CHESTER COUNTY, PENNSYLVANIA

CONSOLIDATED PLAN (2018-2022)

2020 & CARES Act Funding Action Plan

HOUSING, COMMUNITY, & WORKFORCE DEVELOPMENT

Chester County Department of Community Development
## Public Services Related to COVID-19

<table>
<thead>
<tr>
<th>Provider</th>
<th>Program</th>
<th>Total Award</th>
<th>CDBG-CV</th>
<th>CSBG-CV</th>
<th>ESG-CV</th>
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CDBG - Community Development Block Grant, CSBG - Community Services Block Grant, ESG - Emergency Solutions Grant

1: "Other Discretionary" includes $40,000 in CSBG Discretionary funds

2: "Other Discretionary" includes $27,309 of LancCo My Home and $24,691 in Home4Good funds
<table>
<thead>
<tr>
<th>Provider Program</th>
<th>Total 2020 Award</th>
<th>CDBG</th>
<th>CSBG</th>
<th>ESG</th>
<th>HOME</th>
<th>HTP</th>
<th>PHARE</th>
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<td>Life Transforming Ministries Volunteer Income Tax Assistance (VITA)</td>
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*Note: also using $112,907 of 2020 Continuum of Care Coordinated Entry funds starting 4/1/2020

*Note: includes $30,000 of CSBG-Discretionary grant funds

CDBG - Community Development Block Grant, CSBG - Community Services Block Grant, ESG - Emergency Solutions Grant
HTP - Housing Trust Program, CHDO - Community Housing Development Organization, PHARE - State Housing Trust
### Housing Construction

<table>
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<th>Provider</th>
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<th>HOME</th>
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*Note: Included in 2019 Action Plan Amendment #2*

### Public Works, Rehabilitation, and Acquisition

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<th>Program</th>
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CDBG - Community Development Block Grant, CSBG - Community Services Block Grant, ESG - Emergency Solutions Grant
HTP - Housing Trust Program, CHDO - Community Housing Development Organization
Inclusion of activities to prepare, prevent, or respond to COVID-19 using CARES Act funding.

Executive Summary

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

1. Introduction

The 2020 Action Plan and its Coronavirus Aid, Relief, and Economic Security (CARES) Act Amendment is the formal application to HUD for these entitlement block grants based on estimated funding levels, and administered by Chester County Department of Community Development (DCD). This Amendment reflects funding as of August 2020.

- Community Development Block Grant (CDBG): $2,586,345
- CDBG-CV (from the CARES Act): $1,521,461
- HOME Investment Partnerships: $1,135,474
- Emergency Solutions Grant (ESG): $221,642
- ESG-CV (from the CARES Act): $2,984,950

The U.S. Department of Housing and Urban Development (HUD) allocates entitlement block grant funding to local and state governments to carry out a variety of housing and community development activities. The Action Plan presents the specific activities that will be undertaken in 2020 to achieve Chester County's five-year Consolidated Plan (2018-2022) strategies and goals pertaining to affordable housing, homelessness, special needs housing, and economic and community development. In addition, the Action Plan assigns Objectives and Outcomes to each funded activity for 2020. This system facilitates the reporting of accomplishments for each of these activities at the close of the program year. The specific Outcomes and Objectives for each activity can be found in AP-20 Annual goals and objectives.

The 2020 Action Plan also describes how the County plans to use Housing Trust Program (HTP) funds, which are generated from fees associated with real estate transactions, for affordable housing activities. As Chester County's Community Action Agency, DCD will administer Community Services Block Grant funding, subcontracting with local non-profit agencies to carry out activities such as case management and job readiness programs that are designed to help people become self-sufficient.

The many activities and initiatives are designed to strengthen both communities and individuals. Over 95% of the funds will be utilized to benefit low to moderate income county residents. In an effort to focus attention on the areas of greatest need, DCD funding is typically concentrated in urban centers, with resources allocated for countywide activities. DCD will work closely with local governments,
nonprofit agencies, housing developers, and concerned residents during 2020 to ensure that the hard
work and designated funding has a positive impact throughout the county.

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

2. **Summarize the objectives and outcomes identified in the Plan**

This could be a restatement of items or a table listed elsewhere in the plan or a reference to
another location. It may also contain any essential items from the housing and homeless needs
assessment, the housing market analysis or the strategic plan.

Detailed information regarding 2020 goals and objectives is included in section AP-20 of the Annual
Plan. The Chester County Consolidated Plan, 2018-2022 identifies the following goals:

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

These goals seek to address priority needs, including:

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

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

3. **Evaluation of past performance**

This is an evaluation of past performance that helped lead the grantee to choose its goals or
projects.
At the end of each program year, a Consolidated Annual Performance and Evaluation Report (CAPER) is compiled. The CAPER explains how the previous year’s activities fared and documents the County’s progress toward achieving the Consolidated Plan’s goals and objectives.

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

In 2018, DCD restructured its Request for Proposals (RFP) scoring process to take past performance more strongly into account.

4. Summary of Citizen Participation Process and consultation process

Summary from citizen participation section of plan.

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

The 2020 Action Plan Public Hearing was held on November 19, 2019 at the Chester County OIC in Coatesville to listen to citizens needs and help to direct the County’s goals. DCD takes into account public feedback during the goal setting and planning process.

DCD updated its Citizen Participation Plan (attached with public participation materials) in accordance with HUD guidance for emergency declarations. The CARES Act Amendment Public Hearing was held on July 29, 2020 via an online meeting. Video of the public hearing and the presentation slides were both posted to the DCD website.

5. Summary of public comments

This could be a brief narrative summary or reference an attached document from the Citizen Participation section of the Con Plan.

Please reference attached public participation materials.

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

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

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

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

<table>
<thead>
<tr>
<th>Agency Role</th>
<th>Name</th>
<th>Department/Agency</th>
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<tbody>
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<td>Lead Agency</td>
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<tr>
<td>CDBG Administrator</td>
<td>CHESTER COUNTY</td>
<td>Department of Community Development</td>
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<td>HOPWA Administrator</td>
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<td>HOME Administrator</td>
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<tr>
<td>HOPWA-C Administrator</td>
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Table 1 – Responsible Agencies

Narrative (optional)

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

Consolidated Plan Public Contact Information

Patrick Bokovitz, Director of Chester County Department of Community Development

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

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

Describe coordination with the Continuum of Care and efforts to address the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans, and unaccompanied youth) and persons at risk of homelessness.

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

Describe consultation with the Continuum(s) of Care that serves the jurisdiction's area in determining how to allocate ESG funds, develop performance standards for and evaluate outcomes of projects and activities assisted by ESG funds, and develop funding, policies and procedures for the operation and administration of HMIS

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

2. Describe Agencies, groups, organizations and others who participated in the process and describe the jurisdiction's consultations with housing, social service agencies and other entities
<table>
<thead>
<tr>
<th>Agency/Group/Organization</th>
<th>HOUSING AUTHORITY OF CHESTER COUNTY</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Agency/Group/Organization Type</strong></td>
<td>PHA</td>
</tr>
<tr>
<td><strong>What section of the Plan was addressed by Consultation?</strong></td>
<td>Public Housing Needs</td>
</tr>
<tr>
<td><strong>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</strong></td>
<td>The Housing Authority of Chester County was consulted regarding the 2020 Action Plan section AP-60. It provided discussion about the actions planned during the next year to address the needs of public housing.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Agency/Group/Organization</th>
<th>CHESTER COUNTY</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Agency/Group/Organization Type</strong></td>
<td>Housing Services-Children Services-Elderly Persons Services-Persons with Disabilities Services-Health Services-Employment Services - Broadband Internet Service Providers Services - Narrowing the Digital Divide Health Agency Child Welfare Agency Agency - Managing Flood Prone Areas Agency - Management of Public Land or Water Resources Agency - Emergency Management Other government - County Planning organization</td>
</tr>
<tr>
<td><strong>What section of the Plan was addressed by Consultation?</strong></td>
<td>Housing Need Assessment Non-Homeless Special Needs</td>
</tr>
<tr>
<td>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</td>
<td></td>
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</tr>
<tr>
<td>Members of each County department receive DCD's e-newsletters and most follow DCD on social media. DCD has ongoing relationships through a variety of County of Chester partnerships to solicit input on planned activities. The Chester County Health Department collaborates on lead mitigation efforts, and provides data and information on various public health initiatives. The Chester County Planning Commission and the Chester County Water Resources Authority provide input on proposed Action Plan activities to advise on potential impacts. The Department of Emergency Services receives and shares information on floodplain areas through its oversight of the Chester County All Hazards Mitigation Plan. It also engages with telecommunications companies, including broadband services providers, to implement ChescoAlerts to mitigate any broadband emergency access issues. In June 2020, DCD sent out an e-newsletter regarding the &quot;Comcast Internet Essentials&quot; program for low income households and encouraged providers to share with their constituents. It should be noted that 98.89% of county residents have access to three or more broadband providers. 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. Its flagship location in Exton made a copy of the 2020 Action Plan available for review throughout the comment period.</td>
<td></td>
</tr>
</tbody>
</table>

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

N/A
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; Consolidated Plan 2018-2022 Goals</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>Assessment of Fair Housing, 2018-2022</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>
<tr>
<td>Decade to Doorways 2018-2020 Operational Plan</td>
<td>Chester County Department of Community Development</td>
<td>Homeless and Special Needs; Consolidated Plan 2018-2022 Goals</td>
</tr>
</tbody>
</table>

Table 3 – Other local / regional / federal planning efforts

Narrative (optional)
AP-12 Participation – 91.105, 91.200(c)

1. Summary of citizen participation process/Efforts made to broaden citizen participation
Summarize citizen participation process and how it impacted goal-setting

DCD has increasingly utilized social media tools, including its e-newsletter, Facebook, and LinkedIn to broaden awareness of initiatives and funded activities. DCD also gathers community input at public hearings, and other public events and forums. In spring 2020, DCD updated its Citizen Participation Plan (attached with public participation materials).
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>Public hearing for 2020 draft Action Plan held on November 19, 2019 at 6:00 p.m. at the Chester County OIC in Coatesville. Public hearing for the COVID amendment was held on July 29, 2020 at 3:00 p.m. via Zoom with 12 attendees. Video of the public hearing and presentation slides were posted to the DCD website.</td>
<td>n/a</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Sort Order</td>
<td>Mode of Outreach</td>
<td>Target of Outreach</td>
<td>Summary of response/attendance</td>
<td>Summary of comments received</td>
<td>Summary of comments not accepted and reasons</td>
<td>URL (If applicable)</td>
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<tr>
<td>2</td>
<td>Newspaper Ad</td>
<td>Persons with disabilities Non-targeted/broad community</td>
<td>Advertisement of the 2020 draft action plan, public hearing, and 30 day comment period published November 10, 2019. Advertisement of the COVID amendment, public hearing, and 5 business day comment period published July 26, 2020.</td>
<td>n/a</td>
<td></td>
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</tr>
<tr>
<td>Sort Order</td>
<td>Mode of Outreach</td>
<td>Target of Outreach</td>
<td>Summary of response/attendance</td>
<td>Summary of comments received</td>
<td>Summary of comments not accepted and reasons</td>
<td>URL (If applicable)</td>
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<tr>
<td>3</td>
<td>Internet Outreach</td>
<td>Non-English Speaking - Specify other language: Google Translate supports 100+ languages Non-targeted/broad community</td>
<td>Advertisement of the 2020 draft action plan, public hearing, and 30 day comment period published November 10, 2019. All materials related to the 2020 Action Plan were also posted on the DCD website. Advertisement of the COVID amendment, public hearing, and 5 day comment period published July 27, 2020. All materials related to the COVID amendment were also posted on the DCD website.</td>
<td>n/a</td>
<td></td>
<td><a href="http://www.chesco.org/CCDCD">www.chesco.org/CCDCD</a></td>
</tr>
<tr>
<td>Sort Order</td>
<td>Mode of Outreach</td>
<td>Target of Outreach</td>
<td>Summary of Response/Attendance</td>
<td>Summary of Comments Received</td>
<td>Summary of Comments Not Accepted and Reasons</td>
<td>URL (If Applicable)</td>
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</tr>
<tr>
<td>5</td>
<td>Internet Outreach</td>
<td>Non-targeted/broad community</td>
<td>DCD e-newsletter regarding 2020 draft action plan, public hearings, and 30 day comment periods sent to over 1,000 subscribers. DCD e-newsletter regarding COVID amendment, public hearing, and 5 business day comment period sent to over 1,110 subscribers.</td>
<td>n/a</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Sort Order</td>
<td>Mode of Outreach</td>
<td>Target of Outreach</td>
<td>Summary of response/attendance</td>
<td>Summary of comments received</td>
<td>Summary of comments not accepted and reasons</td>
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</tr>
<tr>
<td>6</td>
<td>Plan copies</td>
<td>Non-targeted/broad community</td>
<td>DCD placed hard copies of the 2020 Action Plan at the DCD office, Chester County Library, and City of Coatesville administrative office. Due to COVID-19, DCD posted a hard copy of the COVID amendment for review in its office only.</td>
<td>n/a</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Table 4 – Citizen Participation Outreach**
Expected Resources

