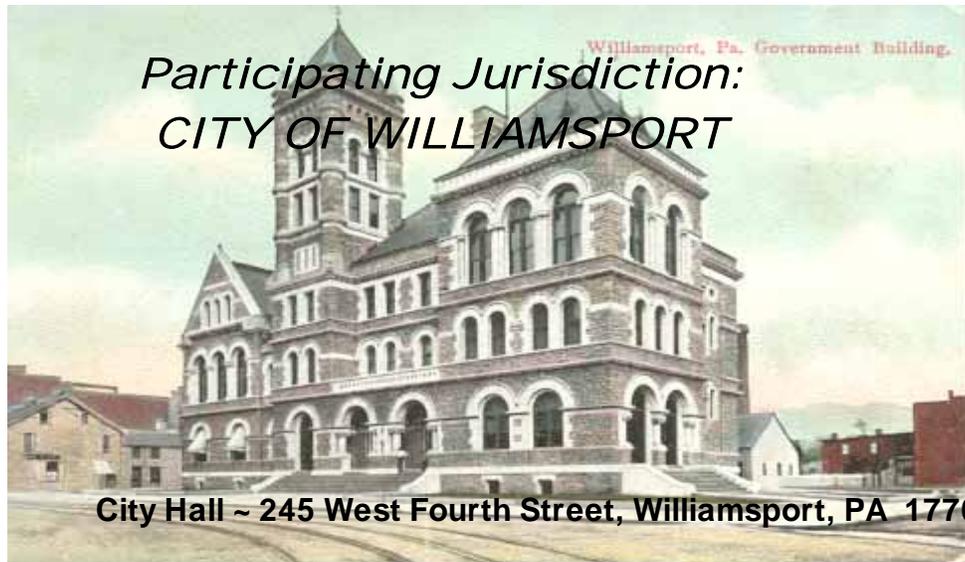


*CITY OF WILLIAMSPORT,  
PENNSYLVANIA*



**2009 ANNUAL PERFORMANCE REPORT**  
Consolidated Action Plan Evaluation Report

SUBMITTED TO:  
THE U.S. DEPARTMENT OF HOUSING  
AND URBAN DEVELOPMENT



**Address:** City Hall ~ 245 West Fourth Street, Williamsport, PA 17701

**Lead Agency:** Office of Economic and Community Development

**Telephone:** (570) 327-7511

**Contact Person:** John Grado, Director

# 2009 ANNUAL PERFORMANCE REPORT FOR THE COMPREHENSIVE HOUSING AFFORDABILITY STRATEGY



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**Cover Page**  
**Grantee Performance Report**  
 Community Development Block Grant Program

U.S. Department of Housing and  
 Urban Development  
 Office of Community Planning  
 and Development

OMB Approval No. 2506-0077 (exp.5/31/97)

Public reporting burden for this collection of information is estimated to average 0.5 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Reports Management Officer, Paperwork Reduction Project (2506-0077), Office of Information Technology, U.S. Department of Housing and Urban Development, Washington, D.C. 20410-3600. This agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless that collection displays a valid OMB control number.

Do not send this form to the above address.

See HUD Handbook 6510.2, "Entitlement Grantee Performance Report Instructions" for guidance on completing this report	1. Report for the Program Year ending (date): 12/31/2009	2. Grant Number: B09MC20017
3. Name & Address of Grantee: City of Williamsport 245 West Fourth Street Williamsport, PA 17701	4. Name & Address of Community Development Director: : Mr. John Grado 245 West Fourth Street Williamsport, PA 17701	
5. Name & Telephone Number of person most familiar with information in this report: M. Rucinski – 570-327-7513	6. Name & Telephone Number of person to contact about disclosures required by the HUD Reform Act of 1989: John Grado – 570-327-7511	

7. Have these Community Development Block Grant (CDBG) funds been used:

- a. to meet the community development program objectives specified in the final statement for this program year? If no, explain, in a narrative attachment, how: (1) the uses did not relate to program objectives; and (2) future activities or program objectives might change as a result of this year's experiences.  Yes  
 No
- b. exclusively to either benefit low-and-moderate (low/mod) income persons, aid in the prevention or elimination of slums or blight, or meet community development needs having a particular urgency? If no, explain in a narrative attachment.  Yes  
 No
- c. such that the grantee has complied with, or will comply with, its certification to expend not less than 70% of its CDBG funds, during the specified period, on activities which benefit low/mod income persons? If no, explain in a narrative attachment.  Yes  
 No

8. Were citizen comments about this report and/or the CDBG program received? If yes, attach a narrative summary.  Yes  
 No

9. Indicate how the Grantee Performance Report was made available to the public:

- a. By printed notice: (name & date of publication)  
Williamsport Sun Gazette – March 15, 2010
- b. By public hearing: (place & date)
- b. Other: (explain)  
Public Display: JV Brown Library  
19 East Fourth Street  
Williamsport, PA 17701

10. The following forms must be completed and attached:

- a. Activity Summary, form HUD-4949.2
- b. Activity Summary, form HUD-4949.2A
- c. Financial Summary, form HUD-4949.3
- d. One-For-One Replacement Summary, form HUD-4949.4
- e. Rehabilitation Activities, form HUD-4949.5
- f. Displacement Summary, form HUD -4949.6

I hereby certify that: This report contains all required items identified above; Federal assistance made available under the Community Development Block Grant Program (CDBG) has not been utilized to reduce substantially the amount of local financial support for community development activities below the level of such support prior to the start of the most recently completed CDBG program year; all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate.

**Warning:** HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)

Typed Name & Title of Authorized Official Representative: Gaberiel J. Campana, Ed.D., Mayor City of Williamsport	Signature:  X	Date
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This form may be reproduced on local office copiers.  
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## DEFINITIONS

Abatement - Abatement means any set of measures designed to permanently eliminate lead - based paint hazards in accordance with standards by appropriate Federal agencies. Such term includes:

- . the removal of lead - based paint and lead-contaminated dust, the permanent containment or encapsulation of lead-based paint, the replacement of lead-painted surfaces or fixtures, and the removal or covering of lead-contaminated soil; and
- . all preparation, cleanup, worker protection, disposal, and post-abatement clearance testing activities associated with such measures.

Encapsulation - A method of abatement that involves the coating and sealing of surfaces with durable, surface coatings specifically formulated to be elastic, able to withstand sharp and blunt impacts, long-lasting, and resilience, while also resistant to cracking, peeling, algae, fungus, and ultraviolet light. Encapsulation prevents any part of lead-containing paint from becoming part of house dust or otherwise accessible to children. Paint is not an encapsulate.

Enclosure - The resurfacing or covering of surfaces with durable materials such as gypsum board or paneling, and sealing or caulking the edges and joints. Enclosure prevents or control chalking, flaking, peeling, scaling or loose lead-containing substances from becoming part of house dust or otherwise accessible to children.

Interim Controls - “Interim Controls” means a set of measures designed to temporarily reduce human exposure or likely exposure to lead-based paint hazards, including specialized cleaning, repairs, maintenance, painting temporary containment, ongoing monitoring of lead-based paint hazards or potential hazards, and the establishment and operation of management and resident education programs.

Interim Guidelines - HUD’s manual of lead-hazard reduction practices: “Lead-Based Paint: Interim Guidelines for Hazard Identification and Abatement in Public and Indian Housing,” revised September 1990 and May 1991.

HEPA ( High efficiency particulate accumulator) - A vacuum cleaner fitted with a filter capable of filtering particles of 0.3 microns or greater from the air at 99.97 percent efficiency or more.

Lead-Based Paint - The HUD threshold or action levels for abating lead-based paint are: one milligram per square centimeter ( w mg / cm<sup>2</sup> ); or 0.5% by weight.

Lead-Based Paint Hazard - “Lead -based paint hazard” means any condition that causes exposure to lead-contaminated dust, lead-contaminated soil, lead-contaminated paint that is deteriorated or present in accessible surfaces, or impact surfaces that would result in adverse human health effects as established by the appropriate Federal agency.

Affordable Housing: is generally defined as housing where the occupant is no more than 30 percent of gross income for gross housing costs, including utility costs.

AIDS and Related Diseases: The disease of acquired immunodeficiency syndrome or any conditions

arising from the etiologic agent for acquired immunodeficiency syndrome.

Area of Low Income Concentration: A census tract where the proportion of people with incomes below 80% of the MSA median income is 51% or greater.

Area of Racial / Ethnic Concentration: A census tract where the proportion of non-white people is greater than the proportion for the City as a whole.

Assisted Household or Person: For the purpose of specifying one-year goals for assisting households or persons, a household or person is assisted if, during the coming Federal fiscal year, they will benefit through one or more programs included in the jurisdiction's investment acquired, newly rehabilitated, or newly constructed, and / or received rental assistance. An existing homeowner is benefited during the year in which the home's rehabilitation is completed. A first-time homebuyer is benefited if a home is purchased during the year. A homeless person is benefited during the year if the person becomes an occupant of transitional or permanent housing. Households or persons who will benefit from more than one program activity must be counted only once. To be included in the goals, the housing unit must, at a minimum, satisfy the HUD Section 8 Housing Quality Standards (see Section 882.109).

CHDO: Community Housing Development Organization as defined by HUD 24 CFR 92.2.

Committed: Generally means there has been a legally binding commitment of funds to a specific project to undertake specific activities.

Consistent with the CHAS: A determination made by the jurisdiction that a program application meets the following criterion: The Annual Plan for that fiscal year's funding indicates the jurisdiction planned to apply for the program or would support an application by another entity for the program: the activities serve the geographic area designated in the plan; and benefit a category of residents for which the jurisdiction's five-year strategy shows a priority.

Cost Burden > 30%: The extent to which gross housing costs, including utility costs, exceed 30 percent of gross income, based on data published by the U. S. Census Bureau.

Cost Burden > 50% (Severe Cost Burden): The extent to which gross housing costs, including utility costs, exceed 50 percent of gross income, based on data published by U. S. Census Bureau.

Disabled Household: A household composed of one or more persons at least one of whom is an adult (a person of at least 18 years of age) who has a disability. A person shall be considered to have a disability if the person is determined to have a physical, mental or emotional impairment that: (1) is expected to be of long-continued and indefinite duration, (2) substantially impedes.

Frail Elderly: An elderly person who is unable to perform at least three activities of daily living (i.e., eating, dressing, bathing, grooming, and household management activities).

Group Quarters: Facilities providing living quarters that are not classified housing units. (U. S. Census definition). Examples: prisons, nursing homes, dormitories, military barracks, and shelters.

HOME: The HOME Investment Partnership Act, which is Title II of the N A Housing Act.

Homeless Family: Family that includes at least one parent or guardian and one child under the age of 18, a homeless pregnant woman or a homeless person in the process of securing legal custody of a person under the age of 18.

Homeless Individual: An unaccompanied youth (17 years or under) or an adult (18 years or older) without children.

Homeless Youth: Unaccompanied person 17 years of age or under who is living in situations described by terms “sheltered” or “unsheltered”.

HOPE 1: The HOPE for Public and Indian Housing Homeownership Program, which is Title IV, Subtitle A of the National Affordable Housing Act.

HOPE 2: The HOPE for Homeownership of Multifamily Units Program which is Title IV, Subtitle B of the National Affordable Housing Act.

HOPE 3: The HOPE for Homeownership of Single Family Homes Program, which is Title IV, Subtitle C of the National Affordable Housing Act.

Household: One or more persons occupying a housing unit (U.S. Census). See also “Family”.

Housing Problems: Households with housing include those that: (1) occupy units meeting the definition of physical defects; (2) meet the definition of overcrowded; and (3) meet the definition of cost burden > 30%.

Housing Unit: An occupied or vacant house, apartment or a single room (SRO housing) that is intended as separate living quarters. (U. S. Census definition).

Institutions /Institutional: Group quarters for persons under care or custody. (U. S. Census definition).

Large Related: A household of five or more persons, which includes at least two related persons.

LIHTC: (Federal) Low Income Housing Tax Credit.

Low-Income: Households whose incomes do not exceed 80% of the median income for the area, as determined by HUD with adjustments for smaller and larger families, except that HUD may establish income ceilings high or lower than 80% of the median for the area on the basis of HUD’s findings that such variations are necessary because of prevailing levels of construction costs or fair market rents, or unusually high or low family incomes. NOTE: HUD income limits are updated annually. (This term corresponds to low-and moderate-income households in the CDBG Program).

Rent Burden > 30% (Cost Burden): The extent to which gross rents, including utility costs, exceed

30% of gross income, based on data published by the U. S. Census Bureau.

Rent Burden > 50% (Severe Cost Burden): The extent to which gross rents, including utility costs, exceed 50 percent of gross income, based on data published by the U. S. Census Bureau.

Renter: A household that rents the housing unit it occupies, including both units rented for cash and units occupied without cash payment of rent. (U. S. Census definition).

Renter Occupied Unit: Any occupied housing unit that is not owner occupied, including units rented for cash and those occupied without payment of cash rent.

Section 215: Section 215 of Title of the National Affordable Housing Act. Section 215 defines what constitutes “affordable” housing projects under the Title II HOME Program.

Service Needs: The particular services identified for special needs populations, which typically may include transportation, personal care, housekeeping, counseling, meals, case management, personal emergency response, and other services to prevent premature institutionalization and assist individuals to continue living independently.

Severe Cost Burden: See Cost Burden > 50%.

Sheltered: Families and persons whose primary nighttime residence is a supervised publicly or privately operated shelter, including emergency shelters, transitional housing for the homeless, domestic violence shelters, residential shelters for runaway and homeless youth, and any hotel / motel/apartment voucher arrangement paid because the person is homeless. This term does not include persons living doubled up or in overcrowded or substandard conventional housing. Any facility offering permanent housing is not a shelter, nor are its residents homeless.

Small Related: A household of 2 to 4 persons that includes at least two related persons.

Substandard Condition and Not Suitable for Rehab: Dwelling units that are in such poor condition as to be neither structurally nor financially feasible for rehabilitation. (i.e., the cost of acquisition and rehabilitation exceeds the market value of the unit after rehabilitation).

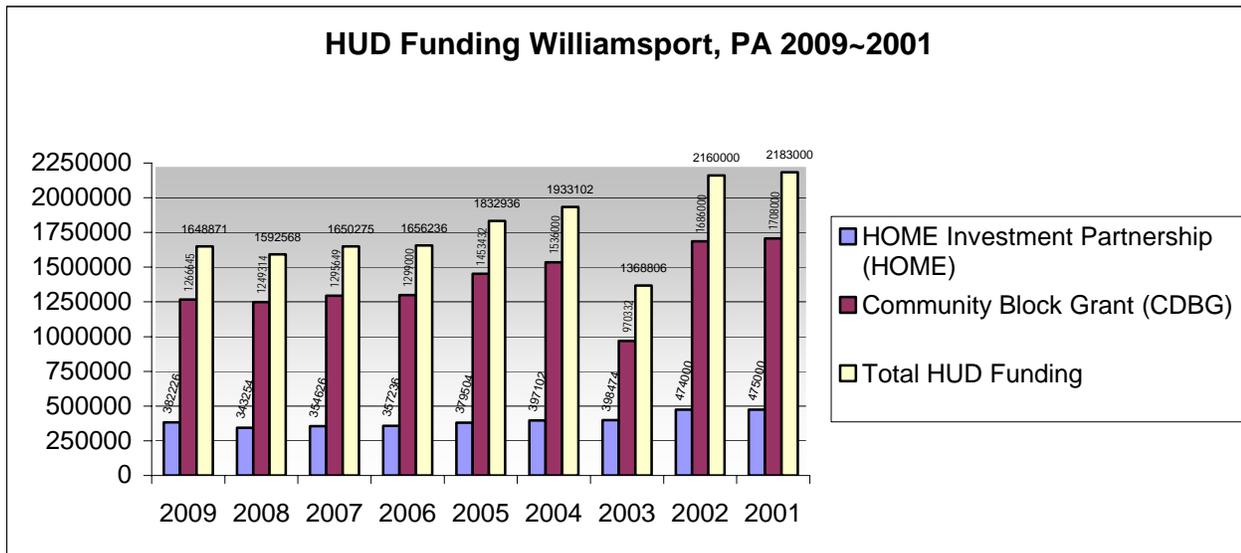
Standard Condition but Suitable for Rehabilitation: Units that do not meet local housing code and have at least one major system that is inoperable but are economically viable (i.e.; cost of acquisition and rehabilitation does not exceed the value of the unit after rehabilitation) and structurally sound.

Substantial Amendment: A major change in a housing strategy submitted between scheduled annual submissions. It will usually involve a change to the five-year strategy, which may be occasioned by a decision to undertake activities or programs inconsistent with that strategy.

Substantial Rehabilitation: Rehabilitation of residential property at an average cost for the project in excess of \$25,000 per dwelling unit.

Supportive Housing: Housing, including Housing Units and Group Quarters, that have a supportive environment and includes a planned service component.

## INTRODUCTION



*The primary sources for the activities, plans and goals herein described are the federally funded Community Development Block Grant (CDBG) and HOME Programs.*

The **Home Investment Partnerships (HOME) Program** was created by the National Affordable Housing Act of 1990 (NAHA) and is administered by the U.S. Department of Housing and Urban Development (HUD). The intent of the HOME program is to provide affordable housing opportunities to lower-income households directly or through partnership with nonprofit housing providers, private-sector lenders, developers, and government agencies.

The **Community Development Block Grant (CDBG) Program** is authorized under Title I of the Housing and Community Development Act of 1974. The CDBG program is administered by HUD, and provides funding to municipalities for developing viable urban communities.

Williamsport receives federal funds through HUD to fund activities and programs to achieve the following:

- Providing decent housing;
- Establishing and maintaining a suitable living environment; and
- Expanding economic development opportunities.

Activities and programs must primarily benefit the City's low-to-moderate-income households.

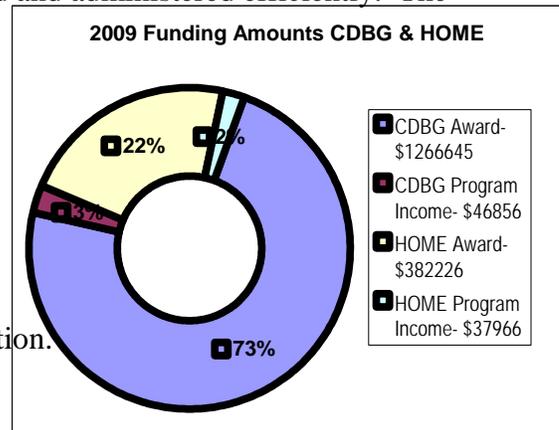
### Management

CDBG and HOME functions are part of the Department of Economic and Community Development of the City of Williamsport. The City is the clearinghouse and facilitator for the activities described. As a local unit of government, the City of Williamsport is empowered to apply for and administer CDBG Program funds, HOME Program funds, and other grants.

The Office of Economic and Community Development provides the City's administration of its entitlement program. The Director oversees the administration of CDBG and HOME entitlement

programs. The Office of Economic and Community Development also applies for and administers other funding sources, ensuring all resources are integrated and administered efficiently. The Department is responsible for the following:

- Program management and oversight.
- Inter Department/Agency Coordination.
- Sub-recipient contract administration, monitoring.
- Program evaluation.
- Report preparation and submission.
- Public education and participation.
- Special project development.
- Consolidated Plan preparation, monitoring, evaluation.
- Housing programs.
- Economic development programs and initiatives.



In addition to community development and housing support, City staff provides assistance to sub-recipients of grants and loans. The sub-recipient grants and loans include, but are not limited to, Community Development Block Grants (CDBG & CDBG-R), Home Partnership funds (HOME), Pennsylvania Department of Community and Economic Development (DCED) funds, Neighborhood Stabilization Program (NSP) DCED, the Homeless Prevention and Rapid Re-Housing (HPRP), and ELM Street (DCED) among others.

City agencies assisting in housing, community and economic development are:

- The Williamsport Redevelopment Authority (WRA) has the power of eminent domain, allowing it to acquire blighted properties for the benefit of the community. WRA allocates CDBG funds on behalf of the City for economic development projects, preservation of historic properties, and the rehabilitation of rental properties. The WRA is acting as agent for the city in the Susquehanna Health Care expansion activity.
- The City Engineer, Codes Department, and Office of Economic and Community Development are responsible for municipal planning. This includes responsibility for the Comprehensive Plan (2010-2014), review and preparation of zoning and land development ordinances to ensure conformance and consistency with the Comprehensive Plan, Floodplain Management Plan, PA Title 25, Capital Improvements Plan, Historic Preservation Plan, management and coordination of planning activities, and maintaining the Official Map.

CDBG & HOME funds provide funding for:

- Owner Occupied, Rental and Accessibility Improvement Housing Rehabilitation Programs
- Home Buyer Assistance
- Micro-Enterprise Revolving Loan Program
- Street Reconstruction, Curb Ramps, Water and Sewer improvements, Fire Hydrants, Codes Enforcement, Blight Elimination, Public Service Activities and improvements to Public Facilities.

Each year funds are budgeted for specific community development projects targeting low-income areas and persons. The basis for each yearly plan, or Action Plan, is the 2005 through 2009 Consolidated Plan (CP). The CP covers a five-year period wherein the City describes its strategy in

pursuit of goals for all Housing, Community Development, and Planning activities. In the CP, the City sets forth strategies, needs to be addressed, and goals. The CP will be updated in 2010.

This Consolidated Action Plan Evaluation Report (CAPER) is a summary of the actions undertaken by the City in 2009, their relationship to the priority needs in Williamsport's 2005-2009 Consolidated Plan and the progress the City has made to address those needs.

The primary objective of the planned strategies is providing affordable housing and support services to persons and households living at 80 percent or below of the City's median income.

The 2009-80% income levels in Williamsport adjusted for household size are:

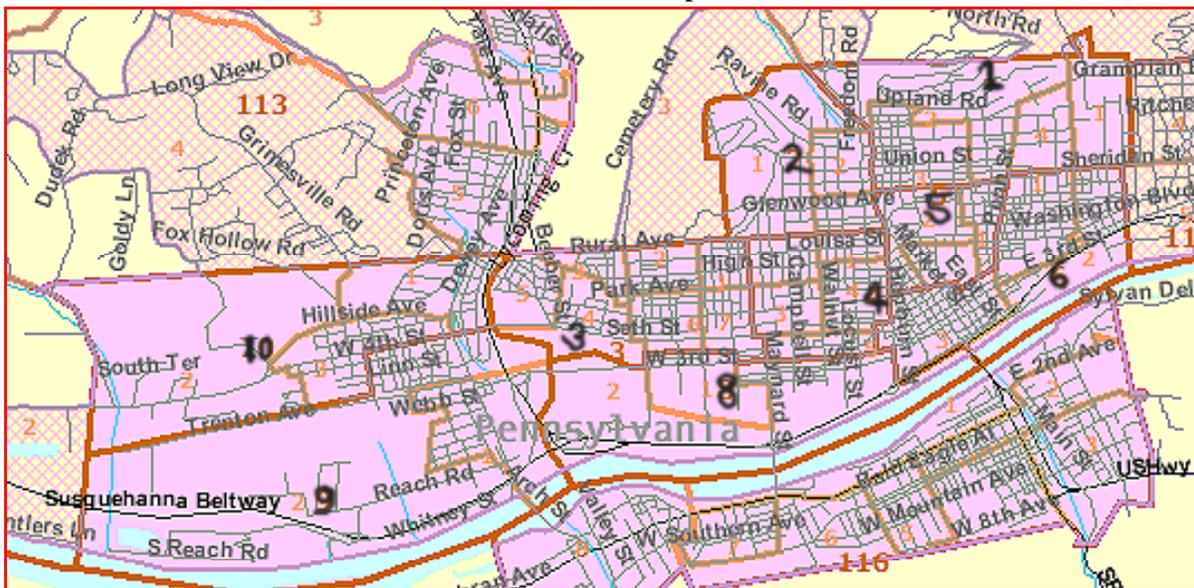
Median Income	Pct	One Person	Two	Three	Four	Five	Six	Sev	Eight
Maximum Income	80%	\$30150	\$34450	\$38750	\$43050	\$46500	\$49950	\$53400	\$56850

The City is divided into *Census Tracts*. Statistics, including income, family size, race, and homeownership status, are determined for each tract based on responses to census questionnaires. This information determines Williamsports eligibility for CDBG and HOME funds.

**Your participation in the upcoming 2010 Census is needed.**

Below, is a map of the 2000 Census Tracts. HUD identifies low-income census tracts as those where 51 percent or more of the population have incomes below 80 percent of the area median income. Six of the nine census tracts in the City of Williamsport contain 51 percent or more low income.

- CT 3 – 54.8 percent low income.
- CT 4 – 68.8 percent low income.
- CT 5 – 53 percent low income.
- CT 6 – 63.8 percent low income.
- CT 8 – 56.6 percent low income.
- CT 9 - 56.6 percent low income.



## Assessment of 2009 Activities.

*This chart depicts housing units in the City as determined by the 2000 Census*

	Total Occupied	Owner Occupied		Renter-Occupied	
		Total	Percent	Total	Percent
White	10,654	5,172	48.5	5,482	51.5
Black	1,276	241	18.9	1,035	81.1
Am. Ind., Eskimo	65	28	43.1	37	56.9
Asian, Pacific Isl.	60	6	10.0	54	90.0
Other Race	41	8	19.5	33	80.5
Two or More Races	123	30	24.4	93	75.6
<b>Total</b>	<b>12,219</b>	<b>5,485</b>	<b>44.8</b>	<b>6,734</b>	<b>55.2</b>
Hispanic Origin Any Race	60	8	13.3	52	86.7

## Summary of Identified Priorities 2009

### Housing

To increase the number of households inhabiting safe housing the City funded the following activities in 2009. If the activity meets a Housing Priority, whether funded by HOME or CDBG, the priority and objective information is provided for continuity.

