

**Chester County
Commonwealth of Pennsylvania**



Board of Commissioners

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**2008 CONSOLIDATED ANNUAL
PERFORMANCE & EVALUATION REPORT**

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U.S. Department of Housing and Urban Development

Submitted by:

**Chester County
Department of Community Development**

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CONSOLIDATED PLAN, 2005-2009
2008 Consolidated Annual Performance and Evaluation Report

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CONSOLIDATED PLAN, 2005-2009
2008 Consolidated Annual Performance and Evaluation Report

EXECUTIVE SUMMARY

The purpose of the *2008 Consolidated Annual Performance and Evaluation Report* is to report on the progress that Chester County, through the Department of Community Development (DCD), made in carrying out the *Consolidated Plan, 2005-2009* and the *2008 Action Plan* through the use of federal entitlement funding allocated from the U.S. Department of Housing and Urban Development. Those funding sources are the *Community Development Block Grant (CDBG)*, the *HOME Investment Partnerships (HOME)*, the *American Dream Downpayment Initiative (ADDI)*, and the *Emergency Shelter Grant (ESG)*. The use of funding from the County's *Housing Trust Program (HTP)* is also documented in the report. In 2008, Chester County received almost \$6 million from these funding sources. Most of the funding was passed through to local organizations and governmental entities to carry out community-based initiatives. Those funding awards leveraged approximately \$13 million in additional support for housing and community development activities.

The *Consolidated Plan, 2005-2009* includes 10 housing and community development goals, each with corresponding measurable objectives, which DCD is striving to support and achieve. The primary role for DCD in fulfilling the goals and objectives is funding. In 2008, progress was made toward achieving all of the five-year goals and most of the objectives through funded activities.

Three of the ten Consolidated Plan goals address affordable housing. With the support of entitlement, state and/or HTP funding:

- 165 homes were repaired or brought up to code for low- and moderate-income homeowners;
- 24 new rental housing units for seniors were created and;
- 7 families or individuals received down payment and closing cost assistance and housing counseling that helped them become homeowners.

Two additional goals address the Continuum of Care for homeless assistance and prevention. Among the accomplishments supported partially by entitlement funding were:

- 69 households received emergency rent or security deposit assistance to prevent or end homelessness;
- 1,093 people stayed in emergency shelters;
- 250 people stayed in transitional housing programs.

In addition, DCD coordinated the Continuum of Care planning and application process. In early 2009, HUD announced renewal funding for seven Chester County agencies. 2 new Shelter Plus Care activities were also awarded.

The public participation component of 2008 was comprised of two public forums, conducted in April, and a public hearing hosted in the fall. The first public forum was directed to the residents, officials and agencies in the Kennett Square area and featured a presentation describing the status of current activities and initiatives in the region and information about the 2008 application and funding cycle. The second was directed to the many agencies and municipalities that the County subcontracts with throughout the year and took place in Coatesville. The fall public hearing was

intended to provide updates on 2008 activities and a description of plans for the 2009 federal entitlement funding in Chester County and took place in the Kennett Square area.

The comments and views received through the public participation process were used by DCD to assist in the identification of priority goals and objectives for 2008. The feedback obtained through the public participation process helped DCD prioritize housing, homeless, community service, and community development needs.

By seeking public participation and carefully selecting and monitoring funded activities, DCD worked with public and private partners to carry out the mission of preserving and enhancing communities and improving the quality of life for disadvantaged individuals and families in Chester County.

PLAN CONSOLIDADO, 2005-2009
Consolidado Informe Anual del Desempeño y Evaluación de 2008

RESUMEN EJECUTIVO

El propósito del *Consolidado Informe Anual del Desempeño y Evaluación de 2008* es informar sobre el progreso hecho del Condado de Chester, a través del Departamento de Desarrollo Comunitario (DCD), en llevar a cabo el *Plan Consolidado, 2005-2009* y el *Plan de Acción de 2006* por la utilización de los fondos federales de derecho que son alocados por el Departamento de Vivienda y Desarrollo Urbano de EE.UU. Esos recursos de fondos son los *Subsidios Gratuitos Globales para el Desarrollo Comunitario/Community Development Block Grant (CDBG)*, la *Asociación para Inversiones en Vivienda/HOME Investment Partnerships (HOME)*, la *Iniciativa de Cuota Inicial para el Sueño Americano/American Dream Downpayment Initiative (ADDI)*, y los *Fondos Gratuitos para Refugios de Emergencia/Emergency Shelter Grant (ESG)*. También es incluida en el informe la utilización de los fondos del *Programa de Vivienda Fiduciaria del Condado/Housing Trust Program (HTP)*. En 2008, el Condado de Chester recibió casi \$6 millones de fondos de estos recursos. La mayoría de los fondos fueron administrados a través de organizaciones locales y entidades gubernamentales para realizar iniciativas comunitarias. Esos subsidios de fondos usaban una palanca financiera de aproximadamente \$13 millones en apoyo adicional para actividades de vivienda y desarrollo comunitario.

El *Plan Consolidado, 2005-2009* incluye 10 metas de vivienda y desarrollo comunitario, cada una tiene un objetivo medible y correspondiente, lo cual DCD procura apoyar y alcanzar. El papel primario de DCD para cumplir las metas y objetivos es proveer los fondos. En 2008, ha progresado hacia realizar todos los metas del Plan de cinco años y la mayoría de los objetivos a través de las actividades fundadas.

Tres de las diez metas del Plan Consolidado abordan la vivienda accesible. Con el apoyo de los fondos federales de derecho, estado, y/o HTP:

- 165 viviendas fueron reparadas o llevadas al cogido para propietarios de viviendas de ingresos bajos y moderados;
- 24 nuevas unidades de vivienda de renta fueron creadas;
- 7 familias o individuos recibieron asistencia con el pago inicial y los costos de cierre y también recibieron asesoría sobre la propiedad de vivienda.

Dos metas adicionales abordan la Atención Continua (Continuum of Care) para asistencia y prevención de la carencia de hogar. Entre las realizaciones con apoyo parcial de los fondos de derecho fueron:

- 69 viviendas recibieron asistencia de emergencia para la renta o para un deposito de seguridad para prevenir o terminar con la carencia de hogar;
- 1,093 personas se alojaron en refugios de emergencia;
- 250 personas se alojaron en programas de refugios de transición.

Además, DCD coordinó el proceso de planificación y aplicación de la Atención Continua. Al fin de 2008, HUD anunció la reanulación de fondos para x agencias del Condado de Chester.

El componente de participación pública de 2008 fue consituido de dos foros públicos que tuvieron lugar en abril, y una audiencia pública que fue celebrada en el otoño. El primer foro público fue dirigido a los residentes, los oficiales y las agencias en el área de Kennett Square y mostró una

presentación sobre el estatus de las actividades actuales y de las iniciativas in la región. También presentó información sobre el ciclo de 2008 de solicitar fondos. El segundo fue dirigido a las varias agencias y municipalidades con que el Condado subcontrata durante el año y tomó lugar en Coatesville. La audiencia pública del otoño intentaba proveer actualizaciones sobre las actividades de 2008 y describir los planes de los fondos federales de derecho de 2009 en el Condado de Chester y tomó lugar en el área de Kennett Square.

Los comentarios y perspectivas recibidas a través del proceso de la participación pública fueron utilizados por DCD para ayudar con la identificación de las metas y objetivos de prioridad de 2008. Las reacciones obtenidas a través del proceso de la participación pública le ayudaban a DCD establecer un orden de prioridades para las necesidades de vivienda, carencia de hogar, servicio comunitario y desarrollo comunitario.

En buscar la participación pública y por seleccionar y observar cuidadosamente las actividades financiadas, DCD trabajaba con asociados públicos y privados para llevar a cabo la misión de preservar y fortalecer las comunidades y mejorar la calidad de vida de los individuos y familias con pocos recursos en el Condado de Chester.

CONSOLIDATED PLAN, 2005-2009
2008 Consolidated Annual Performance and Evaluation Report

INTRODUCTION

The *2008 Consolidated Annual Performance and Evaluation Report* is a summary of the accomplishments resulting from funded activities administered by Chester County's Department of Community Development (DCD) during calendar year 2008.

This report is submitted in accordance with regulations governing Consolidated Submissions for Community Planning and Development Programs (24 CFR 91.520) and Consolidated Annual Performance and Evaluation Reporting requirements as directed by the U. S. Department of Housing and Urban Development (HUD). The purpose is to report on Chester County activities supported by federal entitlement funding allocated from HUD. The federal entitlement funding sources and allocations in 2008 were:

Community Development Block Grant (CDBG):	\$ 2,722,920
HOME Investment Partnerships (HOME):	\$ 1,072,943
American Dream Downpayment Initiative (ADDI):	\$ 8,449
Emergency Shelter Grant (ESG):	<u>\$ 121,543</u>
TOTAL	\$ 3,925,855

In addition, several activities funded with the County's *Housing Trust Program* (HTP) are also documented in the report. Most of the funding was passed through to local organizations and governmental entities to carry out community-based initiatives.

Although the federal entitlement funding is awarded automatically according to a need-based formula, the County is required to formally apply to HUD for the funding. The application consists of a plan that describes the County's strategy for addressing housing and community needs and reducing poverty. The County submits one five-year strategic plan for the three federal entitlement funding programs; consequently, the document is referred to as the "Consolidated Plan". Each year the *Consolidated Plan* is updated through an action plan, which describes how that year's federal entitlement funding, along with HTP funds, will be used to implement the five-year strategic plan. The *2008 Action Plan* was the fourth annual component of the *Consolidated Plan, 2005-2009*.

The *2008 Consolidated Annual Performance and Evaluation Report* consists of narrative statements which explain the progress made in carrying out the activities and achieving the goals and objectives set out in the *2008 Action Plan*. It also describes the methods used to comply with federal regulations. Appendices with tables and reports supply additional details about the use of federal entitlement funding in Chester County.

PLAN CONSOLIDADO, 2005-2009
Consolidado Informe Anual del Desempeño y Evaluación de 2008

INTRODUCCIÓN

El *Consolidado Informe Anual del Desempeño y Evaluación de 2008* es un resumen de las realizaciones que resultan de las actividades financiadas de los fondos administrados por el Departamento de Desarrollo Comunitario (DCD) del Condado de Chester durante el año calendario de 2008.

Este informe está de acuerdo con las pautas que gobiernan los Planos Consolidados de los Programas de Planificación y Desarrollo Comunitario (24 CFR 91.520) y los requisitos del Consolidado Informe Anual del Desempeño y Evaluación, los que son dirigidos por el Departamento de Vivienda y Desarrollo Urbano de EE.UU. (HUD). El propósito es informar las actividades del Condado de Chester que son financiadas por los fondos federales de derecho de HUD. Los recursos de fondos federales de derecho que fueron alocados en 2008 son:

Subsidios Gratuitos Globales para el Desarrollo Comunitario	
<i>Community Development Block Grant</i> (CDBG):	\$ 2,722,920
Asociación para Inversiones en Vivienda/ <i>HOME Investment Partnerships</i> (HOME):	\$ 1,072,943
Iniciative de Cuota Inicial para el Sueño Americano/ <i>American Dream Downpayment Initiative</i> (ADDI):	\$ 8,449
Fondos Gratuitos para Refugios de Emergencia/ <i>Emergency Shelter Grant</i> (ESG):	\$ 121,543
TOTAL	\$ 3,925,855

También es incluida en el informe la utilización de los fondos del *Programa de Vivienda Fiduciaria del Condado/Housing Trust Program* (HTP) para varias actividades. La mayoría de los fondos fueron administrados a través de organizaciones locales y entidades gubernamentales para realizar iniciativas comunitarias.