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

Introduction

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

Anticipated Resources

<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>CDBG</td>
<td>public - federal</td>
<td>Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services</td>
<td>2,586,345</td>
<td>0</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>
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<td>---------------------------------</td>
<td>----------------------</td>
</tr>
<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 Homebuyer assistance Homeowner rehab Multifamily rental new construction Multifamily rental rehab New construction for ownership TBRA</td>
<td>1,135,474</td>
<td>0</td>
</tr>
<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>221,642</td>
<td>0</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>
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</tr>
<tr>
<td>Other</td>
<td>public - federal</td>
<td>Admin and Planning Economic Development Housing Overnight shelter Public Services Rapid re-housing (rental assistance) Rental Assistance</td>
<td>1,521,461 0 0 1,521,461 0</td>
<td>CDBG-CV funds to be used to prevent, prepare for, and respond to COVID-19.</td>
</tr>
<tr>
<td>Other</td>
<td>public - federal</td>
<td>Admin and Planning Overnight shelter Rapid re-housing (rental assistance) Rental Assistance Other</td>
<td>2,984,950 0 0 2,984,950 0</td>
<td>ESG-CV funds to be used to prevent, prepare for, and respond to COVID-19.</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 0 0 360,000 1,240,000</td>
<td></td>
</tr>
</tbody>
</table>

Table 5 - Expected Resources – Priority Table

Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how
matching requirements will be satisfied

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

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

DCD also receives County Housing Trust Program and administers Community Revitalization Program funding that is allocated to activities supporting housing and community development initiatives. In 2018, DCD leveraged nearly $3 million of these funds to address needs identified in the Consolidated Plan. Housing activities funded by DCD usually utilize some combination of HUD entitlement funds, state grant funding through the Pennsylvania Housing Finance Agency’s PennHOMES or the Pennsylvania Housing Affordability and Rehabilitation Enhancement (PHARE) State Housing Trust Fund programs, tax credits and other funding such as HUD's Section 202 program for elderly housing. In 2019, Home4Good awards, administered by the Pennsylvania Housing Finance Agency and Federal Home Loan Bank Pittsburgh, will provide additional new funding sources to Chester County providers. Similarly, community services and homeless assistance activities typically leverage private foundation funding. Leveraged funds for the First Time Homebuyer program come from loans from private lending institutions.
If appropriate, describe publically owned land or property located within the jurisdiction that may be used to address the needs identified in the plan

N/A

Discussion

In addition to leveraging available funds to offer programs and services to Chester County residents, DCD routinely provides letters of support or certifications of consistency with the Consolidated Plan to agencies when they apply for other funding to support activities that address the identified needs. Projecting entitlement funding allocations through program year 2022 continues to be challenging due to uncertainty in the federal budget. For the purposes of completing the Consolidated Plan (2018-2022), the "Expected Amount Available Remainder of Con Plan" balance uses five year projections initially based on 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>Coatesville</td>
<td>General Occupancy Rental Units Promoting and Sustaining Homeownership Housing Stabilization Services AFH: Location/type of affordable housing AFH: Availability of affordable units; size ranges AFH: Lack of housing with supportive services</td>
<td>CDBG: $220,000 HOME: $175,000 County Housing Trust: $330,000</td>
<td>Homeowner Housing Added: 7 Household Housing Unit Homeowner Housing Rehabilitated: 130 Household Housing Unit Direct Financial Assistance to Homebuyers: 10 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>
<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 Public Facilities Housing Stabilization Services AFH: Need for awareness</td>
<td>CDBG: $74,947 CDBG-CV: $82,500</td>
<td>Public service activities other than Low/Moderate Income Housing Benefit: 585 Persons Assisted Public service activities for Low/Moderate Income Housing Benefit: 35 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 County-wide Low Mod Block Group</td>
<td>Public Facilities Public Infrastructure</td>
<td>CDBG: $1,187,121</td>
<td>Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 3385 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>
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</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</td>
<td>Planning and Administration</td>
<td>CDBG: $517,269</td>
<td>Other: 1 Other</td>
</tr>
<tr>
<td></td>
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<td></td>
<td>Strategy Area</td>
<td>Chester County</td>
<td></td>
<td>HOME: $113,547</td>
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<tr>
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<td></td>
<td>County-wide Low Mod Block Group</td>
<td></td>
<td>ESG: $16,623</td>
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<td></td>
<td>CDBG-CV: $304,292</td>
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<td></td>
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<td>ESG-CV: $298,495</td>
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</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</td>
<td>County Housing Trust: $1</td>
<td>Other: 1 Other</td>
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<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>AFH: Impediments to mobility</td>
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<td></td>
<td></td>
<td></td>
<td>AFH: Public Housing for those with disabilities</td>
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<td></td>
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<td></td>
<td>AFH: Location of accessible housing</td>
<td></td>
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<tr>
<td>7</td>
<td>AFH: Expand transportation opportunities</td>
<td>2018</td>
<td>2022</td>
<td>Affordable Housing Public Housing</td>
<td>Chester County</td>
<td>AFH: Public transportation</td>
<td>County Housing Trust: $1</td>
<td>Other: 1 Other</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Non-Housing Community Development</td>
<td></td>
<td>AFH: Transportation for people with disabilities</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>
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</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>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 AFH: Need for awareness</td>
<td>County Housing Trust: $1</td>
<td>Other: 1 Other</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</td>
<td>Other: 1 Other</td>
</tr>
</tbody>
</table>

Table 6 – Goals Summary
## Goal Descriptions

<table>
<thead>
<tr>
<th></th>
<th>Goal Name</th>
<th>Goal Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Support Affordable Housing Activities (AFH #1)</td>
<td>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. 2020 AFH action item includes: - Participate in Decade to Doorways’ Governance Board and related activities.</td>
</tr>
<tr>
<td>2</td>
<td>Support Efforts to Prevent and End Homelessness</td>
<td>Address efforts to support permanent housing and end homelessness in Chester County, including efforts related to COVID-19.</td>
</tr>
<tr>
<td>3</td>
<td>Support Vital Public Service Activities (AFH #7)</td>
<td>Public service activities support a variety of activities supporting housing efforts, financial literacy, legal assistance, and fair housing, including activities directly related to COVID-19. This goal also includes Assessment of Fair Housing Goal #7: Expand efforts to increase understanding of fair housing rights, responsibilities and affordable housing resources. 2020 AFH action items include: - Review fair housing programming on a regular 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.</td>
</tr>
<tr>
<td></td>
<td>Goal Name</td>
<td>Goal Description</td>
</tr>
<tr>
<td>---</td>
<td>----------------------------</td>
<td>----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------</td>
</tr>
<tr>
<td>4</td>
<td>Support Public Facilities and Infrastructure</td>
<td>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.</td>
</tr>
<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, as well as CDBG-CV and ESG-CV CARES Act funding.</td>
</tr>
<tr>
<td>6</td>
<td>AFH: Coordination of providers</td>
<td>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.</td>
</tr>
<tr>
<td></td>
<td>2020 action item includes:</td>
<td></td>
</tr>
<tr>
<td></td>
<td>• 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)</td>
<td></td>
</tr>
<tr>
<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>
<td></td>
</tr>
<tr>
<td>7</td>
<td>AFH: Expand transportation opportunities</td>
<td>Assessment of Fair Housing Goal #3: Expand transportation opportunities for residents with limited options. 2020 action item includes:</td>
</tr>
<tr>
<td></td>
<td>2020 action item includes:</td>
<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 implementation of the Chester County Planning Commission’s comprehensive plan, Landscapes3</td>
</tr>
<tr>
<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>
<td></td>
</tr>
<tr>
<td></td>
<td>Goal Name</td>
<td>Goal Description</td>
</tr>
<tr>
<td>---</td>
<td>---------------------------</td>
<td>----------------------------------------------------------------------------------</td>
</tr>
</tbody>
</table>
| 8 | AFH: Expanding opportunities | Assessment of Fair Housing Goal #5: Enhance and expand opportunities in underserved communities.  
2020 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. |
| 9 | AFH: Create awareness     | 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  
2020 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  
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>10</th>
<th>Goal Name</th>
<th>AFH: Integrate housing efforts</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Goal Description</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>2020 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 2020 Action Plan activities can be tracked and associated. All projects listed below align with priorities included in the Consolidated Plan, 2018-2022. The projects also include additional CARES Act funds: CDBG-CV and ESG-CV.

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>Housing Rehabilitation</td>
</tr>
<tr>
<td>4</td>
<td>Affordable Housing</td>
</tr>
<tr>
<td>5</td>
<td>Community Revitalization</td>
</tr>
<tr>
<td>6</td>
<td>HESG 2020</td>
</tr>
<tr>
<td>7</td>
<td>Planning and Administration</td>
</tr>
<tr>
<td>8</td>
<td>CV-Housing and Community Support Services</td>
</tr>
<tr>
<td>9</td>
<td>CV-Planning and Administration</td>
</tr>
</tbody>
</table>

Table 7 - Project Information

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

A diverse array of services will be carried out in 2020 for individuals and families in need. The 2020 activities include a significant emphasis on underserved communities by supporting the acquisition of seven lots by Habitat for Humanity of Chester County for future affordable homeownership construction; acquisition of a property in Coatesville for the Thistle Hills program; renovation of Human Services Inc. Clubhouse Program for persons with developmental disabilities; and funding Open Hearth's Targeted Population Coordinator to help guide efforts to end chronic homelessness in Chester County.

Significant entitlement funding is allocated to Housing and Community Support Service activities that provide financial assistance, support services and other means of assistance aimed at housing stabilization and homelessness prevention. Funding for emergency shelter operations and maintenance is also supported. Beginning on January 1, 2020, the restructured Coordinated Entry System will feature separate Call Center services, staffed by PA 211, and a dedicated Street Outreach team.
To respond to emerging COVID needs, DCD issued its "Public Services Related to COVID-19" request for proposals in April 2020.
AP-38 Project Summary

Project Summary Information
<table>
<thead>
<tr>
<th></th>
<th><strong>Project Name</strong></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</td>
<td></td>
</tr>
<tr>
<td><strong>Goals Supported</strong></td>
<td>Support Affordable Housing Activities (AFH #1) 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: $244,377 County Housing Trust: $40,000</td>
<td></td>
</tr>
<tr>
<td><strong>Description</strong></td>
<td>To support housing and community service activities throughout Chester County.</td>
<td></td>
</tr>
<tr>
<td><strong>Target Date</strong></td>
<td>12/31/2020</td>
<td></td>
</tr>
<tr>
<td><strong>Estimate the number and type of families that will benefit from the proposed activities</strong></td>
<td>The Chester County Department of Community Development estimates that 1,627 individuals and 80 households will be served by the activities under this project.</td>
<td></td>
</tr>
<tr>
<td><strong>Location Description</strong></td>
<td>Activities in this project will take place county-wide</td>
<td></td>
</tr>
</tbody>
</table>
### Planned Activities

- Housing Equality Center: Fair Housing Activities
- Housing Partnership of Chester County, Inc.: Housing Counseling Services
- Human Services, Inc.: Emergency Rental Assistance
- Kennett Area Community Services: Homeless Prevention and Diversion
- Legal Aid of Southeastern Pennsylvania, Inc.: Legal Services
- Open Hearth, Inc.: Goal Achievement Program, Family Savings Partner Program, Financial Insight Resource Management (GAP/FSP/FIRM)
- Oxford Area Neighborhood Services Center: Housing Resource Coordinator
- United Way of Chester County: Coordinated Entry System Call Center Services

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

Chester County

### Goals Supported

- Support Efforts to Prevent and End Homelessness
- Support Vital Public Service Activities (AFH #7)
  - AFH: Coordination of providers
  - AFH: Integrate housing efforts

### Needs Addressed

- Homeless Prevention
- Chronically Homeless
- Housing Stabilization Services

### Funding

CDBG: $63,000

### Description

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

### Target Date

12/31/2020
**Estimate the number and type of families that will benefit from the proposed activities**
The Chester County Department of Community Development estimates that 280 persons experiencing homelessness will benefit from the activities associated with this project.

**Location Description**
The Emergency Shelters funded under this project are located in West Chester and Coatesville, but serve residents county-wide.

**Planned Activities**
- Safe Harbor of Chester County: Emergency Shelter and Case Management
- Community, Youth and Women’s Alliance: Emergency Shelter and Case Management

Other related emergency shelter 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.