#### 1. Housing Opportunities for Homebuyers and Renters

Priority: Very low and low-income households. *Objective:* Creation of Decent Housing

- To support home ownership for renters.
- To create new housing for home ownership through construction, or rehabilitation.

#### **Construction of Houses for Homeownership – HOME Program - CHDO Activity**

HOME CHDO Program-Amount Budgeted 2009-\$57,333.90 to Habitat for Humanity  
HOME CHDO Program-Amount Budgeted 2008-\$51,488.10 Lycoming Neighborhood Development Corporation (LNDC)

In 2009, LNDC continued substantial rehabilitation of one unit on Grace Street and began work on a single unit at Locust Street. Both structures are contributing properties in the Historic District, must be rehabilitated to historic standards, and will be sold to income eligible households.

Habitat was selected as the 2009 CHDO. A CHDO agreement has been signed and one of two lots where homes will be constructed has been acquired. Work will not begin until 2010.

This activity provides safe and affordable housing specifically dedicated to income eligible households. Habitat for Humanity in particular provides support to new buyers, bettering their chances for successful homeownership.

#### **Homebuyer Construction Assistance - HOME Program**

Homebuyer Assistance Program-Construction of New Units-Amount Budgeted 2009- \$00  
 Prior year HOME funds are still available to assist income eligible households purchase new homes in the West End Terrace/Pennsy Heights neighborhood. 53 units have been assisted since 1998. Infrastructure and pre-construction activity for development of an additional 10 units has been completed but the current economic situation has caused delay in construction

and sales. City of Williamsport HOME funds can provide a second, deferred repayment “gap” mortgage to assist eligible buyers. No sales were made in 2009.

### **Summary of New Construction Homebuyers - Assisted/Completed 2009**

LNDC has two units under construction, one of which is substantially complete, and an agreement for an additional 2 units has been executed with Habitat for Humanity.

### **Home Buyer Assistance Program – Existing Units - HOME Program**

City Home Buyer Assistance - HOME-Amount Budgeted -2009-\$69,485. Additional funding was also available from prior years.

This program provides Gap financing of up to 20% of a property purchase price. The purchased home must be single family, within city limits, pass an occupancy inspection, visual assessment, and be affordable to income eligible buyers. Applicants must obtain the maximum private financing their income can support. Four households were assisted in 2009 under this program. Households receiving Homebuyer Assistance must complete a homebuyer-counseling session from a City approved counseling agency. Training includes budget counseling, debt management, credit review, and home ownership education.

### **Summary of Homebuyer - Existing Units - Assisted/Completed 2009**

4 homebuyers were assisted under the City HOME funded Gap Financing program.

Racial characteristics of households:

4 White

3 female head of household

Income Levels of assisted buyers:

0 - 30% of median income -0

31 - 50% of median income -1

51 - 80% of median income - 3.

### **Other Homebuyer Opportunity Activities**

#### Neighborhood Stabilization Program (NSP) DCED



The City applied for and was awarded \$800,000 in DCED NSP funding. NSP was created in response to the sub prime-lending situation. The program provides funds for acquisition and redevelopment of foreclosed properties that might otherwise become sources of abandonment and blight.

Williamsport received funds through the DCED competitive program. We have a targeted area and are preparing agreements between the City of Williamsport, LNDC and Habitat for Humanity allowing them to act as developers under NSP. These entities will acquire and either demolish and construct new units, or extensively renovate existing units for eventual

sale to new homeowners. All NSP funds must be used for activities that benefit low and

moderate-income, and middle-income persons (up to 120 percent of area median income), but twenty-five percent of the funds must benefit low-income persons (up to 50 percent of area median income). The homes must be of good quality, becoming an asset to the neighborhood. We anticipate 2 units for Habitat, 2 for LNDC, and 2 units acquired by the City Redevelopment Authority for future development. The properties will be clustered as much as availability allows, providing the maximum neighborhood impact.

Harmony Way– Cooperative Activity - The Lycoming County Housing Authority funded construction of 4 single-family homes at 629 Walnut, 645 Cherry Street, 628 Park Avenue and 704 Park Avenue. These homes replaced blighted structures, are located within a Codes Enforcement Area, and near the newly defined Louisa Street Redevelopment Area. A few homes are still for sale to income eligible buyers as a primary residence. No City CDBG or HOME funds are used in this activity.

Lose School Site – Cooperative Activity - Through a Cooperative Agreement and City donation of land, the Lycoming Housing Authority constructed 6 single-family homes at a former school site. The City supported the endeavor by donation of land and CDBG funded improvements to adjoining Lose Park in 2008.

Nichols Place – DCED Housing & Redevelopment Assistance Funds - Amount Budgeted DCED 2007 - \$330,000. The City has subdivided and sold vacant land to a developer for construction of 12 single family, owner occupied homes. DCED has approved \$330,000 in mortgage assistance gap financing funds to assist income eligible buyers of these yet-to-be-constructed single-family homes.

## **2. Moderate Housing Rehabilitation of Single-Family Dwellings (non-homeless needs)**

**Priority:** Extremely low, very low, and low-income owners. *Objective:* Creation of Decent Housing

- Improve living conditions by making housing code compliant.
- Preserve housing stock through rehabilitation.
- Reduce hazard of lead based paint in older housing stock.

The City of Williamsport Owner Occupied Single Family Rehabilitation Program offers grants and low interest loans to repair owner occupied, one family homes in Williamsport's Corporate City limits. All code, safety, and items not meeting rehabilitation standards must be repaired under this program. In 2009, the program maximum was increased to \$30,000 per unit. Participant income may not exceed 80% of the area median income. The program is primarily funded by HOME, however an Emergency Rehabilitation program funded under CDBG is available on a limited basis.

**Housing Rehabilitation** - Amount Budgeted 2009- \$69,486 of HOME – \$10,000 of CDBG  
In 2009, 6 HOME cases were completed and 6 are currently under contract.  
In 2009, 2 CDBG Emergency Cases were completed and 2 are under contract.

**Summary of HOME & CDBG Owner Occupied Single Family Rehabilitation 2009:**  
8 cases completed and closed in 2009.

Racial Characteristics: (completed units only)

4 - White

4- African American

0 - Asian

7- Female heads of household

1- Disabled person

Income Levels of Assisted Cases:

0 - 30% of median income - 1

31- 40% of median income - 3

41 - 50% of median income - 2

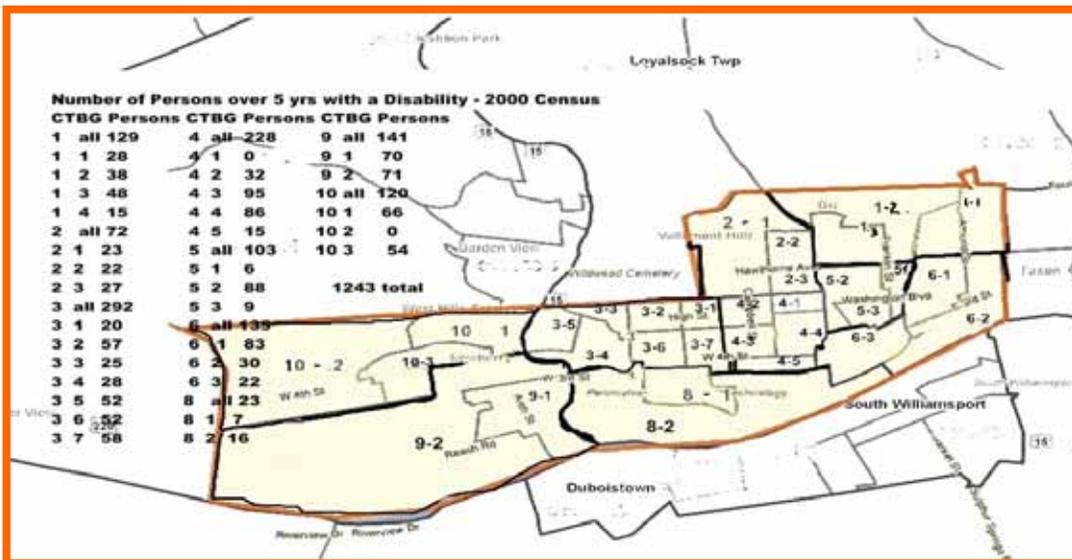
61 - 80% of median income - 2

**Priority:** Extremely low, very low, and low-income owner and renter households with persons who are disabled. **Objective:** Creation of Decent Housing to increase the availability and accessibility of housing for persons that are disabled.

- Assist persons with adaptive modifications and accessibility improvements.

**Accessibility Improvement Program-** Amount Budgeted 2009 - \$10,000 CDBG

Up to \$5,000 in CDBG grant funds are available for eligible households with a person that is disabled. Fixed improvements, such as ramps, bath facilities, railings, that assist disabled persons remain in their homes are eligible. Two units were completed in 2009. The Accessibility program does not raise a property to minimum standards; however, participants are directed to other rehabilitation programs for additional assistance. The Center for Independent Living of North Central Pennsylvania (CIL-NEPA) assists the City by providing information about city programs to their clients.



**Summary of CDBG Accessibility Improvements Program 2009:**

2 cases completed and closed in 2009.

Racial Characteristics: (completed units only)

2 - White

1- Female head of household

2- Disabled persons  
Income Levels of Assisted Cases:  
61% - 80% of median income - 2

### **Summary of all Moderate Rehabilitation of Single-Family dwelling units 2009**

The City completed rehabilitation of 10 units. (6 HOME OOSF, 2 CDBG OOSF Emergency and 2 Accessibility

#### **1. Rehabilitation and Construction of Rental Units**

**Priority:** Extremely low, very low, and low-income renters. *Objective:* Creation of Decent Housing

- Improve living conditions by making housing code compliant.
- Preserve the housing stock through rehabilitation.
- Abate hazard of lead in older housing stock.
- Create new affordable renter housing.

A Rental Property Rehabilitation program is funded under the CDBG. HOME funds are the primary source of funding for rental unit construction.

**Rental Property Rehabilitation (existing units)-** CDBG. Amount Budgeted 2009 - \$10,000. Prior year CDBG funding is still available. A 3% loan of up to \$14,000 for a single rental unit and \$11,000 for each additional unit up to a maximum of seven is offered. In 2009, a two-unit project was put under contract. Rehabilitation is substantially complete but will not be closed out until 2010. 100% low to moderate income benefit will be provided. No relocation is required for rental activities.

**Nichols Court** - Amount Budgeted 2008- \$350,000 2009- \$0

The developer has completed construction of a 24-unit, 1 and 2 bedroom, elderly rental project on Nichols Place. 4 units are HOME assisted. All units will be available to lower income persons. Construction was completed in 2009 but full occupancy has not yet been achieved. Close out of this activity will not occur until 2010.

**Summary of Rental Unit Rehabilitation and/or Construction** – In 2009 construction of a 24 unit, 4 HOME units (Nichols Court) was completed. 2 private rental units were substantially completed. Occupancy of these units is not yet available. Closed out of the rental construction and rental rehabilitation activities will not be completed until 2010.

In an effort to stimulate renovations to the many double units in the city, the Williamsport 2010 Action Plan contains a revision to the rental rehabilitation programs. For a limited period, CDBG funds will be available for renovation of Duplexes and Double units, owned and occupied by income eligible owners, under the same terms as the Owner Occupied Single Family Program. Under the revised program, rental property owners will be eligible to apply for grants. Currently, only 3% interest loans are available for rental properties.

#### **4. Tenant-Based Rental Assistance**

No City CDBG or HOME funds were committed to this activity. See Lycoming County Housing Authority.

## 5. Homeless Shelter Activities and Near Homeless Needs

**Priority:** To assist homeless individuals, families and chronically homeless persons obtain housing and help them avoid homelessness. *Objective:* Creation of Decent Housing

- The City of Williamsport accepts requests from provider agencies of permanent supportive housing, particularly those that address a gap in agreement with the Continuum of Care. The City of Williamsport provides certifications of consistency for proposals that expand housing choice and assist the homeless make the transition to permanent housing.
- Support shelter and supportive service provided by social service and non-profit organizations.

Homelessness Prevention and Rapid Re-Housing Program (HPRP) is designed to provide temporary financial assistance and services to prevent individuals and families from becoming homeless, and help those who are homeless to be quickly re-housed and stabilized.

In 2009, the City of Williamsport was awarded \$518,859 from the Department of Housing and Urban Development for this purpose. The City met with the Homeless Assistance Program (HAP) provider for Lycoming County (the representative organization is the United Way) to review existing City social service agencies and determine what agencies could best manage activities of the HPRP program. The HAP is responsible for coordination of state funded homeless programs, has extensive knowledge of local homeless services and needs and acts as a liaison with local homeless service providers. Two agencies, STEP, Inc. and the Salvation Army, were identified as having the capacity to administer the HPRP program for the City of Williamsport. STEP, Inc. and the Salvation Army have existing programs, procedures, outreach and referral processes that are compatible with the HPRP program. By agreement, these two agencies will work together to insure a centralized intake process as recommended by HUD. As per HUD summations, applicants will be prioritized, serving those most in need of temporary assistance and most likely to achieve stable housing outside of HPRP after the program concludes. Applicants must be at or below the 50% AMI.

The City continued representative support for the Family Housing Alliance, a group composed of multiple organizations, dedicated to development of housing for homeless families and individuals. The group, in collaboration with New Covenant Church, created Journey House, a four unit building that is fully occupied. Participants in Journey House are provided a home, support for job seeking, and life skills training. All participant households were homeless or near homeless. Journey House was assisted with CDBG sub-recipient funds in 2008. In late 2009, the Family Housing Alliance presented plans to the City, requesting support for the acquisition and rehabilitation of a vacant church on Grace Street for a short-term shelter. The City indicated its support for the project and agreed to submit and State Emergency Shelter Grant application in 2010.

The City continued its representation in the Lycoming County Housing Work Group (AKA Housing Coalition). This group is composed of representatives from Consumer Counseling Services, STEP, Financial Institutions, Rural Housing Development, local banks and others. Its goal is housing education for homeownership. The group sponsored a Landlords Forum in November 2009.

Temporary and longer-term shelter for men is provided by the American Rescue Workers. The Rescue Workers serve Lycoming County and have a 37-bed shelter for men and 8 beds for emergency transient lodging. They provide limited Emergency Rental Assistance, Utility, and Food Programs and have waiting lists for these services. The Rescue Workers refer residents to Career Link Job Search Service and each resident is assigned 40 hours of work therapy per week.

The YWCA operates Wise Options, which provides crisis assistance and emergency shelter for victims of domestic violence, and Liberty House, a women and children's homeless shelter. Liberty House now provides 29 rooms of transitional housing, life skill training, education links, counseling, and employment guidance. Liberty House has a waiting list. 93 persons, (62 adults and 31 children) received their services in 2009. Liberty House submitted an application for HUD/McKinney funds for Emergency Shelter assistance and receives funding under the Housing Assistance Program (HAP).

AIDS Resource assists HIV positive clients to obtain shelter and provides limited financial assistance for temporary shelter or rent. They serve Lycoming, Snyder, Union and Northumberland Counties. AIDS Resource provides education on treatment and risk reduction, transportation, testing, and business training and was a past recipient of CDBG funds. In 2009, they assisted 123 persons. They report the biggest obstacle is the stigma attached to Aids, lack of funding, and lack of affordable housing for their clients.

With grant support from the United Way, Linkage Lycoming has established itself as a central location to compile, track and compare requests for assistance from homeless and other persons in need. This information provides a statistical basis for funding requests under the Continuum of Care, McKinney, and related Housing Assistance Programs, and identifies potential duplication or receipt of services. Many organizations, such as the Joinder Board, Rescue Workers, Mental Health/Mental Retardation, Salvation Army, YWCA, Wise Options, STEP, and Children & Youth, submit basic intake information to Linkage Lycoming. Linkage Lycoming also serves as a clearinghouse for persons needing help, referring them to potential sources of assistance and often providing telephone reassurance to those in need. The Linkage Lycoming count showed 140 households were tracked as homeless in 2008 and 57 households tracked as homeless in 2009.

The Lycoming Housing Authority has amended their selection guidelines to provide a housing preference to eligible households that have been evicted through City Code Enforcement activities directed against a landlord, not a tenant. They have also put their application online.

The Center for Independent Living of North Central Pennsylvania serves an eight county area including Lycoming County. They provide services designed to protect and enhance the rights and life quality of people with disabilities. Their services include life skills training including budgeting and job readiness, attendant care programs, peer counseling, referrals to Community Development, locating accessible housing, transportation, interpreters for hearing impaired people, readers for visually impaired people and service coordination to enable an individual to remain at home and in the community rather than in an institution. CILNCPA is a source for

American Disabilities Act (ADA) information, Pennsylvania Assistive Technology Foundation (PATF) grants/loans, and provides a representative to the Williamsport Fair Housing Commission. In 09, CIL described a lack of accessible, affordable housing throughout NCPA.

The Salvation Army, Project Break-Through connects families with professionally trained mentors to guide them on a journey to self-sufficiency. Project Break-Through has nearly 50 families working towards self-sufficiency and is a prime component of the Journey House endeavor. A homeownership-training course is being developed.

Hope Enterprises Inc. operates more than forty group homes in Lycoming, Clinton, Columbia, Montour, Snyder, and Union counties. The number of people living in the group homes ranges between two and six and may be co-ed, all women, or all men. Ages served range from children as young as ten to adults of any age.

The City, these and many other non-profit organizations provide referral services, counseling, utility payments, clothing, furniture, basic medical care, temporary shelter, and food to low-income persons and households.

Emergency Shelters 2000 census data

Provider Name	Facility Name	Target Population	Year-Round Units/Beds			Total Beds
			Family Units	Family Beds	Individual Beds	
American Rescue Workers	emergency shelter	single men	0	0	35	35
YWCA	Wise Options	victims of domestic violence	7	28	3	31
YWCA	The Residency	single women	0	0	11	11
Total			7	28	49	77

Transitional Housing

Provider Name	Facility Name	Target Population	Year-Round Units/Beds			Total Beds
			Family Units	Family Beds	Individual Beds	
American Rescue Workers	transitional housing	single persons (male)	0	0	8	8
YWCA	Liberty House	Women with children	11	22	0	22
Family Housing <i>2008 addition</i>	Journey House	Families with children	4	8	0	8
Total			11	30	8	Increased 38

Within funding limitations, the City does what is possible to support shelter and supportive services provided by social service and non-profit organizations.

**6. Other Needs (Non-Housing)**

**Priority: Public Facilities.** Objective: *Prepare a Suitable Living Environment*

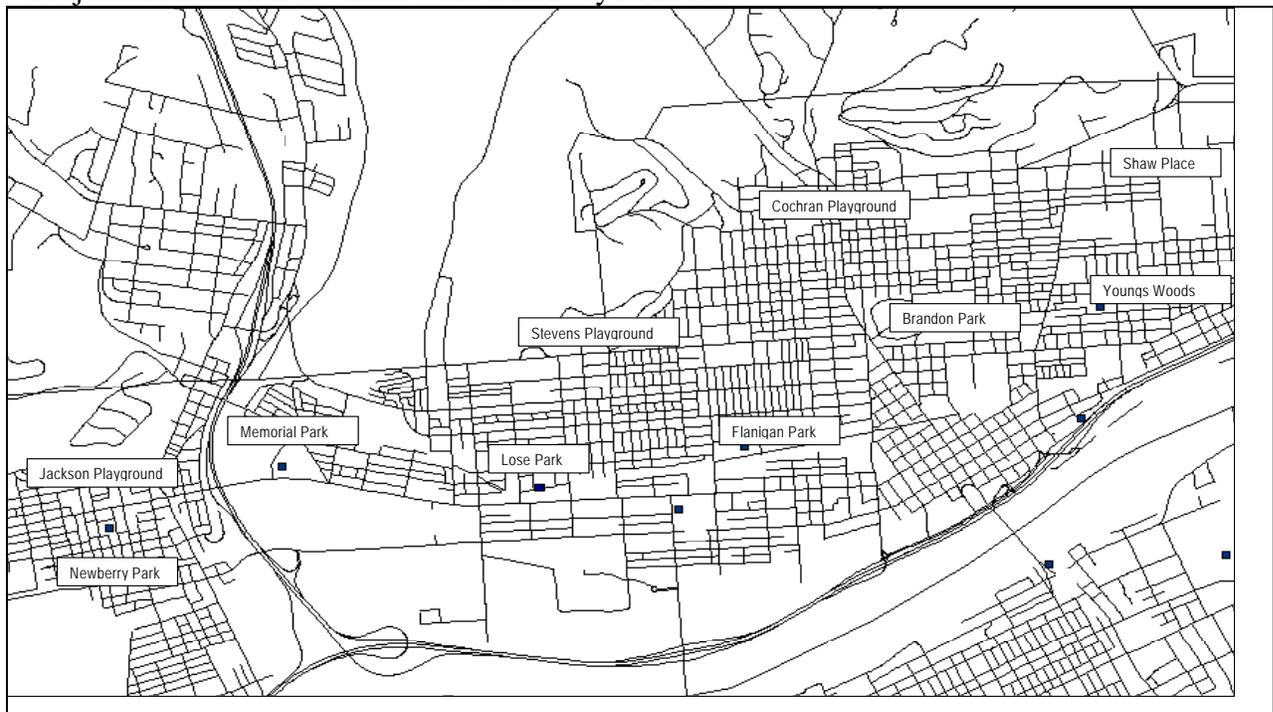
CDBG is the only program permitting a wide scope of activities, allowing communities to determine what their needs are. In 2009 the following activities were addressed:

- Improvements to Park and Recreational facilities
- City infrastructure including streets
- Installation of ADA compliant curb ramps and ADA accessibility improvements to City Hall

- Flood pump station improvements
- Blight elimination activities
- Interim Assistance (Neighborhood Clean up Newberry)

**Parks and Recreational Facilities - Amount Budgeted 2009 - \$0**

Projects funded in 2007-2008 were underway in 2009.



The City carries out improvements of the 2006 Master Site Plan, as funds are available. In 2009 previously funded playground rehabilitation activities at Newberry Park and Lose School Park were substantially completed and will be closed out pending final inspections to be made in 2010.

- Park design improvement and installation of lights and playground equipment at Newberry Park was substantially completed in 09 and will be closed out in 2010.
- Installation of equipment, lighting, landscaping and surface upgrade at Lose School Park was substantially completed in 09 and will be closed out in 2010.
- Installation of playground equipment and surface improvements at Young's Woods Park was completed and closed out in 2009.

In 2009, a prior year activity at the West End Christian Community Center in Newberry was completed. Per an Action Plan Amendment, CDBG funds were used to install a fire alarm system instead of a handicapped accessibility ramp. This amendment was done to assist the center meet required fire code. The center serves a predominantly low to moderate-income neighborhood populace. The Center was also awarded 2009 funds for other required work items that will allow continued occupancy of the site as a public facility. Work surveys are being reviewed.

**Priority:** Infrastructure. *Objective:* Prepare a Suitable Living Environment

- Improve water and sewer infrastructure including separation of storm sewers throughout the City, and improved delivery of water service and fire hydrants.
- Street improvements including reconstruction and updating to safe proportions standards.
- Installation of ADA curb ramps on a citywide basis.

**Infrastructure** - Maintaining and improving infrastructure is vital for long-term viability.

**Streets** - Amount Budgeted 2009 - \$599,312 - CDBG

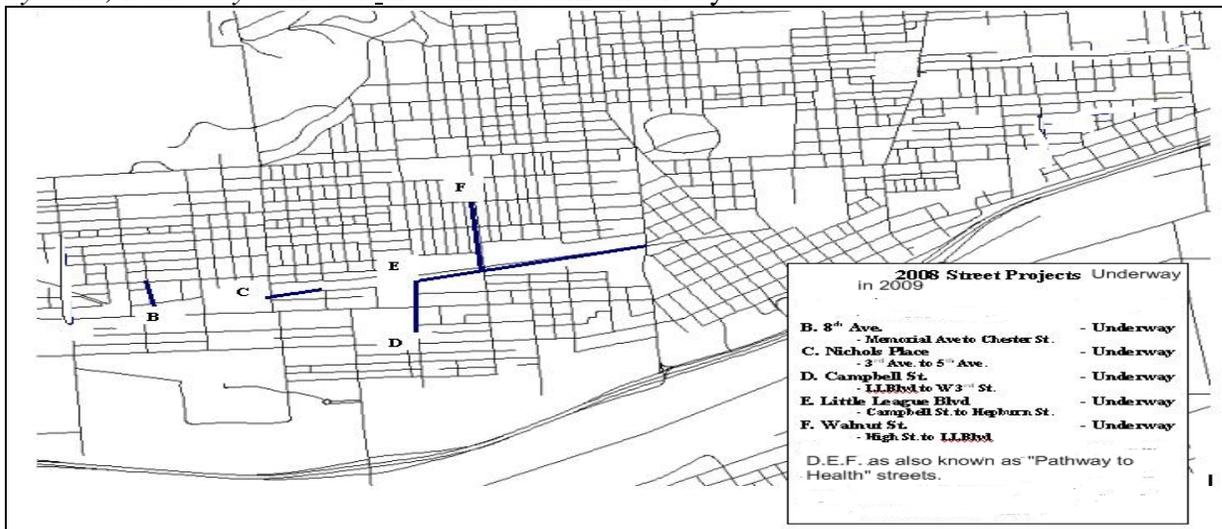
**Streets** - Amount Budgeted 2009 - \$339,198 - CDBG-R

**CDBG-R** - The City received \$339,198 under the American Recovery and Reinvestment Act of 2009 (Recovery Act). The purposes of the funding is to stimulate the economy through measures that modernize the Nation's infrastructure, improve energy efficiency, and expand educational opportunities and access to health care. City CDBG-R funds invest in infrastructure improvements. The project will provide construction jobs to workers who may be unemployed or laid off. Providing job opportunities helps stabilize and stimulate the local economy, conforming to the purpose of the funding made available under the Recovery Act. The CDBG-R funded construction is currently being bid and will be awarded in 2010. It is estimated that 30 jobs will be created and/or retained by the project.