Aunque los fondos federales de derecho son otorgados automáticamente en concordancia que un formulario basado en la necesidad, el Condado es obligado solicitar oficialmente los fondos de HUD. La solicitud consta de un plan que describe la estrategia del Condado para abordar las necesidades de vivienda y comunidad y también para reducir la pobreza. El Condado somete un plan estratégico de cinco años para tres programas de fondos federales de derecho; consecuentemente, el documento se refiere como el "Plan Consolidado". Cada año el *Plan Consolidado* es actualizado a través de un plan de acción, lo que describe cómo los fondos federales de derecho de ese año particular, ambos con los fondos HTP, serán utilizados para implementar el plan estratégico de cinco años. El *Plan de Acción de 2008* fue el tercer componente anual del *Plan Consolidado, 2005-2009*.

El *Consolidado Informe Anual del Desempeño y Evaluación de 2008* consta de narrativas que explican el progreso de las actividades y de alcanzar las metas y los objetivos presentados en el *Plan de Acción de 2008*. También describe los métodos que fueron utilizados para cumplir con las regulaciones federales. Apéndices con tablas e informes suministran detalles adicionales sobre el uso de los fondos federales de derecho en el Condado de Chester.

SECTION A – CONSOLIDATED PLAN NARRATIVE STATEMENTS

1. *Geographic Distribution*

Chester County encompasses 762 square miles in the Delaware Valley Region of southeastern Pennsylvania. It contains seventy-three municipalities consisting of one city, fifteen boroughs, and fifty-seven townships. In 2008, for purposes of the Community Development Block Grant program, thirty-two municipalities contained low- and moderate-income areas eligible to receive assistance.

Chester County's Comprehensive Plan, *Landscapes*, classifies the fifteen boroughs and one city in Chester County as "urban centers". *Landscapes* calls for public and private sector entities in the urban centers to foster development by rehabilitating existing housing, constructing new housing, revitalizing the commercial and industrial areas, preserving historic buildings, and upgrading infrastructure systems.

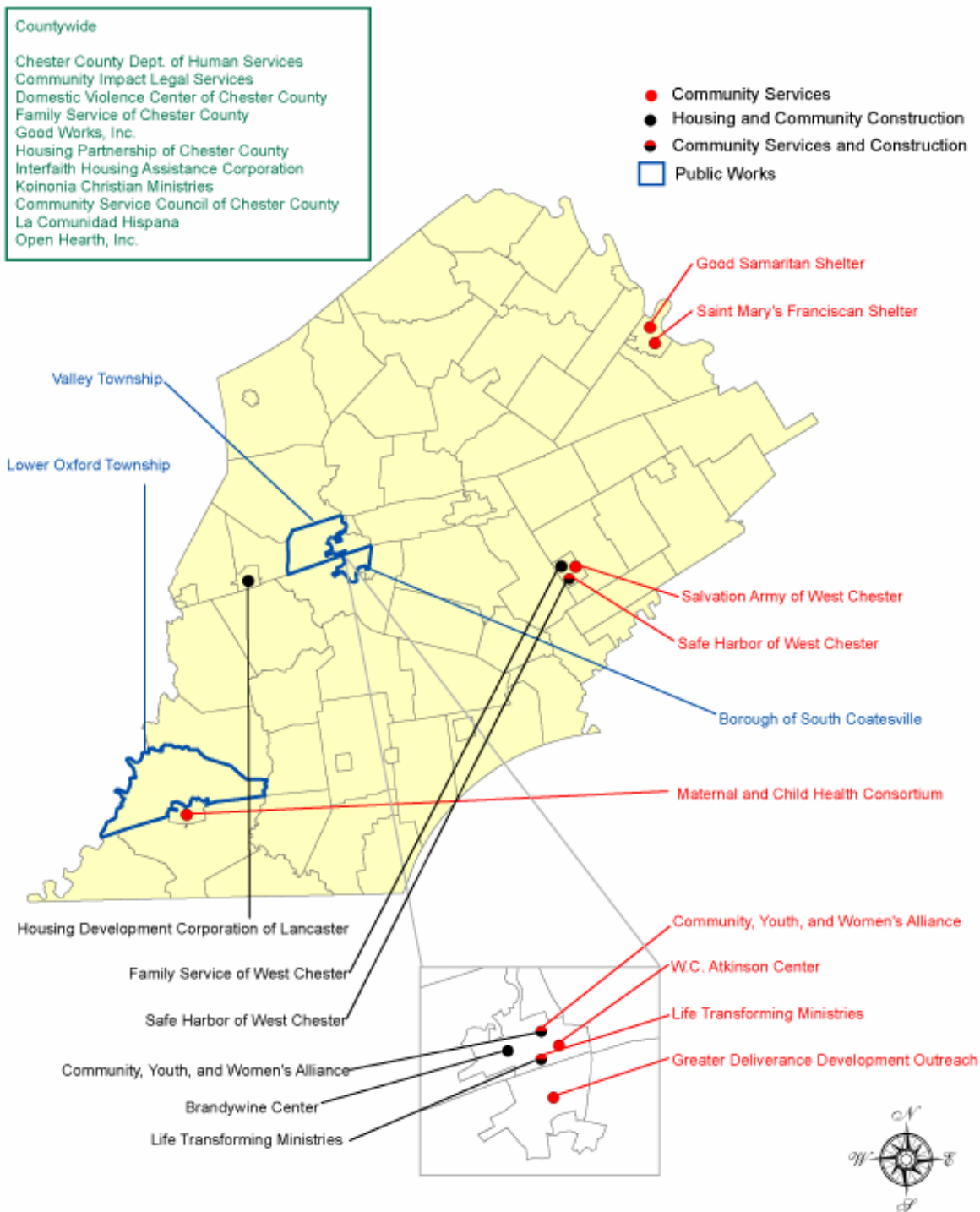
Based on the 2006 American Community Survey, the population of Chester County was 482,112, an increase of 11.2% from the 2000 census. Only 18% of the county's residents live in the urban centers, yet they are home to approximately 32% of the county's low- and moderate-income population. In addition, 43% of the county's Hispanic population and 48% of the county's African American population reside in these urban centers. Consequently, in 2008, in an effort to continue to focus attention on the areas of greatest need and the areas of minority concentration while supporting the principles of *Landscapes*, several DCD activities were concentrated in urban centers with higher concentrations of low- and moderate-income people. A map found in Appendix G shows where the urban centers are located and depicts the concentrations of low-and moderate-income people in the urban centers.

At the same time, low- and moderate-income people are found throughout Chester County. Thus, activities were also funded that serve the entire county. Most of these activities are client-based services and have received entitlement funding in the past. The 2008 activities, which impacted the entire county, consisted of housing rehabilitation for homeowners, first-time homebuyers' assistance, homelessness prevention, case management, legal and education services, and services for victims of domestic violence.

For specific information by municipality on households and persons assisted by activities that received entitlement funding in 2008, see Appendix B.

The map on the following page illustrates the geographic distribution of the activities accomplished in 2008.

Geography 2008 Activities



2. Assessment of Five-Year Goals and Objectives

Calendar year 2008 marked the fourth year of Chester County's current Consolidated Plan. The *Consolidated Plan, 2005-2009* includes specific goals and objectives regarding housing and community development activities to be achieved during the five-year period. The goals and objectives were included in the 2008 Request for Proposals and tracked through the DCD reporting process.

The 10 goals and accompanying objectives addressing housing, homelessness, special needs, and community development are listed below. A report detailing the progress made during 2008 in achieving the goals and objectives through funded activities can be found in Appendix A. Total accomplishments are reported only for activities that were complete as of December 31, 2008.

Outcome Performance Measurement System

The Department of Community Development has integrated the new HUD CPD Outcome Performance Measurement System in the structure of the Consolidated Plan Goals and Objectives (2005-2009). Each activity that receives funding in Chester County is matched to one of the Goals and Objectives (detailed below). Each Consolidated Plan Objective is assigned a Performance Measurement Objective and Outcome. Beginning with Program Year 2007, accomplishments reporting for HUD CPD program activities are structured based upon the following:

One PM Objective is selected:

1. *Suitable Living Environment* relates to activities that are designed to benefit communities, families or individuals by addressing issues in their living environment.
2. *Decent Affordable Housing* focuses on housing activities whose purpose is to meet individual, family or community needs.
3. *Economic Opportunities* applies to activities related to economic development, commercial revitalization, or job creation.

One PM Outcomes is selected:

1. *Availability/Accessibility* applies to activities that make services, infrastructure, public services, public facilities, housing or shelter available or accessible to low and moderate-income people.
2. *Affordability* is an appropriate objective whenever an activity is lowering the cost, improving the quality, or increasing the affordability of a product or service to benefit a low-mod household.
3. *Sustainability* applies to activities that are aimed at improving communities or neighborhoods, helping to make them livable or viable by providing benefit to persons of low- and moderate-income.

HOUSING

GOAL 1: Preserve the existing housing stock in communities throughout Chester County.

OBJECTIVES:

Provide CDBG, HOME, ADDI, HTP, and/or other funds over the next five years:

1. To rehabilitate the homes of at least 40 extremely-low, low- or moderate-income families annually. These funds may also be utilized for administrative costs for a rehabilitation program.

HUD Performance Measure: 2:1 *Decent Affordable Housing / Availability-Accessibility*

2. To assist with demolition, infrastructure improvements, and/or in-fill housing construction that will benefit at least one community annually where extremely low- and low-income families reside.

HUD Performance Measure: 1:3 *Suitable Living Environment / Sustainability*

3. To assist at least 5 low- or moderate-income families annually in making accessibility improvements to their homes. A family member must have a permanent disability.

HUD Performance Measure: 2:1 *Decent Affordable Housing / Availability-Accessibility*

GOAL 2: Increase and/or improve the affordable housing stock and increase affordable housing opportunities for low- and moderate-income individuals and families in Chester County.

OBJECTIVES:

Provide CDBG, HOME, ADDI, HTP, and/or other funds over the next five years:

1. To develop or improve rental housing units to benefit at least 40 extremely-low, low- or moderate-income families annually.

HUD Performance Measure: 2:2 *Decent Affordable Housing / Affordability*

2. To assist at least 2 Community Housing Development Organizations (CHDOs) annually with a rental housing activity. This activity should be targeted to extremely-low and low-income families.

HUD Performance Measure: 2:2 *Decent Affordable Housing / Affordability*

3. To provide financial assistance for the operating expenses of at least 2 CHDOs annually that are actively serving extremely-low and low-income families.

HUD Performance Measure: N/A

4. To support at least one housing counseling program and/or homebuyers' assistance program that benefits a minimum of 10 families annually. These funds may also be utilized for administrative costs for a homebuyers' assistance program.

HUD Performance Measure: 2:2 *Decent Affordable Housing / Affordability*

5. To develop or improve housing units for homeownership to benefit at least 10 low- or moderate-income families annually.

HUD Performance Measure: 2:2 *Decent Affordable Housing / Affordability*

GOAL 3: Ensure equal housing opportunities are made available to all county residents.