<table>
<thead>
<tr>
<th>Project Name</th>
<th>Housing Rehabilitation</th>
</tr>
</thead>
</table>
| 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 | Fair Housing  
Promoting and Sustaining Homeownership  
Housing Stabilization Services  
AFH: Displacement of residents; economic pressure  
AFH: Location/type of affordable housing  
AFH: Location of accessible housing  
AFH: Deteriorated and abandoned properties |
| Funding | CDBG: $100,000  
County Housing Trust: $290,000 |
<p>| Description | To support housing rehabilitation activities for income eligible households. |
| Target Date | 12/31/2020 |</p>
<table>
<thead>
<tr>
<th><strong>Estimate the number and type of families that will benefit from the proposed activities</strong></th>
<th>130 households will benefit from the activities under this project. All households will be low-moderate income, and at least 20 households will be seniors.</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Location Description</strong></td>
<td>Activities under this project will be county-wide.</td>
</tr>
<tr>
<td><strong>Planned Activities</strong></td>
<td></td>
</tr>
<tr>
<td><strong>4. Project Name</strong></td>
<td>Affordable Housing</td>
</tr>
<tr>
<td><strong>Target Area</strong></td>
<td>Coatesville Neighborhood Revitalizing Strategy Area Chester County County-wide Low Mod Block Group</td>
</tr>
<tr>
<td><strong>Goals Supported</strong></td>
<td>Support Affordable Housing Activities (AFH #1) Support Efforts to Prevent and End Homelessness AFH: Integrate housing efforts</td>
</tr>
<tr>
<td><strong>Needs Addressed</strong></td>
<td>Fair Housing Homeless Prevention General Occupancy Rental Units Promoting and Sustaining Homeownership AFH: Location/type of affordable housing AFH: Availability of affordable units; size ranges AFH: Location of accessible housing</td>
</tr>
<tr>
<td><strong>Funding</strong></td>
<td>CDBG: $420,000 HOME: $175,000 County Housing Trust: $40,000</td>
</tr>
<tr>
<td><strong>Description</strong></td>
<td>To support affordable housing activities throughout Chester County, including affordable rental development, first-time homebuyers program, and acquisition of property for future homeownership development.</td>
</tr>
<tr>
<td><strong>Target Date</strong></td>
<td>12/31/2020</td>
</tr>
<tr>
<td><strong>Estimate the number and type of families that will benefit from the proposed activities</strong></td>
<td>Ten (10) households will benefit from the First Time Homebuyer Program and five (5) individuals will benefit from the Thistle Hills Program. Seven (7) units will be created by the Habitat for Humanity of Chester County property acquisition in the City of Coatesville. PETRA Community Housing will receive $30,000 in HOME funds for Community Housing Development Organization (CHDO) administration.</td>
</tr>
<tr>
<td><strong>Location Description</strong></td>
<td>First Time Homebuyer activities take place county-wide and Thistle Hills and Habitat for Humanity activities will be located in Coatesville, PA.</td>
</tr>
<tr>
<td>Planned Activities</td>
<td></td>
</tr>
<tr>
<td>--------------------</td>
<td></td>
</tr>
<tr>
<td>• Habitat for Humanity of Chester County: Coatesville Property Acquisition for future development</td>
<td></td>
</tr>
<tr>
<td>• Housing Partnership of Chester County, Inc: First Time Homebuyer Program</td>
<td></td>
</tr>
<tr>
<td>• PETRA Community Housing: CHDO Administration</td>
<td></td>
</tr>
<tr>
<td>• Thistle Hills: Affordable Housing Acquisition</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>5</th>
<th>Project Name</th>
<th>Community Revitalization</th>
</tr>
</thead>
<tbody>
<tr>
<td>Target Area</td>
<td>Coatesville Neighborhood Revitalizing Strategy Area Chester County County-wide Low Mod Block Group</td>
<td></td>
</tr>
<tr>
<td>Goals Supported</td>
<td>Support Public Facilities and Infrastructure AFH: Expanding opportunities</td>
<td></td>
</tr>
<tr>
<td>Needs Addressed</td>
<td>Public Facilities Public Infrastructure</td>
<td></td>
</tr>
<tr>
<td>Funding</td>
<td>CDBG: $887,121</td>
<td></td>
</tr>
<tr>
<td>Description</td>
<td>To undertake eligible community development efforts in Chester County, including community facilities and public works activities.</td>
<td></td>
</tr>
<tr>
<td>Target Date</td>
<td>12/31/2021</td>
<td></td>
</tr>
<tr>
<td>Estimate the number and type of families that will benefit from the proposed activities</td>
<td>2,560 residents of Valley Township will benefit from the Concord Street Reconstruction Activity under this project. In addition, approximately 887 people annually will benefit from the rehabilitations and renovations of the Chester County OIC agency headquarters in Coatesville and the Human Services, Inc. Clubhouse program.</td>
<td></td>
</tr>
<tr>
<td>Location Description</td>
<td>Concord Street Reconstruction will take place in Valley Township, PA, the Chester County OIC headquarters is located in Coatesville and serves people from throughout the county, and the Clubhouse program serves adults with disabilities in various areas of the county.</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>6</th>
<th>Project Name</th>
<th>HESG 2020</th>
</tr>
</thead>
<tbody>
<tr>
<td>Target Area</td>
<td>Coatesville Neighborhood Revitalizing Strategy Area Chester County County-wide Low Mod Block Group</td>
<td></td>
</tr>
</tbody>
</table>
### Goals Supported
- Support Efforts to Prevent and End Homelessness
- Support Planning and Administration
- AFH: Coordination of providers
- AFH: Create awareness
- AFH: Integrate housing efforts

### Needs Addressed
- Homeless Prevention
- Chronically Homeless
- Housing Stabilization Services
- Planning and Administration
- AFH: Lack of housing with supportive services

### Funding
- ESG: $221,642
- ESG-CV: $2,984,950

### Description
To support 2020 Emergency Solutions Grant and ESG-CV funded activities, including planning and administration.

### Target Date
12/31/2021

### Estimate the number and type of families that will benefit from the proposed activities
Estimates include:
- 200 homeless individuals will benefit from homeless shelter
- 75 households will benefit from prevention services
- 25 households will benefit from rapid rehousing
- 100 households will benefit from Street Outreach services, including hotel stays

Chester County DCD leverages a variety of additional funding sources in its efforts to end homelessness.

### Location Description
Activities will occur county-wide.

### Planned Activities
- Chester County Client Information Management System: COVID System Expansion and Data Entry Assistance (includes ESG and ESG-CV funds; added August 2020)
- Housing Authority of Chester County: Prevention Services Related to COVID-19 (includes ESG-CV funds; added August 2020)
- Human Services, Inc.: Rapid Rehousing Administration
- Human Services, Inc.: Street Outreach, including COVID hotel stays (includes ESG-CV funds; added August 2020)
- Planning and Administration (includes ESG-CV funds; updated August 2020)
<table>
<thead>
<tr>
<th>7</th>
<th><strong>Project Name</strong></th>
<th>Planning and Administration</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Target Area</strong></td>
<td>Chester County</td>
<td></td>
</tr>
<tr>
<td><strong>Goals Supported</strong></td>
<td>Support Planning and Administration</td>
<td></td>
</tr>
<tr>
<td><strong>Needs Addressed</strong></td>
<td>Planning and Administration</td>
<td></td>
</tr>
</tbody>
</table>
| **Funding** | CDBG: $517,269  
HOME: $113,547 |
| **Description** | To support 2020 planning and administration for the CDBG and HOME programs. |
| **Target Date** | 12/31/2020 |
| **Location Description** | Planning and administration activities will be undertaken on behalf or residents county-wide. |
| **Planned Activities** | Support planning and administration associated with CDBG and HOME activities. Emergency Solutions Grant planning and administration is included in HESG 2020. |

<table>
<thead>
<tr>
<th>8</th>
<th><strong>Project Name</strong></th>
<th>CV-Housing and Community Support Services</th>
</tr>
</thead>
</table>
| **Target Area** | Coatesville Neighborhood Revitalizing Strategy Area  
Chester County  
County-wide Low Mod Block Group |
| **Goals Supported** | Support Efforts to Prevent and End Homelessness  
Support Vital Public Service Activities (AFH #7)  
AFH: Coordination of providers  
AFH: Expanding opportunities  
AFH: Integrate housing efforts |
| **Needs Addressed** | Homeless Prevention  
Chronically Homeless  
Housing Stabilization Services  
AFH: Displacement of residents; economic pressure  
AFH: Impediments to mobility  
AFH: Lack of housing with supportive services |
<p>| <strong>Funding</strong> | CDBG-CV: $600,000 |</p>
<table>
<thead>
<tr>
<th>Description</th>
<th>Housing and community support services to prepare for, prevent, and respond to COVID-19.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Target Date</td>
<td>12/31/2021</td>
</tr>
<tr>
<td>Estimate the number and type of families that will benefit from the proposed activities</td>
<td>The Chester County Department of Community Development estimates that over 300 individuals will be served by the activities under this project.</td>
</tr>
<tr>
<td>Location Description</td>
<td>The activities will occur county-wide.</td>
</tr>
</tbody>
</table>
| Planned Activities | • Community, Youth, and Women's Alliance: COVID-19 Housing Assistance & Food Distribution (Added August 2020)  
• Family Service of Chester County: Counseling Program (Added August 2020)  
• Kennett Area Community Service: COVID-19 Response (Added August 2020)  
• Legal Aid of Southeastern PA: Legal Services for COVID 19 Recovery (Added August 2020)  
• Oxford Area Neighborhood Services Center: COVID Response (Added August 2020) |
| Project Name | CV-Planning and Administration |
| Target Area | Coatesville Neighborhood Revitalizing Strategy Area  
Chester County  
County-wide Low Mod Block Group |
| Goals Supported | Support Planning and Administration  
AFH: Coordination of providers  
AFH: Create awareness |
| Needs Addressed | Fair Housing  
Planning and Administration  
AFH: Need for awareness |
<p>| Funding | CDBG-CV: $304,292 |
| Description | Planning and administration related to non-HESG funds to prepare for, respond, and prevent COVID-19. |
| Target Date | 12/31/2021 |</p>
<table>
<thead>
<tr>
<th>Estimate the number and type of families that will benefit from the proposed activities</th>
<th>N/A</th>
</tr>
</thead>
<tbody>
<tr>
<td>Location Description</td>
<td>Planning and administration activities impact funded activities occurring county-wide.</td>
</tr>
<tr>
<td>Planned Activities</td>
<td>• Planning and Administration: DCD administration of CDBG-CV funds (added August 2020)</td>
</tr>
</tbody>
</table>
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 2020 Action plan activities provide services to income-eligible persons throughout Chester County. These activities cover a geographically diverse area, although urban center areas typically see the greatest need for providing assistance to low-income clients. Historically, funding has focused on urban center locations that include the City of Coatesville, Phoenixville, West Chester, Oxford, South Coatesville, and Kennett Square. Efforts have been made in 2020 funding decisions to allocate resources in proximity to these areas of greatest need. Chester County received HUD approval to designate the City of Coatesville as a Neighborhood Revitalization Strategy Area, effective January 1, 2018.

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>13</td>
</tr>
<tr>
<td>Chester County</td>
<td>38</td>
</tr>
<tr>
<td>County-wide Low Mod Block Group</td>
<td>49</td>
</tr>
<tr>
<td>Slum/Blight</td>
<td>0</td>
</tr>
</tbody>
</table>

Table 8 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

Comprised of 762 square miles, Chester County in a suburban setting, Chester County has a median household income of $99,119 (2018 American Community Survey single-year estimates). Despite the relative wealth, there are many areas of low-income concentration that are found mainly in the urban center municipalities. The rationale for allocating investments to assist low-income populations is formed based on the needs as they exist. DCD works to fund a mix of activities: some that provide services throughout the county and some that are easily accessible to those who live in urban center locations.

Discussion

In 2020, Chester County is funding a wide range of construction and community facility activities. CDBG funding has been allocated to:

- Human Services Inc. renovations of the Clubhouse Program
- Chester County OIC headquarters renovations (located within the Coatesville Neighborhood
Revitalization Strategy Area)
• Valley Township will reconstruct Concord Street
Affordable Housing

AP-55 Affordable Housing – 91.220(g)

Introduction

Housing activities are a significant component of the 2018-2020 Consolidated Plan. Included in the 2020 Action Plan are two acquisition activities; property in the City of Coatesville for future Habitat for Humanity of Chester County development, and purchase of a dwelling with up to four units for Thistle Hills program participants. Eighty (80) homeless households will be served in 2020 by Kennett Area Community Service (prevention and diversion) and Human Services, Inc. (emergency rental assistance).