Prior year CDBG funded Reconstruction at Eighth Ave (Memorial to Chester 652) is substantially completed and will be closed out in 2010

Lloyd St (654) reconstruction is in stages. A portion is supported under CDBG-R and work will not commence until 2010.

Nichols Place (653) is substantially completed and should be closed out in 2010. Other 2008 street activities (Walnut, LL Blvd, Campbell 698) are located in the *Susquehanna Health Systems, Path Way to Health* area and are still underway.



Completion of "Path Way" streets is tied to other, non-city construction activities.

**2009 Street Activities.** All street projects (CDBG or CDBG-R funded) must serve a predominantly low to moderate-income population. Census information is used to determine this. All 2009 streets are located in and serve a low to moderate-income population. The reconstruction activities include milling, storm sewer outlets, sidewalks, curb ramps, and trees.

MEMORIAL AVENUE – CDBG-R  
 GRIER STREET-CDBG-R  
 SEVENTH AVENUE – CDBG (731)  
 SIXTH AVENUE – CDBG (731)  
 FOURTH AVENUE – CDBG (731)

THIRD AVENUE – CDBG (731)  
 SECOND AVENUE – CDBG (731)  
 FIRST AVENUE – CDBG (731)  
 CHARLES STREET – CDBG-R  
 LLOYD STREET – CDBG & CDBG-R

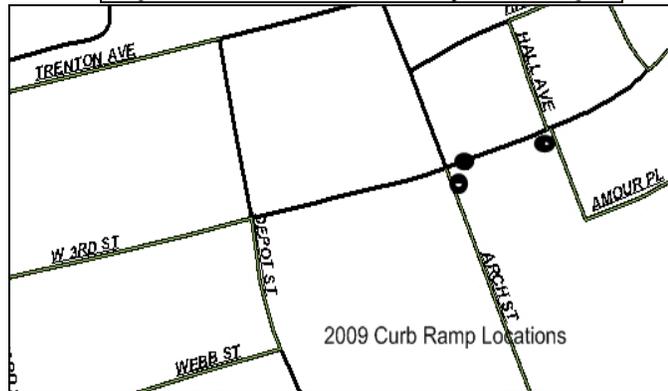


**Curb Ramps** (Curb Cuts) Removal of Architectural Barriers - Amount Budgeted 2009 - \$60,000 CDBG  
 Ramps or cuts are the sloped areas in walks that allow improved access for persons with disabilities. New ramp

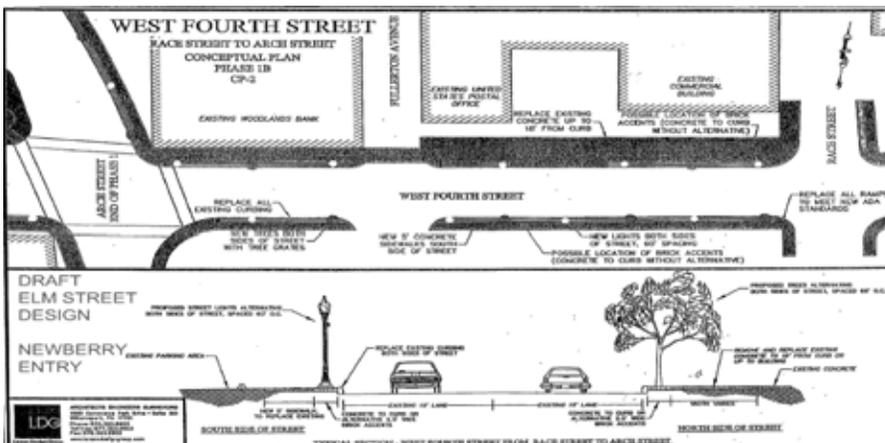


standards include detectable raised warnings imbedded into the surface. The warnings consist of a surface of truncated domes aligned in a square pattern. Ramp installation is a standard part of street reconstruction projects and these locations are **not** included here. In 2009, 18 new curb ramps were installed at:

- 4- Elmira & Glenwood (732)
- 2- Louisa & 7th Ave – SE-SW (656)
- 2- Grier & Memorial Ave–NE-NW (732)
- 2 – Arch & W 3<sup>rd</sup> – SE (732)
- 2- Glenwood & Cherry – SE-SW (732)
- 4- Grier St. & Aubrey Place (732)
- 1 - Campbell & W 4<sup>th</sup> – NW (732)
- 1 – Hall Ave Alley & W 3<sup>rd</sup> (732)



Location Maps – 2009 Curb ramps.



### Newberry Streetscape

In 2009, \$25,000 was budgeted as a match for an Elm Street Residential Reinvestment Grant from the State of Pennsylvania. This project includes installation of curbing, walks, trees, and street lighting and is part of 2009 Street Activities. The

activity is out for bid and will start in 2010.

**Accessibility Improvements – City Hall – Amount Budgeted 2009 - \$50,000 CDBG**

Funds were made available for accessibility improvements to City Hall. This includes addition of handicap door assistive devices, delayed action closers, ADA lever handles, and counter adjustments. Bids for this activity were awarded in 2009 and the work is underway.

**Fire Hydrants and Laterals** – no funds for hydrants or laterals were budgeted in 2009.

Correction of interconnected **Storm Sewers and Sanitary Sewer** lines, while a high priority, was not funded in 2009.

**Pump Stations** - Amount Budgeted 2009 -\$75,000 - CDBG

In 2009, \$75,000 in additional CDBG funds was budgeted for updates to the Hepburn Street Pump Station. This is a multi year activity. Construction began in 2009 and should be completed in 2010. In prior years, funds were budgeted for upgrades to the Basin Street pumps. The Basin Street activity was canceled in 2009 and funds reobligated.

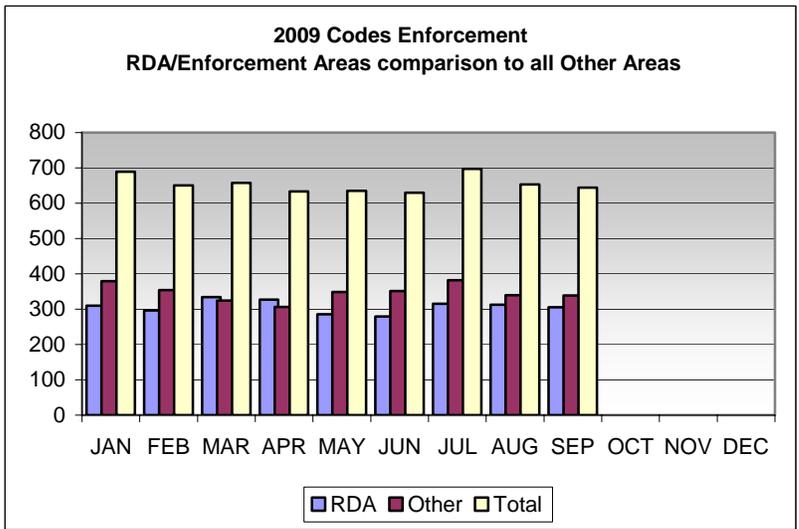
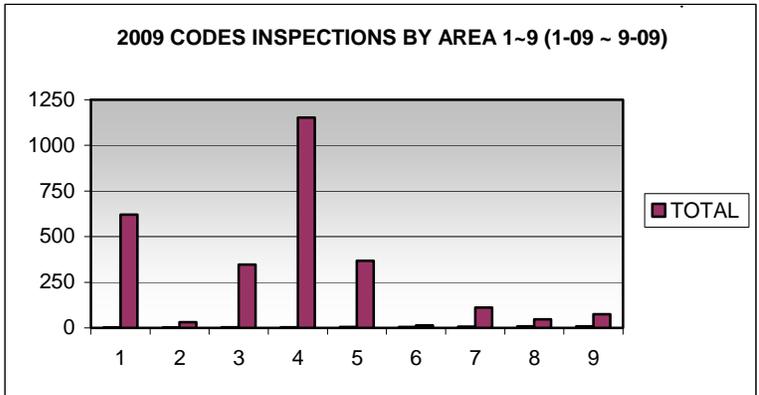
**Codes Enforcement** -Redevelopment/Codes Areas- Amount Budgeted 2009-\$80,000- CDBG

These areas are low to moderate-income with a substantial percentage of blighted or substandard conditions. This effort to arrest decline of the targeted areas is supported by other actions and entities such as the Rental Property Inspection Ordinance, Housing Rehabilitation programs, STEP programs, Habitat, SEDA-COG, Newberry Community Partnership, Lycoming Housing Authority and others.

Between January 1, 2009 and October 1, 2009, Code Enforcement Officers conducted 5,889 inspections, reinspections, and investigations City wide. 2,765 of those inspections were in the designated Codes Enforcement and Redevelopment Areas. 3,124 of the total inspections were outside designated areas and not CDBG eligible. The Codes Office verifies abatement of problems. Final information and reimbursement for the fourth quarter of 2009 will be reported in 2010.

**RDA – CODES ENFORCEMENT AREAS**





**Priority:** Blight Elimination. *Objective:* Prepare a Suitable Living Environment

Elimination of blight through acquisition or demolition as a community development tool.

**Blight Elimination** - Amount Budgeted 2009-\$20,000 CDBG

Multiple years of CDBG funds are budgeted for Blight Elimination on a spot basis for removal of conditions detrimental to public health and safety when a property owner will not take responsibility for removing the hazards. Municipal Liens are placed against the property in hopes of eventually recovering funds. In 2009, one uninhabitable unit at 334 Lyons Avenue was demolished with CDBG funds from 2007 and 2008; a double unit at 1765-67 Memorial Avenue, uninhabited, was also demolished in 2009. No displacement occurred.

A Planning Commission Resolution certified the High/Louisa Street Redevelopment Area as blighted on March 13, 2006. The area presented characteristics that warranted being declared a redevelopment area within the meaning of the Urban Redevelopment Law of 1945. Plans for the expansion and upgrade of a public, non-profit hospital, are continuing. The Redevelopment Authority (RDA) of the City of Williamsport is preparing for acquisition of one property on Walnut Street by eminent domain at this time.

**Redevelopment Authority Acquisition Activity** - Amount Budgeted 2009 - 0

Prior year funds are available to acquire blighted residential property as a measure of last resort. No property has been acquired. The NSP (Neighborhood Stabilization) funds include funding for this activity.

**Priority:** Planning and Administration of *Williamsport's CDBG and HOME programs.*

*Administration* - Amount Budgeted 2009 - \$240,487 CDBG and \$38,222 HOME

Maximum expenditures for general program administration of CDBG and HOME programs are regulated. 2009 amounts administrative budgets for CDBG and HOME meet the maximum 20% CDBG and 10% HOME allowances.

Creation of Neighborhood Plans and strategies for all neighborhoods in the City.

**Planning** - Amount Budgeted 2009 - \$17,500 CDBG

Planning is a continuous process. In 2008, planning funds were budgeted for a Pool Study to determine renovations needed, pool use statistics, and to ultimately create a plan recommending retention, changes or closing for each city public pool site; for an Elm Street area Neighborhood Action Plan; and for a Zoning Study. These activities are still underway. In 2009, funds were budgeted for a \$12,500 Brownfield's<sup>1</sup> assessment for the Interstate 180 corridor and \$5,000 for Newberry Planning activities. These activities are underway.

**Priority:** Economic Development. *Objective:* Create Economic Opportunity.

**Micro Enterprise** - Amount Budgeted 2009- \$00 - prior year funds are available from a revolving loan pool

Applications for Micro-enterprise loan assistance benefiting lower income owners and employees were accepted. In 2008 a \$10,000, 3% interest loan to assist in creation of a Deli in a vacant downtown Market Street unit was made. It is underway and should be completed in 2010. An application was processed in late 2009 and a loan to be made in 2010 was approved.

**Commercial Façade Renovation** - Amount Budgeted 2008- \$1,000 – CDBG

Prior year CDBG funds and NON-CDBG revolving loan funds from the Williamsport Lycoming Community Foundation are available for exterior renovations to correct blighted conditions on commercial properties in Commercial Zoning districts. Applications were reviewed in 2009 but non were approved for funding.

**2. Supportive services to social service and non-profit organizations**

**Priority:** Public Services. *Objective:* To Prepare a Suitable Living Environment

Youth services to benefit disadvantaged, lower income households.



**Community Alliance for Progressive Positive Action (CAPPA)** Amount

Budgeted 2009 - \$4,000 Young Artists in Action Showcase has received multiple years of

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<sup>1</sup> Brownfield's are generally defined as abandoned or underused industrial or commercial properties where redevelopment is complicated by actual or perceived environmental contamination. Brownfield's vary in size, location, age and past use. They can range from a small, abandoned corner gas station to a large, multi-acre former manufacturing plant that has been closed for years.

CDBG assistance. With support of local sponsors, it provides a performing arts program for at-risk children from low to moderate-income households. The activity includes academic initiative support. In 2009, 98 persons participated in CAPP programs. All participants were low to moderate income. Supported activity included the Academic Enrichment/Annual Performing Arts/Juvenile Delinquency Prevention program, including the PLATO-Learning Achieve Now Program and GRAV (Get Real About Violence) curriculums. This activity will be monitored and closed in 2010.

**Newberry Community Partnership** - 2009 CDBG budget - \$5,000



Neighborhood Plans and Strategies for City Neighborhoods lead to creation of the Newberry Community Partnership (NCP). NCP has received an **Elm Street** Grant, a portion of which will be used for Streetscape renovations and a façade improvement program. In 2009, the Partnership conducted a Neighborhood Clean-up activity as an Interim Assistance Project under CDBG. 81 households participated and 45 hours of donated volunteer time was used in carrying out the activity.

**Park Avenue Neighborhood Clean-Up** assistance. Amount Budgeted 2009- \$0

Prior year CDBG funds are available for this activity. The planning document for this neighborhood called for creation of a Neighborhood Partnership, similar to the Newberry Community Partnership. Development is still underway. A neighborhood clean up for summer 2010 is pending further involvement by area residents.



**West End Christian Community Center.** Amount Budgeted 2009- \$4,000 An Amendment to a 2007 (660) activity for the West End Christian Community Center was completed in 2009. \$6000 in CDBG funds paid for the installation of occupancy required fire alarm system. The center serves a predominantly low to moderate-income populace and offers a verity of services. The basic fire alarm installation was completed in 2009. Funds from 2009 CDBG will pay for additional code required occupancy items. Bids are being sought.

**SPCA** - Amount Budgeted 2009-\$00 CDBG

The 2008 (697) Pet Neuter/Spay Program to help control rising stray dog and cat populations has assisted 31 applicants with vouchers for services. This activity is now completed.

**Journey House** - Amount Budgeted 2008 - \$1,900 – CDBG

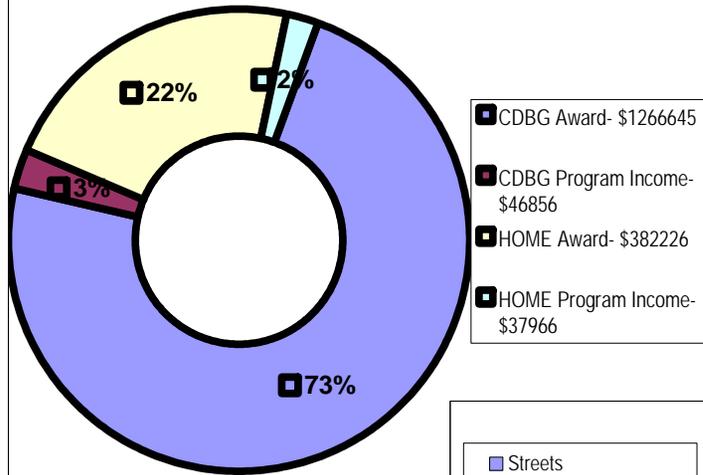
A consortium of service providers joined to create Journey House (700). Journey House provides transitional housing, job and life skills training for four homeless or near homeless families. The City expended 2008 CDBG funds for site support costs, including heat, electricity and water. The CDBG assistance was fully expended in 2009. Journey House is fully occupied and has more applicants than spaces available. JH has raised more than \$250,000 in non-federal funds for unit renovation and project support. The consortium group requested the City of Williamsport submit an Emergency Shelter Grant (ESG) application to

the State for 2010 funds. The project is for creation of a short-term shelter in a vacant church. The application was submitted in February 2010.

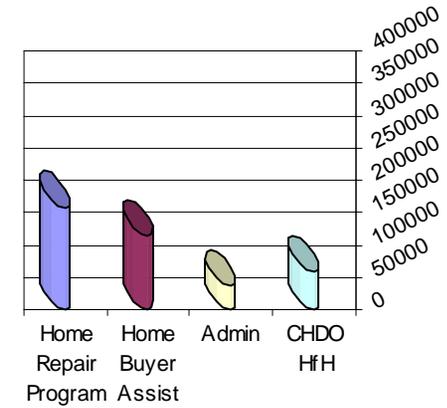
For contact information regarding any of these programs, please call 570-327-7511, City Hall.

## 2009 SUMMARY

### 2009 Funding Amounts CDBG & HOME

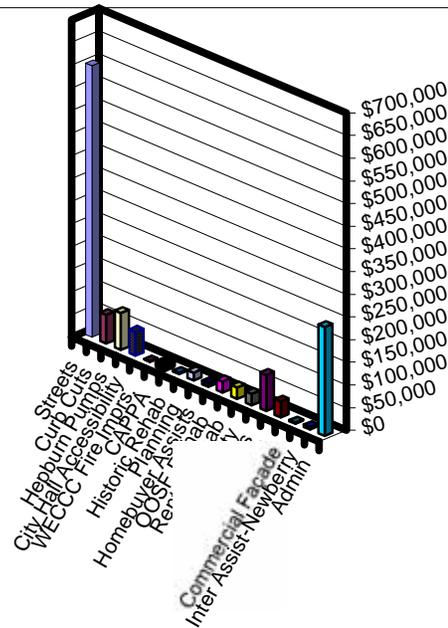


### HOME Program Budget 2009



### CDBG Budget 2009 Williamsport

- Streets
- Curb Cuts
- Hepburn Pumps
- City Hall Accessibility
- WECCC Fire Impr.
- CAPPA
- Historic Rehab
- Planning
- Homebuyer Assists
- OOSF Rehab
- Rental Rehab
- Accessibility
- Codes
- Clearance
- Commercial Façade
- Inter Assist-Newberry
- Admin



**COMPREHENSIVE HOUSING AFFORDABILITY STRATEGY (CHAS) Annual Performance Report for 2009**  
**FEDERAL RESOURCES MADE AVAILABLE WITHIN THE CITY OF WILLIAMSPORT**

**Table 1: HUD Formula Grant Programs: Funds Available and Expended, 2009**

<b>Formula Grant Program City of Williamsport</b>		<b>Funds Available in 2009</b> (including prior year balances)	<b>\$ Expended in 2009</b> (Include expenditures for 2009 and prior year activities)
2008 CDBG Entitlement	\$1,266,645		
2008 Program Income	\$46,856		
Subtotal	\$1,313,501	1,628,653	1,418,273
2008 HOME Entitlement	\$382,226		
2008 Program Income	\$37,966		
Subtotal	\$420,162	866,517	681,118
Other- CDBG-R	\$339,198	0	0
HPRP	\$518,859	0	0
<b>TOTAL</b>	<b>\$2,591,750</b>	<b>2,495,170</b>	<b>2,099,391</b>
<b>Other Federal Funding City of Williamsport – And Other entities</b>		<b>Funds Made Available - 2009</b>	<b>Comments</b>
2009 Capital Fund	LCH Authority	2,417,837	(LCHA acts for former WHA)
2009 Section 8	LCH Authority Timberland -	2,306,820 833,513	Housing & rental assistance
2009 Operating Subsidy	Lycoming County Housing Authority	1,201,403	
2009 Disability Services	Hope Enterprises	1,800,000	Various Federal Sources
2009 FEMA/other Federal	Liberty House	247,227	
2009 FEMA	Aids Resource	5,000	
Weatherization/Office of Aging/Home rehab 09	STEP, Inc.	4,646,762	Multiple state/federal fund sources

**COMPREHENSIVE HOUSING AFFORDABILITY STRATEGY (CHAS)  
Annual Performance Report for 2009**

**NON-FEDERAL RESOURCES MADE AVAILABLE WITHIN THE CITY OF WILLIAMSPORT**

<b>Funding Program</b>	<b>Amount of Funding Approved</b>	<b>Administering Agency or Entity</b>	<b>Comments</b>
DCNR Growing Greener	60,000	City of Williamsport	Elm Park Lighting
NSP (DCED)	800,000	City of Williamsport	LNDC/Habitat/RDA Housing
DCNR 2008	200,000	City of Williamsport	Newberry Park reconstruction
2009 State Liquid Fuels	500,147	City of Williamsport	2009 streets, equipment, maintenance, storm sewer
PA Council on Arts	2,646	City of Williamsport	Matching re-grant 2009
State Elm Street Funding	50,000	City of Williamsport - NCP	Newberry Com. Partnership
DCED Housing & Redevelop Assistance	490,000	City of Williamsport	Contract amended – Nichols Place Housing Activity
Rail Freight Assistance	250,000	City of Williamsport	PennDot (Moran Rail siding)
DCED - Residential Reinvestment – New Communities	250,000	City of Williamsport	Elm Street
2009 HAP Funds	30,000	Salvation Army	Shelter
DCED 2009 HAP & Emergency Shelter State	65,025	Liberty House, YWCA	Shelter
2009 HAP Funds	30,000	Liberty House, YWCA	Shelter

*Deferred Loan Listing CDBG and HOME (pages 31-34) have been deleted for privacy purposes*

**COMPREHENSIVE HOUSING AFFORDABILITY STRATEGY (CHAS)      Annual Performance Report for 2009**  
**INVESTMENT OF AVAILABLE RESOURCES IN THE CITY OF WILLIAMSPORT**

CHAS Priority:      Housing Opportunities for Homebuyers  
 Activity:            Financial Assistance with Closing Costs, Down payments, Gap Financing

Program Source	Total Funds Budgeted	Amount of Funds Committed	Funds Expended In 2009	Number of Households Assisted In 2009	Type and Amount of Other Funds Leveraged
1. 2007 HOME	1778	17780	17780	1	
3. 2008 HOME	75000	53263	53263	3	Total 2009 private funds leveraged 4 home buyers \$276,928
4. 2009 HOME	105000	0	0	0	

*\* The City of Williamsport has a 100% reduction of the 25% HOME match requirement. Jurisdictions meeting criteria of 125% family poverty rate and per capita income (PCI) being less than 75% of the National average are determined to be in severe fiscal distress and receive a 100% match reduction.*

***Description of Program/Projects Undertaken 2008: (See also “Households and Persons Assisted”)***

City HOME funded (CDBG supported) Homebuyer Program was created to assist eligible households with GAP financing, for purchase of existing single-family structures. The maximum amount any applicant can receive is 20% of the purchase price and they must contribute at least 4% of their own funds to the sale. The home must become the households’ primary residence.



Four (4) Buyers were assisted in 2009 – 1 buyer was 50% income level, 1 was 80% level and 2 were 60% income level. 3 were female heads of house, 4 were white. This program leveraged \$276,928 in matching funds through an investment of \$64,180 in HOME, deferred repayment, second mortgage assistance funds.

*City HOME funded Homebuyer Activity- HOME Homebuyer Assistance, West End Terrace/Pennsy Heights – No sales occurred in 2009. Construction of additional units is planned. Sales have been impacted by a recent economic downturn. Program changes may be needed to encourage sales.*

*The DCED, Nichols Place Homebuyer activity, providing financing to buyers at or below the 120% income level, is expected to begin in spring of 2010.*

Geographic Distribution Where Investments Were Made: Three 2009 assisted units were located in Newberry on Central Avenue, Newberry Street and West Third Street. One unit was located in East End, on Rural Avenue. For information regarding CHDO units see the “Homeownership Construction & Sale” section. The City Homebuyer Gap program (existing unit) has a citywide eligibility.

WET/Pennsy Heights Properties are located at extreme West End of the City off West Fourth Street. No sales were made in 2009. The Nichols Place homebuyer new construction activity is being developed for 2010. DCED mortgage assistance has been obtained.