OBJECTIVES:

Provide CDBG, HTP, and/or other funds over the next five years:

1. To conduct at least one fair housing audit to monitor fair housing compliance in Chester County.
HUD Performance Measure: N/A
2. To assist at least one non-profit in the provision of fair housing education and counseling annually.
HUD Performance Measure: 1:1 Suitable Living Environment / Availability-Accessibility

HOMELESS

GOAL 4: Provide shelter and supportive services to individuals and families who are near homeless, homeless or formerly homeless in Chester County to overcome barriers and prepare to live independently.

OBJECTIVES:

Provide CDBG, ESG, HTP, Continuum of Care and/or other funds over the next five years:

1. For emergency or gap rent assistance to benefit at least 50 extremely low- or low-income families and/or individuals annually that are facing a housing crisis.
HUD Performance Measure: 2:2 Decent Affordable Housing / Affordability
2. For legal services to assist at least 300 extremely low- or low-income families or individuals annually in housing matters that may result in homelessness.
HUD Performance Measure: 1:1 Suitable Living Environment / Availability-Accessibility
3. To support the operation and maintenance of at least 6 existing emergency shelters annually in Chester County.
HUD Performance Measure: 1:1 Suitable Living Environment / Availability-Accessibility
4. To support the operation and maintenance of at least 5 existing transitional housing programs annually in Chester County.
HUD Performance Measure: 1:1 Suitable Living Environment / Availability-Accessibility
5. To assist in the rehabilitation or renovation of at least one emergency or transitional shelter annually serving individuals and/or families.
HUD Performance Measure: 1:1 Suitable Living Environment / Availability-Accessibility
6. To make case management services available to at least 400 emergency shelter and transitional housing residents annually throughout Chester County.
HUD Performance Measure: 1:1 Suitable Living Environment / Availability-Accessibility

7. To assist a minimum of 15 homeless individuals or families annually to prepare to live independently. Programs may include, but are not limited to the following: practical money management and savings, job readiness, employment skills or life skills training.

HUD Performance Measure: 1:1 *Suitable Living Environment / Availability-Accessibility*

8. To support at least one program annually that provides a stable setting in which homeless individuals and families can obtain the skills needed to successfully move to and remain in permanent housing. This may be accomplished through the provision of rent assistance in conjunction with case management and supportive services.

HUD Performance Measure: 2:2 *Decent Affordable Housing / Affordability*

GOAL 5: End Chronic Homelessness

OBJECTIVES:

Provide CDBG, ESG, HTP, Continuum of Care and/or other funds over the next five years:

1. To support permanent supportive housing for at least 10 chronically homeless, disabled individuals annually.

HUD Performance Measure: 2:2 *Decent Affordable Housing / Affordability*

2. To assist at least 10 non-profit service providers in implementing a Homeless Management Information System (HMIS).

HUD Performance Measure: 1:1 *Suitable Living Environment / Availability-Accessibility*

3. To support targeted outreach activities annually to encourage at least 10 individuals living on the street to accept shelter and supportive services.

HUD Performance Measure: 1:1 *Suitable Living Environment / Availability-Accessibility*

SPECIAL NEEDS

GOAL 6: Increase affordable housing opportunities and supportive services for those individuals and families with special needs in Chester County.

OBJECTIVES:

Provide CDBG, HOME, HTP and/or other funds over the next five years:

1. To develop or improve rental housing units to benefit at least 40 low- and moderate-income elderly households.

HUD Performance Measure: 2:2 *Decent Affordable Housing / Affordability*

2. To assist at least 20 elderly homeowners annually to maintain their homes through small home repair activities.

HUD Performance Measure: 2:1 *Decent Affordable Housing / Availability/ Accessibility*

3. To assist at least one housing developer utilizing HUD Section 202 or HUD Section 811 funds to develop housing for people with special needs.
HUD Performance Measure: 2:2 *Decent Affordable Housing /Affordability*
4. To support at least one program that will assist a minimum of 40 low- and moderate-income, disabled individuals or families annually to access housing of their choice.
HUD Performance Measure: 2:3 *Decent Affordable Housing / Sustainability*
5. To support the housing and supportive service needs of: persons with physical disabilities, persons with mental or developmental disabilities, persons with HIV/AIDS and their families, persons with drug or alcohol addiction, or victims of domestic violence. This funding will benefit at least 20 special needs individuals or families annually.
HUD Performance Measure: 1:1 *Suitable Living Environment/ Availability-Accessibility*

COMMUNITY DEVELOPMENT

GOAL 7: Improve infrastructure of low- and moderate-income communities in Chester County.

OBJECTIVES:

Provide CDBG and/or other funds over the next five years:

1. To assist at least 2 urban/suburban municipalities annually with sewer or water system upgrade activities, in low- and moderate-income areas.
HUD Performance Measures: 1:2 *Suitable Living Environment / Affordability*
1:3 *Suitable Living Environment / Sustainability*
2. To assist at least 3 urban/suburban municipalities annually with street improvement, curb and sidewalk improvement, flood drain, streetlight upgrade, and/or bridge reconstruction activities in low- and moderate-income areas.
HUD Performance Measures: 1:1 *Suitable Living Environment / Availability-Accessibility*
1:3 *Suitable Living Environment / Sustainability*
3. To assist at least one urban/suburban municipality in the demolition of unsafe, unsound, and severely deteriorated buildings.
HUD Performance Measures: 1:1 *Suitable Living Environment / Sustainability*

GOAL 8: Provide economic development assistance for the revitalization of the communities in Chester County.

OBJECTIVES:

Provide CDBG and/or other funds over the next five years:

1. To support at least 2 economic development activities targeting urban/suburban municipalities. Each of the activities will result in the creation of 5 jobs for low- and moderate-income individuals.

HUD Performance Measure: 3:1 *Economic Opportunity / Availability-Accessibility*

2. To support a small business assistance program to provide loans for at least 2 businesses to create 5 jobs annually for low- and moderate-income individuals. The assistance will be directed towards small businesses located within the urban municipalities of Chester County.

HUD Performance Measure: 3:1 *Economic Opportunity / Availability-Accessibility*

GOAL 9: Improve public facilities serving low- and moderate-income residents of Chester County.

OBJECTIVES:

Provide CDBG and/or other funds over the next five years:

1. To assist at least 2 neighborhood/community/youth centers or parks and recreation facilities serving low- and moderate-income individuals and families.

HUD Performance Measure: 1:1 *Suitable Living Environment / Availability-Accessibility*

2. To assist at least one non-profit, municipality, or other government entity in modifying existing public facilities to remove barriers to accessibility.

HUD Performance Measure: 1:1 *Suitable Living Environment / Availability-Accessibility*

3. To assist at least one non-profit service provider annually with construction, acquisition or rehabilitation activities. The service provider must provide services to low- and moderate-income individuals or families.

GOAL 10: Provide public services to low- and moderate-income individuals and families in Chester County.

OBJECTIVES:

Provide CDBG, HTP and/or other funds over the next five years:

1. To provide public services to at least 100 low- and moderate-income individuals or families annually. Public services may include, but are not limited to the following: services for seniors, services for persons with disabilities, legal services, youth services, and health services.

HUD Performance Measures: **Any of the nine matrix selections could apply to activities funded under this Goal/Objective:

1:1 *Suitable Living Environment / Availability-Accessibility*

1:2 *Suitable Living Environment / Affordability*

1:3 *Suitable Living Environment / Sustainability*

2:1 *Decent Affordable Housing / Availability-Accessibility*

2:2 *Decent Affordable Housing / Affordability*

2:3 *Decent Affordable Housing / Sustainability*

3:1 *Creating Economic Opportunities / Availability-Accessibility*

3:2 *Creating Economic Opportunities / Affordability*

3:3 *Creating Economic Opportunities / Sustainability*

2008 PRIORITY OBJECTIVES

For 2008, DCD selected three *Priority Objectives*. Funding applications for activities that addressed a *Priority Objective* received additional points within the review process.

HOUSING

Goal 3/Objective 2

- To assist at least one non-profit in the provision of fair housing education and counseling annually.

HUD Performance Measure: 1:1 *Suitable Living Environment / Availability-Accessibility*

SPECIAL NEEDS

Goal 6/Objective 5

- To support the housing and supportive service needs of: persons with physical disabilities, persons with mental or developmental disabilities, persons with HIV/AIDS and their families, persons with drug or alcohol addiction, or victims of domestic violence. This funding will benefit at least 20 special needs individuals or families annually.

HUD Performance Measure: 1:1 *Suitable Living Environment / Availability-Accessibility*

COMMUNITY DEVELOPMENT

Goal 7/Objective 1

- To assist at least 2 urban/suburban municipalities annually with sewer or water system upgrade activities, in low- and moderate-income areas.

HUD Performance Measures: 1:2 *Suitable Living Environment / Affordability*
1:3 *Suitable Living Environment / Sustainability*

3. Affirmatively Furthering Fair Housing

Chester County's Fair Housing Analysis, completed in 2004, is an assessment of impediments to fair housing choice and singled out the cost of housing as a significant impediment to housing choice. Low- and moderate-income people often are priced out of the local rental and real estate markets. For this reason, the development of affordable housing continues to be a County priority. The Fair Housing Analysis will be updated in 2009 and 2010.

However, there are other impediments to fair housing choice in Chester County. DCD's goal is to support fair housing activities and foster an awareness that complements efforts to deal with the high cost of housing. One of the County's Consolidated Plan goals specifically addresses fair housing and, as described below, progress was made carrying out the objectives under that goal.

CON. PLAN GOAL 3: Ensure equal housing opportunities are made available to all county residents.

Objective 03-2: Fair housing counseling

The Suburban Philadelphia *Don't Borrow Trouble Campaign (DBT)* is a multimedia strategy including brochures, a web site, and radio public service announcements, all aimed at consumers who are most vulnerable to predatory lending – the elderly, minorities and low- to moderate-income individuals. By combining advertising and face-to-face consumer education with housing counseling, the *Campaign* helps consumers avoid abusive lending practices, such as exorbitant interest rates, excessive fees and pressuring tactics.

The *Campaign* encourages consumers to call the *Don't Borrow Trouble* help line at 888-275-8843. It is hoped that individuals will receive counseling before they get into financial difficulty when purchasing a home, refinancing, consolidating debt, or taking out a home equity loan. The help line is also a resource for those who find themselves in danger of foreclosure.

Organizations serving Chester County residents through this campaign are:

- Community Impact Legal Services
- Chester County Bar Association
- Chester County Department of Community Development
- Chester County Sheriff's Office
- Fair Housing Council of Suburban Philadelphia
- Open Hearth, Inc.
- Pennsylvania Human Relations Commission
- U.S. Department of Housing and Urban Development
- Consumer Credit Counseling of Delaware County
- Housing Partnership of Chester County
- Alliance for Better Housing and Legal Aid of Southeastern Pennsylvania
- Phoenixville Homes

The campaign has reached more than 70,000 households in Bucks, Chester, Delaware, and Montgomery Counties through its media campaign. During 2008, the DBT Helpline assisted 538 households with predatory lending problems ranging from home repair scams to payday loans. Of

those households, 73 were in Chester County. The majority of clients served in Chester County were White females. Thirty-two percent of the cases were from Coatesville, 12% of the cases were from West Chester and 12% of the cases were from Phoenixville. However, Delaware County experienced the largest number of new cases during 2008 (166 households).

