified and engagement strategy created</td>
<td>Governance Board</td>
<td>DCD SPOM</td>
<td>24 months</td>
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</tbody>
</table>

3.4: Develop and conduct an assessment of current permanent supportive housing projects and formalize a “Move On” strategy to ensure this rich, deep resource is targeted to those who need it most

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<th>SUPPORTING PARTY</th>
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<tbody>
<tr>
<td>Governance Board creates PSH Workgroup to define permanent supportive housing and determines its role and function within the D2D Partnership and how it should impact overall system performance</td>
<td>Governance Board creates PSH workgroup charter  PSH workgroup defines PSH in Chester County</td>
<td>Nominating Committee</td>
<td>Governance Board</td>
<td>3 months</td>
<td></td>
</tr>
<tr>
<td>Governance Board and PSH Workgroup informs and educates all homeless housing and support services providers of the role and function of PSH</td>
<td>Education plan created and implemented</td>
<td>PSH Workgroup</td>
<td>Governance Board</td>
<td>3 months</td>
<td></td>
</tr>
<tr>
<td>PSH Workgroup, in collaboration with PSH providers develops PSH written standards to include quality assurance standards and service standards</td>
<td>Written standards created</td>
<td>PSH Workgroup</td>
<td>PSH Providers</td>
<td>3 months</td>
<td></td>
</tr>
<tr>
<td>PSH Workgroup, working with the D2D staff reviews “Move On strategy</td>
<td>Move On strategy created</td>
<td>PSH Workgroup</td>
<td>D2D Staff</td>
<td>6 months</td>
<td></td>
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<tr>
<td>RECOMMENDATION</td>
<td>ACTION</td>
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<tr>
<td>On “resources and formalizes a strategy to evaluate current PSH resources to determine whether those resources are still appropriate for those receiving them and a process to identify other permanent housing subsidies and less intensive services to transfer identified households into.</td>
<td></td>
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<tr>
<td>PSH Workgroup begins implementation of “Move On” strategy</td>
<td>Strategy implemented</td>
<td>PSH Workgroup</td>
<td>Governance Board</td>
<td></td>
<td>6 months</td>
</tr>
<tr>
<td>All PSH has been evaluated and realigned to ensure that those who are most vulnerable are receiving these targeted resources</td>
<td>Evaluations complete</td>
<td>PSH Workgroup</td>
<td>PSH Providers</td>
<td></td>
<td>18 months</td>
</tr>
<tr>
<td>PSH Workgroup recommends strategy for ongoing “Move On” implementation</td>
<td>Ongoing Move On strategy created</td>
<td>PSH Workgroup</td>
<td>Governance Board</td>
<td></td>
<td>24 months</td>
</tr>
<tr>
<td>3.5: Continue the development and implementation of the Coordinated Entry System with an emphasis on making diversion strategies more robust</td>
<td>Governance Board creates a Coordinated Entry Planning and Oversight Committee (CEPOC)</td>
<td>CEPOC charter created</td>
<td>Nominating Committee</td>
<td>Governance Board</td>
<td>3 months</td>
</tr>
<tr>
<td>3.6: Provide robust Coordinated Entry guidance, training, and support for provider staff</td>
<td>The CEPOC in collaboration with the D2D staff, develops Coordinated Entry Written Standards, including entities responsible for specific functions of Coordinated Entry implementation (i.e. access, assessment, prioritization, and referral, as well as training and support)</td>
<td>CE written standards created</td>
<td>CEPOC</td>
<td>D2D Staff</td>
<td>6 months</td>
</tr>
<tr>
<td>RECOMMENDATION</td>
<td>ACTION</td>
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<tr>
<td>Governance Board adopts Coordinated Entry Written Standards taking into account all the Alliance’s recommendations concerning access, assessment, prioritization, and referral, including enhancing diversion strategies</td>
<td>CE written standards adopted by Governance Board</td>
<td>CEPOC</td>
<td>Governance Board</td>
<td>6 months</td>
<td></td>
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<tr>
<td>With Coordinated Entry written standards and clarified roles and responsibilities for implementation and support of coordinated entry, the County amends current coordinated entry provider contract(s) or issues new RFP reflecting new guidance, policies and procedures, and clarified roles and responsibilities</td>
<td>Amended contracts</td>
<td>DCD</td>
<td>Governance Board</td>
<td>6 months</td>
<td></td>
</tr>
<tr>
<td>CEPOC, ConnectPoints, DCD staff, and the HMIS Program Coordinator, implements coordinated entry training and support program</td>
<td>Training implemented</td>
<td>CEPOC, ConnectPoints, DCD Staff and HMIS Program Coordinator</td>
<td>6 months</td>
<td></td>
<td></td>
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<tr>
<td>Continue implementation of coordinated entry training and support program</td>
<td>Implementation adjusts and continues</td>
<td>DCD</td>
<td>Governance Board</td>
<td>6 months</td>
<td></td>
</tr>
<tr>
<td>Evaluation conducted of coordinated entry training and support program and revisions made to address training/support gaps impacting system performance</td>
<td>Adjusts needed are noted made</td>
<td>Governance Board</td>
<td>DCD</td>
<td>12 months</td>
<td></td>
</tr>
<tr>
<td>3.7: Adopt the National Performance Benchmarks and Program Standards for</td>
<td>Governance Board adopts the national performance</td>
<td>RRH benchmarks adopted</td>
<td>Governance Board</td>
<td>DCD D2D Partnership RRH</td>
<td>3 months</td>
</tr>
<tr>
<td>RECOMMENDATION</td>
<td>ACTION</td>
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<td>RESPONSIBLE PARTY</td>
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<tr>
<td>Rapid Re-Housing and develop the system’s capacity to adopt RRH as the primary housing intervention in the CoC</td>
<td>benchmarks and RRH and program standards for all RRH projects in the County</td>
<td></td>
<td></td>
<td>Funders</td>
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<td></td>
<td>Governance Board informs and educates all homeless housing and support services providers of the adoption of national performance benchmarks and RRH and program standards</td>
<td>Education strategy created and implemented</td>
<td>Governance Board</td>
<td>SPOM</td>
<td>3 months</td>
</tr>
<tr>
<td></td>
<td>Governance Board, in collaboration with RRH providers, develops RRH written standards to include quality assurance standards related to philosophy, design, delivery of the core components of RRH</td>
<td>Written standards developed</td>
<td>Governance Board</td>
<td>RRH Providers</td>
<td>3 months</td>
</tr>
<tr>
<td></td>
<td>Board adopts the RRH written standards</td>
<td>Standards adopted</td>
<td>Governance Board</td>
<td></td>
<td>6 months</td>
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<tr>
<td></td>
<td>D2D/DCD staff begins reviewing and revising all RRH contracts to reflect adoptions of the RRH written standards</td>
<td>Contracts revised</td>
<td>D2D/DCD staff</td>
<td></td>
<td>6 months</td>
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<tr>
<td></td>
<td>All RRH providers begin the process of revising mission statements, policies and procedures, staffing structure, to align with the RRH written standards, as part of a yearlong RRH learning collaborative led by the D2D/DCD staff and NAEH</td>
<td>Providers revise mission statements, policies and procedures, staffing structure, to align with the RRH written standards</td>
<td>RRH Providers</td>
<td>D2D/DCD Staff</td>
<td>6 months</td>
</tr>
<tr>
<td></td>
<td>The RRH learning collaborative is concluded and evaluation conducted to identify any needed adjustments</td>
<td>Evaluation completed and needed adjustments noted</td>
<td>Governance Board</td>
<td>SPOM</td>
<td>18 months</td>
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<tr>
<td>RECOMMENDATION</td>
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<tr>
<td>remaining gaps for a system wide adoption of RRH written standards. Those RRH providers that have not fully transitioned will be identified and required to engage performance improvement plan process</td>
<td></td>
<td>Strategy created to work with unengaged providers</td>
<td></td>
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## Appendix D: Goal #4 - Making Data Work for the Community