For Comparison of Planned versus Actual Investments: See:

**2005 - 2009 Progress To Goals Summary at end of this section**

**COMPREHENSIVE HOUSING AFFORDABILITY STRATEGY (CHAS)**  
**Annual Performance Report for 2009**  
**INVESTMENT OF AVAILABLE RESOURCES IN THE CITY OF WILLIAMSPORT**

CHAS Priority: Moderate Housing Rehabilitation of Single-Family Dwellings  
 Activity: Moderate Rehabilitation of Single-Family Housing

Program Source	Funds Available (includes PI & PD)	Amount of Funds Committed	Funds Expended	Num. of Households Assisted 2009	Amount of Other Funds Leveraged 2009	Notes
1.						
2. 2009 Accessibility 776	40147	27000	0	0	0	Underway
3. 2006 CDBG 630	0	13441	13441	1	229	Activity closed
4.						
5. 2007 Accessibility 682	13342	13342	13342	2	33	Activity closed
6. 2007 CDBG 680	233	233	233	1	0	Activity closed
7. 2007 HOME	419062	252066	252066	6	1020	
8. 2008 Accessibility 703	675	675	675	0	0	Activity Closed
9. 2008 HOME	150402	92700	92700			Activities underway
10. 2008 CDBG 701	13663	13663	13663	0	0	Activity closed
11. 2009 CDBG	601290	50000	31290	0	0	Underway
12. 2009 HOME	158000	0	0	0	0	Underway

**Description of Program/Projects Undertaken 2009:**

CDBG Accessibility Rehabilitation – 2 households assisted in 2009

*CDBG funded Program to provide accessibility improvements to income eligible persons that are disabled. Funds offered as a grant, \$5,000 maximum. CDBG is the only available funding as Accessibility improvements are not HOME eligible.*

CDBG – Emergency Owner Occupied Single Family Rehabilitation Program - 2 households assisted in 2009

The City continued its (OOSF) rehabilitation program, assisting income eligible property owners with Emergency, hazardous or life threatening housing situations. Eligibility is tied to household income and the severity of the situation. CDBG funding is the only available funding for emergency rehabilitation. HOME funding is not available for emergencies. \$229 in private funds was leveraged in 2009.

HOME - Owner Occupied Single Family Rehabilitation Program - 6 households assisted in 2009

The City continued its (OOSF) single-family rehabilitation program offering a grant and 3% interest loan to income eligible property owners. All code violations; including lead paint hazard reduction and weatherization are eligible and must be addressed under this program. The Grant amount is tied to household income. \$1,020 in private funds was leveraged 2009

Breakdown: Of the 6 households assisted with HOME housing rehabilitation funds 3 were white, 3 African American, 6 were female head of house. 1 household was below 30% income level, 2 were at 40%, 1 was at 50%, 2 at 80%.

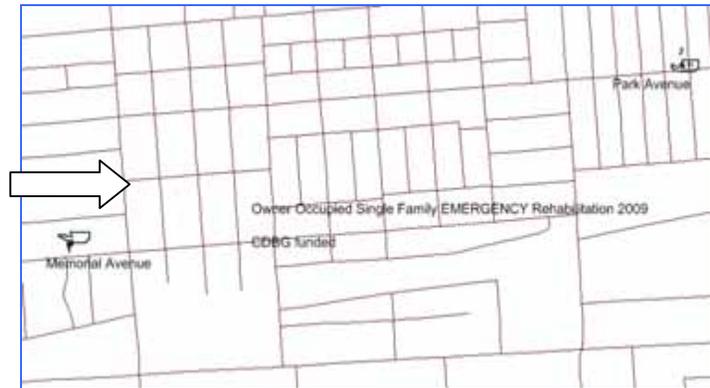
**Geographic Distribution of 2009 HOME & CDBG Assisted Housing Rehabilitation Projects.** All assisted units must be located in the city limits and meet income eligibility requirements.

Where Home Rehabilitation Investments Were Made:

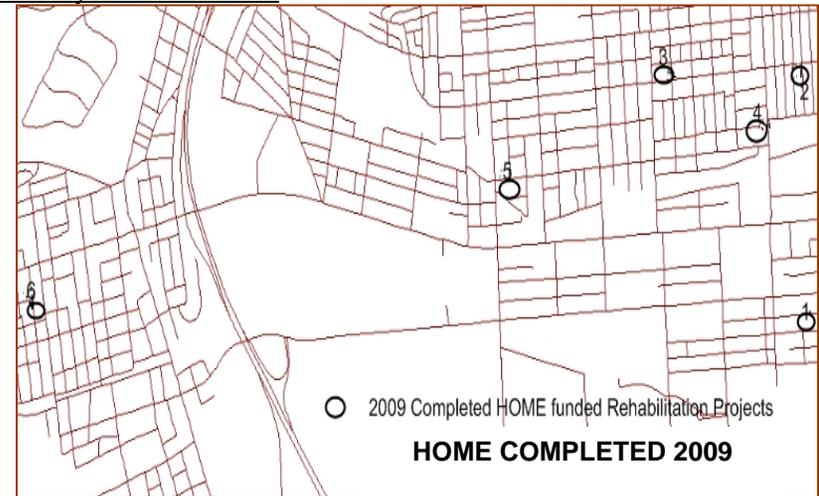
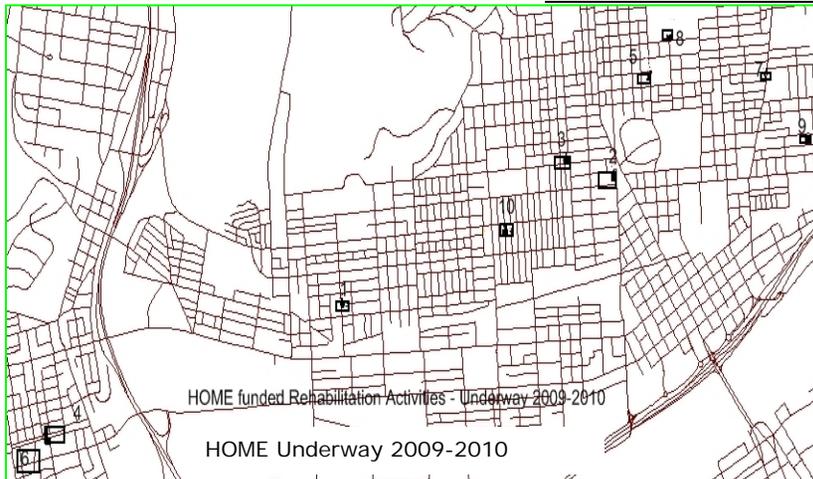


CDBG Accessibility is for low to moderate-income households with a person that is disabled.

CDBG-Owner-Occupied Emergency\_Single Family.



HOME Funded Owner Occupied Single Family Rehabilitation 2009



For a comparison of Planned versus Actual Investments, see:

**2005 - 2009 Progress To Goals - Summary**

**COMPREHENSIVE HOUSING AFFORDABILITY STRATEGY (CHAS)**  
**Annual Performance Report for 2009**  
**INVESTMENT OF AVAILABLE RESOURCES IN THE CITY OF WILLIAMSPORT**

CHAS Priority: Housing Rehabilitation of Rental Units Creation of Rental Units  
 Activity: Moderate Rehabilitation of Rental Housing Construction of Rental Units Under HOME

Program Source	Funds Available	Funds Committed	Funds Expended 2009	Units Assisted 2009	Other Funds Leveraged	Notes
2. 2005 CDBG Rental Rehabilitation	26230	26230	26230	*	0	*2 units under contract to be completed 2010
3. 2009 CDBG Rental	40000	0	0	0	0	
5. 2008 CDBG Rental	30000	0	0	0	0	
5. Nichols Court HOME Rentals	0	355000	354800	0		Construction of 24 (4) home assisted units is complete but not occupied 2010

*Description of Program/Projects Undertaken:*

CDBG Rental Rehabilitation City Program – 2 units were put under contract in 2009 and are substantially complete. Final occupancy will be reported in 2010.

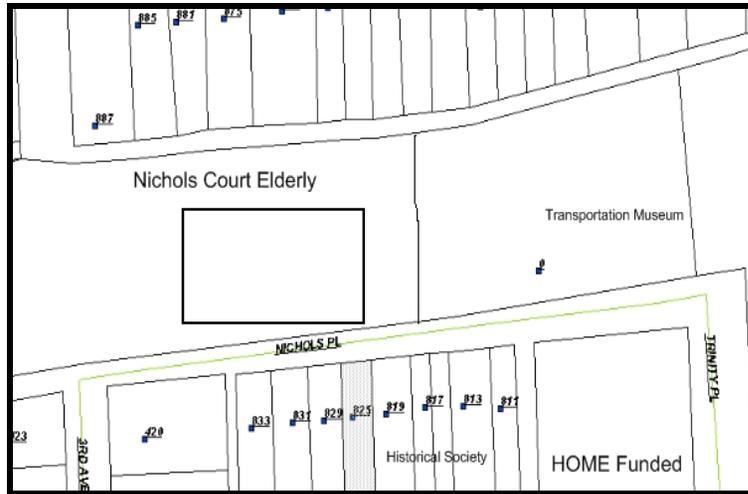
The Rental Property Rehabilitation loan program offers financing at a 3% interest rate with a 15-year amortization. A property must meet minimum code and rehabilitation standards and be occupied by households with incomes up to but not exceeding 80% of median income. **CHANGES PLANNED:** After a review, a program change will be made in 2010. A CDBG program for owner occupied, 2 unit rentals was funded. This program will offer a combination grant and low interest loan to income eligible property owners that live in one of the units. They must retain the property as their primary residence for the life of the loan and for the full forgiveness term of the grant.

Nichols Court-HOME funds. The Nichols Court elderly, rental-unit construction activity is complete but not fully occupied. Of the 24 units being constructed, 4 are HOME assisted. Occupancy, leveraged funding, and other close out information will be reported 2010.

Geographic Distribution - Where Investments Were Made:

*City Rental Rehabilitation program - The rental properties rehabilitated through the City program must be within the city limits Eligibility is determined by the income of the occupants. Citywide eligibility.*

City Rental Rehabilitation Loan- No units were completed. A 2-unit rehabilitation on Rose Street is underway and will be closed out in 2010.



For Comparison of Planned versus Actual Investments Rental Construction: See, 2005 - 2009 Progress To Goals - Summary

2009 Nichols Court – NEW RENTAL HOUSING CONSTRUCTION - Location – Nichols Place, Williamsport – 24 units, 4 HOME Assisted units. The property is for persons 62 or older. It has 1 & 2 bedroom apartments. 4 units are specifically designed for accessibility and for wheel chair accommodation. Occupancy must be at affordable rents, low to moderate-income population.

**COMPREHENSIVE HOUSING AFFORDABILITY STRATEGY (CHAS) Annual Performance Report for 2009  
INVESTMENT OF AVAILABLE RESOURCES IN THE CITY OF WILLIAMSPORT**

Priority: Construction and Sale of Owner-Occupied Housing

Activity: Construction and Sale of Owner-Occupied Housing

Program Source	Funds Made Available 2009	Amount Committed	Amount Funds Expended	Number of Units or Households Assisted 2009	Amount of Other Funds Leveraged 2009	Notes
1. Habitat for Humanity 09	57334	57334	0	0		Underway
2. LNDC CHDO 08	51488	51488	20600	0		Construction underway Grace & Locust

Description of Program/Projects Undertaken: 15% per year CHDO allocation of HOME Award

1. *2009 CHDO Habitat for Humanity- HOME funds have been obligated to provide construction and homebuyer assistance funds to Habitat for acquisition and construction of 2 units for sale to income eligible households. Habitat provides substantial first mortgage financing. Construction will start in 2010.*
2. *LNDC CHDO 2008 HOME funds provided to assist in reconstruction of 2 historic property units, Grace and Locust Streets. Grace re-construction was completed in 2009 and the unit is for sale. Locust street re-construction is underway. Private first mortgage financing is required.*
3. The City was awarded \$800,000 in DCED NSP funding. NSP provides funds for acquisition and redevelopment of foreclosed properties that might otherwise become sources of abandonment and blight. We have a target area and agreements between the City of Williamsport, LNDC and Habitat for Humanity allowing them to act as developers under NSP. These entities will acquire and either demolish and construct new units, or extensively renovate existing units for eventual sale to new homeowners.
4. \$330,000 DCED Housing & Redevelopment Assistance Funds. The City sold vacant land to a developer for construction of 12 single family, owner occupied homes. DCED has approved \$330,000 in mortgage assistance gap financing funds to assist income eligible buyers of these yet-to-be-constructed single-family homes

Geographic Distribution Where Investments Were Made:

1. *2009 CHDO Habitat 2 Units at sites still to be acquired*
2. *LNDC 2008 CHDO activity Grace and Locust Streets in the Historic District*
3. *DCED, HRA funds are for the Nichols Place area.*

For Comparison of Planned versus Actual Investments: See

<b>2005 -2009 Progress To Goals Summary</b>
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**COMPREHENSIVE HOUSING AFFORDABILITY STRATEGY (CHAS)  
Annual Performance Report for 2009**

**INVESTMENT OF AVAILABLE RESOURCES IN THE CITY OF WILLIAMSPORT**

Priority: Support and Facilitate Service and Housing Assistance to the Homeless and Near Homeless  
Activity: Expansion of Shelter

Program Source	Funds Made Available	Amount of Funds Committed	Amount of Funds Expended	Number of Units or Households Assisted	Type and Amount of Other Funds Leveraged	Match Value	Match Source

Description of Program/Project Undertaken:

In recent years, the City participated in a funding search for a 4 unit Family Transitional Housing Activity called **Journey House**. Journey House has been fully occupied since December 2007. In 2009, the City agreed to submit a 2010 **Emergency Shelter Grant** (ESG) application to DCED. The Family Housing Group in concert with the Salvation Army is seeking to convert the vacant Grace Street into a short-term shelter for men, women and families. No CDBG funds or HOME funds have been committed to this activity.

C. The Following Tables identifies and summarizes the accomplishments to date for the **Non-Housing Community Development Priority Needs** established in the 2005 Consolidated Plan.

**PROGRESS TO GOALS**

There are instances where recognized high priority needs have been assigned low or no priority, reflecting the potential availability of alternative funding resources other than CDBG for those needs. In general activities are entered on the chart when completed and closed out.

2005 - 2009 PRIORITY NEEDS PROGRESS SUMMARY 2009									
NON - HOUSING GOALS	Unmet Priority Need	Dollars needed to Address Unmet Priority Need	Goal	CDBG 2005 Assisted to date-completed	CDBG 2006 Assisted to date-completed	CDBG 2007 Assisted to date-completed	CDBG 2008 Assisted to date-completed	CDBG 2009 Assisted to date-completed	TOTAL 2005-2009 Accomplishment <i>completed</i>
<b>Public Facility Needs (projects)</b>									
Senior Centers				-	-				0
Handicapped Centers				-	-				0
Homeless Facilities <small>(Journey House 07 collaboration)</small>				-	-		1		1
Youth Centers					-				0
Child Care Centers									0
Health Facilities									0
Neighborhood Facilities								1	1
Parks and/or Recreation Facilities	9	560,000	9			3	1		4
Parking Facilities									0
Non-Residential Historic Preservation					1				1
Other P F Needs-Accessibility City Hall	1	340,000	1						0
Interim Assistance - Neighborhoods				-	1			1	2
<b>Infrastructure (projects)</b>									0
Water/Sewer Improvements - including separate storm sewers Hydrants & Laterals	40	3,750,000	8						0
Street Improvements (including trees, lighting, sidewalks)	20	5,000,000	8	17	33	1			51
Street Overlays	30	2,000,000	15	-	5	2	5		12
Solid Waste Disposal Improvements									0
Flood Drain Improvements - including pump station an drain	7	520,000	4				0		0

structure repairs									
ADA Curb Ramps	800	960,000	200	20	16	27	18	18	99
Codes Enforcement				5177	5842	5222	3038	2765	22044
Blight elimination	20	450,000	12	1	5	3		3	11
<b>NON - HOUSING GOALS</b>	Unmet Priority Need	Dollars needed to Address Unmet Priority Need	Goal	CDBG 2005 Assisted to date-completed	CDBG 2006 Assisted to date-completed	CDBG 2007 Assisted to date-completed	CDBG 2008 Assisted to date-completed	CDBG 2009 Assisted to date-completed	TOTAL 2005-2009 Accomplishment <i>completed</i>
<b>Public Service Needs (people)</b>									0
Senior Services	unknown								0
Handicapped Services	unknown								0
Youth Services	unknown				1438	509	210		2157
Child Care Services	unknown				28				28
Transportation Services	unknown								0
Substance Abuse Services	unknown								0
Employment Training	unknown								0
Health Services	unknown			160	44	164	122		490
Lead Hazard Screening	unknown								0
Crime Awareness and Public Safety	unknown								0
Neighborhood Clean up (Newberry)	284				89			81	170
Other Public Services (Fire Safety/SPCA)	unknown			14859	9194	0	28125		52178
<b>Economic Development</b>									0
ED Assistance to For-Profits(businesses)									0
ED Technical Assistance(businesses)									0
Micro-Enterprise Assistance(businesses)			4	-	-	0		1	1
Rehab; Publicly- or Privately-Owned Commercial/Industrial (projects) 06-A M	2			-	1	1			2
C/I* Infrastructure Development (projects)									0
Other C/I* Improvements(projects)									0
<b>Planning</b>									0
Planning	8	200,000	4	-	1	1	1		3
Total Estimated Dollars Needed		\$ 13,780,000							

Activity & Goal Summary NON-HOUSING NEEDS	Outcome & Objective	2009 Actions		Total Assisted 5 yr	Persons Assisted
<b>Public Facility Needs Parks - 5 year Goal: 9</b>	Objective- Suitable Living Environment, Outcome- Sustainability	In 2009 - 2 underway	Facilities to Date:	4	7827 total - break down by park:
In 2009 projects to renovate parks-recreational facilities located at Newberry Park & Lose Park were underway. The Young's Woods project was complete. Work at all parks includes new play surfaces, equipment, lighting, drainage, landscaping.					2451 2195 2009 1172
<b>Non-Residential Historic Preservation</b>	Objective- Suitable Living Environment, Outcome- Sustainability	0	Facilities to Date:	1	
No activity to report 2009. One commercial historic unit (Rowley House) was assisted in prior year.					
<b>Hydrants &amp; Laterals Goal: 40</b>	Objective- Suitable Living environment, Outcome- Sustainability	0	Units to Date	51	3483
No new hydrants were installed in 2009. 51 new hydrants and mains) were installed between 2005-2009.					
<b>Street Improvements 5 yr Goal: 8 Streets</b>	Objective- Suitable Living Environment, Outcome- Sustainability	In 2009- 0 street projects were closed	Street Units to Date	12	14941 persons
Street activities were underway in 2009. Nichols Pl, 8th Ave, Lloyd St, and the Susquehanna Health Area streets are underway. These are visible activities to improve sustainability of neighborhoods. In total 14,941 persons are now served by streets that are not substandard. The population benefiting from this activity was not double counted when streets are located within the same service area. CDBG-R funds were obtained in 2009 for additional construction in 2010.					
<b>Pump Stations Goal: 4 Station upgrades</b>	Objective- Suitable Living Environment, Outcome- Sustainability	In 2009 - 0 completed	Units to Date	0	
Upgrades to the systems at Hepburn Street are underway. The Basin Street pump station activity has been canceled for the time being. Pump station upgrades will improve flood protection in lower income census tracts. The goal of upgrades to 4 stations will not be met due to funding limitations					
<b>ADA Curb Ramps 5 year Goal: 200 Ramps</b>	Objective- Suitable Living environment, Outcome- Sustainability	2009 - 18 completed	Units to Date	99	
20 curb ramps were installed in 2005 16 in 2006 27 in 2007 18 in 2008 & 18 in 2009 Additional ramps are installed as part of CDBG					

street projects and are not counted individually. Installation of ADA compliant ramps helps provide a suitable living environment and increased accessibility for persons that are disabled. ADA compliance requirements have recently changed and ramps installed in prior years do not meet current standards.							
<b>ADA Accessibility: City Hall</b>	Objective- Suitable Living environment, Outcome- Availability-Accessibility	Underway 2009	Units to Date		0		
CDBG funded activity is for installation of handicapped accessible automatic door openers and lowering counter heights to better serve persons that aware disabled. Work began in 2009.							
<b>Blight Elimination 5 year Goal: 12 units</b>	Objective- Suitable Living environment, Outcome- Sustainability	In 2009 -3 completed	Units to Date		12		
1 unit-334 Lyons Avenue and a 2 unit-1765 Memorial Avenue were demolished in 2009. All structures were vacant, dangerous, declared unfit for human habitation by the Board of Health and demolition removed a public hazard. CDBG funded RDA Acquisition of hazardous structures on the Vacant Property List is continuing. Acquisition is the final method to remove a problem. No units have been acquired under the RDA activity as of yet, but NSP funding may be used to support this activity							
<b>Commercial Rehabilitation: Goal: 2</b>	Objective- Economic Opportunity Outcome- Sustainability	In 2009 - 0 completed	Units to Date		2		
This program eliminates blighted conditions on commercial buildings, stabilizing our community and offers the possibility of increased economic development. W/L Foundation Revolving loan repayments, not CDBG, currently fund the program.							
<b>Planning 5 year Goal: 4 planning Documents</b>		2009 - 0	Units to Date		3		
An Elm Street Plan, Park Avenue Neighborhood Plan, Pool Study, Zoning Study, Brownfield's Study, are underway in 2009. None are complete.							
<b>Youth Services Goal: unspecified</b>	Objective- Suitable Living Environment, Outcome- Sustainability	In 2009- underway	Persons to Date		2157	1654	
In 2009 CAPPa continued with new programs and services directed toward area youths with goals to improve living environs, increase academic levels and reduce violence for the participants. Report will be issued 2010.							
<b>Health Services: 5 yr goal unspecified</b>	Objective- Suitable Living environment, Outcome- Sustainability	activity is complete	Persons to Date		490		
In 2008 the City assisted the Nurse Family Partnership program-122 participants. In prior years 164 low-income mothers were assisted with training on personal and infant health care and child rearing skills from infancy to age 2. Also in prior years Aids Alliance was awarded CDBG for testing and awareness programs. 160-40 persons benefited. No activity in this category in 2009							
<b>Public Facility Needs-Neighborhood Cleanup Interim Assistance Goal: 284</b>	Objective- Suitable Living environment, Outcome- Sustainability	2009 - 81 completed	Units to Date		170		

The Park Avenue Neighborhood Interim Assistance project is still pending. Funds for a one-day trash and debris removal activity are obligated. Two Newberry neighborhood cleanup days were held (1 in 07 & 1 in 09). There were 89 participants in 2007 and 81 in 2009.						
<b>Economic: 5 year Goal: 4</b>	Objective- Economic Opportunity Outcome- Sustainability	In 2009 - 1	Units to Date			1
The city awarded one Micro Enterprise Loan in 2009. Signore. Benefit will be provided through retention or anticipated creation of jobs. Additional funding is available but suitable applicants have not been found. The program is continuing and applications will be processed as received from the Micro Enterprise revolving loan fund.						
<b>Public Services - Fire Safety Education</b>	Objective- Suitable Living Environment, Outcome- Sustainability	activity is complete	Persons to Date			24053
Numerous programs were presented to lower income youth providing fire safety education and arson awareness. 24050 persons attended presentations over a 3-year period. The program improved the living environment of attending persons, increasing safety levels in the neighborhoods. No activity in this category in 2009						
<b>Codes Enforcement 5 year Goal:</b>	Objective- Suitable Living Environment, Outcome- Sustainability	In 2009 - 2765 insp completed	Inspections to Date			22044
Residential Codes Enforcement in designated lower income census areas is designed to eliminate situations of blight and safety hazards. This activity increases the number of code compliant residential units and causes removal of blighted conditions in targeted neighborhoods. Over 15,000 inspections and reinspections have been completed in this 5-year period. 4,058 inspections were completed in 2008.						
<b>Child Care Services: Goal unspecified:</b>	Objective- Suitable Living Environment, Outcome- Sustainability	activity is complete	Persons to Date			28
In prior years 28 children participated in CDBG sponsored Children's Keepers program. No activity in this category in 2009						
<b>Public Service: SPCA Spay Neuter Program</b>	Objective- Suitable Living Environment, Outcome- Sustainability	activity is complete	Persons to Date			28125
A program issuing vouchers to income eligible owners of pets for reduced cost spay & neuter program. Effort to control unwanted pets resulted in 28 vouchers redeemed. Citywide benefit. No activity in this category in 2009						

The following describes progress to accomplishment of HOUSING goals/outcomes in 2005-2009 CP

Comparison of Planned versus Actual Investments: CDBG / HOME Performance Measuring

2005 -2009 Progress To Goals Outcome Summary 2009

HUD Table - Housing Goals and Priority Needs

Households by Type	By Income Group	Priority Need Level		Unmet Need	Proposed Outcome - Households Assisted	Outcome Goal	HOME 2005-2009 Accomplishment to date completed	CDBG 2005-2009 Accomplishment to date completed	TOTAL (HOME & CDBG) 2005-2009 Housing Accomplishment completed to date	Other Funds Leveraged 2009
Renter	Small Related	0-30%	H	339	5					
		31-50%	H	255			3	4		
		51-80%	M	179			2	5		
		80+						1		
	Large Related	0-30%	H	28	2					
		31-50%	H	77			1			
		51-80%	M	70						
	Elderly	0-30%	H	174	6					
		31-50%	H	120						
		51-80%	M	123					1	
	All Other	0-30%	H	682	2					
		31-50%	H	403						
51-80%		M	169							
Renter Construction	Iris Commons 6 HOME funded			Nichols Court (und 2009) HOME Funded			6	-----		
Renter Rehabilitation				Nichols Court HOME Funded			-----	11		
				Renter 5 Yr.Goal	15		6	11	17	\$ -
Owner		0-30%	H	212	8		6	2	8	
		31-50%	H	248	18		21	8	29	
		51-80%	H	394	19		19	7	26	
Owner				Owner Total 5 Yr.Goal is:	45		46	17	63	\$ 1,020.00