<table>
<thead>
<tr>
<th>One Year Goals for the Number of Households to be Supported</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Homeless</td>
<td>84</td>
</tr>
<tr>
<td>Non-Homeless</td>
<td>190</td>
</tr>
<tr>
<td>Special-Needs</td>
<td>0</td>
</tr>
<tr>
<td>Total</td>
<td>274</td>
</tr>
</tbody>
</table>

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

| One Year Goals for the Number of Households Supported Through |
|---------------------------------------------------------------|-----|
| Rental Assistance                                            | 80  |
| The Production of New Units                                  | 0   |
| Rehab of Existing Units                                      | 180 |
| Acquisition of Existing Units                                | 14  |
| Total                                                        | 274 |

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

Discussion

DCD anticipates the following previously-awarded housing activities to be underway in 2020:

- Red Clay Manor, a 60 unit senior rental development in the Borough of Kennett Square, developed by the Delaware Valley Development Corporation.
- Melton Center Apartments, a 51 unit general occupancy rental development in West Chester Borough, to be developed by Church Housing Corp.

Other activities to be accomplished in 2020 include:
Introduction

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

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

HACC completed its FY 2019 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 2019:

- Maple, Spruce and Locust Courts (only family site), West Chester – major renovation of townhouses as they become vacant; new windows for Locust Court.
- For all elderly/disabled sites, replace all outside entrance fire doors.
- King Terrace apartments – purchase and installation of uniform air conditioners for each unit (to replace tenant supplied units).
- Oxford Terrace - new trash compactor, roof and gutter replacement, new windows
- Roof and gutter replacement at Maple/Locust Court and Church towers.
- Replacement of all canopies at Locust Court

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

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

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

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

N/A

Discussion

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

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

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

The Housing Authority will continue to implement its preference system in accordance with HUD’s PIH 2013-2015 to facilitate addressing the needs to specific populations such as homeless individuals. This activity is an integral part of its active participation in the County’s Decade to Doorways initiative to end homelessness, working with five agencies that receive homeless shelter funding to implement a referral system for the homeless families. Qualification for this program will be dependent upon positioning of potential referrals on the homelessness assessment known as the Vulnerability Index Service Prioritization Decision Assistance Tool (VI-SPDAT).
AP-65 Homeless and Other Special Needs Activities – 91.220(i)

Introduction

This section includes an overview of the programs that will be funded in Chester County in 2020, for the homeless and those with special needs. The activities address the emergency shelter and transitional housing needs of homeless individuals and families, along with homeless prevention activities especially for individuals and families with children who have incomes below 30% of the area median income. Activities are also funded to address the special needs of those who are not homeless (i.e., elderly, frail elderly, persons with physical and/or mental disabilities, health, persons with HIV/AIDS, and/or persons with alcohol or other substance abuse problems).

Describe the jurisdictions one-year goals and actions for reducing and ending homelessness including

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

Addressing the emergency shelter and transitional housing needs of homeless persons

- Community, Youth, and Women's Alliance is being funded to provide emergency shelter to 150 households
- Safe Harbor of Chester County is being funded to provide general operating and case management services for 100 single homeless residents

Additionally, the following emergency shelter services are being funded by DCD through the leveraging of other funding streams, including Community Service Block Grant (CSBG), and Pennsylvania Housing Finance Agency (PHFA) PHARE state housing trust funds:

- Domestic Violence Center of Chester County is being funded to provide emergency shelter for 75 homeless households
- Friends Association for the Care & Protection of Children Emergency Hotel/Motel Vouchers for families
- W.C. Atkinson is being funded to provide emergency shelter and case management for 100 persons

Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to
permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again.

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 2020:

- 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;
- Oxford Area Neighborhood Services Center is receiving funding to increase data collection, entry, and analysis to increase connection with the historically underserved southern area of Chester County. It is estimated that this activity will serve 100 persons.

With CARES Act funding, the following organizations will help prepare for, prevent, and respond to COVID-19 (as of August 2020):

- Housing Authority of Chester County will administer a prevention program to assist 75 households;
- Human Services Inc.’s Street Outreach program will work with unsheltered individuals and provide hotel stays until appropriate placements can be made for 100 individuals
- Community, Youth, and Women’s Alliance will assist an additional 100 sheltered individuals
- Oxford Area Neighborhood Services Center will assist 98 households in need of housing, food, and other critical resources
- Kennett Area Community Service will assist 43 households in need of housing, food, and other critical resources
- Coatesville 2nd Century Alliance will assist 25 individuals with COVID safety training to support
the City's businesses impacted by COVID-19
• Legal Aid of Southeastern PA will provide legal services to prevention eviction and foreclosure, and provide unemployment compensation counseling for 100 persons

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 in Chester County. 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. In 2017, D2D underwent an evaluation by the National Alliance to End Homelessness (NAEH) to improve its homeless response system. These findings and recommendations will guide its Operational Plan for 2018-2020 as Chester County continues to promote a Housing First philosophy.

In 2020, Chester County's Coordinated Entry System will separate the program into two programs, with two new providers. The Call Center, which will be administered through PA 2-1-1 through a contract with the United Way of Chester County, and Street Outreach program, to be operated by Human Services Inc., will allow for more effective, targeted service of those experiencing homelessness throughout the county, and a faster and more effective referral to appropriate services to those at risk of experiencing homelessness. Each provider has significant experience operating Coordinated Entry Call Center and Street Outreach services, respectively. Both programs will operate 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 2018 American Community Survey (ACS) single year estimates, the median value of a home in Chester County is $367,800. Generally, Chester County has a low supply of affordable renter and homeowner housing. Developing new affordable housing is limited due to the availability of land high opportunity areas in conjunction with the high land values and development costs such as site infrastructure. Chester County ACS data also reports a median rent of $1,272 and that 44.3% of county residents pay more than 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. The Coordinated Entry System, which is being revamped for 2020, helps to prevent, divert and rapidly re-house those experiencing homelessness. These programs operate 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 2020:

- Sharing information from the Housing Authority of Chester County (HACC) on the Housing Choice Voucher Program and HACC public housing with landlords, residents, and municipal officials.
- The Department of Community Development’s (DCD) Entitlement Application requires 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 continue meeting with the Chester County Planning Commission to engage regional affordable housing developers in efforts to discuss how to remove barriers to affordable housing.
in Chester County.

- HACC will continue to provide Housing Locator services, which are an important component to continue Chester County’s approach to rapid rehousing and the Housing First philosophy in dealing with the issues of homelessness. The Housing Locator will assist in finding affordable housing for individuals and families experiencing homelessness, as well as organize the Chester County Landlord Forum, which will be held twice in 2020.

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 (AFH), 2018-2022 is attached. The AFH 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 ten years to facilitate the increase in supply and effectiveness of housing for low income families, people with disabilities, and older adults in the County. The goals of these forums are to inform landlords of community resources, learn from landlords about their positive and negative experiences with target populations, and to identify ways to collaborate with landlords to overcome barriers and increase affordable housing opportunities. Collaborative efforts continue to focus on recruiting new landlords and to dispel misconceptions about the Housing Choice Voucher Program, as well as highlighting the Program’s benefits for landlords. Due to continued success of landlord forums, there will be a spring and fall event in 2020.

Additional activities that will use non-HUD CARES Act funds administered by DCD include:

- PA Home of the Sparrow - Emergency Support for Women and Mothers Affected by COVID-19
- Friends Association for Care and Protection of Children - COVID-19 Family Need
- Friends Association for Care and Protection of Children - Permanent Housing Stability Case Management
- Kennett Area Community Service - Permanent Housing Stability Case Management
- Domestic Violence Center of Chester County - Survivor Stabilization Support Program
- North Star of Chester County - Homeless Prevention and Self Sufficiency Guidance
- Safe Harbor of Chester County - COVID Response
- W.C. Atkinson Men's Shelter - COVID Response
- Chester County OIC - Coatesville Workforce Integration
- Life Transforming Ministries - VITA Alternative Service Delivery

Actions planned to address obstacles to meeting underserved needs

The following activities will be funded in 2020 to address obstacles to meeting underserved needs:

- HACC’s Housing Locator will assist in finding affordable housing for those experiencing homelessness within Chester County
- The Housing Partnership of Chester County (HPCC) will provide credit counseling for individuals who are having credit issues in order to prevent future credit problems, develop a household budget, and set goals in which results would be achieved. Many individuals have succeeded in this program and gone on to purchase homes through HPCC’s first time homebuyer program
- Human Services, Inc.'s SOAR program (SSI/SSD Outreach, Access, and Recovery) assists those needing documentation and applying for benefits
- Open Hearth, Inc, will continue its Goal Achievement Program, Family Savings Partner Program,
Financial Insight Resource Management (GAP/FSP/FIRM) to assist consumers with financial literacy and self sufficiency. It will also staff a Targeted Population Coordinator to serve the chronically homeless

- Oxford Area Neighborhood Services Center will receive funding for a Housing Resource Coordinator to increase integration of services in southern Chester County

Funded through non-entitlement funding sources:

- Chester County OIC: Nurse Aide training program
- Domestic Violence Shelter of Chester County: Emergency Shelter
- Family Service of Chester County: Housing Opportunities for Persons with HIV/AIDS (HOPWA)
- Good Samaritan Services: Emergency Shelter
- Life Transforming Ministries: Volunteer Income Tax Assistance (VITA)
- North Star of Chester county: Rental Assistance and Case Management
- PA Home of the Sparrow: Shared Housing Program

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

- Handi-Crafters will receive 2020 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 County 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.

In 2017, DCD updated its Affirmative Marketing Plan and its strategies in accordance with HUD guidelines to more effectively reach those least likely to apply for housing.

DCD will include efforts to expand outreach to minority and women owned businesses (MBE/WBE). DCD will leverage the Pennsylavnia 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 2020, the Housing Equality Center of PA (HECP) 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. HECP will continue to participate in the Landlord Forum, educating landlords on Fair Housing Act. HECP will also assist in the preparation of fair housing e-newsletters and conduct targeted mailings to Chester County landlords and libraries, and distribute fair housing materials. HECP 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 to be sponsored by DCD.

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 2020).

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

**Actions planned to enhance coordination between public and private housing and social**
In 2020, the Chester County Department of Community Development (DCD) will continue to lead “Decade to Doorways: The Community Plan to Prevent and End Homelessness in Chester County”. DCD currently serves as the lead agency for the PA-505 Continuum of Care (Chester County Continuum of Care) for the U.S. Department of Housing and Urban Development (HUD). In this role, DCD also serves as the Coordinating Agency for the Decade to Doorways Partnership and the plan. The Coordinating Agency, under the direction of its Executive Director, will provide administrative support, leadership and staffing in support of the Partnership.

Public and private housing and social service agencies and organizations in Chester County have achieved a high level of collaboration in administering programs benefiting low- and moderate-income people and families. The ongoing implementation of Decade to Doorways will continue throughout 2019 and will have a positive impact on enhancing the coordination between public and private housing providers and social service agencies, strengthening service delivery systems and outcomes. This initiative, guided by its recent 2018-2020 Operational Plan, will be convened through the following structure to carry out the coordination of services.

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

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

**Discussion:**

The actions for 2020 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.
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 continues to work toward achieving the goals identified in the AFH Action Plan, which addresses communities with disproportionate access to opportunity and individuals in the Coatesville Racially/Ethnically Concentrated Area of Poverty (R/ECAP). Part of this effort includes the proposed Neighborhood Revitalization Strategy Area (NRSA) for the City of Coatesville. DCD’s AFH partner, the Housing Authority of Chester County, adopted its Small Area Fair Market Rent program on March 27, 2018 to enhance opportunity area access for low income individuals.

DCD used a two year entitlement application competition for Program Years 2019 and 2020 to solicit and fund projects. This process begins with preparing a timeline for soliciting applications and making funding decisions, as well as preparing detailed application guidelines that include program information, eligibility criteria, and other critical details for administering HUD programs. All applications are submitted to DCD using its online grant portal.

In April 2018, DCD published a public notice in the Chester County Daily Local News (4/15/18) regarding the request for proposals, posted all application guidelines and related content on the DCD website, sent an e-newsletter advertising the RFP availability, and held workshops on May 1, 2018 for the following applications 1) Community Services, 2) Public Works, and 3) Housing and Community Construction. The application portal was re-opened on April 11, 2019 with updated applications from providers due on May 31, 2019.

DCD ensures that all grantees meet compliance requirements, including Uniform Guidance, for making its Program Year 2020 awards.

Chester County DCD determines its own locally calculated 95% homeownership limits in compliance with 24 CFR 92.254(a)(2)(iii). Most recently, DCD provided housing data from the Chester County Assessment Office using the date range of 1/1/2018 through 9/1/2018 for Chester County single family properties. HUD received the proposed Program Year 2019 95% value limit of $318,763 on 10/9/18. A request has been submitted for a $330,345 value limit for 2020 and is pending approval.

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

Other CDBG Requirements

1. The amount of urgent need activities
   0

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

HOME Investment Partnership Program (HOME)

Reference 24 CFR 91.220(l)(2)

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

   The Department of Community Development (DCD) may use County Housing Trust Program (HTP) funds to supplement HOME funds for eligible activities when available. In the past, the Chester County Department of Human Services has also leveraged Health Choices funding that it oversees to fund affordable rental units.