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<tr>
<th>RECOMMENDATION</th>
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<tbody>
<tr>
<td>4.1: Provide more robust CCCIMS guidance, training, and support for provider staff</td>
<td>Create HMIS Admin Committee</td>
<td>Governance Board creates new committee charter</td>
<td>Nominating Committee</td>
<td>Governance Board</td>
<td>3 months</td>
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<td></td>
<td>HMIS Admin Committee of the D2D Partnership Board in collaboration with D2D staff and HMIS Program Coordinator develops CCCIMS Standard Operating Procedures, including entities responsible for specific functions of CCCIMS data collection, reporting, etc.</td>
<td>Standard operating procedures created</td>
<td>HMIS Admin Committee D2D Staff HMIS Program Coordinator</td>
<td>Governance Board</td>
<td>3 months</td>
</tr>
<tr>
<td></td>
<td>Governance Board adopts CCCIMS Standard Operating Procedures</td>
<td>CCCIM Standard operating procedures adopted</td>
<td>Governance Board</td>
<td>HMIS Admin Committee</td>
<td>3 months</td>
</tr>
<tr>
<td></td>
<td>HMIS Agency Admin Committee of the Governance Board in collaboration with D2D staff and HMIS Program Coordinator develops new user and general CCCIMS training manuals and training and support plan</td>
<td>New user and general CCCIMS training manual created Training and support plan created Governance Board approval of both</td>
<td>HMIS Admin Committee D2D Staff HMIS Program Coordinator</td>
<td>Governance Board</td>
<td>6 months</td>
</tr>
<tr>
<td></td>
<td>Begin implementation of CCIMS training and support program</td>
<td>Implementation begins</td>
<td>Governance Board</td>
<td>HMIS Admin Committee</td>
<td>6 months</td>
</tr>
<tr>
<td></td>
<td>Evaluation conducted of CCCIMS training and support program and revisions made to address training/support gaps impacting system performance</td>
<td>Adjustments needed noted and revisions made</td>
<td>Governance Board</td>
<td>HMIS Admin Committee</td>
<td>12 months</td>
</tr>
<tr>
<td>4.2: The Decade to Doorways Partnership should adopt HUD’s recommended Data Quality</td>
<td>HMIS Admin Committee of the Governance Board in collaboration with D2D Staff</td>
<td>Data quality management program created</td>
<td>HMIS Admin Committee D2D Staff</td>
<td>Governance Board</td>
<td>6 months</td>
</tr>
<tr>
<td>RECOMMENDATION</td>
<td>ACTION</td>
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<tr>
<td>Management Program</td>
<td>and HMIS Program Coordinator develops a Data Quality Management Program for approval by the Governance Board</td>
<td>Approved by Governance Board</td>
<td>HMIS Program Coordinator</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Governance Board approves Data Quality Management Program</td>
<td></td>
<td>Approved by Governance Board</td>
<td>Governance Board</td>
<td>HMIS Admin Committee</td>
<td>6 months</td>
</tr>
<tr>
<td>All homeless housing and support service providers (i.e. leadership and frontline staff) are educated and trained on the new Data Quality Management Program as a part of the CCCIMS training and support plan</td>
<td>Education plan created and implemented</td>
<td>Education plan created and implemented</td>
<td>Governance Board</td>
<td>DCD</td>
<td>6 months</td>
</tr>
<tr>
<td>Evaluation conducted of Data Quality Management Program and revisions made to address training/support gaps impacting system performance</td>
<td>Adjustments needed noted and revisions made</td>
<td>Adjustments needed noted and revisions made</td>
<td>Governance Board</td>
<td>DCD</td>
<td>18 months</td>
</tr>
<tr>
<td>4.3: Develop a dashboard using CCCIMS to track progress on system flow improvements and outcomes</td>
<td>HMIS Admin Committee of the Governance Board in collaboration with D2D Staff and HMIS Program Coordinator begins research into creating dashboard reports</td>
<td>Dashboard research completed</td>
<td>HMIS Admin Committee</td>
<td>D2D Staff</td>
<td>Governance Board</td>
</tr>
<tr>
<td></td>
<td>HMIS Admin Committee of the Governance Board in collaboration with D2D Staff and HMIS Program Coordinator begins developing strategy, plan, and timeline to work with HMIS vendor</td>
<td>Strategy developed</td>
<td>HMIS Admin Committee</td>
<td>D2D Staff</td>
<td>Governance Board</td>
</tr>
<tr>
<td></td>
<td>Implementation of dashboard creation strategy is underway</td>
<td>Implementation begins</td>
<td>HMIS Admin Committee</td>
<td>D2D Staff</td>
<td>12 months</td>
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<tr>
<td>RECOMMENDATION</td>
<td>ACTION</td>
<td>OUTCOME</td>
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<tr>
<td>HMIS Program Coordinator</td>
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Appendix E: Committee Charters

SAMPLE

GOVERNANCE BOARD CHARTER

MISSION

To provide guidance for and exercise oversight with respect to the activities of the Continuum of Care and to advise the Decade to Doorways Partnership on all matters related to the development, administration, and activities conducted as part of these initiatives.

RESPONSIBILITIES

1. Set policies that will make progress towards meeting desired system outcomes to end homelessness
2. Make difficult decisions and bold changes in re-designing a more effective homeless response system
3. Guide the community’s system change process from a programmatic response to a transparent systemic response
4. Evaluate and improve the performance of programs and the overall system by utilizing shared performance measures
5. Evaluate investments and strategically re-align funding and resources to achieve systems goals, and
6. Engage leaders in governing activities with the authority to set system-wide policy, vision, and direction.

MAKE UP

1. 1 Chair/ 2 Vice Chairs
2. Predetermined individuals based on CoC requirements

ACTION STEPS

(Initially adopted: April 2018)
Recapture Guidelines
To ensure affordability of units with homebuyer assistance provided by the HOME Investment Partnerships Program (HOME), the Chester County Department of Community Development (DCD) will impose recapture requirements that comply with the standards of § 92.254(a)(5)(i)(ii) of the HOME Final Rule 24 CFR Part 92, and set forth the requirements in its consolidated plan. DCD will incorporate the policy into the executed written agreement with the subrecipient providing homebuyer assistance.

Recapture provisions ensure that DCD will recapture all or a portion of the HOME assistance to the homebuyers, if the housing does not continue to be the principal residence of the family for the duration of the period of affordability. DCD imposes recapture provisions by written agreement and by recorded lien. The HOME-assisted homebuyer may sell its unit at any time during the period of affordability, to any willing buyer, and at the price the market will bear. The period of affordability is based upon the total amount of HOME funds subject to recapture described in paragraph (a)(5)(ii)(A) of this section.

(1) DCD will use the following options for recapture requirements. DCD is subject to the limitation that when the recapture requirement is triggered by a sale (voluntary or involuntary) of the housing unit, the amount recaptured cannot exceed the net proceeds, if any. The net proceeds are the sales price minus superior loan repayment (other than HOME funds) and any closing costs.

(A) Recapture entire amount. For First Time Homebuyer Program down-payment assistance, DCD may recapture the entire amount of direct subsidy provided with HOME investment from the homeowner.

(B) Shared net proceeds. This option will only be pursued at the discretion of DCD for First Time Homebuyer Program with Construction. Any activity involving shared net proceeds shall obtain prior written permission from HUD for choosing one of the following options in accordance with § 92.254 (a)(5)(ii)(A):

If the net proceeds are not sufficient to recapture the full HOME investment (or a reduced amount as provided for in paragraph (a)(5)(ii)(A)(2) of this section) plus enable the homeowner to recover the amount of the homeowner’s downpayment and any capital improvement investment made by the owner since purchase, DCD may share the net proceeds. The net proceeds are the sales price minus loan repayment (other than HOME funds) and closing costs. The net proceeds may be divided proportionally as set forth in the following mathematical formulas:

\[
\frac{\text{HOME investment}}{\text{HOME investment} + \text{homeowner investment}} \times \text{Net proceeds} = \text{HOME amount to be recaptured}
\]

\[
\frac{\text{homeowner investment}}{\text{HOME investment} + \text{homeowner investment}} \times \text{Net proceeds} = \text{amount to homeowner}
\]
Emergency Solutions Grant Guidelines
The ESG program provides funding to:

- Engage homeless individuals and families living on the street;
- Improve the number and quality of emergency shelters for homeless individuals and families;
- Help operate emergency shelters;
- Provide essential services to emergency shelter residents,
- Rapidly rehouse homeless individuals and families,
- Prevent families/individuals from becoming homeless.