HUD Table - Housing Goals and Priority Needs continued

Households by Type	By Income Group		Proposed Outcome - Households Assisted	Outcome Goal	HOME 2005-2009 Accomplishment to date completed	CDBG 2005-2009 Accomplishment to date completed	TOTAL (HOME & CDBG) 2005-2009 Housing Accomplishment completed to date	Other Funds Leveraged 2009	
Home Buyers	0-30% M		-2		1				
	31-50% H		-2	7	5				
	51-80% H		-2	23	21				
<b>HOME BUYERS</b> (combined City & CHDO activity) <small>HOME funded</small>				Hm Buyer Total 5yr. Goal is:	30	27	0	27	\$276,928.00
<b>Special Needs (Accessibility)</b>	0-80% H		916	15					
<b>SPECIAL NEEDS (Income eligible Disabled)</b>				Spec. Needs Total 5 Yr. Goal is:	15	-----	11	11	\$ 33.00
<b>Total Accomplishment Goals 05-09</b>					<b>105</b>	<b>Total Achieved to date:</b>		<b>118</b>	

The Objective for housing programs is decent housing. The outcome measurement is the number of Households assisted with affordable housing

The next to last column on the right lists total units completed during the Consolidated Plan period. To date 2005-2009

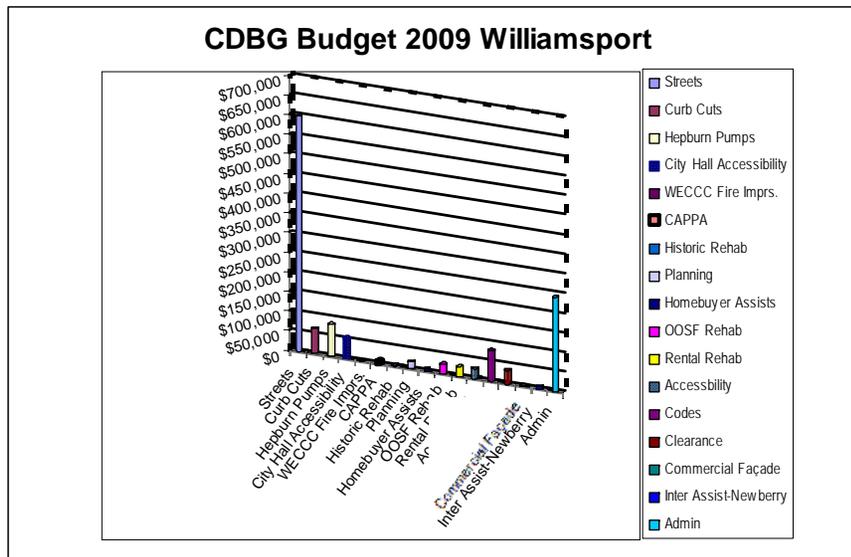
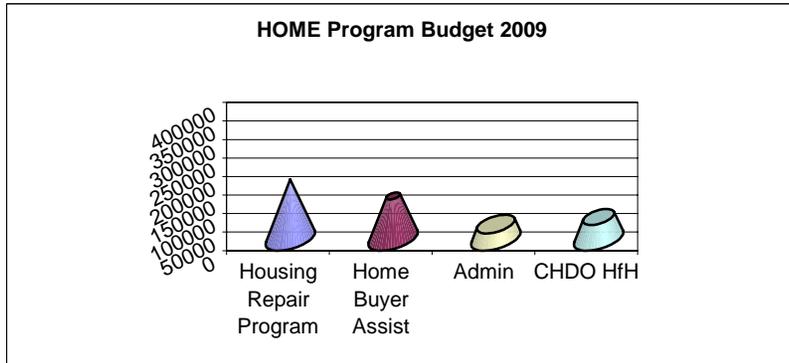
The Chart lists the Consolidated Plan 5-year anticipated outcome by activity. The report is broken into HOME and CDBG.

Summary of Goals & Outcomes - Housing				Assisted 09
Title - 5 year Goal	Objective & Outcome	2009 Accomplishments	Progress	HOME
Renter Households 5 yr Goal: 15	Objective- Decent Affordable Housing Outcome - Affordability	2009 - Construction underway on 24/4 HOME assisted units	Units to Date: 17	0

<p>The City goal between 2005 through 2009 is to assist 15 Renter Households attain safe and affordable housing through rehabilitation or construction of new units. To date the City has completed rehabilitation of 11 renter occupied units. In 2008 the Iris Commons new construction project was completed. Six (6) of the 10 units are HOME Assisted and all the units are occupied by lower income renters. The Nichols Court Elderly Rental 24 unit site was completed in 2009 but rent-up just started. Completion information will be reported in 2010. In Summary: 17 existing or new Renter units are complete, and occupied by income eligible households at affordable rents, the City will exceed its projected 5 year outcome of 15 rental units created through rehabilitation or new construction..</p>			
<p><b>Owner Occupied Housing</b>  <b>Rehab 5 yr Goal: 45</b>      Objective- Decent Affordable Housing Outcome - Affordability      2009 Accomplishments- 8 units rehabilitated</p>			<p><b>Units to Date</b>  <b>- 63</b></p>
<p>The City outcome goal for 2005 through 2009 is to assist 45 Owner Occupied Households attain safe and affordable housing through rehabilitation. As of 2009, rehabilitation of 63 homeowner occupied units is complete. This includes 17 CDBG Emergency repair projects and 46 HOME funded rehabilitation to standards. In Summary: 63 units occupied by income eligible households have been rehabilitated, (46 to <u>minimum</u> code and rehabilitation standards) and the City will exceed its outcome goal to assist 45 households obtain decent, affordable housing.</p>			<p>HOME/CDBG  2009 - 6-2</p>
<p><b>Home Buyer 5 yr Goal: 30</b>  Objective- Decent Affordable Housing Outcome - Affordability      2009 Accomplishment- 4 buyers assisted</p>			<p><b>Units to Date-</b>  <b>27</b></p>
<p>The City projected outcome for the period between 2005 - 2009 is to assist 30 households attain affordable, safe housing through homeownership programs providing purchase financing. As of 2009 the City assisted 18 buyers under the Gap Financing Program, 1 buyer through the WET/Pennsy New Construction Program and 8 in CHDO projects. There is a commitment to provide mortgage assistance for 6 additional units in West End Terrace/Pennsy Heights, a mortgage assistance grant from DCED has been acquired for Nichols Place single family home construction and CHDO homebuyer activities are progressing. In Summary: To date 27 buyers have been assisted and acquired safe, affordable housing and commitments for additional units are in place.</p>			<p>HOME 09  Assisted 4</p>
<p><b>Special Needs (Accessibility)</b>  <b>Goal: 15</b>      Objective- Decent Affordable Housing Outcome - Affordability      2009 Accomplishment- 2 assisted</p>			<p><b>Units to Date</b>  <b>11</b></p>
<p>The City proposed outcome for the period between 2005 - 2009 is to assist 15 income eligible handicapped persons attain accessible housing through rehabilitation of their current housing units. Through 2009, the City assisted 11 persons that are disabled by installation of ramps, accessible bathrooms or other modifications. These modifications increase availability of affordable accessible units for income eligible disabled city residents. The Center For Independent Living assists the City in locating persons in need of such assistance. The City will not reach its assistance outcome by 2009 but the City produced other accessible units. For example, Nichols Court and Iris Commons contain fully handicapped accessible units.</p>			<p>CDBG  Assisted 2</p>

*HOME funds cannot be used for Emergency or stand-alone Accessibility modifications. HOME funds are used for housing rehabilitation and homebuyer assistance*

**COMPREHENSIVE HOUSING  
AFFORDABILITY STRATEGY (CHAS)  
ANNUAL PERFORMANCE REPORT FOR 2009**



**HOUSEHOLDS AND PERSONS ASSISTED IN  
THE CITY OF WILLIAMSPORT**

1. Describe assisted households benefiting from investments made in this activity by income group, family type, tenure group, and racial/ethnic group. Compare the assistance provided with the goals established in the 2005 Annual Plan. (See chart for comparison)

**Activity 1: Housing Opportunities for Homebuyers  
New Construction & Existing Units**

4 homebuyers assisted by the City HOME Gap financing Homebuyer program.

Racial characteristics of completed applicants:

4 White

3 female head of household

Income Levels of assisted buyers:

0 - 30% of median income -0

31 - 50% of median income -1

51 - 80% of median income - 3.

0 homebuyers were assisted under CHDO-HOME Activities

Habitat Humanity was named the 2009 CHDO and will start construction in 2010 of 2 units.

LNDC has completed construction of 1 unit, it is for sale, and is working on renovations to another unit.

There are Agreements for mortgage assistance for up to 4 additional units in the Pennsy Heights/West End Terrace

development. DCED assistance of \$333,000 has been acquired and is available for buyer's assistance for purchase of townhouse units at Nichols Court. Construction at both of these sites has been delayed due to the recent housing market problems.

*Summary Activity 1: The City of Williamsport assisted 4 households purchase single family homes in 2009.*

### Activity 2: Moderate Rehabilitation Single-Family Homes

HOME/CDBG-Owner Occupied Single Family Rehabilitation:

8 cases completed 2009. (6 Home - 2 CDBG)

Racial Characteristics: (completed units only)

4 - White

4- African American

0 - Asian

7 - Female heads of household

1 – Disabled head of house

Income Information for assisted units

0 - 30% of median income - 1

31- 40% of median income - 3

41 - 50% of median income – 2

51 – 60% of median income – 0

61 - 80% of median income – 2

CDBG-Accessibility Improvement Program-Income Eligible households with person that is disabled:

2 cases completed 2009

Racial Characteristics: (completed cases only)

2 - White

1- Female heads of household

2 – Disabled persons/households

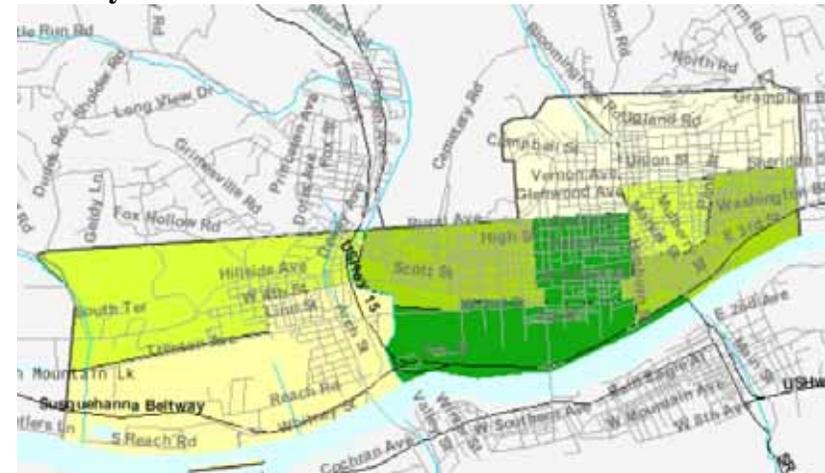
Income Information:

31 – 50% of median income - 0

61 – 80% of median income – 2

*Summary Activity 2 - The City completed rehabilitation of 10 units in the moderate rehabilitation of single-family dwelling units category 2009.*

### Activity 3: Rehabilitation of Rental Units



Rental Concentrations (darker = higher concentration)

CDBG Rental Rehabilitation Program.

A 2-unit activity was under contract in 2009 and rehabilitation is substantially completed, but not closed out. The City is accepting applications for this program.

*Summary Activity 3 -The City did not close out the rehabilitation but has completed rehabilitation of 2 units.*

Close information will be reported in 2010. Applications for 2010 are being accepted.

#### **Activity 4: Construction of Rental Units**

Nichols Court - The developer has completed construction of a 24-unit, 1 and 2 bedroom, elderly rental project on Nichols Place. 4 units are HOME assisted. All units will be available to lower income persons. Construction was completed in late 2009 but full occupancy has not yet been achieved. Close out of this activity will not occur until 2010.

#### **Activity 5: Tenant Based Rental Assistance**

Households Assisted - 0 no activity

#### **Activity 6: Expansion of Homeless Shelter**

A consortium of service providers banded together to create *Journey House in 2007*. The City supported applications from Family Housing/Journey House, seeking PA DCED funds and County Act 137 funds, and awarded 2008 CDBG funds for support costs. The City agreed to submit an application for ESG funds at the request of the consortium. The application will be submitted to the State in 2/2010

2. Describe Williamsport's **Section 215** performance with federal resources and housing activities implemented.

#### **Activity 1: Housing Opportunities-First-time Homebuyers**

All households assisted met the Section 215<sup>2</sup> criteria for homeownership. They were low-income homebuyers at or

below 80% of area median adjusted for family size, used the home as their principal residence and the purchase price did not exceed pre stimulus 203(b) mortgage limits for that type of unit. A realtor's appraisal is the primary method to determine value. All newly constructed houses must meet current adopted code and energy-efficiency standards. Existing units must meet basic housing occupancy standards including a visual assessment for lead paint.

#### **Activity 2: Moderate Rehabilitation-Single-Family Housing**

All households assisted met the Section 215 criteria for homeowners. They are below 80% of the area median adjusted for family size, agree to reside in the unit as their principle residence, and the after rehabilitation value did not exceed 203(b) mortgage limits. A combination of comparable sales, tax value information and when needed, a realtor's appraisal, is required to determine the property value of rehabilitated properties.

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A rental unit is considered affordable if it is occupied by a low income household or individual, and has a rent that is the lesser of (1) the Section 8 Fair Market Rent for comparable units in the area or, (2) 30 percent of the adjusted income of a household whose income equals 65 percent of the area median income.

#### 2. Homeownership

(a) Housing that is for purchase qualifies as affordable housing if it

(1) is purchased by a low-income homebuyer who makes the housing their principal residence; and (2) has a sale price that does not exceed the mortgage limit for the type of single family housing for the area under HUD's single family insuring authority under the National Housing Act.

(b) Housing to be rehabilitated, but already owned by a household when assistance is provided, qualifies as affordable if the housing (1) is occupied by a lower-income household using the house as its principal residence, and (2) has a value, after rehabilitation, that does not exceed the mortgage limit for the type of single family housing for the area.

Note: These definitions apply for the purposes of enumerating the number of households assisted with housing meeting the 215 affordable housing definition regardless of the Federal funding source used in support of that housing.

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<sup>2</sup> What is Section 215 Affordable Housing?

1. Rental Housing

**Activity 3: Rehabilitation of Rental Units**

The required number or percentage of households assisted must meet Section 215 criteria for rental housing. Property owners must agree to rent to income eligible households if units are vacant. If occupied, the required percentage of tenants must be income eligible (income at or below 80% of area median). Rents may not exceed Section 8 Fair Market Rents with adjustments for utilities.

**Activity 4: Construction of Rental units**

The households assisted are required to meet the Section 215 criteria. They must be lower-income, and rents may not exceed the allowed maximums with adjustments for utilities.

*3. How many households were assisted through housing activities that did not result in the housing units being brought into compliance with Section 8 Housing Quality Standards (HQS)? List housing activities, funding resources, funding amounts and numbers of households assisted.*

The City CDBG funded Emergency Owner Occupied Single Family Rehabilitation, Accessibility and Historic Rehabilitation programs do not always bring properties up to minimum Section 8 HQS and exact numbers are reported within the appropriate rehabilitation category above. All such applicants are directed to other available rehabilitation programs and, in the case of CDBG funded emergency rehabilitations, required to agree to participate in those programs and bring their unit up to required minimum standard. Funding amounts and assisted households are located in the charting areas of this document.

COMPREHENSIVE HOUSING AFFORDABILITY  
STRATEGY ANNUAL PERFORMANCE REPORT 2009

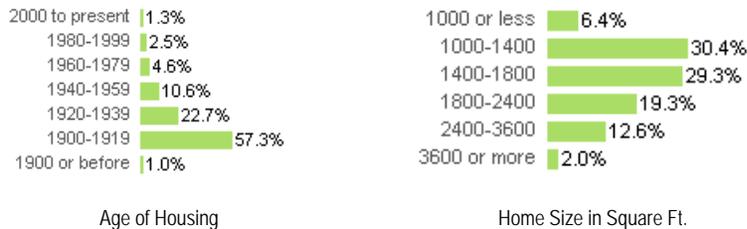
**OTHER ACTIONS TAKEN IN THE CITY OF  
WILLIAMSPORT**

**1. Public Policy**

*Describe actions undertaken to remove or ameliorate the negative effects of public policies inhibiting Williamsport's ability to provide affordable housing or the incentives to develop, maintain, or improve affordable housing.*

City housing is affordable. A one-person household with acceptable credit and an annual income of \$26,000 can afford a home in the City. City programs and other sources of financing are available.

2008 Estimates Williamsport:  
Median Home List price: \$87,600  
Median Value per Square Ft: \$58



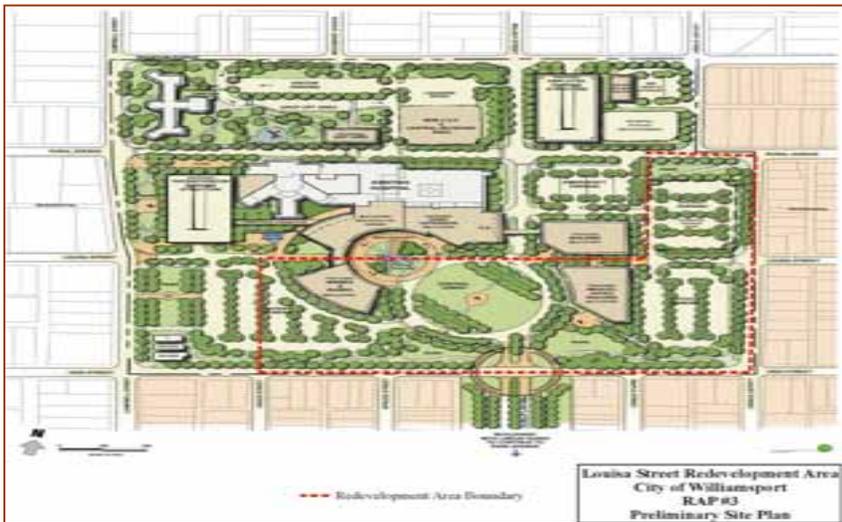
The Department of Community and Economic Development uses its 2005-2009 *Consolidated Plan* as a strategy guide for development. A new CP document was prepared in 2009 and will be implemented in 2010-2014. The City of Williamsport

and adjoining communities have a multi-municipal Comprehensive Plan. As the only urban area in the region, this Comprehensive *Plan* recognizes the City of Williamsport as pivotal to the health of the region. Strategic actions to support revitalization of Williamsport include rehabilitation and reuse of older structures, implementation of the CBD Revitalization and Community Gateway Initiatives, infill development, increasing awareness of cultural and historic resources, maintenance and beautification in the community, promotion of a positive business climate, and streetscape enhancements. CDBG funds many such activities.

In 2009, design standards for the Central Business District (CBD) were added to the *City Zoning Ordinance*. Further review of the Zoning Ordinance is underway. The City, using 2008 (708), CDBG funds as a match, and in partnership with Lycoming County, is updating its Zoning Code and reviewing possibilities for inclusion of design standards in areas outside of the CBD. The City Zoning lot size and occupancy requirements are considered reasonable. The City Zoning Ordinance complies with the Fair Housing Act and the City has a *Fair Housing Analysis of Impediments*, and has addressed the Analysis' major points. The *Fair Housing Commission* met 3 times in 2009, updated its Fair Housing Brochure and City web site information. The City continued association with Housing Providers forming the "*Lycoming County Housing Work Group*". This group, composed of representatives from Consumer Counseling Services, STEP, Financial Institutions, Rural Housing Development, Habitat and others, has a goal of housing education for homeownership and information exchange.

The City cooperates with for profit and non-profit developers to provide affordable housing to low and moderate-income households. In 2009, the City worked with Nichols Court Associates to complete a HOME assisted rental activity and with *Susquehanna Health Systems* to reduce the impact of the hospital expansion in the High Street neighborhood.

The construction of 24 new rental units with, 4 with HOME



assistance is complete but *Nichols Court* is not yet fully occupied. The hospital expansion is ongoing.

In 2009, the City continued prior year park renovations, targeted code enforcement, street reconstruction, pump station improvement, and blight elimination activities in lower-income neighborhoods.

The conversion of single-family homes into multi unit rentals is regulated. To enforce *minimum* code standards in rental units the City requires a local representative for all rentals and has, following a recommendation of the *Fair Housing Analysis*,

implemented a *Rental Inspection Ordinance*. Every four years each rental unit within City limits is inspected for basic health, safety and occupancy standards. The Codes Office, Community Development, Police, and Fire Departments work together to eliminate housing hazards. A “Where to Find Help”, Fair Housing and Community Development Programs brochure is distributed by City Code and Rehabilitation Inspectors.

Many City homes were constructed between 1900 and 1919. The need for major repairs and maintenance increases the cost of housing, sometimes forcing lower income owners, to delay needed repairs. City rehabilitation programs provide a means for many homeowners to make those repairs. The City’s Housing Rehabilitation staff has noted that changes in codes, adopted to ensure the safety of occupants, do require improvements that increase costs. Lead paint hazard control, for example has caused an average 36 percent increase in our housing programs rehabilitation costs. In 2009, the City increased the maximum allowable assistance for its HOME Owner Occupied Single Family program to \$30,000.

LCHA posts HUD approved counseling agencies and notices regarding City and USDA Homebuyer and Home Repair loans and grants. The City and LCHA have worked together to provide affordable single family homes in the Harmony Way and Lose School projects.

## 2. Institutional Structure

*Describe the actions undertaken to strengthen the housing delivery system and to carry out affordable housing strategies.*

Home ownership is linked to family stability, improved property maintenance, and civic participation. Home ownership among lower income households has been shown to have a positive effect. City of Williamsport programs help renters become homeowners and homeowners make home repairs. The City has leveraged its efforts by supporting non-profit CHDO's, for-profit developers, and various local groups in their endeavors to increase housing opportunities for targeted income groups.

The City mailed information to housing service providers, banks, and realtors making them aware of City programs. City representatives attend *Coordinated Task Force* meetings, providing and receiving pertinent information with over 60 human service agencies.

The Campbell Street Center continued a Family Savings Program. Participants learn how to save money and receive a dollar for dollar match for housing, education, repairing credit or starting a business. The Center, with CDBG funding for, CAPP, included after-school programs that support neighborhood families. In 2010, the City will explore ways to support the Center and its programs.

The Lycoming County Housing Authority, which controls City public housing, has a Homeownership Initiative, teaching "how to" buy a home. The LCHA has a Section 8 housing assistance plan in effect and has adopted an amendment to their selection guidelines offering a *preference for housing* to homeless households and persons, and those made homeless as a result of Rental Property Inspection failure that is not directly related

to tenant action. Applications for Public Housing are now available online. The LCHA is the only Housing Authority in Lycoming County.

*The Lycoming County Health Improvement Coalition* has a Human Services "Where To Find Help" list. It is available at [LCHIC Human Services link](#)

*Linkage Lycoming* provides [linklyco@stepcorp.org](mailto:linklyco@stepcorp.org), Lycoming County's Information and Referral Service, located at STEP 2138 Lincoln Street, Williamsport, PA. 570-323-8555.

### **3. Intergovernmental Cooperation**

*Describe the actions undertaken to achieve cooperation and coordination among all parties (federal, state, local and private) in implementing the affordable housing strategy.*

Citizen Participation guidelines were followed. In preparation of the 2009 Action Plan, 2009 CAPER, and 2010 Consolidated Plan the City encouraged and solicited private and public agency participation. The goals of the City five year Consolidated Plan requires partnerships to extend and strengthen cooperation among all levels of government and the private sector. This includes for-profit and nonprofit organizations to help provide decent housing, maintain a suitable living environment, and expand economic opportunities.

In 2007, with City donation of suitable land, the Lycoming Housing Authority has constructed 6 single-family homes for sale to income eligible persons at the *Lose School* site. In

2009, the City, with CDBG funding, is completing improvements to nearby Lose Park.

The City, in partnership with Lycoming County and other area municipalities, has joined a *Zoning Update Partnership*, formed in response to recently adopted Multi-Municipal Comprehensive Plans.

The City and SEDA-COG Joint Rail Authority have approved a *Memorandum of Understanding* setting forth obligations in the construction of a rail track siding facility at the former Kennedy-King housing site. This project includes funding from multiple sources including PA DCED Community Revitalization and PenDOT Rail Freight Assistance. The business is expected to create at least 35 jobs.

#### **4. Public Housing Improvements**

*Describe the local housing authorities' actions to improve (a) the management and operation of public housing, and (b) the living environment of public housing residents.*

(a) Staff members of the Lycoming County Housing (LCHA) participate in training. In 2008, they combined all public housing waiting lists to better serve applicants. In 2009, they made housing applications available on line. The LCHA serves 1,186 households, provides 511 income-restricted housing units, 214 market rate units, and provides 675 vouchers.