In addition to the services funded through the *Don't Borrow Trouble Campaign*, 2008 CDBG funding was awarded to Community Impact Legal Services (CILS) for fair housing counseling. The agency's 2008 CDBG funding also supported a housing attorney dedicated to handling cases and conducting presentations that educate the community about issues that impact housing choice and affordability. Historically, the vast majority of the "fair housing" complaints have involved landlord/tenant issues, directing fair housing calls to CILS promotes more efficient service.

In 2008, CILS opened 1,347 new cases. These cases covered a variety of issues including housing, consumer, family law, and other legal practice areas. CILS continues to actively pursue fair housing cases in Chester County and to provide legal services to county residents. Several clients received assistance via telephone while others received direct representation. In addition, fair housing complaints that CILS could not address were referred to the Pennsylvania Human Relations Commission or the Fair Housing Council of Suburban Philadelphia.

In 2008, the Fair Housing Council of Suburban Philadelphia (FHCSP) received County Housing Trust Program funds to provide fair housing education and resources to targeted groups in Chester County. In October, FHCSP conducted a fair housing education workshop on sales, mortgage lending, and homeowners insurance for 90 attendees of the Chester County Homeownership Fair. Additionally, FHCSP distributed the Fall 2008 edition of the Delaware Valley Fair Housing News to 7,754 individuals in the Greater Philadelphia area, 2,071 of which were in Chester County.

The issue included the following articles:

- Chestnut Hill Local Newspaper Settles Housing Discrimination Complaint
- FHCSP Sponsors the National Fair Housing Advocate Online
- Delaware County, The Philadelphia Foundations, Chester County, and TD Banknorth Fund FHSCP
- HUD/DOJ Statement on Reasonable Modifications
- Philadelphia Unemployment Project Works to Prevent Mortgage Foreclosures
- Class Action Lawsuit Against PA Title Insurers.

Also, DCD hosted an event for the National Community Investment Coalition (NCRC), who presented information about the National Neighbors program as a main part of their fair housing advocacy. National Neighbors focuses efforts on creating public and private sector partnerships and programs which promote racial and cultural equality, and on building integrated communities through offering fair and equitable loan terms or re-casting loans that will allow people to realistically manage them. At this event, the Fair Housing Council of Suburban Philadelphia's Education Specialist gave a presentation explaining their organization's mission to combat housing discrimination in suburban Philadelphia as well.

Contact information for CILS, FHCSP and all regional fair housing agencies that serve Chester County is on DCD's web site at www.chesco.org/ccdcd.

More information about facilitating access to housing for people with special needs is included in the affordable housing narrative that follows.

In addition to carrying out Consolidated Plan objectives, the County takes seriously its obligation to comply with the Americans with Disabilities Act (ADA). Self-evaluation plans and ADA compliance checklists have been done for every County-owned building. Listed below are all of the accessible County-owned buildings:

- Chester County Courthouse, 2 North High Street, West Chester.
- Government Services Center, 601 Westtown Road, West Chester
- Hazlett Building, 326 North Walnut Street, West Chester
- Chester County Exton Library, 450 Exton Square Parkway, Exton
- Coatesville District Court, 256 East Lincoln Highway, Coatesville
- Oxford District Court, 305 South Third Street, Oxford
- Pocopson Home, 1695 Lenape Road, West Chester
- Chester County Prison, 501 South Wawaset Road, West Chester

The County also leases buildings in the Borough of West Chester. Some of these buildings are older structures that have remaining barriers to accessibility. In 2008, the County opened a new "Justice Center" in the Borough of West Chester. This new Justice Center now houses most offices previously rented in these older structures and subsequently meets the ADA regulations.

4. *Affordable Housing*

Three of the ten Consolidated Plan goals address affordable housing. The objectives under the goals indicate how Chester County expected to improve affordable housing opportunities and increase access to housing for people with special needs. The progress made in implementing each affordable housing goal and objective is described below.

CON PLAN GOAL 1: Preserve the existing housing stock in communities throughout Chester County.

Objective 01-1: Housing rehabilitation

Four housing rehabilitation and repair programs were funded in 2008 with county, state, and federal funds to assist low- and moderate-income homeowners with home repairs and rehabilitation work to bring the homes up to code. In total, 175 homes were rehabilitated. Thirty-four percent of the households had incomes that were less than 30% of the area median income. Approximately, 15% (27 homes) was owned by single-parents with children and approximately 42% (74 homes) was owned by single women.

CON PLAN GOAL 2: Increase and/or improve affordable housing stock and increase affordable housing opportunities for low- and moderate-income individuals and families in Chester County.

Objective 02-1: Rental housing development:

In the spring of 2008, the Brandywine Center was completed. This building offers a mixture of residential and commercial rental space which includes twenty-four (24) affordable apartment units for seniors, a community dental center, a community health clinic and office space for County non-profits. The building is located on the 700 block of Lincoln Highway in the City of Coatesville. DCD provided funding for ten (10) of the apartment units. The building reached 100% occupancy in the fall of 2008.

In 2008, the Housing Development Corporation of Lancaster started construction for a mixed use building in Parkesburg. Westminster Place will include 72 affordable rental units for persons 55 years of age and older. There will be 3,000 square feet of commercial space provided, as well as community meeting space and a health screening room. The construction will be completed by the end of 2009.

Objective 02-2: Community Housing Development Organization (CHDO) rental housing activity

In the summer of 2008, the Community Youth and Women's Alliance (CYWA) completed the renovations for their property located on the 500 block of East Chestnut Street in the City of Coatesville. This property is part of their transitional housing program for single women. DCD provided funding for the roof / window replacement, electrical / plumbing upgrades, installation of the carpet and the interior painting.

The Community, Youth & Women's Alliance will rehabilitate the Roymar Hall apartments, which will provide 26 general occupancy rental units in the City of Coatesville. In 2008, the developer, Monarch Development, resubmitted applications to DCED and PHFA for the majority of the funding needed to subsidize the cost of development. The activity is also supported with \$515,000

of capital funds from the Chester County Department of Human Services Healthy Choice Reinvestment Funds.

DCD supports a rental rehabilitation program to assist CHDOs in improving the quality of affordable housing. In the winter of 2008, Phoenixville Homes sold their Spring City property to an eligible first-time homebuyer. This property received DCD funding for a complete renovation which included a new kitchen, new third floor bedroom with full bathroom, new floor coverings and upgrades to the electrical and plumbing systems.

Objective 02-3: CHDO (serving 30% AMI households and 50% AMI households) operations

Three Community Housing Development Organizations, Phoenixville Homes; Alliance for Better Housing; and Community, Youth and Women's Alliance were awarded HOME funds for operations.

Objective 02-4: Homebuyers' assistance

The Housing Partnership of Chester County received 2008 HOME, 2008 ADDI and HTP funds to continue to administer a first-time homebuyers' program. The program provides housing counseling, down payment and closing cost assistance to help with the purchase of a home. During the year, 7 families were able to buy homes because of the assistance. Of those, approximately 28% (2 households) were single-parent families.

In 2008, the program was modified to provide a maximum of \$12,500 of downpayment and closing cost assistance to qualified first time homebuyers purchasing a home in an urban center. The purpose of this program modification was to encourage homeownership and reinvestment in the County's urban centers. Homebuyers purchasing in the 56 county townships are eligible for \$10,000 in financial assistance. In 2008, the maximum eligible sales price for the program was \$292,685, per FHA limits.

Objective 02-5: Homeownership activity

In 2008, Habitat for Humanity started work on a project that will develop 14 affordable homeownership units, located in the Borough of West Chester, over the course of the next four years. These houses will be made available to low to moderate-income families through the Habitat "sweat equity" program. Habitat for Humanity used 2006 CDBG funding to demolish two existing buildings, remove trees and install paving, curbing and sidewalk. 2007 HTP funding was used to acquire property and 2009 CDBG funding will be used for more infrastructure work to support the construction of housing.

CON PLAN GOAL 6: Increase affordable housing opportunities and supportive services for those individuals and families with special needs in Chester County.

Objective 06-2: Small home repairs for senior homeowners.

The Housing Partnership of Chester County received HTP funds to administer the Home Maintenance Program, a home repair program for low-income senior homeowners. In 2008, a total of 37 households were assisted.

Objective 06-3: Support HUD Section 202- or Section 811-funded housing developments for people with special needs.

In 2008, work was completed for the Luther House IV activity, which created 44 additional affordable senior rental units at the Luther House property in Jennersville. DCD supported this activity with \$500,000 in HTP funding for acquisition. By May 1, 2009, the building will be 100% occupied.

Objective 06-4: Housing accessibility

The Chester County Home Modification Program utilizes PA Department of Community and Economic Development (DCED) Housing and Redevelopment Assistance funds to provide for a wide range of adaptive modifications, which include but are not limited to ramps, lifts, door and hallway widening, kitchen and bathroom modifications, visual doorbells, audio phones and visual phone signalers. The Housing Partnership of Chester County administered the Home Modification Program and served 10 households during 2008.

Residential Living Options, Inc. also received HTP funding to help people with developmental disabilities develop and carry out "housing action plans". Through the process of developing the plans, the client, family members, and RLO staff analyzed the needs and availability of resources to help the client live as independently as possible. During 2008, RLO served 29 households with their housing needs.

Objective 06-5: Housing and supportive services for special needs populations

In 2008, the Chester County Department of Human Services received CDBG funding to provide case management and counseling services for homeless and near-homeless persons with severe drug and alcohol addiction. This program served 18 persons in 2008.

Family Services of Chester County also received CDBG funding in 2008 to support a part-time housing coordinator to provide tenant-based rental assistance for low-income people with AIDS. 36 persons were served.

In addition, the Department of Community Development was awarded Shelter Plus Care funds to provide tenant-based rental assistance for 15 scattered-site housing units for homeless persons with disabilities. In early 2007, The ARC of Chester County was selected by DCD to administer this activity. As of December 31, 2008, 25 formerly homeless households were placed into permanent supportive housing. Additionally, DCD utilized HTP funds in 2008 to support a Housing Coordinator for this activity.

In the spring of 2008, the Brandywine Center building was completed. This building offers a mixture of residential and commercial rental space which includes twenty-four (24) affordable apartment units for seniors, a community dental center, a community health clinic and office space for County non-profits. The building is located on the 700 block of Lincoln Highway in the City of Coatesville. DCD provided funding for ten (10) of the apartment units. The building reached 100% occupancy by the fall of 2008.

5. Continuum of Care

The Continuum of Care for homeless assistance and prevention is addressed by two of the ten Consolidated Plan goals. Some of the 2008 accomplishments associated with the Continuum of Care planning process, emergency shelters, transitional housing, permanent supportive housing and homeless prevention are described under the appropriate Consolidated Plan goals and objectives below. Accomplishments related to housing for people with special needs are addressed in the affordable housing narrative, which begins on page 15. More information about all of the goals and objectives is included in the report in Appendix A.

CON PLAN GOAL 4: Provide shelter and supportive services to individuals and families who are near homeless, homeless, or formerly homeless in Chester County to overcome barriers and prepare to live independently.