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

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

Please see full recapture guidelines attached as an appendix.

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

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

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

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

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

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

Written Standards for Providing ESG Assistance are attached.

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

Chester County has had a coordinated entry system in place since July 1, 2013. On January 1, 2020, a revamped coordinated entry system with separate call center and street outreach services will begin in order to more effectively serve those in need across the county's large geographic scope. The United Way of Chester County's 2-1-1 will provide call center services and Human Service's Inc. will provide Street Outreach services. Street Outreach services include homeless verification, engagement, diversion, prioritization, intake, and referral.
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 2020 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 activities 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.
## Goal #1: Increase opportunities for and access to safe, decent and affordable permanent housing

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<th>ACTION</th>
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<th>RESPONSIBLE PARTICIPANT</th>
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<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 HACC</td>
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<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>
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</table>
| Support homebuyer programs, including the use of housing choice vouchers to promote homeownership | Location and type of affordable housing; Availability of affordable units in range and sizes | Segregation; R/ECAP; Disparities in Access to Opportunities; Disproportionate Housing Need | #1: Provide financial support for 50 first-time homebuyers in Chester County
#2: Provide financial support for 20 (of the 50) first-time homebuyers in the City of Coatesville | 5 years | Chester County HACC |
| Participate in Decade to Doorways' Permanent Housing Action Team activities | 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 | Segregation; R/ECAP; Disparities in Access to Opportunities; Disproportionate Housing Needs; Public Housing; Disability and Access | #1: Compile affordable housing landlord database
#2: Research Healing Place best management practices and provide recommendations | 1 year 2 years | Chester County HACC |
| Design, seek funding and implement a flexible subsidy system to create maximum housing options for placement of eligible low-income families | Location and type of affordable housing; Availability of affordable units in a range of sizes | Segregation; R/ECAP; Disparities in Access to Opportunities; Disproportionate Housing Need | Create a shallow subsidy system utilizing non-housing choice voucher funding | 2 years | HACC |

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<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>
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<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>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</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>
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</table>

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.

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## Goal #3: Expand transportation opportunities for residents with limited options

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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>
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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)

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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 #2: Create an educational brochure (to be distributed with re-certification packages) on homeownership and mobility opportunity programs</td>
<td>1 year</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>
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<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; Segregation; R/ECAP, Disparities in Access to Opportunities; Public Housing</td>
<td>3 years</td>
<td>HACC</td>
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<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; Segregation; R/ECAP; Disparities in Access to Opportunities; Public Housing</td>
<td>1 year</td>
<td>HACC</td>
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<tr>
<td>#1: Create a comprehensive survey to assess housing needs and preferences among housing choice voucher holders</td>
<td>Develop Moving to Work Action Plan submission to HUD</td>
<td>2-3 years</td>
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<td>#2: Implement survey, and collect and analyze the results of the responses to inform future housing policies and programming</td>
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<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>
<tr>
<td>Continue offering career training, GED and financial stability programs to increase employment capacity</td>
<td>Lack of private investments in specific neighborhoods; Location of employers</td>
<td>Segregation; R/ECAP; Disparities in Access to Opportunities; Disproportionate Housing Needs; Public Housing</td>
<td>#1: Increase number of visitors to PA CareerLink - Chester County 3% annually &lt;br&gt; #2: Increase number of visitors from the Coatesville zip code (19320) to PA CareerLink - Chester County 5% annually</td>
<td>Ongoing through years 1-5</td>
<td>Chester County</td>
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# Goal #6: Create awareness about the availability of housing, workforce development and community service resources in the county and how to obtain them

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<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>
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<tr>
<td>Ensure that individuals with Limited English Proficiency can access resources</td>
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<td>Provide rental preparation educational program materials to HACC waiting list prospects before searching for housing</td>
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<td>Quality of affordable housing information programs; Opportunity access</td>
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<td>Quality of affordable housing information programs</td>
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<td>Public Housing; Disparities in Access to Opportunities</td>
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<tbody>
<tr>
<td>#1: Publish 50 housing and community services e-newsletters annually</td>
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<tr>
<td>#2: Participate in 25 housing and community services workshops annually</td>
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<tr>
<td>Evaluate outreach efforts to LEP individuals and provide recommendations to improve access</td>
</tr>
<tr>
<td>#1: Prepare materials to be distributed at voucher briefings</td>
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<tr>
<td>#2: Prepare a video training for rental preparation and make it accessible from HACC website</td>
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<td>Ongoing through years 1-5</td>
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<tr>
<td>Review fair housing programming on a quarterly basis and target fair housing educational efforts to remove barriers to fair housing</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>#1: Conduct 2 fair housing events annually</td>
<td>Ongoing through years 1-5</td>
<td>Chester County</td>
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<tr>
<td>Provide access to FHIP and legal services for fair housing or other legal matters related to housing</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>Receive 150 referrals annually</td>
<td>Ongoing through years 1-5</td>
<td>Chester County</td>
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<tr>
<td>Include fair housing education for homebuyer program participants</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>Provide education to 35 individuals annually</td>
<td>Ongoing through years 1-5</td>
<td>Chester County</td>
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<tr>
<td>Provide fair housing materials for all residents living in publicly supported housing</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>#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</td>
<td>Ongoing through years 1-5</td>
<td>Chester County</td>
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Goal #7: Expand efforts to increase understanding of fair housing rights, responsibilities and affordable housing resources

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| Host Landlord Forum and include fair housing and source of income components for current and prospective housing choice voucher landlords | Need for awareness among consumers, providers, municipalities and housing professionals for how and when to use fair housing supports | Fair Housing | Host 2 Landlord Forms annually | Ongoing through years 1-5 | Chester County

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<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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Goal #8: Integrate housing efforts among County of Chester departments and the Housing Authority of the County of Chester

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<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>
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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 down payment 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:

\[
\frac{\text{HOME investment}}{\text{HOME investment} + \text{homeowner investment}} \times \text{Net proceeds} = \text{HOME amount to be recaptured}
\]

\[
\frac{\text{homeowner investment}}{\text{HOME investment} + \text{homeowner investment}} \times \text{Net proceeds} = \text{amount to homeowner}
\]
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 (CCCIIMS) 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
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
• 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/ccdcd 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/ccdcd and DCD social media
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](http://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](http://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/cccd. 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 ccddc@chesco.org.

7. In the event that a disaster declaration (or other significant event impeding the ability to adhere to the provisions stated in this plan) forces a suspension of standard operating procedure, DCD shall follow applicable federal guidance as permissible, including but not limited to allowing five (5) days for public comment.

8. 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.

9. 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/ccdcd 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. In the event that a disaster declaration (or other significant event impeding the ability to adhere to the provisions stated in this plan) forces a suspension of standard operating procedure, DCD shall follow applicable federal guidance as permissible, including but not limited to allowing five (5) days for public comment.
5. 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
6. Once the public comment period is closed, a decision will be made on the amendment and the results forwarded to the Board of Commissioners
7. 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
8. Copies of all substantial amendments will be available to citizens free of charge upon request

Adopted as an element of the Consolidated Plan (2018-2022), Amended April 2020
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

Adopted as an element of the Consolidated Plan (2018-2022), Amended April 2020
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 cccdcd@chesco.org.

7. In the event that a disaster declaration (or other significant event impeding the ability to adhere to the provisions stated in this plan) forces a suspension of standard operating procedure, DCD shall follow applicable federal guidance as permissible, including but not limited to allowing five (5) days for public comment.

8. 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 included in, or attached to, the final plan that is submitted to Pennsylvania Department of Labor and Industry.

9. Final copies of the WIOA Plans will be available through DCD upon request.

**Process for Amendments to the WIOA Plans**

The process for amendments and modifications to WIOA plans will follow guidance provided by the Pennsylvania Department of Labor & Industry.

**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. In the event that a disaster declaration (or other significant event impeding the ability to adhere to the provisions stated in this plan) forces a suspension of standard operating procedure, DCD shall host a live public hearing in a format that allows public
participation to occur in real time, including but not limited to a live call, online meeting, or interactive online social platform.

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](http://www.chesco.org/ccdcd) and [www.chesco.org/wib](http://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
The Chester County Department of Community Development (DCD) is seeking proposals from organizations for the following programs:

- Community Services
- Housing Solutions for Individuals and Families Experiencing Homelessness
- Housing, Economic Development, and Community Construction
- Public Works

The requests for proposals (RFPs) will be open from April 14, 2020 until Thursday, May 28, 2020 at 3:00 p.m. and can be accessed...
through DCD’s Apply for Grants page. Please monitor DCD updates for a separate RFP related to COVID-19 response efforts.

Application workshops will be held on a date and time to be determined. Please check www.chesco.org/ccdcd, subscribe to DCD’s e-newsletter, and follow DCD on Facebook for updates.

Chester County is an entitlement jurisdiction that receives federal Community Development Block Grant (CDBG), HOME Investment Partnerships Program (HOME), and Emergency Solutions Grant (ESG) funding from the U.S. Department of Housing and Urban Development. The County, through DCD, is soliciting proposals for activities that will utilize federal entitlement funding, as well as the County’s Housing Trust Program funding and the federal Community Services Block Grant funding, for affordable housing, community and economic development, homeless assistance, and other public services to be carried out during the two year period of 2021 and 2022.

DCD also posted an updated draft of its Citizen Participation Plan, which is available for comment through May 13, 2020. Please send any comments to ccdcd@chesco.org.

In need of a referral for accessing services or other resources in Chester County? Please call 2-1-1 for free, confidential assistance that is available 24/7.

211 Information
211 Información en Español

Board of Commissioners

Marian D. Moskowitz, Chair
Josh Maxwell
Michelle Kichline
Public Services Related to COVID-19
Public Hearing
July 29, 2020
CARES Act Stimulus Funding Sources

- Community Development Block Grant COVID funds (CDBG-CV): $1,521,461
- Emergency Solutions Grant COVID funds (ESG-CV): $2,984,950
- Community Services Block Grant COVID funds (CSBG-CV): $901,332
- CSBG-Discretionary: $40,000
- Home4Good: $86,624
Timeline

• April 22, 2020: Released Public Services Related to COVID-19 RFP
• May 21, 2020 at 3:00 p.m.: RFP Deadline
• July 27th through July 31st: Public comment period
• July 29, 2020: Public Hearing
• August 2020: Submission to U.S. Department of Housing & Urban Development
COVID-19 Application

- Provide support to Chester County’s non-profit organization community
- Emphasis on services related to the COVID-19 pandemic with *maximum percentage* of funds going directly to assist eligible low- to moderate-income Chester County residents in need
- Funds cannot duplicate existing benefits
COVID-19 Application: Funding Priorities

Public services that address immediate needs:

• Emergency shelter operations
• Rental assistance
• Shelter and permanent housing case management
• Supportive Services to assist in the placement to permanent housing

(Continued on next page)
COVID-19 Application: Funding Priorities

Public services that address immediate needs:

• Technology needs for alternative service delivery
• Other community services with a demonstrable COVID-19-related need

(Continued on next page)
COVID-19 Application: Funding Priorities

• **Housing assistance:**
  – Short-term subsidies to defray rent and utility arrearages
  – Security deposits or first/last month's rent to permit people experiencing homelessness to move into permanent housing
  – Emergency expenses (i.e. unplanned car repairs, moving expenses, etc.) in connection with ongoing case management and budget counseling
CDBG-CV Funding

• Community, Youth, & Women’s Alliance – COVID-19 Housing Assistance & Food Distribution: $25,000
• Family Service of Chester County – Financial Stability Center Counseling Program: $15,000
• Kennett Area Community Service – COVID-19 Housing Assistance & Food Distribution: $67,400

(Continued on next page)
CDBG-CV Funding

- Legal Aid of Southeastern PA – COVID-19 Legal Services: Eviction, Foreclosure, & Unemployment Compensation Counseling: $67,500
- Oxford Neighborhood Services Center – COVID-19 Housing Assistance & Food Distribution: $50,000
ESG-CV Funding

- Housing Authority of Chester County – COVID Rent Relief & Housing Search Assistance: $390,000 (includes CSBG funds)
- Human Services Inc. - Street Outreach Emergency Hotel Stays: $100,000
- Homeless Management Information System (HMIS) – COVID System Expansion and Data Entry Assistance: $55,000
Other CARES Act Activities

- Capacity for Change—COVID-19 Homelessness Recovery Plan
- Chester County OIC—Coatesville Employment Recovery Program: $60,000
- Domestic Violence Center of Chester County—DV Survivor Stabilization Support Program: $6,000
- Friends Association—Permanent Housing Stability Case Management: $52,000
Other CARES Act Activities

• Kennett Area Community Service — Permanent Housing Stability Case Management: $52,000
• Life Transforming Ministries—Volunteer Income Tax Assistance Program Technology Upgrades: $30,000
• North Star of Chester County—COVID-19 Homelessness Prevention & Self-Sufficiency Guidance: $20,000
Other CARES Act Activities