The LCHA monitors resident satisfaction and requests input regarding operation of the Authority. LCHA reports cooperative endeavors with other HA's have reduced criminal

presence on their properties.

(b) LCHA assessed units formerly of the Williamsport Housing Authority and determined the *Kennedy King* complex was beyond economic rehabilitation. The units were demolished in 2009 and the land returned to the City of Williamsport for economic development.

LCHA has made physical improvements to its other units by installing water saving toilets, showerheads, energy efficient lighting, accessible units and parking. Maintenance is regular.

#### **5. Public Housing Resident Initiatives**

*Describe Williamsport's performance, in cooperation and coordination with the local housing authority, to (a) involve residents in the management of their public housing units and (b) expand homeownership opportunities for public housing residents.*

(a). Authority jobs are posted and input from residents is solicited on an ongoing basis. The LCHA has residents on staff and a Residents Advisory Board that meets regularly and has input into the LCHA Annual Plan and Five Year Plan. Board meetings are public and a resident serves on the Board of Directors.

(b) LCHA continues to offer a **Family Self Sufficiency** program. FSS is a federally funded program that works with motivated participants who want to become homeowners. The program had 44 participants in 2009. A case manager works with each household, five-year goals are set, and as household income increases, an escrow savings account is established. Escrow balances are dispersed when suitable employment is obtained and the household no longer receives cash assistance.

Lycoming Housing Finance Agency also offers the units at Lose School, Harmony Way homes and Authority condos are available to eligible participants in FSS. Some individuals are hired by the Authority to work at its sites under the Authority's *Section 3 Employment Opportunity Plan*. The LCHA has a "Job Finder Service" for residents seeking employment. Applications for many employers are kept at the LCHA social service office. Residents are referred to Career Link and Pennsylvania College of Technology's New Choices/New Options Program, and STEP. These programs provide vocational counseling, job preparation and placement. LCHA has a Resident Training Toward Success Program. In a crime prevention move, the Lycoming County Housing Authority now participates in a joint effort with other housing authorities, to identify and restrict persons with Defiant Trespass notices from entering housing sites.

Since homeownership is tied to economic capability these programs increase the likelihood of homeownership.

## 6. Lead-Based Paint Hazard Reduction

*Describe the actions taken to evaluate and reduce lead paint hazards in Williamsport.*

Approximately 70% of Williamsport housing units were built before 1940 and contain lead paint. Lead-based paint hazard reduction cost is eligible under the City's CDBG and HOME housing rehabilitation program. In 2009, the rehabilitation program limits were increased to compensate for increased costs. All Rehabilitation Specialists have completed "Visual Assessment Training." and attended "Safe Work Practice Training for Contractors". One staff member is a certified

*Pennsylvania Risk Assessor* and performs clearance testing for rehabilitation cases. Testing has been contracted to a certified lead based paint inspection firm from Harrisburg. The City is sponsoring a "**Certified Renovator Initial Training Course**" for contractors in **March 2010**. The City has publicized the Lead Paint Rule changes. Beginning in April 2010, contractors performing renovation, maintenance, repair and painting projects that disturb lead-based paint in homes, childcare or child occupied facilities, and schools built before 1978 must be certified and must follow specific work practices to prevent lead contamination. To be certified they must register with the EPA as a Certified Renovator Firm. A Certified Renovator Firm must have at least one worker who has taken and passed the Certified Renovator Initial Training Course. The Lead Safe Work Practice Course many contractors took in the past will not qualify as a Certified Renovator training.

Estimated Incidence of Lead-Based Paint in Housing Stock – 2003 Report

Year of Construction	Age of Housing in City of Williamsport	Estimated % of Total Housing Units with Lead-Based Paint	Estimated Number of Housing Units with Lead-Based Paint
1980 and after	1,225	0%	0
1960 to 1979	1,644	52% - 72%	855 – 1,184
1940 to 1959	2,692	70% - 90%	1,884 – 2,423
Before 1940	7,963	80% - 100%	6,370 – 7,963
Total	13,524		9,109 – 11,570

*Source: Comprehensive & Workable Plan for Abatement of Lead-Based Paint in privately Owned Structures*

There two lead paint rules. The major difference between the EPA Renovation, Repair and Painting (RRP) Rule and the

HUD Lead Safe Housing Rule (LSHR) is that the LSHR requires clearance examinations. All housing receiving federal assistance, such as the City of Williamsport Housing Rehabilitation Programs, must comply with LSHR and RRP. Paid, privately funded repair and renovation projects must comply with RRP. The RRP rule does not apply to minor maintenance or repair activities where less than six square feet of lead-based paint is disturbed in a room or where less than 20 square feet of lead-based paint is disturbed on the exterior. Window replacement is not considered minor maintenance or repair. The CD office has continued to urge Penn College to include this training as part of their construction curriculum.

All Housing Authority Developments have been certified as lead free and licensed Lead Paint Risk Assessors inspect private, Section 8 dwellings each year. STEP uses trained workers under its weatherization programs. LNDC, a city CHDO, requires a Lead Paint Supervisor for its HOME funded rehabilitation activities.

## **7. Affirmatively Furthering Fair Housing**

*Describe the actions taken to affirmatively further fair housing.* The Fair Housing Commission/Community Development Office placed a “Fair Housing Notice” in the Williamsport Sun- Gazette and on its web site. The notice advises all residents that certain actions, if based on race, color, religion, sex, national origin, familial status, handicap, are considered to be discriminatory. Residents are directed to contact the City Fair Housing Officer, the PA Human Relations Commission, or HUD Office of Fair Housing to file complaints.

The City has an updated **Fair Housing Analysis of Impediments** (2003-2013). A copy was provided to the HUD Philadelphia Office. The following actions were suggested:

- (1) The Fair Housing Commission, with support of the real estate, lending and development community, should be charged with the responsibility to promote housing education, credit repair and housing counseling, and act pro-actively to encourage homeownership in the community.
- (2) The West Branch Valley Board of Realtors should be asked to promote fair housing within its ranks and educate consumers.
- (3) Lenders need to provide more pre-purchase educational programs to better prepare loan applicants. The rate of denial of over 39% (HMDA, 2000) indicates that the general community needs to better understand the financial community’s needs with regard to credit. In addition, lenders must maximize their flexibility in terms of documentation of credit use and responsibility.
- (4) The City should consider housing transfer inspection and rental property inspection programs to improve and protect the stock of affordable rental housing. Such programs will stem blight and allow for the more efficient scheduled inspection of rental housing.

*Identify actions taken to overcome effects of impediments identified.*

The *Fair Housing Commission*, was expanded in size; outreach and education added to its mitigation of complaints duty. Representatives of the Banking, Real Estate and Insurance communities are being sought. The Commission met 3 times in 2009, has updated the City Fair Housing Brochure and web site information, and met with Bonita (Bonnie) Ludwig,

Housing Advocacy Coordinator, *Self-Determination Housing Project of Pennsylvania*.

A Rental Property Inspection Ordinance was adopted and the Codes Department began rental unit inspections in 2006. Every four years each rental unit within City limits is inspected for basic health, safety and occupancy standards.

Fair Housing information is on display in the Codes Department, Community Development Office and public areas in City Hall. Recipients of HOME/CDBG funds for rental activities are required to abide by the Fair Housing Act of 1973, Americans With Disabilities Act, Civil Rights Acts, and Age Discrimination Act. Assisted unit rents must be affordable to low-mod income households. Developers of multi unit HOME assisted activities are required to prepare and follow a Fair Housing and Marketing Plan. All participants in the City Homebuyer Assistance program must attend an educational pre-purchase homebuyer training session.

In 2009, the City continued participation in the *Lycoming County Housing Work Group*, which originally had a goal to provide housing education for homeownership, and increased its scope to address rental and mortgage foreclosure issues.

City representatives attend monthly Coordinated Task Force meetings. The Coordinated Task Force is comprised of 60 human service agencies and meets to discuss current needs, problems and share information.

The city continued cooperation with for and non-profit developers such as Habitat for Humanity, LNDC and

Susquehanna Valley Developers, to provide affordable owner occupied and rental housing to low and moderate-income households.

Conversion of single-family homes into multi unit rentals is regulated. The Codes Office, Community Development, Police, and Fire Departments work together to eliminate housing hazards. A “Where to Find Help” and Community Development brochure is distributed by City Code and CD Rehabilitation Inspectors.

The City’s Housing Rehabilitation staff notes that expansion of housing codes and regulations such as lead based paint reduction; adopted to ensure safety, significantly increase costs.

The City and Lycoming County Housing Authority post contacts for HUD approved counseling agencies and notices regarding City and other available Homebuyer and Home Repair loans and grants, in multiple locations. The LCHA awards contract bonus points to Minority and Women Owned Business Enterprises and solicits Minority and Women owned business contractors to apply for contracts.

The City and the *Center for Independent Living* cooperate under the City Accessibility Program, to make improvements that allow persons that are disabled to remain in their homes. Funding for this program has been reduced due to Federal CDBG reductions and the cost of increased infrastructure needs in the City. Program information and the procedure for being placed on the list of potential rehabilitation contractors are available in Codes, Community Development, and City web

site. City partners published *Fair Housing and Affirmative Marketing Plans* as part of their projects and post required notices in their rental or sales offices.

## 8. Reducing Poverty

*Describe actions taken to reduce the number of persons living below the poverty level.*

Census Tract	% Below Poverty Line	2000 Median Household Income
001	8.61	\$40,000
002	4.91	\$48,000
003	21.34	\$26,751
004	36.66	\$15,513
005	12.69	\$23,138
008	47.73	\$18,444
009	14.25	\$27,957
010	21.90	\$27,250

*See the map in Introduction for Census Tract Locations*

Poverty is a function of income, related to education, job training, and employment. Manufacturing employment has declined. Industries most affected by job losses (i.e. apparel and textiles, transportation equipment) are negatively impacted by foreign imports and are not expected to return to the region. The greatest job growth is in the retail and service sectors that do not provide the compensation found in the manufacturing sector.

The resources that the City of Williamsport has to reduce the number of persons with incomes below the poverty level are limited. Since poverty is based upon income, its effect on housing opportunity and choice is apparent. Conversely, with out adequate, stable housing and employment opportunities, alleviating poverty becomes difficult. The City pursues and

supports various activities to provide an environment that will attract businesses to remain, expand or relocate to Williamsport. An objective of the strategies is to pursue economic development through revitalization. Activities include:

- **Downtown Revitalization Project.** The project includes residential housing (Nichols Place), a parking deck with retail businesses, and expansion of the Trade and Transit Center. The State has awarded \$6 million toward the project, scheduled for construction between 2006 and 2010. The Redevelopment Assistance Capital Program (RACP), \$5 million dollar William Street Development Project has been underway for some time and entails acquisition and demolition of an underused school building as a site for a department store. Construction activity is hoped to begin in 2010. Demolition costs may be supported by CDBG funds.
- The City and SEDA-COG Joint Rail Authority have approved a *Memorandum of Understanding* setting forth obligations in the construction of a **rail track siding facility** at the former Kennedy-King housing site. This project includes funding from multiple sources including PA DCED Community Revitalization and PenDOT Rail Freight Assistance and is expected to create at least 35 jobs. In 2009, the SEDA-COG Joint Rail Authority was instrumental in establishing the Newberry South Bulk Transfer Facility that will allow expanded transloading of various commodities.
- **Reach Road Extension Project.** Improve access to US 220/I-180 with the proposed I-99 and service industrial properties in the West End promoting economic development.

- **Keystone Innovation Zone (KIZ).** Administered by Pennsylvania's Department of Community and Economic Development, (DCED) the KIZ is a geographically designated zone, formed to support renewal by creating new technologies and new entrepreneurs. KIZs use colleges and universities to deliver economic opportunities. The KIZ partnership is responsible for planning and execution of a zone plan for renewal. The KIZ partnership in Williamsport consists of the City, Lycoming County, SEDA-Council of Governments, Pennsylvania College of Technology, and the Williamsport/Lycoming Chamber of Commerce.
- The City Planning Commission supported plans for construction of a new National Guard and Army Reserve Training Center at the Penn Street Armory.

The City supports agencies providing social and employment service, and affordable housing activity for lower income households. These services include:

- Lycoming County Public Housing Authority provides programs promoting economic self-sufficiency, job training, and job finder assistance.
- Neighborhood Plans and Strategies for City neighborhoods lead to creation of the Newberry Community Partnership (NCP). NCP was approved for an *Elm Street Grant* in 2007-2008. A Neighborhood Strategic Plan for the *Park Avenue Neighborhood* is completed, but little activity has ensued.
- Step, Inc. sponsors job-training programs (WIA) and with Lycoming County Career Link, provides connection between job seekers and employers.
- The American Rescue Workers supports Work Therapy

Programs teaching personal and organizational skills needed for employment.

- The Center, a community based organization providing life and job skills training, and was assisted with CDBG funds.
- The YWCA Liberty House Women's & Children's Shelter program include job skills and self-sufficiency training.

Salvation Army *Project Break Through* is a large component of *Journey House*, a program providing housing and mentoring for homeless or near homeless families, and is a participant in an ESG application in 2010.

*Economic development programs in support of business development and job creation are being undertaken in the City of Williamsport as follows:*

- Williamsport has established a Keystone Opportunity Zone (KOZ). Administered by DCED, KOZs revive economically distressed communities with a market-



based incentive of tax abatement. In KOZ areas, there is a reduced or no tax burden for residents and businesses. The virtually tax free KOZ in the City of Williamsport serves to attract economic activity where no or little activity exists. Spin-off economic activities outside the KOZ become taxable for additional revenue that did not exist before, fostering private reinvestment to regain economic stability. There are six city KOZ sites. One, the *Eureka Place Project* involves the revitalization of approximately 9 acres of blighted real estate in downtown Williamsport adjacent to Interstate 180 into a hotel, convention center, theatre, parking garage, offices, apartments, restaurants and commercial retail space.

- Providing state tax credits to private companies making qualified investments in rehabilitation, expanding, or improving buildings in designated Enterprise Zones.
- SEDA-Council of Governments offers small business administration loans. Lock Haven Small Business Development Center offers free assistance including guidance in developing a business plan. They have an outreach center in Williamsport.
- Service providers in the City and region provide educational and job training services. Team Pennsylvania Career Link, a cooperative effort established by the State, is located in Williamsport. Career Link provides one-stop delivery of career services to job seekers.
- The City and County participate in the LERTA tax abatement program to encourage expansion of existing businesses.

The current LERTA Exemption Schedule:

First Year	100%
Second Year	90%
Third Year	80%
Fourth Year	70%
Fifth Year	60%
Sixth Year	50%
Seventh Year	40%
Eighth Year	30%
Ninth Year	20%
Tenth Year	10%

The exemption is granted upon the property and shall not terminate upon the sale of exchange of the property  
Call the Community Development Office at 570-327-7511 for more information

*CDBG funds, administered through the Office of Economic and Community Development, are used to further economic development in Williamsport as follows.*

- Micro-enterprise Revolving Loan Program provides a maximum loan of \$10,000 at three percent interest over ten years. The first year principal and interest is deferred. The funds can be used to assist businesses with five or fewer employees with equipment, supplies, furnishings, and other necessities. Minimal CDBG funding is available. One applicant received funding in 2009
- Loan repayments from funds originally granted to the City by the First Community Foundation, provide a City Commercial Facade Repair Program. In 2009, the eligible area was expanded. Applications were accepted but no loans were issued in 2009.

The City continues to focus on economic development, attracting businesses, retaining and expanding existing ones, and creating jobs. In recent years the City in partnership with other organizations in the region, has embarked on a program to implement revitalization in the central business district. The Downtown Main Street program and the Newberry area Elm Street program both encourage job creation, tourism, and livable, viable downtowns. Economic development will continue to be important to the overall revitalization of the community.

These activities will aid in reducing poverty in the City by improving the basic skills, health and housing environment of persons living below the poverty level. They will also increase opportunities for employment by attracting and retaining businesses and by providing a comfortable living environment. The varied activities help create job opportunities that help alleviate poverty in the community.

COMPREHENSIVE HOUSING AFFORDABILITY STRATEGY (CHAS) ANNUAL PERFORMANCE REPORT FOR 2009

ASSESSMENT OF ANNUAL PERFORMANCE IN THE CITY OF WILLIAMSPORT

1. Assess Williamsport's effectiveness in achieving the goals established in the Five-Year Consolidated Plan. (See the Introduction and the attached Chart for a summary of progress.)

All Grantees must identify and select one of three Objectives for each activity. Then one of three Outcomes that best represent the impact of the program is selected. This chart displays available objectives and outcome categories

	Outcome 1: Availability/Accessibility	Outcome 2: Affordability	Outcome 3: Sustainability
Objective #1 Suitable Living Environment	Accessibility for the purpose of creating Suitable Living Environments	Affordability for the purpose of creating Suitable Living Environments	Sustainability for the purpose of creating Suitable Living Environments
Objective #2 Decent Housing	Accessibility for the purpose of providing Decent Affordable Housing	Affordability for the purpose of providing Decent Affordable Housing	Sustainability for the purpose of providing Decent Affordable Housing
Objective #3 Economic Opportunity	Accessibility for the purpose of creating Economic Opportunities	Affordability for the purpose of creating Economic Opportunities	Sustainability for the purpose of creating Economic Opportunities

Despite the available resources, obstacles remain in achieving the goals include

- Limited resources.
- Limited vacant developable sites.
- Hazard abatement costs of developed sites or abandoned buildings that substantially increase the cost of development.

· Dated infrastructure.  
 Priorities of the Consolidated Plan define Williamsport's Housing Strategies. Established programs and activities address many priorities. The objective of the planned strategies is providing affordable housing and support services to persons and households living at 80 percent or below the City's median income.

**Priority Housing Need:** Homeownership

- Support home ownership by very low and low income small, large, and all other renters.
- Create new housing for home ownership through construction, or substantial rehabilitation.

Objective: Decent, affordable housing

Outcome: Affordability

*The City Existing Housing "GAP" Program* offers financing not exceeding 20% of a property purchase price. Applicants must meet income guidelines, obtain the maximum available financing from private sources, and contribute 4% of the purchase price from their own funds. FOUR former renter households were assisted in 2009 and 18 households have been assisted since 2005. *All participants are below 80% area income level. This activity primarily benefits households above the 51% area median income.* In many cases a low-income households lack of earnings precludes their ability to purchase and maintain a single-family house. The city recommends such households make use of homeownership education, budgeting classes, and other services, provided free by many

organizations, and increase their likelihood of purchasing a home. Existing Williamsport homes are affordable and interest in this program has been steady but has been affected by a slow down in private lending.

HOME funds are available to assist income eligible households purchase new homes in *West End Terrace/Pennsy Heights*. 53 units have been assisted since 1998. Buyers apply for deferred repayment HOME mortgages. Pre construction activity for 6 additional units is underway. No buyers were assisted in 2009. The activity has been delayed due to recent housing and national economic difficulties. The West End Terrace Homebuyer activities, in total from 1997 to 2008, has expended \$1,548,998 in HOME funds and leveraged \$3,881,154 from PHFA, FHLB, and other sources. *This activity primarily benefits households between 60% and 80% of area median.*

Home ownership opportunities are available through non-profit organizations such as *Lycoming Neighborhood Development Corporation (LNDC) and Habitat for Humanity, City CHDO's*. Since 2000, City assistance to Habitat has resulted in 16 new owner occupied units. Partnership with LNDC has resulted in 8 single-family units and a 24 (15 HOME assisted) unit rental activity. HfH assisted ONE new homebuyer in 2008. *This activity has primarily benefited households between 50% and 60% of area median income.*

DCED Housing & Redevelopment Assistance Funds of \$330,000 have been obtained to construct up to 12 single-family homes on land the City sold to a developer for this purpose. This is mortgage assistance gap financing funds will

assist income eligible buyers (120% AMI). Construction is hoped to begin in 2010.

The Lycoming Housing Authority constructed Harmony Way, Six single-family homes on Walnut, Cherry Street and Park Avenue. The homes are for sale to income eligible buyers. No City funds were used in this activity.

Through Cooperative Agreement and City donation of land, the LHA constructed 6 single-family homes at **Lose School** site. The City provided CDBG funded improvements to a nearby park.

The CP goal of 10 new units was exceeded

#### **Priority Housing Need: Home Rehabilitation**

- Improve living conditions by making owner occupied housing code compliant.
- Preserve housing stock through rehabilitation.
- Reduce lead based paint hazards in older housing stock.

Objective: Decent, affordable housing

Outcome: Affordability

Owner-occupied single-family housing rehabilitation programs (**OOSF**) address the above needs. Each house rehabilitated by HOME must meet minimum standards. Lead Paint hazard reduction requirements are observed.

Since 2005, FORTY-SIX houses have been rehabilitated to standard under HOME.

Since 2005, SEVENTEEN homes have been rehabilitated using CDBG funds under the Emergency Repair Program

Since 2005, ELEVEN Handicapped rehabilitations have been completed, providing home modification for handicapped individuals.

Between 2005 and 2009, seventy-four units have received rehabilitation assistance. The CP goal of 45 units has been exceeded.

**Priority Housing Need:**

- Improve living conditions by making rental-housing code compliant.
- Preserve the housing stock through rehabilitation.
- Abate hazard of lead in older housing stock.
- Create new affordable renter housing.

The City *Rental Rehabilitation Program* offers a 3% interest, 15-year loan. Since 1993, 65 units have been rehabilitated and made available to targeted households.

0 units were completed in 2009. Since 2005, ELEVEN existing units have been rehabilitated to standards with CDBG funds.

HOME funds are used to construct income targeted rental units. The Iris Commons, 6 HOME assisted rental houses, was complete and fully occupied in 2008. In 2009, the 24 unit Nichols Court rental (4 HOME assisted) was constructed and are renting for occupancy as of the date of this report. The CP Goal of 15 new rental units has been met.

**Priority Housing Need:**

- Assisting Homeless Individuals and Families and

Chronically Homeless persons obtain housing and helping Low Income Persons Avoid Homelessness

The City of Williamsport accepts funding requests from provider agencies of permanent supportive housing, particularly those that address a gap in agreement with the *Continuum of Care*. The City worked with Family Housing Alliance, Transitional Housing for Families Journey House, and provided CDBG support for utility costs in 2008. The City supported Journey House applications for PA DCED, County Act 137 funds and awarded Journey House 2008 CDBG funds. The City has agreed to submit an ESG application for a new transitional housing site in 2010.

Community Development participates in the Lycoming County Housing Work Group, a collaborative effort from many local housing providers, credit counseling agencies, and banks to provide homebuyer and homeowner education.

The City assisted social service and non-profit organizations with funding. This information is discussed under “**Supportive services to social service and non-profit organizations**”.

The Lycoming County Housing Authority applies and administers Section 8 and public housing. The City does not directly address this need.

The City collaborated with *LNDC, Habitat for Humanity and Susquehanna Developers* to provide single-family owner occupied newly constructed housing for targeted incomes. The City has two non-profit organizations qualifying as CHDOs and would accept inquiries from other interested non-profits.

**Homeless Objectives- Priority- Support Homeless Prevention Programs.**

Beds	Current Inventory	Unmet Need/Gap
Individuals		
Emergency Shelter	233	21
Transitional Housing	148	150
Permanent Supportive Housing	85	220
Total	466	391
Families With Children		
Emergency Shelter	409	38
Transitional Housing	344 + 4	105
Permanent Supportive Housing	0	198

The City has contact with non-profit agencies and provides financial assistance where possible. Homelessness is often a result of economic pressures and unemployment. The City supports job growth and retention through its Micro Enterprise, UDAG Shopsteading and Commercial Facade Programs, though funding for these activities is limited. Local housing providers comment that reasons for homelessness include inability to retain employment, manage a budget, sudden life changes such as divorce or job loss, abuse, addictions, credit, the lack of medical insurance, and lack of facilities for persons unable to live on their own.

The Lycoming County United Way (LUW) administers Housing Assistance Program (HAP) used to prevent eviction or obtain permanent housing and FEMA funds, for rental assistance to prevent eviction. The United Way hosted a presentation on the American Recovery and Investment Act. The City is a member of the Coordinated Task Force Group that meets once per month. The Task Force is composed of over 60 organizations that meet to share information, and resources.

Part of Task Force activity is to obtain the information needed

to apply for Continuum of Care, McKinney, and related Housing Assistance Program funding, a Central Clearinghouse of information from County agencies dealing with homelessness was formed. Linkage Lycoming was funded by the United Way to perform this service. Information has been obtained from many different agencies including: The Joinder Board, Mental Health/Mental Retardation, Salvation Army, YWCA, Wise Options, North Penn Legal Services, Children & Youth, STEP, Williamsport Area School District, American Rescue Workers and others. Linkage Lycoming verifies the count is not duplicated from month to month.

For the year of 2008, the homeless count for Lycoming County was over 130 households. For 2009, the reported count was 57. This information is compiled from information submitted to the *Coordinated Services Clearinghouse, Linkage Lycoming*, by participants in the Coordinated Task Force. The United Way supports the Clearinghouse financially.

The County Department of Public Assistance administers State Emergency Shelter Allowance (ESA) funds. ESA funds are used to prevent eviction and assist homeless households obtain permanent or temporary shelter. Other agencies offering limited assistance to prevent eviction include American Rescue Workers, Shepherd of the Streets Ministry, and STEP Outreach.