Objective 04-1: Emergency rent assistance

The Community Service Council of Chester County received ESG and HTP funds for emergency rental assistance or security deposits for Chester County residents in danger of becoming homeless or who were homeless and needed assistance obtaining housing. In 2008, 40 households were assisted. Thirteen were single-parent families and over 27% (11) were homeless people using the assistance to get into housing. Of the 40 households served, 1 earned at least 81% AMI, 12 earned between 51% and 80% AMI, 12 earned between 31% and 50% AMI and 15 earned less than 30% AMI.

In 2008, Interfaith Housing Assistance Corporation (IHAC) received CDBG funds to provide rental and financial assistance, social services and mentoring support to single working parents with dependent children, enabling them to remain in appropriate housing while they work toward financial independence. In 2008, IHAC served 29 households, consisting of 90 people.

Objective 04-2: Legal services related to housing matters that may result in homelessness

Community Impact Legal Services, Inc., (CILS) received CDBG funds for legal services through individual representation and telephone advice and for a low-income housing education program. In 2008, CILS opened 1,347 cases.

In addition, CILS received HTP funding to administer the regional *“Don’t Borrow Trouble” - Predatory Lending Initiative*. The campaign features a hotline for homeowners victimized by predatory mortgage lending practices, and education to prevent potential victims from entering into abusive loans. CILS provided litigation as well as the telephone hotline for homeowners. In 2008, the hotline served 73 households in Chester County.

Objective 04-3: Emergency shelters

Eight shelters were funded through CDBG, ESG, CSBG and DPW. In total, the shelters served 912 households and 1,093 people in 2008. Over eighty-eight percent (808) of the cases stayed in the shelters for individuals and almost all of those individuals (718) were men.

Of the 912 cases served, more than thirty-two percent (296) reported drug dependency and more than thirty-three percent (302) reported mental health issues. In addition, more than twenty percent (190) were veterans. Almost six and a half percent reported domestic abuse.

Families and single women staying in the family shelters made up more than 21% (194) of the shelter cases. Throughout the course of the year, 174 children resided in the shelters. Unfortunately, the amount of two parents families staying in the shelter (7) increased by 600% compared to 2007. For more details about the demographics of emergency shelter residents, see Appendix C.

Objective 04-4: Transitional housing

In 2008, five transitional housing programs were funded through HTP, DPW and Continuum of Care funding administered by DCD. In total, they served 250 people in 113 households.

Objective 04-5: Shelter renovations

In 2006, on behalf of Domestic Violence Center of Chester County and the Friends Association for the Care & Protection of Children, DCD was awarded \$85,000 from DCED for shelter rehabilitation assistance. Completed in late 2007, the Domestic Violence Center received new flooring, fresh paint jobs, the removal of a buried fuel storage tank and safety improvements. The Friends Association for the Care & Protection of Children received a new roof.

Objective 04-6: Case management services available to shelter and transitional housing residents

Human Services, Inc., received Supportive Housing Program (SHP) renewal funding, Housing Trust funds, and CSBG funds for Building Bridges, a countywide case management program for homeless people. In 2008, the program assisted 448 households.

Objective 04-7: Prepare homeless individuals or families to live independently

Open Hearth, Inc., administers the Goal Achievement Program (GAP), a highly effective program of transitional housing, to address those who are homeless or at risk of becoming homeless. The agency also administers the Financial Insight Resources Management Program (FIRM), which provides financial education and counseling, information and social service referrals. The most recent program administered by Open Hearth is the Family Savings Partner Program (FSP), an innovative asset development program that educates families and individuals about household financial management skills. In 2008, Open Hearth received CDBG funds as well as Community Service Block Grant (CSBG) funds and served a total of 134 households. 55 of these households were served with CDBG dollars.

Objective 04-8: Assistance securing a more permanent and stable housing arrangement

The PA Home of the Sparrow received HTP funding to operate the Homeshare Alliance Program, which matches home seekers with people who have affordable, available living space in their homes. During 2008, 23 people found housing through this program.

CON PLAN GOAL 5: End Chronic Homelessness

Objective 05-1: Permanent supportive housing.

In 2008, the Department of Community Development submitted a new Shelter Plus Care Program to support permanent supportive housing for chronically homeless persons with disabilities. The activity was awarded in December 2007 and will provide 6 additional scattered site permanent supportive housing units. Horizon House, Inc. will provide a variety of supportive services, including on-site assistance as well as community treatment, rehabilitation, supportive, social and recreational services to the residents of this program.

In 2008, the Department of Community Development, as the Shelter Plus Care Program applicant, in collaboration with The ARC of Chester and social service and homeless service providers, proposed to expand the permanent housing capacity of the Chester County Continuum of Care through the development of a Shelter Plus Care Project. Through the Housing Options II (Housing for Chronically Homeless Individuals)-Samaritan Bonus and the Housing Options for Families and Individuals-Pro Rata Share five (5) families or individuals will receive rental assistance and supportive services at a point in time. The program will utilize a tenant based rental assistance approach, promoting the individual's choice in selecting housing that best meets their needs and preferences. Participants will have access to a full range of mainstream community services.

Objective 05-2: Implement a Homeless Management Information System

In 2008, DCD used a comprehensive data collection system known as the Chester County Client Information Management System (CCCIMS). All agencies funded through DCD are required to participate, with the client's consent, by entering basic demographic information about clients utilizing their services. DCD supplies the hardware and training for participating agencies. Utilization of the CCCIMS allows Chester County to comply with the congressional mandate to gather information on the homeless population in Chester County. CCCIMS also allows DCD to gather appropriate data to support the funding requests and to monitor the efforts of funded agencies. DCD submitted data for the Annual Homeless Assessment Report (AHAR) IV on January 22, 2008. Data included accomplishments of emergency shelters, serving individuals only for the period covering 9/1/07 – 10/31/08.

As of December 31, 2008, 28 nonprofit agencies (86 end users) have entered client level data on over 3,000 homeless and low-income households. DCD provides on-going training to new staff members joining the nonprofit agencies, as well as refresher courses for the previously trained agencies. DCD holds bi-monthly CCCIMS User Group meetings and DCD staff attends bi-monthly Mid Atlantic Regional HMIS meetings.

Objective 05-3: Targeted Outreach

Human Services, Inc., received Supportive Housing Program (SHP) renewal funding, Housing Trust funds, and CSBG funding for Building Bridges, a countywide case management program for homeless people. In 2008, they assisted 448 households.

6. Other Actions

Obstacles to Meeting Underserved Needs

Public outreach:

- DCD's web site (www.chesco.org/ccdcd) was updated regularly to provide community partners and the general public with more information about local activities, funding opportunities, and other relevant information. In 2008, DCD contracted with an email marketing company to produce eNewsletters including the aforementioned information. These eNewsletters distribute information in a timely manner and has proven to be an economical tool for marketing and outreach purposes.
- DCD has representation at several public events each year, which include Senior Expositions (September and October), Homeownership Fair (October), Health Careers Fair (November), etc. (approximately 5 events per year)

- DCD hosts at least 4 public meetings each year to solicit public input on issues such as workforce, housing and community development.
- DCD provides several publications that promote housing programs, predatory lending initiatives, funding awards, annual action plans, etc. at all events.

Training: Throughout the year, DCD staff coordinated bi-monthly, countywide case managers' meetings. Case managers from a variety of social service and community support areas such as welfare assistance, mental health, healthcare, drug & alcohol addiction, financial education, and disability services. The meetings provided an opportunity for attendees to share experiences and learn about new trends and services. In 2008, topics discussed included:

- Transportation in Chester County
- Social Security
- Chester County Office of Adult Probation and Parole, PA *CareerLink* and Life Transforming Ministries New Mornings Re-Entry Program
- Pennsylvania American Water Company and the Chester County Department of Aging
- Heating Assistance Programs
- Legal Services and Predatory Lending
- Veterans Services

Public participation: Events held during 2008 are described in the Summary of Citizen Comments and Public Participation Events, beginning on page 29.

Foster and Maintain Affordable Housing

Funded activities that foster and maintain affordable housing are described in the Affordable Housing narrative beginning on page 17. In addition, DCD spearheaded the 4th Annual Chester County Homeownership Fair on Saturday, October 18, 2008 at the Olivet United Methodist Church in Coatesville. The program for the day consisted of a series of workshops following two tracks. One track was for those preparing to purchase a home and the other track was for current homeowners. The workshops covered a variety of topics including understanding the home-buying process, the mortgage process, the role of a realtor, understanding a credit report, reverse mortgages and much more. In addition to the workshops, there were sponsors and vendors from a variety of both commercial and nonprofit agencies who had information tables and representatives available to consult with fair participants. The day concluded with a drawing for door prizes including \$1,000 downpayment closing cost assistance, (2) \$500 gift cards for Heating Assistance as well as gift cards to WalMart, Home Depot and local supermarkets.

Remove Barriers to Affordable Housing

During 2008, the non-profit housing providers invited the Fair Housing Council of Suburban Philadelphia and Community Impact Legal Services to the Non-profit Housing Meeting to present information related to the impact of foreclosures in Chester County and how the housing crisis has affected the dynamic if the population served. In October of 2008, the Chester County Homeownership Fair provided an opportunity for various housing agencies to present information about first-time homebuying and homeownership programs. Also, DCD hosted an event for the National Community Investment Coalition (NCRC), who presented information about the National Neighbors program as a main part of their fair housing advocacy. Key topics included the impact of

the current foreclosure crisis on low- to moderate-income communities and the risks of high-cost, “no documentation required” loans. Additionally, DCD features literature and links to resources on its website that focus on reducing barriers to affordable housing. The newest communication method of email marketing has also proven to be an effective method for DCD to successfully disseminate information about such programs to the local community.

Additionally, DCD features literature and links to resources on its website that focus on reducing barriers to affordable housing.

Develop Institutional Structure and Enhance Coordination Between Public and Private Housing and Social Service Agencies

During 2008, DCD continued to promote coordination through its own committees and work groups and by participating in outside groups.

Committees and work groups coordinated by DCD are:

- Non-profit Housing Providers
- Community Services Planning Committee
- Countywide Case Managers' Meetings
- CCCIMS Site Administrators Task Force
- Urban Centers/Main Street Managers
- Chester County Workforce Investment Board
- Chester County Council for the Workforce of Tomorrow
- Chester County Local Management Committee

Groups, which DCD participates in, include:

- Chester County AIDS Consortium
- Community Volunteers in Medicine Health Advisory Committee
- Chester County Local Housing Options Team
- Adult Mental Health Board
- Mental Health Housing Workgroup
- PAA*CareerLink*-Chester County
- ‘Navigating the Systems’ Committee
- Council on Latino Concerns
- Family and Community Partnership
- Maternal and Child Health Consortium Advisory Board
- Vocational Education Advisory Committee
- Workforce Development Partners Group
- PA Partners and Workforce Investment Board Association of Pennsylvania
- Community Action Association of Pennsylvania
- Financial Stability Partnership Initiative
- Mid-Atlantic Regional HMIS Workgroup
- Western Chester County Vision Forum Partnership
- United Way of Chester County Community Impact Team
- Don’t Borrow Trouble Quad-County Workgroup

- Children’s Lead Poisoning Screening Project
- Innovative Technology Action Group (ITAG)
- Chester County Health Care Partnership
- Smart Energy Initiative
- Homeless Single Women’s Task Force
- PA Entitlement Workgroup
- Fellowship Mental Health Advisory Committee

Foster Public Housing Improvements and Resident Initiatives

In 2008, the DCD Director continued to serve on the Housing Authority of the County of Chester Board. His involvement continues to increase communication and coordination between DCD and the Housing Authority. Additionally, DCD awarded 2007 CDBG funding to the Housing Authority for security lighting installation.