I. Standard policies and procedures for evaluating individuals’ and families’ eligibility for assistance under Emergency Solutions Grant (ESG).

When working with ESG program income limits, released by HUD in the spring, providers must be aware of the following key points:

- **Extremely Low Income vs. Area Median Income Limits.** The "Extremely Low Income (ELI) families" limits do NOT apply to the ESG or Continuum of Care (CoC) programs. ESG does not use the ELI measure to establish income limits but instead uses the 30% of Area Median Income (AMI) income limits. Please use the 30 percent AMI tables. If ESG recipients/subrecipients were to use the ELI standard, some applicants for ESG assistance might be falsely determined to be eligible for homelessness prevention assistance, when actually their incomes were over 30 percent AMI.

Under the ESG program, income eligibility is based on the HUD income limits in effect at the time of income verification. Income eligibility is not based on HUD income limits that correspond with the grant year under which the ESG funds were awarded.

- **Rapid Re-Housing Income Requirements.** Please keep in mind for program participants receiving ESG "Rapid Re-Housing" assistance, an income assessment is not required at initial evaluation. At re-evaluation - which must take place not less than once annually for rapid re-housing - the participant's household must have an annual income that does not exceed 30 percent of median family income for the area, as determined by HUD.

- **Homelessness Prevention Income Requirements.** The ESG Program Interim Rule limits eligibility for homelessness prevention assistance to individuals and families with incomes below 30 percent of AMI at intake and incomes that do not exceed 30 percent of AMI at re-evaluation, which must take place not less than once every 3 months.

- **Data Requirements.** To ensure program compliance, all client information will be entered into the Chester County Client Information Management System (CCCIMMS) and the client case file. Information that should be filed include the initial assessment, documentation of income, case notes and other documentation (as appropriate) that demonstrate the participant’s eligibility, financial resources, support networks, and subsequent housing options. The policies and procedures of providers funded under
ESG shall be consistent with the definitions of homeless and at risk of homelessness in 24 CFR 576.2 and the recordkeeping requirements in 24 CFR 576.500(b), (c), (d), and (e).

II. Policies and procedures for coordination among emergency shelter providers, essential service providers, homelessness prevention and rapid re-housing assistance providers, other homeless assistance providers, and mainstream service and housing providers.

Policy: All agencies receiving ESG funding will be required to coordinate with homeless prevention/assistance providers, mainstream resources, and housing providers. Specifically, they will be required to coordinate with the following services:

**Section 576.400 (b): Homeless Services**

- Shelter Plus Care
- Supportive Housing Program
- Section 8 Moderate Rehabilitation SRO
- HUD-Veterans Affairs Supportive Housing (HUDVASH)
- Education for Homeless Children and Youth Grants
- Grants for the Benefit of Homeless Individuals
- Healthcare for the Homeless
- Programs for Runaway and Homeless Youth
- Projects for Assistance in Transition from Homelessness (PATH)
- Services in Supportive Housing Grants
- Emergency Food and Shelter Program
- Transitional Housing Assistance Grants for Victims of Sexual Assault, Domestic Violence, Dating Violence, and Stalking Program
- Homeless Veterans Reintegration Program
- Domiciliary Care for Homeless Veterans Program
- VA Homeless Providers Grant and Per Diem Program
- Health Care for Homeless Veterans Program
- Homeless Veterans Dental Program
- Supportive Services for Veterans Families Program
- Veteran Justice Outreach Initiative

**Section 576.400 (c): Mainstream Resources**

- Public housing programs
- Housing programs receiving tenant based or project based assistance under Section 8
- Supportive Housing for Persons with Disabilities (Section 811)
- HOME Investment Partnerships Program
- Temporary Assistance to Need Families (TANF)
- Health Center Program
- State Children’s Health Insurance Program
- Head Start
- Mental Health and Substance Abuse Block Grants
- Services funded under the Workforce Innovation and Opportunity Act (WIOA)

In addition, the Chester County Department of Community Development strongly encourages collaboration with the following programs/agencies:

- Community Development Block Grant-(CDBG)
- Continuum of Care Funding (CoC)
- Community Services Block Grant (CSBG)
Building partnerships is one of the key principles of Decade to Doorways: The Community’s 10 Year Plan to Prevent and End Homelessness in Chester County. The role of ESG funding as part of a larger plan to prevent and end homelessness will be discussed by the Decade to Doorways Governance Committee, which meets bi-monthly. This committee will create a place where stakeholders from the above organizations will communicate, coordinate, dialogue, network, and share information and resources. Additionally, the aforementioned organizations’ staff and programs are incorporated through the Decade to Doorways organizational structure and comprise the Continuum of Care.

III. Policies and procedures for determining and prioritizing which eligible families and individuals will receive homelessness prevention assistance and which eligible families and individuals will receive rapid rehousing assistance.

Policy: Those households currently experiencing literal homelessness on the street, in an emergency shelter, or a place not meant for human habitation will be prioritized to receive rapid rehousing assistance. All referrals and outreach efforts to recruit eligible participants for rapid rehousing must come directly from the Service Prioritization Decision Assistance Tool (SPDAT) Queue in CCCIMS. Individuals and families that are currently on the Individual and Family SPDAT Queue(s) that fit the rapid rehousing criteria by way of the SPDAT acuity score will be contacted by a Rapid Re-Housing Specialist. If prevention services are provided, they will be targeted to households who are most likely to become homeless based on county data of households currently in the shelter system.

Individuals and families will have a SPDAT completed to determine eligibility for rapid rehousing services at the Coordinated Entry, Emergency shelter, or Transitional Housing providers in Chester County. The goal of rapid rehousing is to get the most valuable households into permanent housing as quickly as possible while connecting them to the mainstream supports with which housing is maintained.

IV. Standards for determining the share of rent and utilities costs that each program participant must pay, if any, while receiving homelessness prevention or rapid re-housing assistance.

Policy: Providers will provide “the least amount of assistance needed, for the shortest period of time” to help the household to stabilize. It is the policy of Chester County that each individual or family receiving financial assistance through ESG will be assessed to determine their participant pay liability while receiving rapid re-housing services. All households must pay a minimum of 30% of their gross monthly income toward their rent. Exceptions are made for extenuating circumstances due to extremely low incomes, but the household must
be actively pursuing employment or benefits to increase their income in a short period of time. Any household moving to new housing may receive: 1) security deposit only; 2) one month's rent and deposit; or 3) full or partial security deposit plus a short to medium-term rental subsidy.

If only utility assistance is needed, households will pay at least 30% towards utilities. In the case of arrearages, the ESG program does not require 30%, but participants should be asked to contribute what they can.

Financial assistance provided will vary depending on the household and their individual needs. These needs will be assessed by the Rapid Re-Housing Specialist and evaluated at least monthly. This will ensure that households obtain and maintain housing with the least amount of resources in the shortest amount of time possible.

V. Standards for determining how long a particular program participant will be provided with rental assistance and whether and how the amount of that assistance will be adjusted over time.

Policy: Chester County will use a model of “progressive engagement,” like the model outlined by both the National Alliance to End Homelessness and also Alameda County, California. This model provides a small amount of services and resources at first to a household but allows for flexibility if a household needs more assistance. For some households, the initial assistance will be enough assistance to help them to obtain stable and permanent housing. This type of engagement is cost-effective and helps to conserve resources for those who need them most. The Rapid Rehousing Specialists will work with households to determine their needs, length, type, and amount of assistance on a case by case basis.

Additionally, if a household receives project-based rental assistance, they must have a lease that is for a period of 1-year, regardless of the length of rental assistance. Moreover, households receiving rapid rehousing assistance must be re-evaluated at least once every year and program participants receiving homelessness prevention assistance are required to be re-evaluated at least once every 3 months. Lastly, no program participant may receive more than 24 months of assistance in a 3-year period.