**Priority Homeless Objectives - Support emergency shelter and transitional housing services through local nonprofit organizations and social service agencies.**

The YWCA opened Liberty House Women's and Children's Shelter with City CDBG assistance. The American Rescue

Worker's operates a men's homeless shelter. The Salvation Army provides Project Break Through (past CDBG assisted). Journey House residents participate in Project Break Through. The City supported applications for HPRP, Emergency Shelter Grants, PA DCED funds, County Act 137 funds, and any other sources for shelter services. Many non-profits such as United Churches, Salvation Army, and Aids Resource, provide rent and utility payments on a limited basis and basic life skills support help. Saint Anthony's Center provides food, a free medical clinic, clothing & furniture for those in need.

**Priority Homeless Objectives** - *Support services to assist homeless persons and families make the transition to permanent housing and independent living.*

Homelessness Prevention and Rapid Re-Housing Program (HPRP) provides temporary financial assistance and services to prevent individuals and families from becoming homeless, and help those who are homeless to be quickly re-housed and stabilized. In 2009, the City received \$518,859 from the Department of Housing and Urban Development for this purpose. The City met with the Homeless Assistance Program (HAP) provider for Lycoming County (the representative organization is the United Way) to determine what agencies could best manage HPRP. Two agencies, STEP, Inc. and the Salvation Army, were identified as having the capacity to administer HPRP for the City. By agreement, these agencies will work together to insure a centralized intake process and prioritize applicants, serving those most in need of temporary assistance and most likely to achieve stable housing outside of HPRP after the program concludes. Applicants must be at or below the 50% AMI.

The City constantly seeks input from social service agencies. Most need additional funds for staff to properly supervise clients and expand programs encouraging self-sufficiency. In 2009, the State Budget Crisis adversely affected many agencies. The Center for Independent Living (CIL) provides advocacy for persons that are disabled. The LCHA and CIL offer Family Self-Sufficiency programs and homebuyer activities. A printed and on-line directory of service providers is available through *Linkage Lycoming*. The City Accessibility Program helps persons that are disabled remain in their homes. The City, worked with the United Way, Covenant Central Church, Salvation Army, STEP, Habitat for Humanity, and others, to support Family Transitional Housing at Journey House. JH provides applicants housing, job and life skills training with a goal of self-sufficiency with in a one-year period. The City has agreed to submit an application in 2010 for State ESG funds to develop an empty church into a short-term shelter.

*Discuss further actions or **changes** that are proposed for the Consolidated Plan because of this assessment.*

None are planned at this time. An amendment to the plan was completed for NSP funding. A new Consolidated Plan was created and will be implemented in 2010.

**Other Needs:**

The City of Williamsport will consider requests to assist with housing for other special needs sub-populations. The City of Williamsport will also consider providing certifications of consistency for HUD and other funders as required, to expand

housing choice and assist the with housing for other special needs sub-populations

Incremental progress has been made toward non-housing needs.

**Public Facilities**

**Priority** – improvement to facilities including

- Recreational facilities
- City infrastructure
- Installation of ADA compliant curb ramps
- Water and sewer improvements
- Fire hydrant upgrades
- Flood pump station improvements
- Blight elimination activities

are funded each year as fully as possible.

The Objective of each activity is to create a Suitable Living Environment and increase Community Sustainability.



TRACT	POP100	HU100	DISABLED	WHITE	BLACK	AIANA	ASIAN	NHOPI	Other Race	HIS PAN IC	Non Hispanic
000100	3254	1459	534	524	10	0	0	0	0	0	534
000200	2283	987	298	263	35	0	0	0	0	0	298
000300	5973	2799	1275	1158	83	23	0	0	11	11	1264
000400	5046	2590	1499	1049	317	21	24	0	88	32	1467
000500	3036	986	520	502	18	0	0	0	0	10	510
000600	3058	1490	693	592	72	18	11	0	0	0	693
000800	2140	611	414	343	50	8	0	0	13	0	414
000900	2617	1121	553	505	10	25	0	0	13	0	553
001000	3299	1481	604	516	72	5	7	0	4	0	604

**Priority** - Support Vital Public Services

There are varied public services available in the community to address human service needs. There continues to be service needs that are important to the ability of persons to sustain themselves and live independently. The City of Williamsport will continue to support and accept applications for innovative services that address outstanding needs that provide a benefit to wide sectors of the community.

Many public services are multiple year activities, dependent upon annual CDBG awards, and competing for the same funding. Many activities originally proposed, as priority needs will not be addressed due to funding limitations.

In 2009, all CDBG and HOME funds expended for activities met one of the three national objectives as defined under CDBG and HOME regulations. In FY 2008 92.4% of CDBG funds (excluding planning and administration) expended benefited low and moderate-income persons. In FY 2009, 95% of CDBG funds (excluding planning and administration) expended benefited low and moderate-income persons. Williamsport met its Timeliness requirement and has under 1.5 times its annual allocation on-hand at the end of the program year. The City also met HOME expenditure requirements for 2009 and has provided at least 15% of HOME funding to Community Housing Development Organizations.

Specific projects supported by the City in various ways, are discussed in the Introduction to this document and in the Priority Needs Progress Summary.

Activity	5 Year CP Goal	5 Year CP Objective	CP Outcome	Progress Towards Meeting Goal					Total Assisted	Assessment
				2005	2006	2007	2008	2009		
excel reports-"IDIS List gpr count summary housing file"									HOME CDBG	2008
Home Buyer Assistance	30	Providing decent affordable housing	Affordability	2	2	5	5	4	19	Agreements for additional units, WET/Pennsy Heights, Nichols Place (DCED) are in place. Applications for the Gap Program are being reviewed 2009-2010 Total includes 14 City Gap & 1 WETerrace buyers
	Increase homeownership				1					
Creation of Homewonership	see above	Providing decent affordable housing	Affordability	2	1	4	1		8	CHDO housing for home ownership activities Total of home buyer/homeownership assistance is 23
	Increase homeownership									
Rental Housing Construction	see below	Creat a suitable living environment	Availability / Accessibility				6	0	6	24(4 HOME assisted units) Nichols Court were constructed in 09-completion in 2010 Iris Commons
	Improve rental housing									
Rental Housing Rehabilitation	15	Creat a suitable living environment	Availability / Accessibility	2	7	2	0	0	11	2 units were rehabilitated in 09 but not closed out-completion 2010
	Improve rental housing									
Accessibility Rehabilitation	15	Creat a suitable living environment	Availability / Accessibility	1	5	3	0	2	11	applications are being taken for 2010
	Provide safe accessible housing									
Owner Occupied Housing Rehabilitation	45	Creat a suitable living environment	Availability / Accessibility	9	1	2	3	2	72	10 rehab cases are under contract for completion in 2010.
	Reduce housing blight/hazards			10	12	12	6	6	63	Totals include CDBG emergency & HOME

**IDIS PR 83 REPORT, PAGES 76-89, ARE NOT INCLUDED IN THIS DIGITAL COPY**

### *Performance Measurements - IDIS REPORTS*

The current Williamsport Consolidated Plan (CP) period is 2005 through 2009. The CP contains goals for the five-year period. Reporting on progress of projects and activities of the CP is required on a yearly basis. This document, the CAPER fulfills that requirement.

In 2007, CAPER reporting requirements were incorporated as part of HUD's Outcome Performance Measurement System. A HUD IDIS report, *CDBG Performance Measures Report (CO4PR83)*, is included in the Appendix to this document. This report shows the **Objective of the activity**, either "To Create a Suitable Living Environment, Provide Decent Housing, or Create Economic Opportunities", and the actual **Outcome** anticipated by the City of Williamsport when the activity is completed. Anticipated Outcome choices include increasing or improving the "Availability, or Accessibility, or Affordability, or Sustainability" of the community.

The COPR83 report is limited to CDBG funding and is a combination of a broad section of activities. Headings include:

**Public Facilities and Infrastructure**, a broad category that includes activities such as Removal of Architectural Barriers, Street Reconstruction, Installation of Hydrants and Laterals, Flood Pump Station Upgrade, Public Park and Playground Improvements.

**Public Services**, a category that can include activities such as a Salvation Army After School Program, CAPP, Big Brothers/Big Sisters, SPCA Spay & Neuter Assistance, or a YWCA After School program. These services benefit primarily lower income households.

**Rehabilitation of Rental Units, Construction of Rental Units, Rehabilitation of Owner Occupied Housing Units, Home Buyer Assistance** categories, which are self-descriptive.

As part of its standard format, the COPR83 also lists potentially eligible CDBG activities, even though the City does not provide funding for these activities as of the date of this report.

The COPR83 provides a breakdown of the benefit provided. These vary by activity but often include the number of persons that, because of the activity, will now have "New access" to a facility or service, the number with "Improved access", and the number that will be able to access a service or facility that is "No longer substandard". Other sections of the report provide information on job creation, the number of housing units created or repaired, and the level of repair performed. Many categories are 0. Either no funds were obligated to meet that category or the activity is still underway. The COPR83 reports on program year 2009 only and is derived from information entered into the HUD IDIS networked computer system.

Descriptions of 2009 activities and programs that are part of each category can be found in the 2009 COPR03 Report, the narrative **Introduction**, and **Project Report** sections of this CAPER document.

Additional explanation is also provided within the report the City of Williamsport has developed. These are included in the "Outcomes" section.

## 2005-2009 Performance Measuring OUTCOMES - CDBG & HOME

A summary of the expected and actual accomplishments, outputs, and measurement of performance for the 2005-2009 CAPER time period are reported in **Outcomes** as part of the “**Comparison of Planned vs. Actual Investments, CDBG/HOME Performance Measuring**.”

The following describes the information presented.

The narrative “Summary of Goals and Outcomes” describes the targeted population, activity type, the CP goal, the Objective, the anticipated Outcome, and the number of units to date that have been assisted since 2005 under the respective activity. A short summary is in the boxed sections.

The HUD Table “Comparison of Planned vs. Actual Investments, Housing Goals and Needs” follows. The “Households By Type” column identifies unique households, various income groups, and the estimated unmet need in our community for safe and affordable housing by category during the Consolidated Plan period 2005-2009.

The column titled “Proposed Outcome-Households Assisted” reports the goal, or number of households anticipated to be assisted in the 5-year Consolidated Plan period. For example the Renter Outcome Goal is to assist 15-households acquire safe, affordable housing. The next two columns provide the number of households assisted between 2005 and 2009 under the funding sources for the program, either HOME or CDBG.

The “Total” column provides a total number of households, or persons assisted during the period from ALL funding sources.

A comparison can be made between the proposed number to be assisted and the progress made to date.

This format is continued through the Owner, Homebuyer and Special Needs households’ charts.

The next set of charts provides yearly activity by funding source and program for housing related HOME and CDBG activities. A short summary of 2009 actions is boxed at the bottom of each chart. (Names have been blacked out for privacy considerations.) Owner Occupied Single Family, Home Buyer Assistance, CHDO Activity, Handicapped Assistance, and Rental Assistance reports are attached.

The next section presents a performance comparison measurement of goal to outcome for the City of Williamsport **Non-Housing Needs**. The format is similar to Housing but because HOME funding is not available for this category, the columns are broken down to show yearly figures for the CDBG program alone.

A narrative describing the activities and the number of units completed to date, for example 18 curb ramps were installed in 2009 making 99 the number of ramps installed from 2005 to 2009. These pages include a 2009 summary of various activities and display the proposed objective and outcome anticipated.

Program charts for Blight, Commercial Façade and Micro Enterprise display current actions and status for non-housing programs funded by CDBG and offered by the City of Williamsport.

## Low Moderate Income Narrative

Activities indirectly but not specifically serving lower income populations include clearance and removal of conditions hazardous to the general public, such as demolitions necessitated by the Board of Health, Commercial Façade Rehabilitations, Historic Property Rehabilitation, planning and administration. The implementation of these activities is limited by use percentages imposed by the program rules providing the funding.

At least 70% of City Community Development Block Grant activities must provide benefit to lower and moderate-income populations. No more than 20% of each yearly award plus program income can be used for planning and administrative purposes.

All housing rehabilitation, construction, homebuyer assistance, and CDBG construction activities, i.e. street construction, curb ramp, storm sewer separations, fire hydrant and water line upgrades, code enforcement activity, and other public facility improvements *must* provide a demonstrated benefit to lower income populations of the City of Williamsport. This benefit is generally proven through census information or direct surveys. Year 2000 census information is currently in use, no surveys were used in 2009.

The City Micro Enterprise program provides benefits to either lower income owners or employees of small businesses. This must be supported by documentation.

The Shopsteading Program is funded from revolving, non-CDBG loan repayments. Loans are made on an as available basis. The program requires a 2 for 1-dollar match and has minimum job creation and retention requirements.

The Commercial Façade Program is substantially funded from non-CDBG grants. Its basis is blight elimination.

Non-profit organizations and for-profit developers assisted with CDBG or HOME funds must obtain and provide support and documentation for the required low to moderate-income benefit. This requirement is part of every sub recipient agreement.

The City has met its 70% minimum benefit for 2008. Over 95% of the expended funds benefited persons below 80% AMI

## **Grantee Performance Project Report Narrative 2009 City Programs**

### **Non-Housing Activities**

The City funds Street Reconstruction, Park Renovation, Handicapped Ramps (Curb Cuts), Water, Sewer, Pump Station, Codes Enforcement, Recreational Facilities, and blight elimination activities, substantially with CDBG dollars. Such activities must be documented to show a primary benefit to lower income households, persons or areas.

The City provided CDBG funding for Accessibility improvements to City Hall.

The City accepts applications from local non-profits, such as AIDS Resource, Big Brothers/Big Sisters, CAPP, and Nurse Family Partnership, as funds are available. Non-profits are encouraged to submit applications during the budget process in August. A documented benefit to lower income populations and a plan to verify their eligibility is required.

In 2009 the West End Christian Community Center, Newberry Community Partnership Interim Assistance Neighborhood Clean-Up, CAPP, and Elm Street activity were assisted.

OECD staff maintains contact with sub recipients, CHDO's, rehabilitation contractors, developers, and program applicants to ensure compliance, accurate reporting, and proper completion of funded activities.

### **Housing**

#### **Owner Occupied Single Family Rehabilitation - CDBG and HOME Funds**

A maximum of \$30,000 for rehabilitation of single family, owner occupied units located in the City of Williamsport is offered. The grant amount varies between \$5,000 and \$10,500 depending upon household income. The loan rate is 3% with a 15-year repayment term. A deferred repayment loan is available if an applicant meets minimum requirements. All participants must be lower to moderate-income single-family property owners with incomes below 80% of the area median. Properties are brought up to minimum code standards, including weatherization and lead hazard reduction.

This program is funded by HOME and meets the housing priorities in the 2005 Consolidated Plan. A waiting list is maintained.

CDBG currently funds an emergency rehabilitation program. It can be used only to correct situations posing an impending threat to health and safety. All standard eligibility requirements must be met.

#### **Rental Property Rehabilitation - CDBG Funds**

This program offers a 3% interest loan to rehabilitate residential rental properties. Funds up to \$14,000 for the first unit and \$11,000 for each additional unit to a maximum of seven units are available. At least 51% of the occupants must be LMI. (50% in a double unit) The Consolidated Plan notes the age and high number of rental units in the city. Rental rehabilitation is one of the high priority objectives for Williamsport. A waiting

list is maintained. The City believes there is a need for rental property rehabilitation and has made efforts to encourage more participation in the program in 2010.

### **Home Buyer Purchase Program - CDBG and HOME Funds**

City Home Buyer Assistance Program offers “gap” financing. Limited to 20% of the purchase price of a city, single family unit, participants must obtain at least 80% financing from private sources, contribute at least 4% of the purchase price in cash, and pass all standard credit investigations. There are many affordable homes in good condition available in the City of Williamsport. Participants of the Gap Assistance Program are eligible to apply for the city rehabilitation programs. Owner Occupied housing is a high priority goal of the Consolidated Plan. This program is funded primarily by HOME with administrative support for non-funded activities from CDBG.

### **Historic Building Rehabilitation**

This program offers 3% interest loan funds for code-required repairs on the exterior of Historic Buildings. This program is funded by CDBG funds. Many units assisted are rental units occupied by LMI households. In 2001 funding was set aside for the removal of slum like, blighted and potentially dangerous conditions at commercial units in the district. All work must meet the Secretary of the Interiors Standards for Rehabilitation of Historic Buildings.

### **Handicapped Accessibility Rehabilitation**

This program offers a maximum \$5,000 declining term grant for accessibility improvements to units occupied by income eligible households with persons that are disabled. Funded by CDBG, this program has helped many persons with disabilities continue to occupy their homes.

### **Micro Enterprise**

The city offers a one year deferred repayment loan to owners or potential owners of small (five or fewer employees including owners) businesses in the city. Income eligibility requirements and standard credit rules apply. The maximum loan is \$10,000 for a ten-year term.

All of these programs and activities must specifically target low and moderate-income persons and meet one or more of the priority objectives outlined in Williamsport’s Consolidated Plan.

## **DEVELOPMENT OF THE CHAS ANNUAL PERFORMANCE REPORT**

The Williamsport Office of Economic and Community Development prepared the CHAS APR for 2009 from February through March 2010. The Office of Economic and Community Development used its 2005 - 2009 Consolidated Plan, information from its 2009 Action Plan, and input from various governmental and social service agencies as a baseline to prepare the APR. The OECD compared the planned activities and the progress made toward achievement. The City also contacted service agencies and housing providers through monitoring visits, mail communications, and telephone consultation to obtain additional information on programs available, services needed, households assisted with housing, housing related activities, and other services during 2009. A sample of this questionnaire is attached.

Block advertisements were published in the *Williamsport Sun-Gazette* on August 18<sup>th</sup> and 20<sup>th</sup> providing notice that the City of Williamsport was accepting applications for Community Development Block Grant funds.

A public hearing concerning development of the 2009 Action Plan was held on September 10, 2008. A second public hearing was held on October 22, 2008 in City Hall. The public hearings were advertised in *The Williamsport Sun-Gazette*. The Action Plan was on display from October 6, 2008 to November 4, 2008. The City Council Finance and Public Works Committees reviewed the Action Plan in a Public Meeting on October 28, 2008

The completed 2009 CHAS, CDBG and HOME, was on public display for fifteen days from March 15, 2010 to March 30, 2010 at the following locations.

Office of Economic and Community Development  
City of Williamsport  
245 West Fourth Street  
Williamsport, PA 17701

and

James V. Brown Library  
19 East Fourth Street  
Williamsport, PA 17701

A public notice advertising the location and dates of the comment and display period was published in the Williamsport Sun - Gazette on March 15, 2010. A copy of the advertisement is included in Appendix A and, as soon as Proof of Publication is available, will be added to Appendix A.

**COMMENTS RECEIVED**

No comments have been received to date. Any comments that are received will be forwarded to HUD.

The CHAS APR for 2009 was submitted to HUD on March 31, 2010

Proof of Publication and Notice

**PUBLIC COMMENTS:**

None received to date

## **Priority Needs and the Continuum of Care (COC)**

Below is a summary of the 2005-2009 Consolidated Plan, *Priority Needs for the City of Williamsport*. The objective of the planned strategies is to provide affordable housing and support services to persons and households living at or below 80 percent of the City's median income.

### **For Housing Needs the City Priority is to:**

- Support home ownership by very low and low income renters.
- Create new housing for home ownership through construction, or substantial rehabilitation.
- Improve living conditions by making housing code compliant.
- Preserve housing stock through rehabilitation.
- Reduce hazard of lead based paint in older housing stock.
- Create new affordable renter housing.
- Assist persons with adaptive modifications and accessibility improvements.
- Assist Homeless Individuals and Families and chronically Homeless persons obtain housing and helping Low Income Persons Avoid Homelessness

### **For Non-Housing Needs the City Priority is to:**

- Improve parks and recreation facilities, including, Brandon Park, Memorial Park, Young's Woods, Shaw Place, Newberry Park, Bowman Field, Lose, and Flanagan Parks.
- Update the fire protection system.
- Improve water and sewer infrastructure including but not limited to separation of storm sewers throughout the City, and improved delivery of water service and fire hydrants.
- Street improvements including reconstruction, updating streets to safe proportions and modern standards.
- Installation of ADA curb ramps Citywide.
- Youth services, including but not limited to childcare and other supportive services.
- Economic Development including assistance to Micro-enterprises and other for-profits, commercial rehabilitation and commercial infrastructure development.
- Creation of Neighborhood Plans and action strategies for neighborhoods in the City.

*As part of the CAPER process the City requests input from organizations providing services related to priority needs. This information is used to develop a comprehensive vision that encompasses adequate infrastructure, affordable housing, fair housing, civic*

enhancement, economic development, human development and a **Continuum of Care** for helping the homeless and near homeless.

*Planning for CoC homeless assistance in the City of Williamsport and Lycoming County is coordinated through the State and locally by the PA Steering Committee on Homelessness. The Steering Committee has representation from State agencies providing homeless services and assistance and acts to:*

- serve as the link to the Pennsylvania Interagency Council on Homelessness.
- formulate policy and share information.
- review and develop procedures for the CoC application process.
- facilitate the collection of data on homelessness.
- direct and provide technical assistance to the regional CoCs.

*The City of Williamsport is in the Central CoC Region. Each Region has a Homeless Advisory Board (RHAB) with representatives of local entities involved in housing and homeless services. The CoC process is supported by the Homeless Assistance Program (HAP) County contacts. In Williamsport, the United Way provides service as the HAP contact. These individuals responsible for coordination of State funded homeless programs and have knowledge of local homeless services and needs.*

In 2009 the following supported the CoC, addressing under funded or under served gaps in Priority Needs:

- Updated infrastructure (streets, curbs) in low to moderate-income service areas was provided with CDBG funds. See the Census Tract map for locations. Non-CDBG eligible areas are assisted through alternative funding sources such as Liquid Fuels or State Transportation funds.
- The City takes part in the Family Housing Alliance association of housing and service providers, with a mission to develop and support the development of housing for families. The City of Williamsport agreed to apply for ESG funds in 2010 for a “Safe Haven” (temporary shelter) planned activity.
- To coordinate services the Lycoming County United Way established a **Coordinated Services Task Force** composed of many community agencies. These agencies identify resources, and services for persons in need. Representatives from the OECD attend monthly meetings and participate in the referral process between agencies.
- **Linkage Lycoming**, with support from the United Way, established a Central location to list and track requests for assistance by homeless persons. The Task Force established a *Homeless Tracking Clearing House*. Until this was created, duplication of service and double counting of homeless persons often occurred. The Clearing House allows agencies to better estimate the number of homeless persons, check the status of applicants, verify what help has already been provided, and what help may be available.

- Task Force service providers report that minimal services are available to meet standard needs, the monetary resources to maintain services, facilities, and to meet extraordinary needs, are severely stretched.
- Through the United Way, (RHAB representative) a January 2010 Point In Time Count sheltered homeless count is planned.
- The Lycoming County Housing Authority and the City have collaborated to create housing units at the site of the former **Lose School**. These units are substantially complete and for sale.
- The City supported affordable rental housing through **Iris Commons**, and **Nichols Court** affordable rental activities. Iris was completed in 2008 and Nichols Court was constructed in 2009. Portions of these developments were assisted with HOME Program funds.
- The City Landlord's Association is meeting regularly and providing educational opportunities for their members. They have asked the Williamsport Municipal Water Authority to help by policing for tenants who have an established history of failing to pay water bills.

**The following is a review of facilities and services available in our region.**

The **Aids Resource Alliance (ARA)** - provides rental assistance, housing, food, medical, pharmaceutical and educational services specifically for HIV/AIDS diagnosed persons. In prior years, with CDBG assistance, they began on site outreach. ARA has collaborated with consumer credit counseling to provide budgeting classes. This organization received funding from the Ryan White Program- Department of Health and Human Services, from HOPWA-HUD, and the State.

Accessibility improvements allowing handicapped persons to reside in their homes and increase the availability of accessible housing are components of homeownership and the rehabilitation goals of the Consolidated Plan. The City, often with cooperation from **Northeastern Center for Independent Living (CIL)**, continued a CDBG funded Home Rehabilitation Accessibility Improvement program to help meet the physical housing needs of persons with disabilities. The CIL provides services to special needs populations including information on assistive technology, awareness training, peer counseling, transportation, independent living skills, training and referrals.

The City Community Development Block Grant and HOME funded **Existing Home Buyer Program** assists income eligible persons buy a single-family home with financing for up to 20% of the purchase price of the home. The applicant must contribute at least 4% of the purchase price and obtain as much private financing as possible.

The City intends to fund two **New Construction Home Buyer Programs** providing HOME and DCED mortgage assistance to 6 to 10 new buyers in 2010 - 2011.

The City improves rental housing for lower-income renters through a **Rental Rehabilitation Program** that offers a 3% interest, 15-year term loan with no required match. The program is for rental properties with up to seven units to correct code violations and safety hazards. The units must be occupied by predominately low to

moderate-income tenants. Changes to make this program more attractive have been approved for 2010.

**The Lycoming County Housing Authority** is the sole county authority. The LCHA provides affordable housing to lower income households. LCHA provides budget programs, GED classes through a partnership with the *Literacy Project*, and job searching assistance through partnership with Pennsylvania College's New Choice/New Options Program and STEP. LCHA has a Family Self Sufficiency program for individuals who wish to increase their economic independence. Participants can escrow a portion of their rental payments for future use as a house down payment or college costs. LCHA and the City cooperate on various projects including **Lose School** housing and **Harmony Way** housing.