Lead-Based Paint Hazards

The County’s Emergency Lead Hazard Reduction Program Policy combines the forces of the Chester County Health Department and DCD in utilizing funds to eliminate lead hazards in low-income households. The Housing Partnership of Chester County administers this program for DCD in conjunction with its Housing Rehabilitation Program and First Time Homebuyers Program. The program guidelines were updated in 2000 to comply with new HUD regulations regarding lead-based paint reduction. In 2008, DCD and the Health Department continued to work together to monitor the health and safety risks created by lead-based paint. Additionally, the Chester County Department of Human Services convened a working group of health and social service providers to provide input onto the development of the County’s Integrated Children’s Services Plan for 2009-2010. DCD was invited to participate in this committee.

Anti-Poverty Strategy

In 2008, the primary points of DCD's anti-poverty strategy consisted of economic development and community service activities.

DCD serves as the Local Workforce Investment Area and the fiscal agent and administrative entity for all Workforce Investment Act (WIA) programs in Chester County. In addition, the DCD administers various discretionary workforce programs and initiatives that are geared to addressing the critical skill shortages of the County.

All WIA programs, including Job Seeker and Employer services can be accessed through the *PACareerLink*-Chester County, the county’s one-stop career center located in Coatesville. *PACareerLink*-Chester County is a cooperative program that provides one-stop delivery of career services to job seekers, employers and others seeking solutions to workforce issues.

PACareerLink-Chester County is funded through the various partners housed at the center that include: Office of Vocational Rehabilitation services, unemployment services, welfare services, and job corps services.

The new Employment, Advancement and Retention Network (EARN) Center, located in Coatesville, opened on October 29, 2007. The center offers activities and services related to job training and job retention for public assistance recipients.

Public works activities in Valley Township, the Borough of South Coatesville and Lower Oxford Township improved infrastructure and safety in low-income neighborhoods, stabilizing the neighborhoods and increasing economic opportunities in these areas. These projects were all completed during 2008.

Four housing rehabilitation and repair programs were funded in 2008 with county, state, and federal funds to assist low- and moderate-income homeowners with home repairs and rehabilitation work to bring the homes up to code. In total, 175 homes were rehabilitated. Thirty-four percent of the households had incomes that were less than 30% of the area median income. Approximately, 15% (27 homes) was owned by single-parents with children and approximately 42% (74 homes) was owned by single women.

Seven public service activities funded with CDBG funds in 2008 were available to help families struggling to rise above poverty.

Community Impact Legal Services, Inc., (CILS) received funding to provide legal services to low-income people, housing-related education, and fair housing counseling. In 2008, CILS opened 1,347 cases. These cases covered a variety of issues including housing, consumer, family law, and other legal practice areas. CILS continues to actively pursue fair housing cases in Chester County and to provide legal services to county residents.

Life Transforming Ministries received CDBG funding for the CASH initiative (Character, Assets, Savings and Hope), an employment skills training program featuring goal achievement and asset building. In 2008, they served 15 households.

La Comunidad Hispana received CDBG funding to provide a Spanish-speaking case manager to support homeless assistance & prevention, and other housing and community services to low- and moderate-income citizens in the Kennett area. In 2008, La Comunidad Hispana served 62 households.

The Maternal & Child Health Consortium received CDBG funding to provide pre-natal home visiting to increase access to healthcare services, information and education for low-income pregnant women. In 2008, MCHC served 37 households.

The Community Service Council of Chester County, Inc. received CDBG funding to purchase and distribute nutritional supplements to individuals who suffer from illness or disease. In 2008, they served 30 households.

CDBG funding was also given to Greater Deliverance Development Outreach to operate a Girls After School Youth Program. In 2008, 5 households were served.

Family Service of Chester County received CDBG funding for an employment skills training program. In 2008, 31 households were served.

In addition to CDBG public service funding, DCD commits Community Services Block Grant (CSBG) funding to anti-poverty efforts. As Chester County's Community Action Agency, DCD

subcontracts 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.

Public Housing

In 2008, HUD's new Asset Management Program [AMP], requires all Housing Authorities to manage properties similar to the private sector, with each development having its own management team, financial resources, systems, etc. The Housing Authority of the County of Chester implemented this change in 2007 and has reported all financials and management data by each AMP since that time. In addition, the Authority has completed its FY 2009 Annual Plan as well as the Five Year Plan for FY 2009 – 2011. Listed below are the major activities planned and progress toward accomplishing those activities.

Public Housing:

- Development of new family Public Housing, currently in planning for Phoenixville, utilizing HUD funds specifically designated for this purpose [Replacement Housing Factor – RHF]. The Authority has received RHF funding because of the demolition of housing units in the 1990's. It is anticipated that award of RHF funds will continue. The County of Chester has pledged funding for this future activity.
- In 2007, the Authority began a special HUD program for broad-based energy conservation measures, "Energy Performance Contracting"; and in 2008, HUD approved HACC's plans. Implementation of this project, estimated at approximately \$3 million, began in late 2008, with installation work estimated to be completed by the Fall of 2009. This program will upgrade heating systems, plumbing and electrical to make all sites far more 'green' and energy efficient.

Housing Choice Voucher Program (HCVP):

- The HCVP Homeownership Program will be in its seventh year. The Authority has again been awarded special HUD funding for both a Family Self-Sufficiency coordinator and an FSS Homeownership Program coordinator. These programs now have a combined total of over 50 participants in different stages of the process, including attending classes and addressing credit issues. HACC is pleased to say that 6 families have been able to purchase a home through the HCVP Home Ownership Program.
- In 2008, the Landlord seminars, begun in 2006, continued throughout 2008. These programs have been highly effective in educating landlords about new HUD regulations, inspection criteria, and especially to encourage participation of landlords with properties outside the geographic areas where voucher holders are already concentrated due to the lower rents required by landlords.

HOPE VI Revitalization Plan

- Completed the sale of 16 total homes to Habitat for Humanity clients in the Hillside/Cambria Phase during the grant period, with 6 additional under construction.

- Completed the sale of 10 homes to qualified First Time Homebuyers in the Hillside/Cambria phase over the last 3 years, with 49 market rate lots remaining to be developed and sold.
- Completed rehabilitation and sale of 14 total homes in the First Time Homebuyer Rehab phase with 17 remaining, of which 3 are completed and/or under construction. All homes have been and will be sold to qualified first time homebuyers.
- Completed the sale of 18 homes to First Time Homebuyers in the Bond Phase of this project, with one fully qualified ADA home remaining for sale.

The County was supportive of these activities in 2008, especially as they related to public housing modernization and critically needed increases in rental vouchers and new housing units.

Community Construction Activities

With the intention of increasing the inventory, capacity, and/or efficiency of public facilities serving primarily low- and moderate-income residents in Chester County, DCD assisted with various community construction activities in 2008.

- The Domestic Violence Center of Chester County utilized DCED Emergency Shelter Grant funding to install new flooring, painting, the removal of a buried fuel storage tank and other safety improvements to its emergency shelter.
- The Friends Association for the Care & Protection of Children utilized DCED Emergency Shelter Grant funds to replace the roof of the agency's transitional housing facility.
- Community Mental Health Services, Inc. utilized CDBG funds to renovate the agency's office to increase classroom and office space on 330 West Market Street in the Borough of West Chester in order to enable several additional non-profit agencies to provide services from that location.
- Life Transforming Ministries acquired the property at 643 East Lincoln Highway in the City of Coatesville. The agency had been leasing this property since 1999.

7. *Leveraging Resources*

The DCD entitlement application requires that the applicants identify the resources to be leveraged by the proposed activity or program. During the application evaluation, DCD uses the amount of resources leveraged in the application as an evaluating factor. In addition, DCD routinely provides letters of support or certifications of consistency with the *Consolidated Plan*, or through technical assistance provided to agencies receiving entitlement funds when they are applying for other funding.

DCD works hard to support efforts to leverage resources and make activities happen. For example, housing activities usually utilize some combination of entitlement funds, state grant funding through the Pennsylvania Housing Finance Agency's PennHOMES program, tax credits and other funding such as HUD's Section 202 program for elderly housing. Similarly, community services and homeless assistance activities typically leverage private foundation funding. Whereas, the leveraged funds for the First Time Homebuyers program and the small business assistance program comes from loans from private lending

institutions. The following table identifies the specific amount of funds leveraged by the different types of DCD activities and programs.

	Leveraged Resources (Public and Private) from DCD Activities
Affordable Housing Activities	\$10,404,604.00
Community Construction Activities	\$26,252.00
Public Works	\$251,965.51
Community Services and Homeless Assistance Activities	\$1,620,364.70
First Time Homebuyers Assistance Program	\$28,712.76
Total Dollars Leveraged with DCD Activities:	\$12,331,898.97

8. Summary Of Citizen Comments and Public Participation Events

A copy of the draft *2008 Consolidated Annual Performance and Evaluation Report* was available for public comment beginning March 9, 2008, and ending March 23, 2008. A public notice was published in the *Daily Local News* on March 8, 2008, advertising the availability of the document at the Chester County Department of Community Development. In addition, the public notice and the report were available on the DCD website (www.chesco.org/ccdcd). No public comments were received.

Throughout the year, DCD engaged in events designed to inform citizens about funded activities and to solicit feedback and suggestions about community needs. The Public Participation events conducted during 2008 included 2 public forums (community discussions) in April and 4 public hearings throughout the rest of the year.

1. The public forums held in April were well attended and featured scenarios and statements that resulted in an engaged discussion of multiple topics related to programs and initiatives funded through DCD. There were many comments received regarding unmet needs throughout the county.

The following needs and concerns were identified by topic area:

Community Development

Infrastructure: There is a concern about the County's plan after the population growth stabilizes. There is not money put aside for this and some townships are doubling their tax rates. Municipalities must meet the needs of this growing population but the existing infrastructure needs improvement. Existing roads are inadequate.

Transportation: There is constant building taking place which causes the roads to be closed. This is creating a problem with traffic and mobilization. Transportation is a growing issue because the current County system does not reach all locations and traffic congestion is increasing.

Public Facilities: There is a connection between the crime rates and poverty rates within the community. Crime takes place when there is no place for youth or families to go. A family center or youth center could help address this situation. There is a huge lack of family values, where most times family is the root of learned behavior.

Healthcare: Almost half of the people served are in debt due to medical issues. Agencies work with clients who are being denied healthcare and medication due to income levels.

Youth Education: Educational programs are necessary, especially for youth. High school drop outs and even college graduates are entering the community with large debt and no education about budgeting, housing costs, utility costs, etc. They are not able to live independently. Programs in the school could work.

Duplication of Services: There needs to be more collaboration between agencies. Information needs to be accessible, but some agencies do the same services. A 211 hotline may be helpful in marketing the available services or a community cable channel so that clients can be assessed for initial needs and referred to the correct agencies. There could be a pilot program that studies the county needs and prioritizes how the services are offered/distributed.

Economic Development

Employment: It is difficult for low and moderate income clients to secure jobs that can pay the bills. There is a challenge to connect the skills sets of individuals to the available jobs in Chester County. This is an even bigger challenge for mental health clients.