• PA Home of the Sparrow—COVID-19 Family Homelessness Prevention Program: $50,000
• Safe Harbor of Chester County—COVID-19 Reopening for Safe Harbor: $25,000
• W.C. Atkinson—COVID-19 Response and Reopening: $52,000
Questions & Comments

Please direct any written comments regarding the proposed activities by July 31, 2020 at 4:30 p.m. to:

ccddcd@chesco.org
## COVID Public Hearing

<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
<th>Organization</th>
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</thead>
<tbody>
<tr>
<td>Arianna Denison</td>
<td>Community and Parents Mentor Coordinator</td>
<td>Maternal and Child Health Consortium</td>
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<tr>
<td>Rachel Donington</td>
<td>Community Outreach Specialist</td>
<td>Pennsylvania Health and Welness</td>
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<td>Kris Keller</td>
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<td>Nettie Wolfe Silva</td>
<td>Development Associate</td>
<td>Open Hearth</td>
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<td>Lila Singleton</td>
<td>Executive Director</td>
<td>Community, Youth &amp; Women's Alliance, Inc</td>
<td>X</td>
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<tr>
<td>Minnie McNeil</td>
<td>Board Member</td>
<td>W.C. Atkinson</td>
<td>X</td>
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<tr>
<td>Jennifer Lopez</td>
<td>Executive Director</td>
<td>Friends Association</td>
<td>X</td>
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<tr>
<td>Carmen Boyd</td>
<td>Case Manager</td>
<td>Community, Youth &amp; Women's Alliance, Inc</td>
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<tr>
<td>Paul Conaway</td>
<td></td>
<td></td>
<td>X</td>
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<tr>
<td>Judilyn Arena</td>
<td></td>
<td></td>
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<tr>
<td>John Meisel</td>
<td>Manager of Transportation Operations and Planning</td>
<td>Transportation Management Association of Chester County</td>
<td>X</td>
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<tr>
<td>Charles Line</td>
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<td>We Can of Chester County</td>
<td>X</td>
</tr>
<tr>
<td>Wayne Robinson</td>
<td></td>
<td></td>
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Public Comments Received

At Public Hearing on July 29, 2020

• Lila Singleton and Carmen Boyd of the CYWA Coatesville thanked DCD for supporting them. Noted that they have increased their space by adding more shelter rooms, and are acting as a cooling station, which has required additional supplies for COVID-related safety. The CYWA has also received support from other Coatesville-area organizations.

• Jennifer Lopez of Friends Association for Care and Protection of Children is grateful for the ease of the application process and how quickly it was done. Noted that Friends Association has continuously operated through the COVID crisis and moved six families out of shelter and into permanent housing since the shutdown, and is now offering free trauma counseling for children. Friends Association has experienced a 175% increase in call volume since March. Ms. Lopez’s biggest concern is the upcoming end of the eviction moratorium, and is working to create pilot eviction prevention court program.

• Minnie McNeil of the W.C. Atkinson Memorial Service Center expressed gratitude for the funding award, and shared that they have received many calls from people in the community wanting to help. Atkinson had 23 residents at the beginning of the COVID crisis and has two remaining; 18 have been housed and 3 diverted back to their families. The pandemic has changed their shelter operations in a number of ways. Ms. McNeil is concerned about the impact of continued job loss on homelessness.

• John Meisel of the Transportation Management Association of Chester County (TMACC) expressed a need for transportation assistance.

• Kris Keller of Orion Communities agreed with the need for transportation assistance, noting that volunteer ride assistance has ended over concerns with the pandemic. Ms. Keller also expressed a need for rental assistance for undocumented residents.

• Question: Can CARES Act funds be used for rehabilitation activities?
  o Usually, rehab funding applications are considered during the biannual Entitlement application round. If a rehab request ties to the COVID-19 pandemic, an application could be submitted for the next round.

• Question: How do people access funds for car repairs and moving expenses?
  o The first call for information on assistance should always be 2-1-1, where callers can be directed to the appropriate resources. As a second option, The Financial Navigator at the United Way Financial Stability Center would also be able to assist with accessing these resources.

General Comments Received

• Charles Line, of We Can of Chester County, submitted a request that the organization’s application for funding for health checks at senior independent living communities in West Chester.
  o The Department of Community Development will continue to work with We Can of Chester County and other partners, such as the Chester County Health Department, to develop strategic partnerships and strategies for delivering health services to senior living communities.
AFFIDAVIT OF PUBLICATION
307 Derstine Avenue • Lansdale, PA 19446

CHESCO DEPT OF COMMUNITY DEVELOPMENT
601 WESTTOWN RD, STE 365
WEST CHESTER, PA 19382
Attention:

STATE OF PENNSYLVANIA,
COUNTY OF MONTGOMERY

The undersigned ______________________, being duly sworn the he/she 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:

CHESCO DEPT OF COMMUNITY DEVELOPMENT

Published in the following edition(s):
Daily Local News 07/26/20
Daily Local News Digital 07/26/20

PUBLIC NOTICE
2020 Public Services Related to COVID-19

The following, as required by the U.S. Department of Housing and Urban Development (HUD), is available for public review and comment during the period of July 27, 2020 through July 31, 2020: Draft 2020 Chester County Consolidated Plan, CARES Act Amendment. The draft plan is available for review on the Chester County Department of Community Development (CCDC)’s website at www.chesco.org/ccdcd. An online public hearing to solicit comments on the proposed Action Plan and Amendment will be held on Wednesday, July 29, 2020 at 3:00 p.m. Please email ccdc@chesco.org for registration information.

The 2020 Action Plan, CARES Act Amendment represents year 3 of funding under the Chester County Consolidated Plan 2018-2020. The Coronavirus Aid, Relief, and Economic Security (CARES) Act Amendment focuses on the use of CARES Act funding in response to COVID-19, including:

• Community Development Block Grant (CDBG): $1,561,461
• Emergency Solutions Grant (ESG): $4,984,959

The Plan includes activities that address services related to the COVID-19 pandemic with maximum percentage of funds going directly to assist eligible low- to moderate-income Chester County residents, including emergency shelter operations, rental assistance, and shelter and permanent housing case management.

Written comments will be accepted until Friday, July 31, 2020 at 4:30 p.m. and should be addressed to Patrick Sikorski, Director, Department of Community Development at ccdc@chesco.org. Please contact DCD at ccdc@chesco.org or 610-344-6000 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.

COMMONWEALTH OF PENNSYLVANIA
NOTARIAL SEAL
MAUREEN SCHMID, Notary Public
Lansdale Boro., Montgomery County
My Commission Expires March 31, 2021

Sworn to the subscribed before me this ___________.

Notary Public, State of Pennsylvania
Acting in County of Montgomery

Advertisement Information
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Sales Person: 018303
The Chester County Department of Community Development (DCD) is hosting an online public hearing to solicit comments on the draft 2020 Chester County Action Plan, Coronavirus Aid, Relief, and Economic Security (CARES) Act Amendment on Wednesday, July 29, 2020 at 3:00 p.m.

The draft plan includes activities that address services related to
the COVID-19 pandemic with maximum percentage of funds going directly to assist eligible low- to moderate-income Chester County residents, including emergency shelter operations, rental assistance, and shelter and permanent housing case management. The CARES Act Amendment focuses on the use of CARES Act funding in response to COVID-19, including:

- Community Development Block Grant (CDBG): $1,521,461
- Emergency Solutions Grant (ESG): $2,984,950

Please email ccdcd@chesco.org for registration information. Written comments will be accepted until Friday, July 31, 2020 at 4:30 p.m. and should be addressed to Patrick Bokovitz, Director, Department of Community Development at ccdcd@chesco.org.

Contact DCD at ccdcd@chesco.org or 610-344-6900 in advance of the hearing if you plan to attend and are in need interpreter services. 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.
The Chester County Department of Community Development (DCD) invites service providers to submit proposals for public services directly related to the impact of the COVID-19 crisis in Chester County. This application will be open from April 22, 2020 until May 21, 2020.

The Coronavirus Aid, Relief, and Economic Security (CARES) Act allocates additional funds to address issues and gaps in support and services caused by the COVID-19 crisis. This request for proposals
(RFP) will be Chester County DCD’s primary method of allocating these funds. Additional details are posted at https://www.chesco.org/1924/Apply-for-Grants.

An online application workshop for the Public Services Related to COVID-19 RFP will be held on Tuesday, May 5, 2020 at 1:00 p.m. Please RSVP with your name and organization to ccdcd@chesco.org and specify that you intend to attend the COVID-19 application workshop for the meeting link and/or call-in information.

View COVID-19 Application Guidelines

In need of a referral for accessing services or other resources in Chester County? Please call 2-1-1 for free, confidential assistance that is available 24/7.

211 Information 211 Información en Español

Board of Commissioners

Marian D. Moskowitz, Chair
Josh Maxwell
Michelle Kichline
LEGAL NOTICES

The Court has fixed the 6th day of January, 2020, at 9:30 a.m. in Court Room No. 4, Chester Courthouse, West Chester, Pennsylvania, for the purpose of hearing the claim of Petitioner, and when and where all persons interested may appear and show cause, if any they have, why the hearing of said Petitioner should not be granted.

DNL 11/10/1a

THE BOARD OF SCHOOL DIRECTORS for the Tredyffrin/Easttown School District will hold a special meeting to consider the acquisition of property on Thursday, November 14, 2019, at 6:00 p.m. at the Tredyffrin Easttown Administration Offices at 940 West Chester Road, Suite 1700, Wayne, PA 19087. DNL 11/10/1a

The Council of the Borough of South Coatesville will, at their Regular Meeting held on Tuesday, December 10, 2019, consider an ordinance authorizing participation in the Municipal Risk Management Workers’ Compensation Pool.

The ordinance in its entirety is available for review at the Borough of South Coatesville, 136 Modena Rd., Coatesville, Monday through Friday from 8 am to 4 pm.

If you wish to attend the meeting, please notify the Borough Manager at least 24 hours prior to the meeting.

The Municipal Risk Management Workers’ Compensation Pool is a voluntary program designed to provide protection for municipalities against the financial costs of employment-related injuries and illnesses. The program is designed to be cost-effective and provide coverage for a wide range of injuries and illnesses, including but not limited to:

- Workers’ compensation
- Disability
- Medical expenses
- Death benefits
- Vocational rehabilitation
- Legal costs
- Medical costs

The program is administered by a third-party administrator who provides claims management, legal representation, and advocacy services to participating municipalities.

In addition to providing financial protection, the program also provides educational resources and training programs to help participating municipalities reduce workplace injuries and illnesses.

The program is open to all municipalities in Pennsylvania and offers coverage for both current and historical claims.

For more information about the Municipal Risk Management Workers’ Compensation Pool, please contact the Borough Manager at 610-213-7871. DNL 11/10/1a

The 2020 Action Plan for Chester County was adopted by the Chester County Board of Commissioners on December 10, 2019. The plan includes a variety of initiatives aimed at addressing the needs of the community.

The plan includes initiatives related to public safety, transportation, education, and economic development. It also includes initiatives related to environmental sustainability and public health.

The plan identifies specific goals and objectives for each initiative and outlines the steps that will be taken to achieve those goals. The plan also includes a timeline for each initiative, with deadlines for achieving the goals.

The plan is designed to be flexible and responsive to the changing needs of the community. It will be reviewed annually and updated as necessary.

The plan is available on the Chester County website at www.chesco.org/ActionPlan. DNL 11/10/1a

LEGAL NOTICES

The following, as required by the U.S. Department of Housing and Urban Development (HUD), are available for public review and comment during the period of November 12, 2019, to December 12, 2019:

- Draft 2019 Action Plan
- 2019 Action Plan, Amendment 2

All documents are available for review on the Chester County Department of Community Development (DCD)/Website (www.chesco.org/cccd) and at the following locations:

- Chester County Dept. of Community Development, 601 Westtown Road, Suite 305
- The West Chester Ross Memorial Library

The following initiatives are included in the 2019 Action Plan:

- Increasing access to affordable housing
- Improving public safety
- Enhancing economic development
- Improving transportation

The plan is intended to address the needs of the community and to improve the quality of life for all residents.

The plan is available for public review and comment during the period of November 12, 2019, to December 12, 2019.

For more information, contact the Chester County Department of Community Development at 610-213-7871. DNL 11/10/1a

LEGAL NOTICES

You are a person with a disability who wishes to attend court proceedings, and you require an auxiliary aid, service, or other accommodation. You may contact DCD to discuss how your needs may be best accommodated. DNL 11/10/1a

LEGAL NOTICES

The 2020 Action Plan represents year 3 of funding under the Chester County Consolidated Plan 2018-2022. The 2020 Action Plan focuses primarily on the following three HUD entitlement programs administered by Chester County through DCD: The programs and projected amounts for 2020 are:

- Community Development Block Grant (CDBG): $2,522,437
- HOME Investment Partnership Program: $1,046,246
- Energy Efficiency and Renewable Solutions Grant (ESG): $217,335

The 2020 Action Plan also describes how the County will use Chester County Housing Trust Program funds. The plan includes activities that will help afford homeownership, assistance, rehabilitation, and community development. Over 75% of the funds will be utilized to benefit low- and moderate-income county residents.