VI. Standards for determining the type, amount, and duration of housing stabilization and/or relocation services to provide a program participant,

- Including the limits, if any, on the homelessness prevention or rapid rehousing assistance that each program participant may receive, such as the maximum amount of assistance, maximum number of months the program participant receives assistance; or the maximum number of times the program participant may receive assistance.

Policy: The types, amount, and duration of housing stabilization and relocation services will be determined on a case-by-case basis using progressive engagement. The maximum time that a household may receive housing search and placement assistance is 24 months. However, Rapid Rehousing Specialists will be focused on providing the least amount of assistance during the shortest time period, stabilizing households as quickly as possible. The following are eligible ESG Rapid Rehousing costs:

- Short term rental assistance (up to 3 months)
- Medium term rental assistance (4-24 months)
• Rental arrears (one-time payment of up to 6 months of rent in arrears, including any late fees on those arrears).
• Rental application fees - As needed. A comparison of standard application fees will be done to determine if the amount is reasonable.
• Security deposit - No more than 2 month’s rent.
• Last month’s rent - Only if necessary and not to exceed one month’s rent. It will be included in the total months of rental assistance which will count toward the 24 month maximum in a 3 year period.
• Utility payments - Includes gas, electric, water, and sewage only. Up to 24 months in a 3 year period, per utility service, including up to 6 months of arrears which would be deducted from the 24 month period.
• Moving costs - As needed. It may include truck rental or hiring a moving company as well as payment of temporary storage fees for up to 3 months, provided that the fees are accrued after the date the household began receiving assistance and before moving into permanent housing. Payment of temporary storage fees in arrears is not eligible.
• Service costs:
  ➢ Housing search and placement
  ➢ Housing stability case management
  ➢ Mediation
  ➢ Legal Services
  ➢ Credit Repair
Chester County
Assessment of Fair Housing
Action Plan
<table>
<thead>
<tr>
<th>ACTION</th>
<th>FACTORS</th>
<th>ISSUES</th>
<th>OUTCOME</th>
<th>TIME</th>
<th>RESPONSIBLE PARTICIPANT</th>
</tr>
</thead>
<tbody>
<tr>
<td>Develop new affordable rental units in opportunity areas</td>
<td>Displacement of residents due to economic pressures; Location/type of affordable housing</td>
<td>Segregation; R/ECAP; Disparities in Access to Opportunities; Disproportionate Housing Need</td>
<td>Create 200 new affordable units in areas of opportunity</td>
<td>5 years</td>
<td>Chester County</td>
</tr>
<tr>
<td>Develop new affordable homebuyer units</td>
<td>Location and type of affordable housing</td>
<td>Segregation; R/ECAP; Disparities in Access to Opportunities; Disproportionate Housing Need</td>
<td>Construction of 20 new affordable homebuyer units</td>
<td>5 years</td>
<td>Chester County</td>
</tr>
<tr>
<td>Support homebuyer programs, including the use of housing choice vouchers to promote homeownership</td>
<td>Location and type of affordable housing; Availability of affordable units in range and sizes</td>
<td>Segregation; R/ECAP; Disparities in Access to Opportunities; Disproportionate Housing Need; Public Housing</td>
<td>#1: Provide financial support for 50 first-time homebuyers in Chester County</td>
<td>5 years</td>
<td>Chester County</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>#2: Provide financial support for 20 (of the 50) first-time homebuyers in the City of Coatesville</td>
<td></td>
<td>HACC</td>
</tr>
<tr>
<td>Participate in Decade to Doorways’ Permanent Housing Action Team activities</td>
<td>Location and type of affordable housing; Displacement of residents due to economic pressures; Availability of affordable units in a range of sizes; Impediments to mobility; Access to publicly supported housing for persons with disabilities</td>
<td>Segregation; R/ECAP; Disparities in Access to Opportunities; Disproportionate Housing Needs; Public Housing; Disability and Access</td>
<td>#1: Compile affordable housing landlord database</td>
<td>1 year</td>
<td>Chester County</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>#2: Research Healing Place best management practices and provide recommendations</td>
<td>2 years</td>
<td>HACC</td>
</tr>
<tr>
<td>Design, seek funding and implement a flexible subsidy system to create maximum housing options for placement of eligible low-income families</td>
<td>Location and type of affordable housing; Availability of affordable units in a range of sizes</td>
<td>Segregation; R/ECAP; Disparities in Access to Opportunities; Disproportionate Housing Need</td>
<td>Create a shallow subsidy system utilizing non-housing choice voucher funding</td>
<td>2 years</td>
<td>HACC</td>
</tr>
</tbody>
</table>

Goal #1: Increase opportunities for and access to safe decent and affordable permanent housing

FINAL - Approved by HUD June 1, 2017
Goal #2: Work in coordination with providers and consumers from the disabled, special needs and homeless community to remove physical and institutional barriers to obtain and maintain housing

<table>
<thead>
<tr>
<th>ACTION</th>
<th>FACTORS</th>
<th>ISSUES</th>
<th>OUTCOME</th>
<th>TIME</th>
<th>RESPONSIBLE PARTICIPANT</th>
</tr>
</thead>
<tbody>
<tr>
<td>Provide funding to make housing units accessible for persons with disabilities</td>
<td>Lack of affordable, accessible housing in range of unit sizes</td>
<td>Disability and Access</td>
<td>Provide funding to make modifications for 50 special needs and disabled households (contingent on state funding)</td>
<td>5 years</td>
<td>Chester County</td>
</tr>
<tr>
<td>Develop new affordable rental units in opportunity areas through strategic leveraging of housing resources, which may include Community Development Block Grant, HOME Investment Partnerships, HealthChoices Reinvestment, County Housing Trust Program, or other available funds. Number of units per year may vary based on funding availability and proposals received.</td>
<td>Location and type of affordable housing; lack of affordable, accessible housing in range of unit sizes; lack of affordable, integrated housing for individuals who need supportive services; lack of assistance for transitioning from institutional settings to integrated housing</td>
<td>Segregation; R/ECAP; Disparities in Access to Opportunities; Disability and Access</td>
<td>Develop 25 new affordable units for individuals with mental health needs through DCD’s annual RFP process to create an average of 5 new rental units per year</td>
<td>5 years</td>
<td>Chester County, HACC</td>
</tr>
<tr>
<td>Continue operation of the Housing Locator Program to identify housing opportunities for homeless persons</td>
<td>Access to publicly supported housing for persons with disabilities; Lack of affordable, accessible housing in range of unit sizes; Location of accessible housing; Impediments to mobility</td>
<td>Public Housing; Disability and Access</td>
<td>#1: Placement of 50 households annually #2: Add 20 active participant landlords to the housing locator on an annual basis to reach a total of 150</td>
<td>Ongoing through years 1-5</td>
<td>Chester County, HACC</td>
</tr>
<tr>
<td>Create and implement a marketing plan to landlords to encourage leasing to voucher holders with disabilities and/or special needs</td>
<td>Lack of affordable, accessible housing in range of unit sizes, Access to publicly supported housing for persons with disabilities</td>
<td>Disproportionate Housing Need, Public Housing, Disability and access</td>
<td>#1: Partner with agencies that have funds for rental unit accommodations #2: Implement marketing plan to landlords at designated events including bi-annual Landlord Forums.</td>
<td>2 years</td>
<td>HACC</td>
</tr>
<tr>
<td>ACTION</td>
<td>FACTORS</td>
<td>ISSUES</td>
<td>OUTCOME</td>
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<tr>
<td>Coordinate paratransit services to residents with limited mobility options that reside in Chester County affordable housing developments so that they have greater access to required services, including medical appointments</td>
<td>Availability, type, frequency and reliability of public transportation; Access to transportation for persons with disabilities</td>
<td>Disparities in Access to Opportunities, Disability and Access</td>
<td>Expand ridership and access to transportation by establishing a program that will accommodate 1,000 annual trips for residents of affordable housing properties</td>
<td>3-4 years</td>
<td>Chester County HACC</td>
</tr>
<tr>
<td>Explore possibilities for providing transit options for low income residents to connect with job opportunities throughout Chester County and other employment hubs through involvement in the development and implementation of the Chester County Planning Commission’s comprehensive plan, Landscapes3</td>
<td>Availability, type, frequency and reliability of public transportation; Access to transportation for persons with disabilities</td>
<td>Disparities in Access to Opportunities; Disability and Access</td>
<td>Coordinate efforts with Chester County Planning Commission to provide transportation access to low-income persons and those with disabilities</td>
<td>Ongoing through years 1-5</td>
<td>Chester County HACC</td>
</tr>
<tr>
<td>ACTION</td>
<td>FACTORS</td>
<td>ISSUES</td>
<td>OUTCOME</td>
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<tr>
<td>Implement Small Area Fair Market Rent (SAFMR) Program to encourage mobility</td>
<td>Availability of affordable units in a range of sizes; Impediments to mobility</td>
<td>R/ECAP, Disparities in Access to Opportunities; Public Housing</td>
<td>Implementation and compliance with SAFMR Program</td>
<td>1 year</td>
<td>HACC</td>
</tr>
<tr>
<td>Educate new voucher holders during application intake and orientation, current voucher holders during annual re-certifications, and rapid re-housing recipients about homeownership programs and housing options in higher opportunity areas</td>
<td>Location and type of affordable housing; Impediments to mobility; Availability of affordable units in a range of sizes</td>
<td>Segregation, R/ECAP, Disparities in Access to Opportunities; Public Housing</td>
<td>#1: Develop educational protocol to be used by Housing Specialists when processing new voucher holders</td>
<td>1 year</td>
<td>HACC</td>
</tr>
<tr>
<td></td>
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<td>#2: Create an educational brochure (to be distributed with re-certification packages) on homeownership and mobility opportunity programs</td>
<td></td>
<td>HACC</td>
</tr>
<tr>
<td>Conduct annual evaluation of housing choice voucher locations to monitor mobility efforts</td>
<td>Location and type of affordable housing; Impediments to mobility; Availability of affordable units in a range of sizes</td>
<td>Segregation; R/ECAP; Disparities in Access to Opportunities; Public Housing</td>
<td>Decrease vouchers in City of Coatesville from 43.9% to 39% of total under issuance and lease in Chester County (rate is averaged at 1% per year)</td>
<td>5 years</td>
<td>HACC</td>
</tr>
<tr>
<td>Target two future allocations of project based housing vouchers to developments either existing in or proposed for geographical areas of higher opportunity to increase mobility</td>
<td>Source of income discrimination; Impediments to mobility; Location and type of affordable housing</td>
<td>Segregation; R/ECAP; Disparities in Access to Opportunities; Public Housing</td>
<td>Provide minimum of two allocations of project based vouchers for a total commitment of 35 units of affordable housing (dependent upon availability of federal funding)</td>
<td>3 years</td>
<td>HACC</td>
</tr>
</tbody>
</table>