Seniors need more workforce development services because it is necessary to coach employable seniors into alternate solutions.

Coatesville has the only 1-stop center for employment services. The Hispanic population is growing and they have difficulty finding jobs.

Need for markets/grocers: Places like Oxford, Kennett Square and Coatesville are nice places for elderly persons to live but there are no grocery stores. There is no place to get daily necessities.

Homeless

Shelters: There are many unreported cases of homelessness. Many homeless persons are going from one place to another. Chester County is one of the only places where shelters accept homeless persons from other counties, which adds to our homeless population count. The number of homeless children is shocking. The number of homeless single women is increasing, many who are physically and mentally disabled. There is a need for long-term supportive housing for those leaving shelters. The reported numbers of homeless persons seem to be less than what is visible. There is a small community of men living in a shantytown in Kennett who will soon be forced to vacate the property.

Supportive Services: Many of the homeless individuals experience drug and alcohol dependency, which causes a need for increased supportive services.

Chronic Homelessness: The average stay of 60 days in a shelter is not long enough to prepare individuals for life outside of the shelter. The cycle repeats.

Special Needs

Elderly Population: The growing senior population will continue to face challenges of living on a fixed income. There is a visible increase in services to the elderly population, especially with paying property taxes, access to transportation, and paying medical bills. There are large waiting lists for seniors trying to access the few affordable housing developments that exist.

Mental Health: There is still a large lack of housing opportunities for mental health clients. The Mental Health Institute sees that mental health clients who are employed make little more than \$8. This is not enough to pay for housing and the additional costs of living.

Awareness and education about mental health is still necessary. Families many times do not understand the illness.

Disabled Population: These individuals, especially those with low incomes, are being underserved. Those who want to live independently but need help with specific activities cannot secure housing.

Housing

Financial Assistance: There is a visible increase in households seeking assistance for heating bills, groceries, rent and mortgages. Sources are becoming limited as commodity prices are rising. Households are experiencing increases in their mortgage rates, as well. Security deposits are too high, and it is difficult to provide rental assistance.

Affordable Housing: Rent costs are too high for entry level and minimum wage workers. Low and moderate income households are challenged by the fact that Chester County has the highest AMI in PA.

Fair Housing: Discrimination still occurs in Chester County. Many times, undocumented persons will accept discrimination in order to avoid facing the legal issues. Section 8 voucher holders are still experiencing discrimination by landlords. Municipalities need to be educated on Fair Housing Act.

Other

Public Awareness: Outreach is necessary for ALL programs, initiatives, agencies, etc.

County Geography: Agencies are not reaching all locations within the county, due to its large geography.

Family Structure: Both community discussions addressed the failing family unit as a root of the discussed issues. Criminal activity is highly related to youth who have no place to go.

2. Public hearings were held in February and October 2007 and March 2008 to solicit comments on Amendments 2008-1, 2008-2, 2008-3 and 2008-4 to the Consolidated Plan 2005-2009. Finally, DCD held a public hearing in October 2008. The purpose of the hearing was to provide citizens with an opportunity to comment on the proposed *2009 Action Plan*, to learn about the progress of 2008 activities, and to offer an opportunity for public commentscomment and input.
3. The Chester County Homeownership Fair was used to solicit public comments as well. DCD hosted a community discussion to solicit public input about housing issues in Chester County. Topics included affordable housing, energy costs, foreclosures, and substandard housing. The discussion was well attended and will take place again at the 2009 Homeownership Fair.

The feedback obtained through the Public Participation process helped DCD prioritize housing, homeless, community service, and community development needs. As part of the planning process for *Consolidated Plan (2005-2009)*, this information helped tailor the strategy to address these needs.

9. Self-Evaluation

The *Consolidated Plan, 2005-2009* is the five-year plan completed by the Chester County Department of Community Development. The current plan includes 10 housing and community development goals, each with corresponding measurable objectives. The primary role for the County in fulfilling the goals and objectives is funding. The annual *Request for Proposals* outlines the kinds of proposals that will score well based on eligibility criteria and evaluation factors. Through that process, DCD has been successful in encouraging the submission of proposals that are more comprehensive in scope and results oriented.

Concentrating on the towns, or “urban centers” as *Landscapes*, the County’s comprehensive plan, terms them, allows DCD to use limited funds more strategically. Chester County’s suburban and rural

townships have undergone tremendous growth in recent years, with increasingly affluent populations. The urban centers' experiences have been different for the most part. Until recently, stagnation and even decline were more typical. The tide however is starting to turn in some of the towns as revitalization becomes more organized. The County has been able to encourage this in turn by funding activities that are well planned and responsive to community input.

In addition, DCD administers the Community Revitalization Program, which is part of the County's "Landscapes 21st Century Fund." Through the Community Revitalization Program, the County offers the boroughs and the City of Coatesville funding for infrastructure and streetscapes improvements that are conducive to attracting and retaining residents and businesses in the towns. In 2008, the Boroughs of Atglen, Avondale, Downingtown, Honey Brook, Malvern, Modena, Oxford, Phoenixville, Spring City, West Chester and West Grove were awarded Community Revitalization Program funding.

Citizen participation efforts often serve the same purpose. Many of the events conducted by DCD in recent years have broadened the network of community resources with which DCD is engaged. Also, the events have given DCD staff additional insight into local needs and the efforts underway to address those needs. The insight informs the funding priorities that are set and the evaluation of submitted proposals.

DCD has systems in place to effectively administer the funding. For example, once again in 2008 DCD satisfied the requirement that CDBG funds be expended in a timely fashion. By the end of the program year, the amount of unexpended CDBG funds was approximately 77% of the current year's allocation. This success is the result of a team effort: activity readiness is one of the factors considered in selecting activities to fund; once activities begin, program staff work closely with sub recipients to keep activities moving; and DCD fiscal staff continually monitor the drawdown rate and communicate the results.

DCD continues to track both multi-year and annual goals and objectives, along with proposed and actual accomplishments on an annual basis, in order to effectively report to HUD on the County's accomplishments. These goals and objectives are tracked via an internal database, which was implemented in 1999 in conjunction with the *Consolidated Plan (2000-2004)*. DCD staff updates this Information, Planning, and Reporting (IPAR) database on a quarterly basis to ensure accurate reports at the end of the year. This data tracking process has enabled DCD to report to HUD in both the annual Action Plans and the *Consolidated Annual Performance and Evaluation Reports (CAPER)* for HUD-funded accomplishments.

Outcome Performance Measurement System

The Department of Community Development has recently integrated the new HUD CPD Outcome Performance Measurement System into the structure of the Consolidated Plan Goals and Objectives (2005-2009). Each activity that receives funding in Chester County is matched to one of the Goals and Objectives (detailed below). Each Consolidated Plan Objective has now been assigned a Performance Measurement Objective and Outcome. Accomplishments reporting for HUD CPD program activities are structured based upon the following:

One PM Objective is selected:

1. *Suitable Living Environment* relates to activities that are designed to benefit communities, families or individuals by addressing issues in their living environment.
2. *Decent Affordable Housing* focuses on housing activities whose purpose is to meet individual, family or community needs.
3. *Economic Opportunities* applies to activities related to economic development, commercial revitalization, or job creation.

One PM Outcome is selected:

1. *Availability/ Accessibility* applies to activities that make services, infrastructure, public services, public facilities, housing or shelter available or accessible to low and moderate-income people.
2. *Affordability* is an appropriate objective whenever an activity is lowering the cost, improving the quality, or increasing the affordability of a product or service to benefit a low-mod household.
3. *Sustainability* applies to activities that are aimed at improving communities or neighborhoods, helping to make them livable or viable by providing benefit to persons of low- and moderate-income.

Progress was made on most of the Consolidated Plan goals and objectives during 2008, however, the biggest barriers to achieving the ultimate goals of the CDBG, HOME & ESG programs continue to be the cost of housing and the skills/location mismatch between low-income people and jobs. The need for affordable housing far exceeds the County's ability to address the problem. DCD supports the creation of new affordable housing every year, but the amount of money necessary to construct housing in Chester County limits the number of units that can be funded. For this reason, a substantial investment has been made in subsidizing housing rehabilitation and purchases by first-time home buyers as ways to preserve the existing moderately priced housing and help qualified low- and moderate-income people start building assets through home ownership.

In addition, DCD recognizes that the quality of some affordable rental housing can be substandard. In response, in 2008, DCD continued to fund a rental rehabilitation program for CHDOs. Eligible participants are county CHDOs that own rental-housing properties containing four or fewer contiguous units. Tenants must be below 60% Family Area Median Income (AMI). During 2008, one CHDO completed rehabilitation in the Borough of Phoenixville, which was sold to an eligible First-time Homebuyer.

10. Compliance and Monitoring

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

Community Services

Monitoring of client-based community service activities takes place throughout the year for ESG, CDBG public service, HTP, and state funding administered by DCD. In 2008, DCD staff conducted a formal monitoring of every subrecipient using a Uniform Monitoring Package (UMP). In addition, each subrecipient submitted quarterly reports specific to the particular funding stream. DCD staff conducted subsequent monitoring visits to focus on specific programmatic and/or financial issues.

During 2008, DCD used a comprehensive data collection system known as the Chester County Client Information Management System (CCCIMS). All agencies funded through DCD are required to participate, with the client's consent, by entering basic demographic information about clients utilizing their services. DCD supplies the hardware and training for participating agencies. Utilization of the CCCIMS allows Chester County to comply with the congressional mandate to gather information on the homeless population in Chester County. CCCIMS also allows DCD to gather appropriate data to support the funding requests and to monitor the efforts of funded agencies. Also, DCD will be participating in AHAR IV.

As of December 31, 2008, 28 nonprofit agencies (86 end users) have entered client level data on over 3,000 homeless and low-income households. DCD provides on-going training to new staff members joining the nonprofit agencies, as well as refresher courses for the previously trained agencies.

Construction Activities

Construction activities are inspected and monitored on a schedule determined by the entitlement program requirements. All construction activities are inspected for work completion prior to disbursement of funds. DCD staff concurrently inspects work and monitors regulatory compliance to ensure that funds are expended appropriately. All construction activities implemented in 2008 and funded with CDBG or HOME funds were inspected and monitored.

SECTION B – CDBG NARRATIVE STATEMENTS

1. Use Of CDBG Funds In Accordance With the Consolidated Plan's Priorities

During 2008, approximately \$3.6 million in CDBG funding was expended on community and economic development, affordable housing, and public services. Of that \$3.6 million expended, approximately \$2.1 million was 2008 CDBG funds. For specific information by municipality on households and persons served with CDBG-funded activities, see Appendix B.

Approximately 50% of the total CDBG expenditures in 2008 were spent on infrastructure improvements designed to support or revitalize low- and moderate-income urban and suburban areas of the county.

Approximately 12% of the total CDBG expenditures in 2008 were spent on Continuum of Care activities such as shelter operations, emergency rent assistance, case management, and the development of permanent supportive housing. This funding supplemented ESG, HTP, and DCD-administered state funding awarded to homeless assistance providers.

Approximately 18% of the total CDBG expenditures in 2008 were spent on community construction. This funding helps non-profit organizations that serve low- and moderate-income people provide better services through facility improvements.

Of the \$3.6 million expended during 2008 from prior year and 2008 CDBG funds, 100% benefited low- and moderate-income people.