DCD is also submitting an amendment to its 2019 Action Plan. Public comment is being solicited.

The proposed amendment includes the following funding change:

- Chester County Housing Trust Program will receive $850,000 of HOME Investment Partnership Program funding for the Melton Center Apartments, which includes construction of 51 affordable rental units in the Borough of West Chester.

Written comments will be accepted until December 12, 2019, and should be addressed to the attention of the Executive Director of the Chester County Department of Community Development, 601 Westtown Road, Suite 305, West Chester, PA 19380-0980 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 to:

- THE QUICK response that keeps us ahead of the competition
- THE PROCESS that we keep the competition out of the door
- THE QUALITY that we offer to our customers

You can now be here, ready to receive your service. If you wish to receive your service, you must contact us at the Office of the prothonotary of your county to request your service.

NOW, you are hereby notified to file your affidavit of defense to this claim, if you are adverse to the plaintiff, in the office of the prothonotary of the county in which this writ was issued. If no affidavit of defense is filed within

ESTATE NOTICES

ESTATE NOTICE

The estate of the deceased set forth below, the Register of Wills has granted Letters Testamentary, to the person named. All persons having claims against said estate are requested to make known the same to her or his attorneys and all persons indebted to said deceased are requested to make payment without delay to the executor named below.

ESTATE OF ADRIANNE SAIBER, late of West Brandywine Township

Executor: Cynthia Lehner
44 Mason Farm Road
Ringoes NJ 08551

Attorney: Gary B. Fleisher Esquire
NARDUCI MOORE FLEISHER DODGE & LLP
599 Skippack Pike Suite 300
Blue Bell, PA 19422

DNL 11/10/1a

STATEMENT OF MORE THAN 90 DATES

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DNL 11/10/1a
The following, as required by the U.S. Department of Housing and Urban Development (HUD), are available for public review and comment during the period of November 12, 2019 through December 12, 2019:

- Draft 2020 Action Plan
- 2019 Action Plan, Amendment 2

All documents may be accessed on the Chester County Department of Community Developments website.
Community Development (DCD)’s website (www.chesco.org/ccdcd) and at the following locations:

- Chester County Department of Community Development, 601 Westtown Road, Suite 365, West Chester, PA 19380
- Chester County Library, 450 Exton Square Pkwy., Exton, PA 19341
- Coatesville City Hall, One City Hall Place, Coatesville, PA 19320

A public hearing to solicit comments on the proposed Action Plan and Amendment will be held at 6:00 p.m. on Tuesday, November 19, 2019 at the Chester County OIC, 22 N. 5th Avenue, Coatesville, PA 19320.

The **2020 Action Plan** focuses primarily on the following three HUD entitlement programs administered by Chester County through DCD. The programs and projected amounts for 2019 are:

- Community Development Block Grant (CDBG): $2,522,437
- HOME Investment Partnerships: $1,048,246
- Emergency Solutions Grant (ESG): $217,335

The **2020 Action Plan** also describes how the County plans to use Chester County Housing Trust Program funds. The Plan includes activities that address affordable housing, homeless assistance, municipal infrastructure, and community development. Over 95% of the funds will be utilized to benefit low- and moderate-income county residents.

DCD is also submitting an **Amendment to its 2019 Action Plan**. Public comment is requested. The proposed Amendment includes the following funding change:

- Church Housing Corp. will receive $850,000 of HOME Investment Partnerships Program funding for the Melton Center Apartments which includes construction of 51 affordable rental units in the Borough of West Chester.

Written comments will be accepted until December 12, 2019 and should be addressed to: Patrick Bokovitz, Director, Department of Community Development, 601 Westtown Road, Suite 365, 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.

---

**Board of Commissioners**
There were no attendees present at the public hearing.
No public comments regarding the 2020 Action Plan were submitted at the Public Hearing on November 19, 2019.

On December 10, 2019 a verbal comment from a resident with disabilities was submitted. The resident said that accessing services from providers in Chester County can be challenging for those with physical disabilities. Chester County offers two types of Paratransit services: the Medical Assistance Transportation Program (MATP) and the Aging Shared Ride Program. Each program has its own specific guidelines and requirements.
Application for Federal Assistance SF-424

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23-6003040

**Federal Award Identifier:**

**State Use Only:**
6. Date Received by State:
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**APPLICANT INFORMATION:**

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**Address:**

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<tr>
<td>* City:</td>
<td>West Chester</td>
</tr>
<tr>
<td>County/Parish:</td>
<td>Chester</td>
</tr>
<tr>
<td>* State:</td>
<td>PA: Pennsylvania</td>
</tr>
<tr>
<td>Province:</td>
<td></td>
</tr>
<tr>
<td>* Country:</td>
<td>USA: UNITED STATES</td>
</tr>
<tr>
<td>* Zip / Postal Code:</td>
<td>19380-0991</td>
</tr>
</tbody>
</table>

**Organizational Unit:**

<table>
<thead>
<tr>
<th>Department Name:</th>
<th>Division Name:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Community Development</td>
<td></td>
</tr>
</tbody>
</table>

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

<table>
<thead>
<tr>
<th>Prefix:</th>
<th>* First Name:</th>
<th>Last Name:</th>
<th>Suffix:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mr.</td>
<td>Patrick</td>
<td>Bokovitz</td>
<td></td>
</tr>
</tbody>
</table>

**Title:**
Director

**Organizational Affiliation:**

<table>
<thead>
<tr>
<th>* Telephone Number:</th>
<th>Fax Number:</th>
</tr>
</thead>
<tbody>
<tr>
<td>610-344-6900</td>
<td>610-344-6925</td>
</tr>
</tbody>
</table>

**Email:** pbokovitz@chesco.org
**Application for Federal Assistance SF-424**

**9. Type of Applicant 1: Select Applicant Type:**
- 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:**
L4-218

**CFDA Title:**
Community Development Block Grant Program

**12. Funding Opportunity Number:**
N/A

**Title:**
2020 Community Development Block Grant - CARES Act

**13. Competition Identification Number:**
N/A

**Title:**

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

**15. Descriptive Title of Applicant's Project:**
CDBG CARES Act funds will be used to address impacts of COVID-19 for eligible low to moderate income individuals throughout Chester County.

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: 4/1/2020
   * b. End Date: 12/31/2020

18. Estimated Funding ($):
   * a. Federal
   * b. Applicant
   * c. State
   * d. Local
   * e. Other
   * f. Program Income
   * g. TOTAL 1,521,461.00

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 21, 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: Marian
Middle Name: D.
* Last Name: Moskowitz
Suffix:

* Title: Chair, Chester County Board of Commissioners

* Telephone Number: 610-344-6100  Fax Number:

* Email: moskowitz@chesco.org

* Signature of Authorized Representative: [Signature]

* Date Signed: 6/24/20
ASSURANCES - CONSTRUCTION PROGRAMS

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

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

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

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

1. Has the legal authority to apply for Federal assistance, and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project costs) to ensure proper planning, management and completion of project described in this application.

2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, the right to examine all records, books, papers, or documents related to the assistance, and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.

3. Will not dispose of, modify the use of, or change the terms of the real property title or other interest in the site and facilities without permission and instructions from the awarding agency. Will record the Federal awarding agency directives and will include a covenant in the title of real property acquired in whole or in part with Federal assistance funds to assure nondiscrimination during the useful life of the project.

4. Will comply with the requirements of the assistance awarding agency with regard to the drafting, review and approval of construction plans and specifications.

5. Will provide and maintain competent and adequate engineering supervision at the construction site to ensure that the complete work conforms with the approved plans and specifications and will furnish progressive reports and such other information as may be required by the assistance awarding agency or State.

6. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.

7. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.

8. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4726-4763) relating to prescribed standards of merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).

9. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.

10. Will comply with all Federal statutes relating to nondiscrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681-1683, and 1685-1688), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 dd-3 and 290 ee 3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.
11. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal and federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.

12. Will comply with the provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.


14. Will comply with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is $10,000 or more.

15. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514, (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) implementation plans under Section 176(c) of the Clean Air Act of 1965, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).


18. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."

19. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.

20. Will comply with the requirements of Section 108(g) of the Trafficking Victims Protection Act (TVPA) of 2000, as amended (22 U.S.C. §7104) which prohibits grant award recipients or a sub-recipient from (1) Engaging in severe forms of trafficking in persons during the period of time that the award is in effect (2) Procuring a commercial sex act during the period of time that the award is in effect or (3) Using forced labor in the performance of the award or subawards under the award.

**SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL**

[Signature]

**APPLICANT ORGANIZATION**

County of Chester

**DATE SUBMITTED**

6-24-20

**TITLE**

Chair, Board of Commissioners

SF-424D (Rev. 7-87) Back
CERTIFICATIONS

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

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

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

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

1. No Federal appropriated funds have been paid or will be paid, by or on behalf of it, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement;

2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, it will complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions; and

3. It will require that the language of paragraph 1 and 2 of this anti-lobbying certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

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

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

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

Signature of Authorized Official  Date

Title

Chair, Board of Commissioners
Specific Community Development Block Grant Certifications

The Entitlement Community certifies that:

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

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

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

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

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

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

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

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

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

Excessive Force -- It has adopted and is enforcing:

1. A policy prohibiting the use of excessive force by law enforcement agencies within its jurisdiction against any individuals engaged in non-violent civil rights demonstrations; and

2. A policy of enforcing applicable State and local laws against physically barring entrance to or exit from a facility or location which is the subject of such non-violent civil rights demonstrations within its jurisdiction.
Compliance with Anti-discrimination laws -- The grant will be conducted and administered in conformity with title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d) and the Fair Housing Act (42 U.S.C. 3601-3619) and implementing regulations.

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

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

[Signature]
Signature of Authorized Official

[Date]
Date

[Title]
Chair, Board of Commissioners
OPTIONAL Community Development Block Grant Certification

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

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

[Signature]
Signature of Authorized Official

[Date]
Date

[Title]
Chair, Board of Commissioners
Specific HOME Certifications

The HOME participating jurisdiction certifies that:

**Tenant Based Rental Assistance** -- If it plans to provide tenant-based rental assistance, the tenant-based rental assistance is an essential element of its consolidated plan.

**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.

**Subsidy layering** -- 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 of Authorized Official]

Date 6/3/20

Title

Chair, Board or Commissioners
Emergency Solutions Grants Certifications

The Emergency Solutions Grants Program recipient certifies that:

Major rehabilitation/conversion/renovation – If an emergency shelter’s rehabilitation costs exceed 75 percent of the value of the building before rehabilitation, the recipient 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 recipient 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 recipient 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 recipient 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 recipient 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 recipient 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 these individuals.

Matching Funds – The recipient will obtain matching amounts required under 24 CFR 576.201.

Confidentiality – The recipient 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 recipient 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 recipient undertakes with assistance under ESG are consistent with its consolidated plan.
Discharge Policy – The recipient 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 of Authorized Official  

Date  

Title
Housing Opportunities for Persons With AIDS Certifications

The HOPWA grantee certifies that:

Activities -- Activities funded under the program will meet urgent needs that are not being met by available public and private sources.

Building -- Any building or structure assisted under that program shall be operated for the purpose specified in the consolidated plan:

1. For a period of not less than 10 years in the case of assistance involving new construction, substantial rehabilitation, or acquisition of a facility,

2. For a period of not less than 3 years in the case of assistance involving non-substantial rehabilitation or repair of a building or structure.

[Signature of Authorized Official]

[Date]

[Chair, Board of Commissioners]

[Title]
APPENDIX TO CERTIFICATIONS

INSTRUCTIONS CONCERNING LOBBYING CERTIFICATION:

Lobbying Certification
This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than $10,000 and not more than $100,000 for each such failure.
Application for Federal Assistance SF-424

1. Type of Submission:
   - [ ] Preapplication
   - [x] Application
   - [ ] Changed/Corrected Application

2. Type of Application:
   - [x] New
   - [ ] Continuation
   - [ ] Revision

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:

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:
      1598859220000

   d. Address:
      113 West Market Street, Suite 6202
      West Chester, Chester, PA: Pennsylvania
      USA: UNITED STATES
      19380-0991

   e. Organizational Unit:
      Community Development

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

      Prefix: [Mr.]
      Middle Name: [B.]
      Last Name: [Bakovitz]
      Title: [Director]

      [ ] Telephone Number: 610-344-6900
      [ ] Fax Number: 610-344-6925
      [ ] Email: pbbakovitz@chesco.org
Application for Federal Assistance SF-424

9. Type of Applicant 1: Select Applicant Type:
- 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:
- L4.231

CFDA Title:
- Emergency Solutions Grant Program

12. Funding Opportunity Number:
- N/A

* Title:
- 2020 Emergency Solutions Grant - CARES Act

13. Competition Identification Number:
- N/A

Title:

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

* 15. Descriptive Title of Applicant's Project:
- 2020 ESG funds will be used for eligible activities to address homeless activities related to the impacts of COVID-19.