**Goal #4: Provide more diverse housing opportunities and encourage mobility among low-income residents living in areas of poverty, particularly among those in Coatesville's racially and ethnically concentrated area of poverty (R/ECAP)**

**FINAL - Approved by HUD June 1, 2017**
<table>
<thead>
<tr>
<th>Action</th>
<th>Location and type of affordable housing</th>
<th>Segregation; R/ECAP, Disparities in Access to Opportunities; Public Housing</th>
<th>Develop Moving to Work Action Plan submission to HUD</th>
<th>Time Frame</th>
<th>Responsible Party</th>
</tr>
</thead>
<tbody>
<tr>
<td>Submit an application to become a Moving to Work (MTW) housing authority in order to have maximum flexibility and creativity in creating housing strategies to further fair housing opportunities in Chester County</td>
<td>Location and type of affordable housing; Availability of affordable units in a range of sizes</td>
<td>Segregation; R/ECAP, Disparities in Access to Opportunities; Public Housing</td>
<td>Develop Moving to Work Action Plan submission to HUD</td>
<td>3 years</td>
<td>HACC</td>
</tr>
<tr>
<td>Research the geographic location preferences for participants in the housing choice voucher (Section 8) Program including new applicants who are searching for housing and those currently living in subsidized units who wish to move</td>
<td>Location and type of affordable housing; Impediments to mobility; Availability of affordable units in a range of sizes</td>
<td>Segregation; R/ECAP; Disparities in Access to Opportunities; Public Housing</td>
<td>#1: Create a comprehensive survey to assess housing needs and preferences among housing choice voucher holders #2: Implement survey, and collect and analyze the results of the responses to inform future housing policies and programming</td>
<td>1 year 2-3 years</td>
<td>HACC</td>
</tr>
</tbody>
</table>
### Goal #5: Enhance and expand opportunities in underserved communities