**United Churches** provides limited emergency housing, emergency food, heat assistance, and counseling. United Churches support a food pantry offering a three-day emergency supply of food that can be accessed monthly. United Churches is funded from private sources and reports a serious reduction in funds in 2009. **Shepherd of the Streets** is associated with United Churches and offers free counseling and referrals. Shepherd of the Streets is funded from churches, individuals, and private grants. United Churches is a partner in Journey House.

**Saint Anthony's Center** provides weekday meals, clothing, furniture and appliances. A medical clinic offers basic care free of charge. Saint Anthony's Center privately supports eight apartments for low-income elderly persons at a nominal rent. St. Anthony Center is privately funded.

**Susquehanna Health** opened a Community Dental Clinic in the Hepburn Plaza.

The **American Rescue Workers** provides limited emergency rent or mortgage payments, prescriptions, utilities, heating assistance, and food. On a limited basis, motel vouchers to homeless families with children are available. The American Rescue Workers Shelter provides temporary shelter and extended stay visits for men. The American Rescue Workers support a work therapy program teaching various personal and organizational skills needed to secure employment.

**Hope Enterprises** offers services to developmentally disabled persons. It supports twenty-four group homes sheltering between three and eight persons each. Day programs are comprised of vocational training, adult day care, and competitive employment for people with mental disabilities. *Lycoming Clinton Mental Health & Mental Retardation Joinder Program* provides housing enhancement assistance to help individuals locate and maintain residences. They offer consumer education and help their clients to learn to live independently.

**Wise Options** offers shelter for victims of domestic violence. This facility was funded with an Emergency Shelter grant in prior years and assists victims of domestic violence with 30 days of temporary shelter. The YWCA, where Wise Options is located, also

offers rental rooms for single women with no children and provides life skills training through its “Wise Living” program. With CDBG assistance the YWCA opened **Liberty House**, bridge housing for women and children, in 2003. They report denying services because of insufficient accommodations, residency restrictions, or drug and alcohol issues.

The **Salvation Army** provides emergency assistance including food, rent, utility payments and household items. They offer counseling and created **Project Break Through** for special needs populations. All Journey House participants must participate in Project Breakthrough. The Salvation Army is an indispensable partner in **Journey House**, and has agreed to co-sponsor a 2010 ESG application for “Safe Haven” on Grace Street.

**Lycoming–Clinton Counties Commission for Community Action, Inc. (STEP, Inc)** is a Community Action Agency with the purpose of alleviating the causes and conditions of poverty and promoting self-sufficiency for low/moderate income and disadvantaged individuals and families. Their umbrella of social services includes programs for budget and health insurance counseling, acquisition of GED, workforce development programs, weatherization, homeownership training, housing services, school and community transportation, and programs for the elderly. STEP, Inc. sponsors a weatherization program to reduce home energy costs and an accessibility improvement program. The City no longer assists City residents with a weatherization program due to funding restrictions. STEP and the City have cooperated in certain home rehabilitation projects, combining program dollars to provide the maximum impact. Low to moderate-income families can secure affordable housing at STEP’s affordable rental housing at 937 West Fourth St. and 835 Park Avenue in Williamsport. STEP, Inc. also has joined with the Lycoming County Career Link Partnership in centralizing workforce development activities designed to assist job seekers and employers.

**Habitat for Humanity** provides affordable owner occupied housing to low and moderate-income households. In 1998 Habitat was named the City's third CHDO and is the designated 2009 City CHDO HOME fund recipient. In addition to building homes, Habitat provides a partner for each new homeowner. This partner teaches skills, such as budgets, being good neighbors, and general home maintenance to the new homeowner. Funding sources include businesses, individuals, churches, banks, fundraising events, government agencies and mortgage repayments. Habitat is a partner in Journey House and has collaborated with HOPE Enterprises to construct six new homes in the Newberry area.

**Lycoming Neighborhood Development Corporation (LNDC)** is a non-profit housing provider and the City's second CHDO. LNDC is a partner in Journey House and is the city 2008 CHDO recipient and a partner in the **NSP** foreclosed property acquisition program. No foreclosed properties have yet been located.

**Big Brothers/Big Sisters of Lycoming County** provides adult volunteers as mentors to children at risk. Children served are primarily from low-income single parent families

and range in age from 6 to 14. The agency operates a traditional community based program and a school based mentoring program. They have branches in housing authority sites.

**Lycoming County Health Improvement Coalition** is a community collaborative board whose mission is to improve the health of the area residents. The Coalition task forces address the community's priority health needs and provide web access list of providers at: <http://www.lchic.org/?Page=humanServices&tab=1>

**The Center** on Campbell Street received past CDBG assistance for programs including GED classes, After-School Programs, CAPP, finance classes, youth exercise programs and creation of neighborhood based community service youth groups.

**The Nurse Family Partnership Program** provides personal health guidance, home visits, mentoring, baby supplies, developmental toys, and infant childcare for lower income mothers.

The Community Development Office accepts referrals from the Codes Department, the Housing Authority, and other agencies

These groups provide a range of services for low to moderate-income people and to people with special needs. Organizations are familiar with the services provided by other organizations and make efforts to avoid duplication of those services. They also routinely refer clients to other sources of assistance.

The City Zoning Ordinances meet the requirements of the Fair Housing Act and are not unnecessarily restrictive. Using CDBG as a match, the City is participating in a multi-municipal review of Zoning Codes. The City completed a Fair Housing Analysis, expanded the Fair Housing Commission membership, and has instituted a **Rental Property Inspection Ordinance** in an effort to help assure safe and livable rental housing units. In 2009 the City upgraded its Trash Ordinances and completed mutual aid agreements with ten area municipalities designed to make sure police officers have adequate backup when it is needed.

### *Addressing Non-Housing Needs*

#### **Parks and Recreational Facilities**

The City is carrying out improvements, determined by the Master Park Plan and neighborhood input, as funds are available. The City has applied for additional funds from the Department of Conservation and Natural Resources. Projects include:

- Lose School Park
- Newberry Park
- Memorial and Elm Parks
- Fire safety improvements to the West End Community Center

**Streets** – Streets in residential, income eligible areas are reconstructed with CDBG as need and as funding allows. When needed and when funding is available, reconstruction work includes water mains, hydrants, curbs, walks and landscape planting. See mapping in the Introduction for 2009 locations.

**Curb Ramps** or cuts are the sloped areas in walks that allow improved access for persons with disabilities. Ramp design has been improved in recent years and older ramps do not meet current ADA specifications. Many ramps are installed as part of street reconstruction projects.

Correction of interconnected **Storm Sewers and Sanitary Sewer** lines, while a high priority, was not funded in 2009.

**Pump Stations** are vital to protect certain City areas from floodwaters. CDBG funds were obligated for updates to the Hepburn and Basin Street pumps that protect predominantly low-income areas. The Hepburn Street project is underway. Basin Street improvements are needed but in 2009 the activity was closed until funding is available,

The City has **Codes Enforcement and Redevelopment Blighted Areas** established. These are low to moderate-income areas with a substantial percentage of blighted or substandard conditions. The City budgets funds and collaborates with other organizations to conduct activities that will arrest decline of the areas, creating a concerted effort to eliminate those conditions. Based upon recommendation from various sources including the Fair Housing Update, the City instituted a Rental Property Inspection Ordinance in 2006. The City is divided into four districts and rental properties are required to be inspected once every four years.

**Codes Enforcement.** In 2009, Codes conducted 5,889 inspections, reinspections, and investigations City wide. 2,765 of those inspections were in the designated Codes Enforcement and Redevelopment Areas. 3,124 of the total inspections were outside designated areas and not CDBG eligible. The Codes Office verifies abatement of problems and instigates demolition activities if the situation warrants.

### **Leveraging Resources**

\$276,928 of private mortgage funding was leveraged under the City-wide Homebuyer Assistance Program. The City provided \$64,180 in HOME funds in “gap” financing to buyers of 4 single-family units in the City. The buyers obtained private financing.

\$60,000 of loan repayments, originally from a First Community Foundation grant, provides funding for the City Commercial Facade Repair Program. A revolving loan pool for commercial façade improvements in commercial districts was created. CDBG assistance has been phased out.

\$20,000 of DCNR funds was obtained as a match for the 2008 CDBG pool feasibility study.

\$400,000 of City financing was committed in 2008 toward the Reach Road improvement activity

\$596,000 in DCED funding was obtained for the Pajama Factory. This vacant factory building is being converted into an arts and commerce center. The project is still underway in 2009 - 2010

\$555,147 of Liquid Fuel funds was obtained for street reconstruction activities. This funding generally supports reconstruction in non-cdbg eligible areas.

\$50,000 of ELM Street funding for Newberry was obtained. Elm Street is a component of the New Communities Program. Its goal is the revitalization of residential corridors that approach the downtown commercial districts. A total of \$150,000 will be awarded in increments of \$50,000 was approved.

LNDC completed construction of one single-family home on Grace Street. The home is for sale. Over \$105,000 in non-HOME funds have been raised by LNDC and put into the project versus \$23,000 in HOME CHDO assistance.

Participants in the CDBG and HOME Rehabilitation Programs provided \$228-OOSF, \$91-Rental Rehabilitation, \$33-Accessibility and \$1020-HOME OOSF private funds in 2009.

The City received \$330,000 in DCED-HRA funds for mortgage assistance to buyers of new homes to be constructed in the Nichols Place area. The project construction start-date has been pushed back to 2010.

\$490,000 in Core Communities funds was awarded for the Nichols Court elderly project. This project construction was completed in 2009 and full rental is expected in 2010.

### *Self Evaluation*

- ✓ Describe the effect programs have in solving neighborhood and community problems and the progress in meeting priority needs and objectives.
- ✓ Describe how you provided decent housing and a suitable living environment and expanded economic opportunity principally for low and moderate-income persons.
- ✓ Indicate any activities falling behind schedule.
- ✓ Describe how activities and strategies made an impact on identified needs.
- ✓ Identify barriers that had a negative impact on fulfilling the strategies.
- ✓ Identify whether major goals are on target and reasons for those that are not on target.
- ✓ Identify any adjustments or improvements to strategies and activities that might meet your needs more effectively

In 2009, 95% of the funds expended provided benefit to low to moderate-income households. The City funded activities that address the needs in its five-year Consolidated Plan:

#### **Housing Needs**

- Support home ownership by very low and low income renters.
- Create housing for home ownership through construction, or substantial rehabilitation.
- Improve living conditions by making housing code compliant.
- Preserve housing stock through rehabilitation.
- Reduce hazard of lead based paint in older housing stock.
- Create new affordable renter housing.
- Assist persons with adaptive modifications and accessibility improvements.
- Assist Homeless Individuals and Families and chronically Homeless persons obtain housing and helping Low Income Persons Avoid Homelessness

Actions taken by the City in 2009 support housing activities are as follows.

The City has continued to provide **Gap financing** for purchasers of existing housing citywide, awarded **CHDO** funding for housing construction, funded **mortgage assistance** applications for newly constructed housing in the West End of the City and will fund Nichols Place single family home construction in 2010-2011. The City planned to assist 30 homebuyers during the period between 2005 ~ 2009. The City has assisted 18 buyers under the Gap Financing Program, 1 buyer through the WET/Pennsy New Construction Program and 8 in CHDO projects. There is a commitment to provide mortgage assistance for 6 additional units in Pennsy Heights, and a mortgage assistance grant from DCED for Nichols Place. State Neighborhood Stabilization Funds (NSP) was awarded and foreclosed homes are being sought, but none have been located to date. The

City assisted 27 lower income buyers with assistance. The only activity not proceeding as quickly as planned is the WET/Pennsy Heights construction activity. Recent housing market problems have delayed progress on this activity. The City is reviewing the program to determine if additional mortgage support is needed.

The City continued its **Accessibility** Rehabilitation program to eliminate physical barriers in rental and owner occupied housing, increase the availability of housing units for people that are disabled and allow disabled individuals to remain in their homes. The City goal or proposed outcome for the period between 2005 ~ 2009 is to assist 15 income eligible handicapped persons attain accessible housing through rehabilitation of their current housing units. The City assisted 11 persons by installing ramps, accessible bathrooms or other modifications.

The City continued its **Owner Occupied** Single Family Rehabilitation programs. The City outcome goal for 2005 through 2009 is to assist 45 Owner Occupied Households attain safe and affordable housing through rehabilitation. Rehabilitation of 63 owner occupied units is complete. This includes 17 CDBG Emergency repair projects and 46 HOME funded rehabilitation to standards. The City will exceed its outcome goal to assist 45 households obtain decent, affordable housing.

The City continued its CDBG funded **Rental** Property Rehabilitation programs. The City goal between 2005 through 2009 is to assist 15 Renter Households attain safe and affordable housing through rehabilitation or construction of new units. To date the City has completed rehabilitation of 11 renter occupied units and construction of 6 rental units. 17 existing or new Renter units are complete and occupied by income eligible households at affordable rents. The City has also funded 4 additional units of low-income elderly housing in the Nichols Court Elderly housing activity. This activity is underway and will be completed in 2010.

Lack of emergency and women and children's housing is a concern. In 2009, the City agreed to support funding applications for "Safe Haven" on Grace Street. This is hoped to become short-term housing for homeless persons.

The City continued association with Housing Providers including "*Lycoming County Housing Work Group*". This group is composed of representatives from Consumer Counseling Services, STEP, financial institutions, Rural Housing Development and others. Its goal is housing education for homeownership

#### **Activities by Other Entities:**

The LCHA continued programs for public housing unit occupants. The Family Self Sufficiency program, after school programs, Crime Awareness Day, GED certification, employment skills training are available to residents. LCHA encourages homeownership through new home construction in Harmony Way and the Lose School area. The Lycoming Housing Authority amended their selection guidelines to provide a housing preference to eligible households that have been evicted through City Code Enforcement activities directed against a landlord.

Provider Name	Facility Name	Target Population	Year-Round Units/Beds			Total Beds
			Family Units	Family Beds	Individual Beds	
American Rescue Workers	emergency shelter	single men	0	0	35	35
YWCA	Wise Options	victims of domestic violence	7	28	3	31
YWCA	The Residency	single women	0	0	11	11
Total			7	28	49	77

Emergency Shelters 2000 census data

Provider Name	Facility Name	Target Population	Year-Round Units/Beds			Total Beds
			Family Units	Family Beds	Individual Beds	
American Rescue Workers	transitional housing	single persons (male)	0	0	8	8
YWCA	Liberty House	Women with children	11	22	0	22
Family Housing Cooperative Group <i>2008 addition</i>	Journey House	Families with children	4	8	0	8
Total			11	30	8	Increased 38

**Transitional Housing**

The City of Williamsport accepts requests from permanent supportive housing agencies, particularly those that address a gap in agreement with the Continuum of Care. The City provides letters of support and Certifications of Consistency with the Consolidated Plan for activities that expand housing choice and assist homeless make a transition to permanent housing.

Temporary and longer-term shelter for men is provided by the American Rescue Workers. The Rescue Workers provide a 37-bed shelter for men and 8 beds for emergency transients. They offer limited Emergency Rental Assistance, Utility, and Food Programs. They have waiting lists for all services. The Rescue Workers refer residents to Career Link Job Search Service and each resident is assigned 40 hours of work therapy per week.

The YWCA operates Wise Options, a homeless shelter for victims of domestic violence and Liberty House, a women and children's shelter that opened in 2004 with CDBG assistance. Liberty House provides transitional housing, life skill training, education links, counseling, and employment guidance. The City supported a Liberty House application for HUD/McKinney funds for Emergency Shelter assistance and special services.

AIDS Resource assists HIV positive clients to obtain shelter and will pay for temporary shelter or rent. AIDS Resource provides education on treatment and risk reduction, transportation, testing, and business training and was a past recipient of CDBG funds.

Under the auspices of the United Way, local providers established Linkage Lycoming as a central location to list and track requests for assistance by homeless persons. This

provides a statistical basis for funding under the Continuum of Care, McKinney, and related Housing Assistance Programs, and identifies potential duplication or receipt of services

With CDBG and HOME funds the City of Williamsport has made progress to meeting its housing goals and needs, furthering community growth and sustainability as much as possible within budgetary restraints.

### **Non-Housing Needs Evaluation**

The City of Williamsport identified priority needs in its five-year Consolidated Plan.

- Improve parks and recreation facilities,
- Updates to the fire protection system
- Improve water and sewer infrastructure including separation of storm sewers throughout the City, and improved delivery of water service and fire hydrants.
- Street improvements including reconstruction, updating streets to safe proportions and modern standards.
- Installation of ADA curb ramps citywide.
- Youth services.
- Economic Development including assistance to Micro-enterprises and other for-profits, commercial rehabilitation and commercial infrastructure development.
- Creation of Neighborhood Plans and strategies for neighborhoods in the City.

Actions taken by the City in 2009 improve non-housing needs of Williamsport's residents and employers.

In 2009, the Young's Woods **park** and recreational facility renovation was closed. Projects at Lose Park and Newberry Park were substantially completed. These are neighborhood parks, providing substantial benefit to residents in their vicinity.

51 new **hydrants** and main(s) were installed between 2005-2009. No new hydrants were installed in 2009. The 5-year goal was to replace 40 Hydrants & Laterals. The City has exceeded this goal but more improvements are needed.

Between 2005 and 2008, 12 street reconstruction activities have been completed. 2009 **Street Reconstruction** projects are still underway. These are highly visible activities to improve the sustainability of neighborhoods served by the streets. In total 14,941 persons are now served by streets that are not substandard. Reconstruction activities at Nichols Place, 8<sup>th</sup> Avenue, Grier, Memorial, Lloyd Street and the SHS streets are underway.

**Pump station** improvement specifications Hepburn Street are underway in 2009. A Basin Street pump station project has been canceled. The goal of upgrades to 4 stations will not be met primarily due to funding limitations. Pump station upgrades improve flood protection in lower income census tracts.

99 Curb Ramps were installed between 2005 and 2009; 20 were installed in 2005, 16 in

2006, 27 in 2007, 18 in 2008, and 18 in 2009. Many additional ramps are installed as part of CDBG street projects and are not counted individually. Installation of ADA compliant ramps provides a better living environment and increased accessibility for persons that are disabled. Additional ramps are needed but the goal of 200 ramp installations will not be met primarily due to funding limitations.

**Blight** elimination. All structures demolished are dangerous, vacant, declared unfit for human habitation by the Board of Health and demolition removes a public hazard. The CDBG funded RDA Acquisition of hazardous structures on the Vacant Property list is continuing. Acquisition is a last resort to remove a problem and is not being lightly considered.

Residential **Codes Enforcement** in designated lower income census areas is designed to eliminate situations of blight and safety hazards. This activity increases the number of code compliant residential units and causes removal of blighted conditions in targeted neighborhoods. Over 17,000 inspections and reinspections have been completed in this 5-year period. 2,765 inspections in targeted L/M areas were completed in 2009.

Assistance is provided to various non-profits for programs addressing unmet needs. These activities are funded under CDBG. The City's **public service** goal is to support vital services. The City's allocation of Federal resources is directed to meeting the needs of its lowest-income residents.

WECCC – a public facility, received CDBG funds that allowed safe occupancy.

Journey House – a transitional housing activity was closed out in 2009.

SPCA spay program – animal control was closed out in 2009

CAPPA Youth program – Youth programs

Interim Assistance – Neighborhood Cleanup Newberry, was completed in 2009

**Economic development** efforts to attract new businesses and retain existing ones are made. The City is a Main Street Community and Newberry, in the west end of the City is an Elm Street Community. In recent years, the City in partnership with other organizations in the region has embarked on a program to implement revitalization in the central business district. Many local and state initiatives supporting revitalization efforts are underway. The downtown revitalization projects are in excess of \$6,000,000.

Micro Enterprise - Commercial Façade. The city awarded one Micro Enterprise Loan in 2009 and has one underway from 2008. Neither will be completed until 2010. Benefit will be provided through job creation. Additional funding is available but suitable applicants have not been found. Many potential applicants have a bad credit score or a high amount of debt, and are unable to obtain additional financing, or are denied for Micro Enterprise funds by the City. Renovation and rehabilitation of Commercial Facades and Historic Properties is minimally funded under CDBG at this time. The City, because of assistance from the W/L Community Foundation, did not use CDBG funds for the Commercial Façade rehabilitation program in 2009.

In 2005, a challenge was faced when the **Susquehanna Health System** (SHS), began reviewing options for expansion. Options included relocating in a rural community beyond the City limits. The relocation of

SHS, the City’s largest employer, would result in a significant loss of City and School Tax revenues and be devastating to the local economy. Faced with a decision of such magnitude, City officials, SHS administrators and other stakeholders formed a partnership to evaluate potential expansion sites. The City contended that SHS should remain in the City because sufficient acreage at reasonable acquisition costs, existing infrastructure, public transportation, convenient roadway access, public safety, and street maintenance were available. SHS decided to remain in the City and expand its existing operations. In order to accommodate the expansion, the City modified zoning area and land use restrictions. The City helped to design a new site plan and is focusing on the Central neighborhood surrounding the expansion area. In March 2006, the City Planning Commission designated an area around the hospital as the **High (Louisa) Street Redevelopment** area.

Within funding limitations, the City does what is possible to support shelter and supportive services provided by social service and non-profit organizations. Generally, the largest barrier to fulfilling the strategies and overall vision of the city Consolidated Plan is funding.

The City has implemented the performance measuring system based upon descriptions in the 2005 Consolidated Planning Document. The system includes, as suggested, a means for measuring program impact and productivity and has been adapted to current City programs. A summary of the Progress made to reach Housing and Non-Housing Goals can be found in the Assessment of Performance section.

***HOMELESS ASSISTANCE PROGRAM (HAP)***

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Background

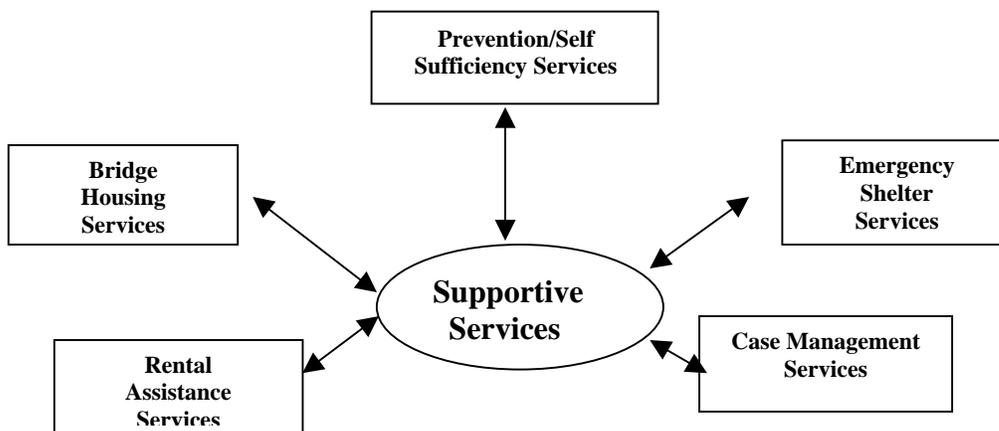
In 1994, the Commonwealth consolidated many individual grants into the Homeless Assistance Program (HAP).

HAP funds are block granted to all 67 counties in the Commonwealth. Consolidation of the HAP funds permits funding of any or all HAP service components:

Purpose

The intent of the HAP is to make a *Continuum of Services* for persons at risk of becoming homeless or who are homeless. Participants must demonstrate that with intervention services provided by the HAP, they can meet their basic needs in the near future.

**Continuum of Service**



## Eligibility

Per *Homeless Assistance Program Instructions and Requirements*, to be eligible for services in any HAP component, consumers must be low-income and homeless or near homeless, and meet the eligibility requirements for the service component(s) from which they are seeking service(s). Income eligibility may vary by program and by county. Eligibility criteria do not apply to those persons needing HAP services due to a disaster, to domestic violence or persons needing Emergency Shelter services. In those cases eligibility is based on need.

Individuals or families are **homeless** if they:

- Are residing in a group shelter, domestic violence shelter, hotel or motel paid for with public or charitable funds; mental health, drug or alcohol facility, jail or hospital with no place to reside; living in a home, but due to domestic violence need a safe place to reside.
- Have received verification that they are facing foster care placement of their children solely because of lack of adequate housing or need housing to allow reunification with children who are in foster care placement.
- Live in a “doubled-up” arrangement for 6 months or less on a temporary basis.
- Are living in a condemned building.
- Are living in housing which physical condition presents life and/or health threatening conditions
- Are living on the streets, in cars, doorways, etc.

Individuals and families are **near homeless** if they:

- Are facing eviction, having received either written or verbal notification from the landlord that they will lose their housing unless some type of payment is received. Verbal notification must be followed up with written notification.

Not included in digital copy but on public display in CD Office & Brown Library:

PR 23 – CDBG Disbursements	116
PR 10- CDBG Housing Activities	123
PR 26 CDBG Financial Summary IDIS	132
PR26 Disbursements Low-Mod Activities 2009	136
Reconciliation – Receipts - CDBG	140
PR03 CDBG General Performance Report 2009	142
PR02 List of Activities Report <i>Pending IDIS Fix (3/31/10)</i>	
PR06 Consolidated Plan Projects (all years)	
PR79 CDBG Housing Completed 2009	