2. Nature Of And Reasons For Any Changes In Program Objectives

This year was the fourth year of the current five-year Consolidated Plan. No changes were made to program objectives in 2008.

3. Efforts to Carry Out the Consolidated Plan

As an entitlement community, Chester County received \$3,925,855 in federal entitlement funds in 2008. The four funding sources were the Community Development Block Grant (CDBG), the HOME Investment Partnerships (HOME), the American Dream Downpayment Initiative (ADDI) and the Emergency Shelter Grant (ESG) programs. All resources received were utilized as proposed in the *2008 Action Plan*. All activities were consistent with the goals and objectives set out in the *Consolidated Plan, 2005-2009* and the *2008 Action Plan*. A summary of amendments to the *2008 Action Plan* can be found in Appendix F.

The County coordinated the submission of the 2008 application for HUD's Continuum of Care Homeless Assistance Program. At the end of 2008, HUD announced renewal funding for 9 Chester County agencies. Chester County was awarded \$1,252,318 for PY 2008.

In addition, the County provided support for applications funded by other non-entitlement sources. On behalf of one emergency homeless shelter, the County submitted an application for Emergency Shelter Grant funding through the PA Department of Community and Economic Development (DCED). If

awarded, the funding will be used for shelter rehabilitation, which is included among the goals of the *Consolidated Plan, (2005-2009)*.

Finally, the County directly assisted activities with funds collected by the Recorder of Deeds Office. In 2008, the Housing Trust Program expenditures totaled approximately \$1.3 million.

4. Program Income

Program income generated by the First Time Homebuyers Program (HOME/ADDI), the Homeowners' Rehabilitation Program (CDBG), Business Loan Program (CDBG) and the Gateway Building (BEDI/Section 108 Loan Program) were all utilized within the program to assist additional homebuyers, homeowners, small businesses and project expenses. No other program income earned by DCD was returned to a specific program. Instead, the returned funds were identified as current year CDBG Program Income, which is available to be drawn for an activity within DCD's Consolidated Planning process.

During 2008, DCD continued to implement its Program Income procedures to include the following four administrative steps:

- a. Revise the method of reporting program income to include program income earned by sub-recipients.
- b. Revise the method of reporting costs of an activity to include the costs of sub-recipient program income used to fund the activity.
- c. Modify the present system of accumulating program income by immediately using it to offset the next draw of HUD funds against the particular HUD program that generated the program income, such as the Community Development Block Grant program.
- d. Formalize the system for projecting program income likely to be received in the subsequent year.

More information about CDBG resources and expenditures is included in the CDBG Financial Summary for Program Year 2008 in Appendix E.

5. Rehabilitation Program

CDBG funds supported a countywide Homeowners' Rehabilitation Program operated by the Housing Partnership of Chester County. The program performs rehabilitation work with CDBG funds that addresses health, safety, and code items on owner-occupied housing units. In 2008, work was completed on 16 homes. The program also received funding from the County's Housing Trust Program, and other private sources.

6. Section 108 Loan Guarantees

In October 2002, HUD awarded to Chester County \$2 million of Brownfields Economic Development Initiative (BEDI) grants and \$4 million of Section 108 funds to the French Creek Center in Phoenixville. Specifically, HUD awarded funding to two phases with Phase 1 being the Gateway Building at French Creek project, which consisted of a 33,500 square foot office building. This economic development project, developed by the Phoenix Property Group, was

completed in 2006 with The Delta Organization leasing the fourth floor of the building. The remaining office space was occupied in 2008 , which will lead to the creation of eighty-six jobs.

In October of 2004, HUD awarded to Chester County \$3 million of Brownfields Economic Development Initiative (BEDI) grants and \$9 million of Section 108 Loan funds for the development of economic development projects in the City of Coatesville and East Whiteland Township.

The Coatesville Hotel and Office Building project will utilize \$1 million of BEDI funds and \$4 million of Section 108 Loan funds to develop a 125-room hotel and a 90,000 square feet office building at the intersection of Route 82 and the Route 30 Bypass. The project developer, Oliver Tyrone Pulver Corporation anticipates that this project will break ground in the summer of 2009 and will create 143 permanent jobs upon completion.

The Whitebrooke Hills project will utilize \$2 million of BEDI funds and \$5 million of Section 108 Loan funds to develop 112,000 square feet of retail space. The project developer, O'Neill Properties Group anticipates that the project will begin in the summer of 2009 and will create 200 jobs upon completion. The Uptown Worthington project will be located on the Worthington Steel property adjacent to Route 202 in East Whiteland Township.

SECTION C – HOME NARRATIVE STATEMENTS

1. Distribution of HOME Funds Among Housing Needs

The 2008 *Action Plan* identified projects that would address affordable housing needs in Chester County: first-time homebuyers' assistance, housing construction, and community housing development organizations. Through these projects, DCD distributes funding in a manner that comprehensively addresses the housing needs within the county.

The projects below are those from the 2008 *Action Plan* (or earlier funding expended in 2008) that were supported by HOME funds during 2008.

First-Time Home Buyers Assistance

During 2008, the Housing Partnership of Chester County received HOME and ADDI funds to administer the First-Time Homebuyers program in the county. This successful partnership between the Housing Partnership of Chester County and DCD resulted in assistance to seven (7) first-time homebuyer households.

Affordable Rental Housing

In the spring of 2008, the Brandywine Center building was completed. This building offers a mixture of residential and commercial rental space which includes twenty-four (24) affordable apartment units for seniors, a community dental center, a community health clinic and office space for County non-profits. The building is located on the 700 block of Lincoln Highway in the City of Coatesville. DCD provided funding for ten (10) of the apartment units. The building reached 100% occupancy by the fall of 2008.

In the summer of 2008, the Community Youth and Women's Alliance (CYWA) completed the renovations for their property located on the 500 block of East Chestnut Street in the City of Coatesville. This property is part of their transitional housing program for single women. DCD provided funding for the roof / window replacement, electrical / plumbing upgrades, installation of the carpet and the interior painting.

CHDOs

Chester County has certified three Community Housing Development Organizations: the Community Youth and Women's Alliance, Phoenixville Homes, and the Alliance for Better Housing. During 2008, the County continued to support these community-based organizations through HOME assistance for operations and/or housing activities.

DCD supports a rental rehabilitation program to assist CHDOs in improving the quality of affordable housing. In the winter of 2008, Phoenixville Homes sold their Spring City property to an eligible first-time homebuyer. This property received DCD funding for a complete renovation which included a new kitchen, new third floor bedroom with full bathroom, new floor coverings and upgrades to the electrical and plumbing systems.

2. Affirmative Marketing Actions and Outreach to Minority- And Women-Owned Businesses

During 2008, DCD continued to implement affirmative actions and solicitations of Minority Business Enterprise (MBE)/ Women-owned Business Enterprise (WBE) developers, sponsors, and

contractors for the CDBG and HOME program. DCD used the application format to solicit MBE/WBE participation. The procurement process solicits certification and plans for MBE/WBE participation. Moreover, pre-construction meetings are used by DCD to communicate to sub-recipients the importance of including MBE/WBE participation throughout the activity. The next step, for most projects, is the pre-occupancy meeting, which serves to reinforce to the project owner the HOME requirements regarding affirmative marketing.

The County continues to successfully follow its Affirmative Marketing policy as well as its MBE/WBE policy with all project sponsors and contractors. A listing of all of the MBE and WBE contractors and subcontractors is included in Appendix D.

3. Results of On-Site Inspections of Affordable Housing

The inspection of construction activities is a two-phase operation. The first phase of inspecting a construction activity occurs during the actual construction or rehabilitation process. DCD inspects for work progress and regulatory compliance. In 2008, DCD oversaw the construction of several assisted housing activities throughout Chester County. These activities included:

- The Brandywine Center (senior rental units)
- Westminster Place at Parkesburg (senior rental units)
- Luther House IV (senior rental units)
- Alliance for Better Housing Maple Street (homeownership)
- CYWA East Chestnut Street Renovation (rental units)

DCD also provided technical assistance and inspection for the rehabilitation of owner-occupied units done in cooperation with several non-profit organizations. These organizations included Good Works, Inc. (60 units in 2008) and Koinonia Christian Ministries (56 units in 2008), which both provide home improvements to the economically disadvantaged; the Home Maintenance Program, administered by the Housing Partnership of Chester County (37 units in 2008), which provides housing repair for the elderly; the Homeowners Rehabilitation Program, administered by the Housing Partnership of Chester County (12 units in 2008), which provides rehabilitation assistance for low- and moderate-income families; the Home Modification Program, administered by the Housing Partnership of Chester County (10 units in 2008), which provides for a wide range of adaptive modifications, which include but are not limited to ramps, lifts, door and hallway widening, kitchen and bathroom modifications, visual doorbells, audio phones and visual phone signalers.

The second phase of inspecting a construction activity occurs on an annual basis after the completion of the construction activity and its occupancy. The completed activity is inspected for regulatory compliance, minimum housing quality standards and property maintenance issues. Upon inspection, where deficiencies are identified, the subrecipient is directed to take proper corrective action to achieve compliance to applicable codes and regulations. Ongoing monitoring in 2008 included the following properties within the City of Coatesville: Brandywine Health & Housing, Cansler Investments properties, Con Lyn Merchant Street, Coatesville Cultural Society, Community Builders properties, CYWA scattered site properties, Elmwood Garden Apartments, Good Works property, WC Atkinson Apartments, Ash Park Terrace and the WC Atkinson transitional housing properties; Properties in the Kennett Square area include: Alliance for Better Housing scattered site properties and the Cedar Woods Apartments; Properties in the West Chester area include: DVCCC, Gaudenzia, Human Services, and NHS; Properties in the Phoenixville / Spring City area include:

Episcopal House, French Creek Manor, Liberty House, Flag House, Gruber Mills, Jefferson Place, Fellowship Health and Good Samaritan Shelter; The remaining units are located in the Exton and Oxford areas which include the Potter Building and Oxford Hotel and Village apartments. All together these total forty-nine (49) separate properties including eight hundred and eighty-six (886) units.

Technical assistance was also provided to the Family Service of Chester County's HOPWA program (16 scattered site units of permanent housing), Human Services, Inc.'s PATHH program (5 scattered site units of transitional housing), and the ARC of Chester County's Housing Options Program (22 scattered site units of permanent housing) by conducting annual Housing Quality Standards inspections.

4. Program Income

Program income generated by the First Time Homebuyers Program (HOME/ADDI), the Homeowners' Rehabilitation Program (CDBG) and the Business Loan Program (CDBG) was all utilized within the program to assist additional homebuyers, homeowners and small businesses. No other program income earned by DCD was returned to a specific program. Instead, the returned funds were identified as current year Program Income, which is available to be drawn for an activity within DCD's Consolidated Planning process.

SECTION D – ESG NARRATIVE STATEMENTS

1. Use of ESG Funds

Emergency Shelter Grant funds were used to support four shelters and an emergency rental assistance program. Details about these programs are included in the Continuum of Care narrative beginning on page 20.

2. ESG Matching Funds

Chester County recipients of ESG funding receive 12-month contracts. In compliance with federal law (42 U.S.C. 11375), DCD collects matching funds information from sub recipients when they submit their last invoice. Of the \$xx of funding provided to sub recipients, 100% was matched with payroll dollars.