<table>
<thead>
<tr>
<th>ACTION</th>
<th>FACTORS</th>
<th>ISSUES</th>
<th>OUTCOME</th>
<th>TIME</th>
<th>RESPONSIBLE PARTICIPANT</th>
</tr>
</thead>
<tbody>
<tr>
<td>Continue efforts to attract private investments, such as the Gateway project and new train station in Coatesville, and in other urban areas in need of revitalization to create healthier communities with more opportunities</td>
<td>Lack of private investments in specific neighborhoods; Deteriorated and abandoned properties</td>
<td>Segregation; R/ECAP; Disparities in Access to Opportunities; Disproportionate Housing Needs; Public Housing</td>
<td>Achieve 5% growth in tax assessments for the City of Coatesville</td>
<td>5 years</td>
<td>Chester County</td>
</tr>
</tbody>
</table>
| Continue offering career training, GED and financial stability programs to increase employment capacity | Lack of private investments in specific neighborhoods; Location of employers | Segregation; R/ECAP; Disparities in Access to Opportunities; Disproportionate Housing Needs; Public Housing | #1: Increase number of visitors to PA CareerLink - Chester County 3% annually  
#2: Increase number of visitors from the Coatesville zip code (19320) to PA CareerLink - Chester County 5% annually | Ongoing through years 1-5 | Chester County |
<table>
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<tr>
<th>ACTION</th>
<th>FACTORS</th>
<th>ISSUES</th>
<th>OUTCOME</th>
<th>TIME</th>
<th>RESPONSIBLE PARTICIPANT</th>
</tr>
</thead>
<tbody>
<tr>
<td>Provide information about community events via web site and e-newsletter communications to citizens so that they can access housing, workforce development, and community services within the county</td>
<td>Quality of affordable housing information programs; Opportunity access</td>
<td>Public Housing; Disparities in Access to Opportunities</td>
<td>#1: Publish 50 housing and community services e-newsletters annually</td>
<td>Ongoing through years 1-5</td>
<td>Chester County</td>
</tr>
<tr>
<td>Ensure that individuals with Limited English Proficiency can access resources</td>
<td>Quality of affordable housing information programs</td>
<td>Public Housing; Disparities in Access to Opportunities</td>
<td>Evaluate outreach efforts to LEP individuals and provide recommendations to improve access</td>
<td>3 years</td>
<td>Chester County</td>
</tr>
<tr>
<td>Provide rental preparation educational program materials to HACC waiting list prospects before searching for housing</td>
<td>Quality of affordable housing information programs</td>
<td>Public Housing; Disparities in Access to Opportunities</td>
<td>#1: Prepare materials to be distributed at voucher briefings</td>
<td>2 years</td>
<td>HACC</td>
</tr>
<tr>
<td></td>
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<td></td>
<td>#2: Prepare a video training for rental preparation and make it accessible from HACC website</td>
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<tr>
<td>ACTION</td>
<td>FACTORS</td>
<td>ISSUES</td>
<td>OUTCOME</td>
<td>TIME</td>
<td>RESPONSIBLE PARTICIPANT</td>
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</table>
| Review fair housing programming on a quarterly basis and target fair housing educational efforts to remove barriers to fair housing | Need for awareness among consumers, providers, municipalities and housing professionals for how and when to use fair housing supports | Fair Housing | #1: Conduct 2 fair housing events annually  
#2: Publish 4 quarterly fair housing e-newsletters annually  
#3: Distribute fair housing information at 15 public events annually | Ongoing through years 1-5 | Chester County, HACC |
| Provide access to FHIP and legal services for fair housing or other legal matters related to housing | Need for awareness among consumers, providers, municipalities and housing professionals for how and when to use fair housing supports | Fair Housing | Receive 150 referrals annually | Ongoing through years 1-5 | Chester County |
| Include fair housing education for homebuyer program participants | Need for awareness among consumers, providers, municipalities and housing professionals for how and when to use fair housing supports | Fair Housing | Provide education to 35 individuals annually | Ongoing through years 1-5 | Chester County, HACC |
| Provide fair housing materials for all residents living in publicly supported housing | Need for awareness among consumers, providers, municipalities and housing professionals for how and when to use fair housing supports | Fair Housing | #1: Include fair housing education supplement as part of HACC informational materials  
#2: Ensure recipients of affordable housing funding provide fair housing materials to residents | Ongoing through years 1-5 | Chester County, HACC |
<table>
<thead>
<tr>
<th>Host Landlord Forum and include fair housing and source of income components for current and prospective housing choice voucher landlords</th>
<th>Need for awareness among consumers, providers, municipalities and housing professionals for how and when to use fair housing supports</th>
<th>Fair Housing</th>
<th>Host 2 Landlord Forms annually</th>
<th>Ongoing through years 1-5</th>
<th>Chester County</th>
</tr>
</thead>
<tbody>
<tr>
<td>Review municipal ordinances for applicants seeking federal Community Development Block Grant funding to ensure compliance with fair housing laws, increasing fair housing compliance among the 30 eligible municipalities with designated low- to moderate-income areas (LMAs) so that 15 (or 50%) are in compliance</td>
<td>State or local laws policies or practices that discourage individuals with disabilities from being placed in or living in integrated settings; Need for awareness among consumers, providers, municipalities and housing professionals for how and when to use fair housing supports</td>
<td>Fair Housing; Disability and Access</td>
<td>Review municipal ordinances after entitlement funding applications are received and increase compliance to 15 CDBG eligible municipalities</td>
<td>5 years</td>
<td>Chester County</td>
</tr>
<tr>
<td>Promote compliance with fair housing laws for municipalities participating in the Chester County Vision Partnership Program to provide technical assistance for comprehensive plans, ordinances, official maps, and special planning projects</td>
<td>Need for awareness among consumers, providers, municipalities and housing professionals for how and when to use fair housing supports</td>
<td>Fair Housing</td>
<td>Municipal compliance with fair housing laws for Vision Partnership partners</td>
<td>5 years</td>
<td>Chester County</td>
</tr>
<tr>
<td>Pursue the design of a model density bonus system by the Chester County Planning Commission to help municipalities meet Fair Share requirements and provide incentives for developers that agree to set aside affordable housing units in newly constructed rental projects</td>
<td>Need for awareness among consumers, providers, municipalities and housing professionals for how and when to use fair housing supports</td>
<td>Fair Housing</td>
<td>Creation of model ordinance by the Chester County Planning Commission</td>
<td>5 years</td>
<td>Chester County</td>
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</tbody>
</table>
Goal #8: Integrate housing efforts among County of Chester departments and the Housing Authority of the County of Chester

<table>
<thead>
<tr>
<th>ACTION</th>
<th>FACTORS</th>
<th>ISSUES</th>
<th>OUTCOME</th>
<th>TIME</th>
<th>RESPONSIBLE PARTICIPANT</th>
</tr>
</thead>
<tbody>
<tr>
<td>Participate in the Decade to Doorways Plan to Prevent and End Homelessness and issue housing choice vouchers to the most vulnerable homeless citizens of Chester County</td>
<td>Location and type of affordable housing; Access to publicly supported housing for persons with disabilities; Lack of affordable, integrated housing for individuals who need supportive services; Lack of assistance for transitioning from institutional settings to integrated housing</td>
<td>Segregation; R/ECAP; Disparities in Access to Opportunities; Disproportionate Housing Needs; Public Housing; Disability and Access</td>
<td>Ongoing coordination of Vulnerability Index System Prioritization Decision Assistance Tool (VI-SPDAT) and placement of homeless individuals</td>
<td>Ongoing through years 1-5</td>
<td>Chester County HACC</td>
</tr>
<tr>
<td>Participate in the Chester County Planning Commission’s Landscapes3 Comprehensive Plan Update, including membership in stakeholder teams, provision of housing data and review of draft materials</td>
<td>Location and type of affordable housing; Access to publicly supported housing for persons with disabilities; Quality of affordable housing information programs</td>
<td>Segregation; R/ECAP; Disparities in Access to Opportunities; Disproportionate Housing Needs; Public Housing; Disability and Access</td>
<td>Provide assistance about housing conditions in Chester County throughout Landscapes3 planning effort</td>
<td>3 years</td>
<td>Chester County HACC</td>
</tr>
<tr>
<td>Participate in the Chester County Planning Commission’s Housing Options Task Force to increase housing opportunities for Chester County residents through partnership efforts between private, public and non-profit sectors</td>
<td>Location and type of affordable housing; Access to publicly supported housing for persons with disabilities; Quality of affordable housing information programs</td>
<td>Segregation; R/ECAP; Disparities in Access to Opportunities; Disproportionate Housing Needs; Public Housing; Disability and Access</td>
<td>Engage in Housing Options Task Force meetings and provide support for housing initiatives in Landscapes3</td>
<td>Ongoing through years 1-5</td>
<td>Chester County HACC</td>
</tr>
</tbody>
</table>

FINAL - Approved by HUD June 1, 2017
Application for Federal Assistance SF-424

* 1. Type of Submission:   * 2. Type of Application:   * If Revision, select appropriate letter(s):
☐ Preapplication   ☐ New   ☐ Other (Specify):
☐ Application   ☐ Continuation
☐ Changed/Corrected Application   ☐ Revision

* 3. Date Received:   * 4. Applicant Identifier:

5a. Federal Entity Identifier:   5b. Federal Award Identifier:
23-6003040

State Use Only:
6. Date Received by State:   7. State Application Identifier:

8. APPLICANT INFORMATION:
*a. Legal Name: County of Chester
*b. Employer/Taxpayer Identification Number (EIN/TIN):
23-6003040
*c. Organizational DUNS:
15989922000

d. Address:
* Street: 313 West Market Street, Suite 6202
Street:
* City: West Chester
County/Parish: Chester
* State: PA: Pennsylvania
Province:
* Country: USA: UNITED STATES
* Zip / Postal Code: 19380-0991

e. Organizational Unit:
Department Name:
 Community Development
Division Name:

f. Name and contact information of person to be contacted on matters involving this application:
* Prefix: Mr.
* First Name: Patrick
* Last Name: Bokovitz
Suffix:
Title: Director
Organizational Affiliation:

* Telephone Number: 610-344-6900
Fax Number: 610-344-6925
* Email: ccccd@chesco.org

OMB Number: 4040-0004
Expiration Date: 10/31/2019
**Application for Federal Assistance SF-424**

<table>
<thead>
<tr>
<th>*9. Type of Applicant 1: Select Applicant Type:</th>
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<tbody>
<tr>
<td>B: County Government</td>
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</tbody>
</table>

| Type of Applicant 2: Select Applicant Type: |

| Type of Applicant 3: Select Applicant Type: |

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<thead>
<tr>
<th>* Other (specify):</th>
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<tr>
<th>*10. Name of Federal Agency:</th>
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<tbody>
<tr>
<td>Department of Housing and Urban Development</td>
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<tr>
<th>11. Catalog of Federal Domestic Assistance Number:</th>
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<th>CFDA Title:</th>
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<tbody>
<tr>
<td>Community Development Block Grant Program</td>
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<table>
<thead>
<tr>
<th>* Title:</th>
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<tbody>
<tr>
<td>2018 Community Development Block Grant</td>
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</table>

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<tr>
<th>13. Competition Identification Number:</th>
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<th>Title:</th>
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<th>14. Areas Affected by Project (Cities, Counties, States, etc.):</th>
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<tr>
<th>*15. Descriptive Title of Applicant's Project:</th>
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</table>

2018 CDBG funds will be used for infrastructure improvements, community construction, housing activities, fair housing activities, and community services.