Attach supporting documents as specified in agency instructions.
Application for Federal Assistance SF-424

10. 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: 04/01/2020
   b. End Date: 12/31/2020

18. Estimated Funding ($):
   a. Federal
   b. Applicant
   c. State
   d. Local
   e. Other
   f. Program Income
   g. TOTAL

2,984,950.00

10. 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 210, Section 1091)

* "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:

Name: Marion
Middle Name: D.
Last Name: Boyd
Suffix: 

Title: Chair, Chester County Board of Commissioners

Telephone Number: 610-344-6100
Fax Number: 

Email: mboyd@chco.org

* Signature of Authorized Representative:

* Date Signed: 6/25/20
NOTE: Certain of these assurances may not be applicable to your project or program. If you have questions, please contact the Awarding Agency. Further, certain Federal assistance awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

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

1. Has the legal authority to apply for Federal assistance, and the institutional, managerial, and financial capability (including funds sufficient to pay the non-Federal share of project costs) to ensure proper planning, management, and completion of project described in this application.

2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, the right to examine all records, books, papers, or documents related to the assistance; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.

3. Will not dispose of, modify the use of, or change the terms of the real property title or other interest in the site and facilities without permission and instructions from the awarding agency. Will record the Federal assistance agency directives and will include a covenant in the title of real property acquired in whole or in part with Federal assistance funds to assure nondiscrimination during the useful life of the project.

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7. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.

8. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards of merit systems for programs funded under one of the 18 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 500, Subpart F).

9. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.

10. Will comply with all Federal statutes relating to non-discrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P. L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681, 1683, and 1685-1686) which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of handicap; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-265), as amended relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-816), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§230 dd-3 and 290 ee 3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.
11. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal or federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.

12. Will comply with the provisions of the Hatch Act (5 U.S.C. §§1601-1608 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.


14. Will comply with flood insurance purchase requirements of Section 102(e) of the Flood Disaster Protection Act of 1973 (P.L. 93-334) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is $10,000 or more.

15. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11776; (b) notification of violating facilities pursuant to EO 11776; (c) protection of wetlands pursuant to EO 11639; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to state (Clean Air) implementation Plans under Section 176(c) of the Clean Air Act of 1963, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).


18. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1986 and OMB Circular No. A-133, “Audits of States, Local Governments, and Non-Profit Organizations.”

19. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.

20. Will comply with the requirements of Section 106(g) of the Trafficking Victims Protection Act (TVPA) of 2000, as amended (22 U.S.C. 7104) which prohibits grant award recipients or a sub-recipient from (1) Engaging in severe forms of trafficking in persons during the period of time that the award is in effect (2) Procuring a commercial sex act during the period of time that the award is in effect or (3) Using forced labor in the performance of the award or subawards under the award.
INTERIM ESG-CV Certifications (NON-STATE)

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.

EXCEPTION: In accordance with the CARES Act, the certifications in this paragraph do not apply with respect to CARES Act funding that is used to provide temporary emergency shelters (through leasing of existing property, temporary structures, or other means) to prevent, prepare for, and respond to coronavirus.

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.

EXCEPTION: In accordance with the CARES Act, the certification in this paragraph does not apply with respect to CARES Act funding that is used to provide temporary emergency shelters (through leasing of existing property, temporary structures, or other means) to prevent, prepare for, and respond to coronavirus.

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: [Signature]
[Date: 6/24/20]
[Title: [Title]}

[Chair, Board of Commissioners]
Application for Federal Assistance SF-424

* 1. Type of Submission:  
   - [ ] Preapplication  
   - [X] Application  
   - [ ] Changed/Corrected Application

* 2. Type of Application:  
   - [X] New  
   - [ ] Continuation  
   - [ ] Revision

* 3. Date Received:  
   23-6003040

4. Applicant Identifier:

5a. Federal Entity Identifier:  
   23-6003040

5b. Federal Award Identifier:
   9-26-DC-42-0007

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:
   159889920000

d. Address:

*Street1:  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:  pbokovitz@chesco.org
Application for Federal Assistance SF-424

9. Type of Applicant 1: Select Applicant Type:
   - 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:
    14-218

   CFDA Title:
   Community Development Block Grant Program

12. Funding Opportunity Number:
    N/A

   * Title:
   2020 Community Development Block Grant

13. Competition Identification Number:
    N/A

   * Title:

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

   * 15. Descriptive Title of Applicant's Project:
   2020 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: 01/01/2020  
* b. End Date: 12/31/2020  

18. Estimated Funding ($):
* a. Federal  2,586,345.00  
* b. Applicant  
* c. State  
* d. Local  
* e. Other  
* f. Program Income  
* g. TOTAL  2,586,345.00  

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:  Ma.
First Name: Marian
Middle Name:  
Last Name: Moskowitz
Suffix:  

Title: Chair, Chester County Board of Commissioners

Telephone Number: 610-344-6100  Fax Number:  
Email: mmoskowitz@chesco.org  

Signature of Authorized Representative:  
Date Signed: 3-5-2020
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 3-5-2020]
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 fee charged or assessment made as a condition of obtaining access to such public improvements.

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

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]  [Date]
Signature/Authorized Official  Date

Chair, Board of Commissioners
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 3/5/2020

Chair, Board of Commissioners
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.
ASSURANCES - CONSTRUCTION PROGRAMS

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

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

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

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

1. Has the legal authority to apply for Federal assistance, and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project costs) to ensure proper planning, management and completion of project described in this application.

2. Will give the awarding agency, the ComptrollerGeneral of the United States and, if appropriate, the State, the right to examine all records, books, papers, or documents related to the assistance; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.

3. Will not dispose of, modify the use of, or change the terms of the real property title or other interest in the site and facilities without permission and instructions from the awarding agency. Will record the Federal awarding agency directives and will include a covenant in the title of real property acquired in whole or in part with Federal assistance funds to assure non-discrimination during the useful life of the project.

4. Will comply with the requirements of the assistance awarding agency with regard to the drafting, review and approval of construction plans and specifications.

5. Will provide and maintain competent and adequate engineering supervision at the construction site to ensure that the complete work conforms with the approved plans and specifications and will furnish progressive reports and such other information as may be required by the assistance awarding agency or State.

6. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.

7. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.

8. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4726-4763) relating to prescribed standards of merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).

9. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.

10. Will comply with all Federal statutes relating to non-discrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681-1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-516), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 dd-3 and 290 ee 3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.
11. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal and federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.

12. Will comply with the provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.


14. Will comply with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is $10,000 or more.

15. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) implementation Plans under Section 176(c) of the Clean Air Act of 1965, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).


18. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1986 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."

19. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.

20. Will comply with the requirements of Section 106(g) of the Trafficking Victims Protection Act (TVPA) of 2000, as amended (22 U.S.C. §7104) which prohibits grant award recipients or a sub-recipient from (1) Engaging in severe forms of trafficking in persons during the period of time that the award is in effect; (2) Procuring a commercial sex act during the period of time that the award is in effect or (3) Using forced labor in the performance of the award or subawards under the award.
Application for Federal Assistance SF-424

1. Type of Submission:
   - Preapplication
   - Application
   - Changed/Corrected Application

2. Type of Application:
   - New
   - Continuation
   - Revision
   - Other (Specify):

3. Date Received:
   - 23-6003040

4. Applicant Identifier:

5a. Federal Entity Identifier:
   - 23-6003040

5b. Federal Award Identifier:
   - M-26-GC-42-0208

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:
   - 1558899220000

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
   Middle Name: E.
   * Last Name: Bokovitz
   Suffix:

   Title: Director

   Organizational Affiliation:

   * Telephone Number: 610-344-5900
   Fax Number: 610-344-6925

   * Email: pbokovitz@chesco.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:
- 2020 HOME Investment Partnerships Program

### 13. Competition Identification Number:
- N/A

#### Title:

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

### 15. Descriptive Title of Applicant’s Project:
- 2020 HOME funds will be used for first-time home buyer assistance, affordable housing construction, and community housing development organization activities.

Attach supporting documents as specified in agency instructions.

[Add Attachments] [Delete Attachments] [View Attachments]
Application for Federal Assistance SF-424

16. Congressional Districts Of:
   * a. Applicant  
   * b. Program/Project

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

17. Proposed Project:
   * a. Start Date: 01/01/2020  
   * b. End Date: 12/31/2020

18. Estimated Funding ($):
   * a. Federal 
   * b. Applicant
   * c. State
   * d. Local
   * e. Other
   * f. Program Income
   * g. TOTAL 1,135,474.00

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 or  
   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: Marian
Middle Name:
* Last Name: Moskowitz
Suffix:

* Title: Chair, Chester County Board of Commissioners
* Telephone Number: 610-344-6100  
Fax Number:
* Email: mmoskowitz@chesco.org

Signature of Authorized Representative:  
* Date Signed: 3/5/2020
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]
Signature/Authorized Official

[Date]
Date

Chair, Board of Commissioners

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

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

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

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

1. Has the legal authority to apply for Federal assistance, and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project costs) to ensure proper planning, management and completion of project described in this application.

2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, the right to examine all records, books, papers, or documents related to the assistance; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.

3. Will not dispose of, modify the use of, or change the terms of the real property title or other interest in the site and facilities without permission and instructions from the awarding agency. Will record the Federal awarding agency directives and will include a covenant in the title of real property acquired in whole or in part with Federal assistance funds to assure nondiscrimination during the useful life of the project.

4. Will comply with the requirements of the assistance awarding agency with regard to the drafting, review and approval of construction plans and specifications.

5. Will provide and maintain competent and adequate engineering supervision at the construction site to ensure that the complete work conforms with the approved plans and specifications and will furnish progressive reports and such other information as may be required by the assistance awarding agency or State.

6. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.

7. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.

8. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards of merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 500, Subpart F).

9. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.

10. Will comply with all Federal statutes relating to non-discrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681, 1683, and 1685-1686), which prohibits discrimination on the basis of sex (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of handicap; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-516), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1982 (42 U.S.C. §§290 dd-3 and 290 ee 3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.
11. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal and federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.

12. Will comply with the provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.


14. Will comply with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is $10,000 or more.

15. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11736; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).


18. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, “Audits of States, Local Governments, and Non-Profit Organizations.”

19. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.

20. Will comply with the requirements of Section 106(g) of the Trafficking Victims Protection Act (TVPA) of 2000, as amended (22 U.S.C. 7104) which prohibits grant award recipients or a sub-recipient from (1) engaging in severe forms of trafficking in persons during the period of time that the award is in effect (2) Procuring a commercial sex act during the period of time that the award is in effect or (3) Using forced labor in the performance of the award or subawards under the award.

SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL
[Signature]

APPLICANT ORGANIZATION
County of Chester

DATE SUBMITTED
3-5-2002

TITLE
Chair, Chester County Board of Commissioners

SF-424D (Rev. 7-97) Back
## Application for Federal Assistance SF-424

**1. Type of Submission:**
- [ ] Preapplication
- [X] Application
- [ ] Changed/Corrected Application

**2. Type of Application:**
- [X] New
- [ ] Continuation
- [ ] Revision

**3. Date Received:**

**4. Applicant Identifier:**

**5a. Federal Entity Identifier:**

**5b. Federal Award Identifier:**

**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:** 1538999220000

**d. Address:**
- Street: 313 West Market Street, Suite 6202
- City: West Chester
- County/Parish: Chester
- State: PA: Pennsylvania
- Province: 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:** pbokovitz@chesco.org
**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: 01/01/2020
   * b. End Date: 12/31/2020

18. Estimated Funding ($):

   * a. Federal: 221,642.00
   * b. Applicant
   * c. State
   * d. Local
   * e. Other
   * f. Program Income
   * g. TOTAL: 221,642.00

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: Me.  * First Name: Marian

Middle Name:  

* Last Name: Moskowitz  

Suffix:  

* Title: Chair, Chester County Board of Commissioners

* Telephone Number: 610-344-6100  

Fax Number:  

Email: mmoskowitz@chesco.org

* Signature of Authorized Representative: Marian Moskowitz  

* Date Signed: 3/5/2009
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

Chair, Board of Commissioners

Title
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**SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL**

[Signature]

**APPLICANT ORGANIZATION**

County of Chester

**DATE SUBMITTED**

3-5-2020

**TITLE**

Chair, Chester County Board of Commissioners