Attach supporting documents as specified in agency instructions.
Application for Federal Assistance SF-424

16. Congressional Districts Of:
   * a. Applicant 6
   * b. Program/Project 6
   
   Attach an additional list of Program/Project Congressional Districts if needed.

17. Proposed Project:
   * a. Start Date: 01/01/2018
   * b. End Date: 12/31/2018

18. Estimated Funding ($):
   * a. Federal 2,561,340.00
   * b. Applicant
   * c. State
   * d. Local
   * e. Other
   * f. Program Income
   * g. TOTAL 2,561,340.00

19. Is Application Subject to Review By State Under Executive Order 12372 Process?
   □ a. This application was made available to the State under the Executive Order 12372 Process for review on
   □ b. Program is subject to E.O. 12372 but has not been selected by the State for review.
   □ c. Program is not covered by E.O. 12372.

20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)
   □ Yes  □ No
   If "Yes", provide explanation and attach

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

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

Authorized Representative:
Prefix: Ms.  * First Name: Michelle
Middle Name:  
* Last Name: Kichline
Suffix:  
* Title: Chair, Chester County Board of Commissioners
* Telephone Number: 610-344-6100  Fax Number:
Email: mkichline@chesco.org
* Signature of Authorized Representative: 
* Date Signed: 9/25/2018
CERTIFICATIONS

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

Affirmatively Further Fair Housing -- The jurisdiction will affirmatively further fair housing, which means it will conduct an analysis of impediments to fair housing choice within the jurisdiction, take appropriate actions to overcome the effects of any impediments identified through that analysis, and maintain records reflecting that analysis and actions in this regard.

Anti-displacement and Relocation Plan -- It will comply with the acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, and implementing regulations at 49 CFR 24; and it has in effect and is following a residential antidisplacement and relocation assistance plan required under section 104(d) of the Housing and Community Development Act of 1974, as amended, in connection with any activity assisted with funding under the CDBG or HOME programs.

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

1. No Federal appropriated funds have been paid or will be paid, by or on behalf of it, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement;

2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, it will complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions; and

3. It will require that the language of paragraph 1 and 2 of this anti-lobbying certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

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

Consistency with plan -- The housing activities to be undertaken with CDBG, HOME, ESG, and HOPWA funds are consistent with the strategic plan.

Section 3 -- It will comply with section 3 of the Housing and Urban Development Act of 1968, and implementing regulations at 24 CFR Part 135.

Signature/Authorized Official

Date 5/23/2018
Specific CDBG Certifications

The Entitlement Community certifies that:

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

**Community Development Plan** — Its consolidated housing and community development plan identifies community development and housing needs and specifies both short-term and long-term community development objectives that provide decent housing, expand economic opportunities primarily for persons of low and moderate income. (See CFR 24 570.2 and CFR 24 part 570)

**Following a Plan** — It is following a current consolidated plan (or Comprehensive Housing Affordability Strategy) that has been approved by HUD.

**Use of Funds** — It has complied with the following criteria:

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

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

3. **Special Assessments.** It will not attempt to recover any capital costs of public improvements assisted with CDBG funds including Section 108 loan guaranteed funds by assessing any amount against properties owned and occupied by persons of low and moderate income, including any fees charged or assessment made as a condition of obtaining access to such public improvements. However, if CDBG funds are used to pay the proportion of a fee or assessment that relates to the capital costs of public improvements (assisted in part with CDBG funds) financed from other revenue sources, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than CDBG funds.

The jurisdiction will not attempt to recover any capital costs of public improvements assisted with CDBG funds, including Section 108, unless CDBG funds are used to pay the proportion of fee or assessment attributable to the capital costs of public improvements financed from other revenue sources. In this case, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than CDBG funds. Also, in the case of properties owned and occupied by moderate-income (not low-income) families, an assessment or charge may be made against the property for public improvements financed by a source other than CDBG funds if the jurisdiction certifies that it lacks CDBG funds to cover the assessment.

**Excessive Force** — It has adopted and is enforcing:

1. A policy prohibiting the use of excessive force by law enforcement agencies within its
jurisdiction against any individuals engaged in non-violent civil rights demonstrations; and

2. A policy of enforcing applicable State and local laws against physically barring entrance to or exit from a facility or location which is the subject of such non-violent civil rights demonstrations within its jurisdiction;

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

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

Compliance with Laws — It will comply with applicable laws.

[Signature/Authorized Official]  [5/3/2018]

[Chairman]

[Title]
OPTIONAL CERTIFICATION
CDBG

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

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

[Signature]
Signature/Authorized Official

[Date]
Date

[Title]
APPENDIX TO CERTIFICATIONS

INSTRUCTIONS CONCERNING LOBBYING:

A. Lobbying Certification

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than $10,000 and not more than $100,000 for each such failure.
Application for Federal Assistance SF-424

1. Type of Submission:
   - [ ] Preapplication
   - [x] Application
   - [ ] Changed/Corrected Application

2. Type of Application:
   - [ ] New
   - [ ] Continuation
   - [ ] Revision
   - [ ] Other (Specify):

3. Date Received:

4. Applicant Identifier:

5a. Federal Entity Identifier:
   - 23-6003040

5b. Federal Award Identifier:
   - I

State Use Only:

6. Date Received by State: 

7. State Application Identifier: 

8. APPLICANT INFORMATION:

   a. Legal Name: County of Chester

   b. Employer/Taxpayer Identification Number (EIN/TIN):
   - 23-6003040

   c. Organizational DUNS:
   - 1598895220000

   d. Address:
   - Street: 113 West Market Street, Suite 6202
   - City: West Chester
   - County/Parish: Chester
   - State: PA: Pennsylvania
   - Province: 
   - Country: USA: UNITED STATES
   - Zip/Postal Code: 19380-0991

   e. Organizational Unit:
   - Department Name: 
   - Division Name: 

   f. Name and contact information of person to be contacted on matters involving this application:
   - Prefix: Mr.
   - * First Name: Patrick
   - Middle Name: 
   - Last Name: Bokovitz
   - Suffix: 
   - Title: Director
   - Organizational Affiliation: 
   - * Telephone Number: 610-344-6900
   - Fax Number: 610-344-6925
   - Email: ccdcdcheesco.org
**Application for Federal Assistance SF-424**

**9. Type of Applicant 1: Select Applicant Type:**
- [ ] B: County Government

**Type of Applicant 2: Select Applicant Type:**

**Type of Applicant 3: Select Applicant Type:**

- [ ] Other (specify):

**10. Name of Federal Agency:**

Department of Housing and Urban Development

**11. Catalog of Federal Domestic Assistance Number:**

14-239

CFDA Title:
HOME Investment Partnerships Program

**12. Funding Opportunity Number:**

N/A

- [ ] * Title:

2018 HOME Investment Partnerships Program

**13. Competition Identification Number:**

N/A

- [ ] Title:

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

- [ ] Add Attachment - [ ] Delete Attachment - [ ] View Attachment

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

2018 HOME funds will be used for first-time home buyer assistance, housing construction, and community housing development organization activities.

Attach supporting documents as specified in agency instructions.

- [ ] Add Attachments - [ ] Delete Attachments - [ ] View Attachments
App lic a ti o n for Fede r a l A ssista n ce SF-424

16. Cong re s sional Districts Of:
   * a. Applicant 6
   * b. Program/Project 6

Attach an add i tio nal list of Program/Project Congressional Districts if needed.

17. Proposed Project:
   * a. Start Date: 01/01/2018
   * b. End Date: 12/31/2018

18. Es ti ma ted Funding ($) :
   * a. Federal 1,152,764.00
   * b. Applicant
   * c. State
   * d. Local
   * e. Other
   * f. Program Income
   * g. TOTAL 1,152,764.00

19. Is Application Subject to Review By State Under Executive Order 12372 Process?
   ☐ a. This application was made available to the State under the Executive Order 12372 Process for review on
   ☑ b. Program is subject to E.O. 12372 but has not been selected by the State for review.
   ☐ c. Program is not covered by E.O. 12372.

20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)
   ☐ Yes  ☑ No

   If "Yes", provide explanation and attach

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

   ☑ ** I AGREE

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

Authorized Representative:

Prefix: Ms.  * First Name: Michelle
Middle Name: 
* Last Name: Kichline
Suffix: 
* Title: Chair, Chester County Board of Commissioners
* Telephone Number: 610-344-6100  Fax Number: 
* Email: mkichline@chesco.org

* Signature of Authorized Representative: 

* Date Signed: 5/23/2018
Specific HOME Certifications

The HOME participating jurisdiction certifies that:

Tenant Based Rental Assistance -- If the participating jurisdiction intends to provide tenant-based rental assistance:

The use of HOME funds for tenant-based rental assistance is an essential element of the participating jurisdiction's consolidated plan for expanding the supply, affordability, and availability of decent, safe, sanitary, and affordable housing.

Eligible Activities and Costs -- it is using and will use HOME funds for eligible activities and costs, as described in 24 CFR § 92.205 through 92.209 and that it is not using and will not use HOME funds for prohibited activities, as described in § 92.214.

Appropriate Financial Assistance -- before committing any funds to a project, it will evaluate the project in accordance with the guidelines that it adopts for this purpose and will not invest any more HOME funds in combination with other Federal assistance than is necessary to provide affordable housing:

[Signature/Authorized Official]  [Date]

[Title]
APPENDIX TO CERTIFICATIONS

INSTRUCTIONS CONCERNING LOBBYING:

A. Lobbying Certification

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than $10,000 and not more than $100,000 for each such failure.
Application for Federal Assistance SF-424

1. Type of Submission:
- [ ] Preapplication
- [X] Application
- [ ] Changed/Corrected Application

2. Type of Application:
- [X] New
- [ ] Continuation

* If Revision, select appropriate letter(s):
- [ ] Other (Specify):

3. Date Received: 

4. Applicant Identifier:
23-6003040

5a. Federal Entity Identifier:
23-6003040

5b. Federal Award Identifier:

State Use Only:
6. Date Received by State: 

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8. APPLICANT INFORMATION:

*a. Legal Name: County of Chester*

*b. Employer/Taxpayer Identification Number (EIN/TIN): 23-6003040*

*c. Organizational DUNS: 159899920000*

d. Address:
- *Street: 313 West Market Street, Suite 6202*
- *City: West Chester*
- *County/Parish: Chester*
- *State: PA: Pennsylvania*
- *Province:*
- *Country: USA: UNITED STATES*
- *Zip / Postal Code: 19380-0991*

e. Organizational Unit:
- *Department Name: Community Development*
- *Division Name:*

f. Name and contact information of person to be contacted on matters involving this application:
- *Prefix: Mr.*
- *First Name: Patrick*
- *Middle Name: E.*
- *Last Name: Bokovitz*
- *Suffix:*
- *Title: Director*

Organizational Affiliation: 

*Telephone Number: 610-344-6900*  
*Fax Number: 610-344-6925*

*Email: ccdcd@chesco.org*
**Application for Federal Assistance SF-424**

### 9. Type of Applicant 1: Select Applicant Type:
- **B: County Government**

### 10. Name of Federal Agency:
- Department of Housing and Urban Development

### 11. Catalog of Federal Domestic Assistance Number:
- **14-231**
- CFDA Title: Emergency Solutions Grant Program

### 12. Funding Opportunity Number:
- N/A
- Title: 2018 Emergency Solutions Grant Program

### 13. Competition Identification Number:
- N/A
- Title:

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

### 15. Descriptive Title of Applicant's Project:
2018 ESG funds will be used for homelessness prevention activities and emergency shelter operations.

Attach supporting documents as specified in agency instructions.
Application for Federal Assistance SF-424

16. Congressional Districts Of:

* a. Applicant
* b. Program/Project

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

17. Proposed Project:

* a. Start Date: 01/01/2018
* b. End Date: 12/31/2018

18. Estimated Funding ($):

<p>| | |</p>
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<td>b. Applicant</td>
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<tr>
<td>c. State</td>
<td></td>
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<td>d. Local</td>
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<td>e. Other</td>
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<td>f. Program Income</td>
<td></td>
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<td>g. TOTAL</td>
<td>209,176.00</td>
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19. Is Application Subject to Review By State Under Executive Order 12372 Process?

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

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

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

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

☐ Yes

☐ No

If “Yes”, provide explanation and attach

Authorized Representative:

Prefix: Ms.

* First Name: Michelle

Middle Name: 

* Last Name: Kichline

Suffix: 

* Title: Chair, Chester County Board of Commissioners

* Telephone Number: 610-344-6100

* Email: mkichline@chesco.org

* Date Signed: 6/23/2018

* Signature of Authorized Representative: [Signature]
ESG Certifications

The Emergency Solutions Grants Program Recipient certifies that:

**Major rehabilitation/conversion** – If an emergency shelter’s rehabilitation costs exceed 75 percent of the value of the building before rehabilitation, the jurisdiction will maintain the building as a shelter for homeless individuals and families for a minimum of 10 years after the date the building is first occupied by a homeless individual or family after the completed rehabilitation. If the cost to convert a building into an emergency shelter exceeds 75 percent of the value of the building after conversion, the jurisdiction will maintain the building as a shelter for homeless individuals and families for a minimum of 10 years after the date the building is first occupied by a homeless individual or family after the completed conversion. In all other cases where ESG funds are used for renovation, the jurisdiction will maintain the building as a shelter for homeless individuals and families for a minimum of 3 years after the date the building is first occupied by a homeless individual or family after the completed renovation.

**Essential Services and Operating Costs** – In the case of assistance involving shelter operations or essential services related to street outreach or emergency shelter, the jurisdiction will provide services or shelter to homeless individuals and families for the period during which the ESG assistance is provided, without regard to a particular site or structure, so long the jurisdiction serves the same type of persons (e.g., families with children, unaccompanied youth, disabled individuals, or victims of domestic violence) or persons in the same geographic area.

**Renovation** – Any renovation carried out with ESG assistance shall be sufficient to ensure that the building involved is safe and sanitary.

**Supportive Services** – The jurisdiction will assist homeless individuals in obtaining permanent housing, appropriate supportive services (including medical and mental health treatment, victim services, counseling, supervision, and other services essential for achieving independent living), and other Federal, State, local, and private assistance available for such individuals.

**Matching Funds** – The jurisdiction will obtain matching amounts required under 24 CFR 576.201.

**Confidentiality** – The jurisdiction has established and is implementing procedures to ensure the confidentiality of records pertaining to any individual provided family violence prevention or treatment services under any project assisted under the ESG program, including protection against the release of the address or location of any family violence shelter project, except with the written authorization of the person responsible for the operation of that shelter.

**Homeless Persons Involvement** – To the maximum extent practicable, the jurisdiction will involve, through employment, volunteer services, or otherwise, homeless individuals and families in constructing, renovating, maintaining, and operating facilities assisted under the ESG program, in providing services assisted under the ESG program, and in providing services for occupants of facilities assisted under the program.

**Consolidated Plan** – All activities the jurisdiction undertakes with assistance under ESG are consistent with the jurisdiction’s consolidated plan.

**Discharge Policy** – The jurisdiction will establish and implement, to the maximum extent practicable and where appropriate policies and protocols for the discharge of persons from
publicly funded institutions or systems of care (such as health care facilities, mental health facilities, foster care or other youth facilities, or correction programs and institutions) in order to prevent this discharge from immediately resulting in homelessness for these persons.

Signature/Authorized Official

Date

Title
APPENDIX TO CERTIFICATIONS

INSTRUCTIONS CONCERNING LOBBYING:

A. Lobbying Certification

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