

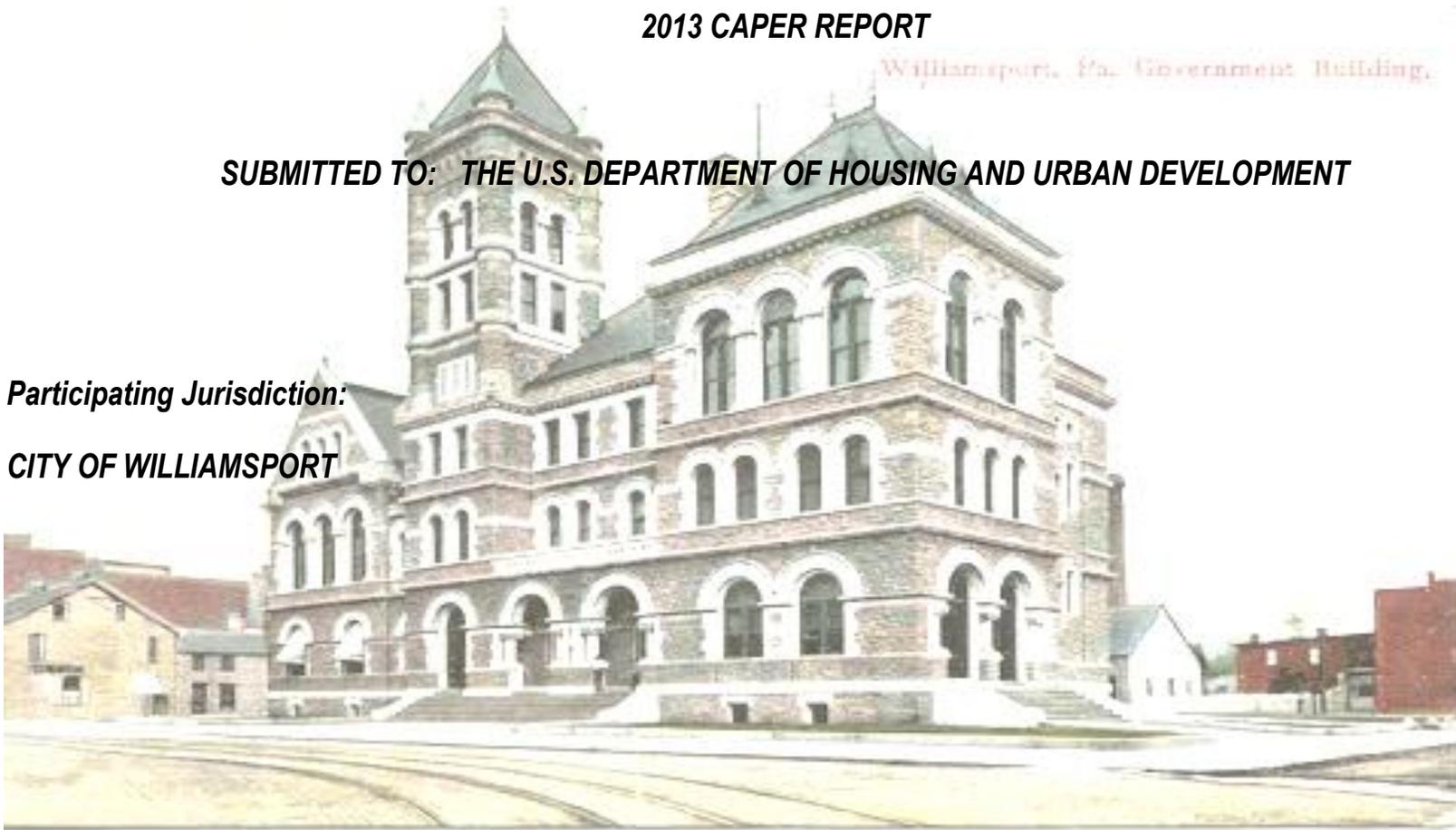
2013 CAPER REPORT

Williamsport, Pa. Government Building.

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

Participating Jurisdiction:

CITY OF WILLIAMSPORT



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

Lead Agency: Office of Economic and Community Development

Telephone: (570) 327-7511

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): 12/31/2013	2. Grant Number: B13MC20017
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 14, 2014
- b. Other: (explain)
**Public Display: JV Brown Library
 19 East Fourth Street
 Williamsport, PA 17701**
- b. By public hearing: (place & date)

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: _____

OMB C

CR-05 - Goals and Outcomes

Progress the jurisdiction has made in carrying out its strategic plan and its action plan. 91.520(a)

Overview that includes major initiatives and highlights that were proposed and executed throughout the program year.

During the fourth year of the five-year Consolidated Plan period of 2010 - 2014, the City continues to make progress in the effort to achieve its five-year goals and objectives for all of its housing and community development activities.

The City has made progress on its annual goals to provide affordable housing opportunities by increasing home ownership opportunities, reducing housing blight and deterioration among owner households, improving rental housing opportunities and providing safe and accessible housing. The City's Owner Occupied Housing Rehabilitation programs have met the annual goals toward the elimination of blighted housing. The City's Homebuyer program has met the annual goal of affordable housing by providing an opportunity for income eligible participants to purchase a home.

The City is funding public facilities and infrastructure improvements and is meeting the objective of preparing a suitable living environment. Street Reconstruction activities that were completed in 2013 included the following streets: East Fourth St., Grier St., Hepburn St., Seventh Ave., and West Fourth St. The Removal of Architectural Barriers activity included the installation of 34 curb ramp cuts. The municipal pool renovation project was delayed until the City could receive public input regarding which of the City's two pools to close. RFP's were requested at the end of 2013 and construction on Memorial Pool will begin in 2014. The SPCA completed its public service activity throughout 2013 providing assistance to help prevent the public health hazard of stray animals by implementing its spay/neuter program. The Codes Related Demolition activity is still underway as the Codes Department reviews buildings in the City that may need to be demolished due to health and safety issues. \$40,000 of CDBG funds was used for blight elimination specifically toward the demolition of the site of the former Brodart Warehouse facility, which is being redeveloped to provide much needed housing in the City of Williamsport. Memorial Homes is planned to be a 3-phase housing development on a 3.5 acre set of adjacent properties. The total number of units is expected to be 74 dwellings, including 40 apartment units, 32 townhouses, and 2 single family homes. The City is providing \$300,000 in prior year HOME funds for the construction of five HOME assisted units as part of the Memorial Homes development. LNDC is the 2013 CHDO recipient. LNDC will renovate a single family home property at 625/627 Walnut St., starting construction in 2014. The City is continuing its Codes Enforcement activity in the designated redevelopment areas to complement ongoing revitalization efforts that are taking place throughout the City. Approximately half of the Codes inspections, complaints and investigations took place in the Code Enforcement areas.

Comparison of the proposed versus actual outcomes for each outcome measure submitted with the consolidated plan and explain, if applicable, why progress was not made toward meeting goals and objectives. 91.520(g)

Categories, priority levels, funding sources and amounts, outcomes/objectives, goal outcome indicators, units of measure, targets, actual outcomes/outputs, and percentage completed for each of the grantee's program year goals.

Goal	Category	Source / Amount	Indicator	Unit of Measure	Expected – Strategic Plan	Actual – Strategic Plan	Percent Complete	Expected – Program Year	Actual – Program Year	Percent Complete
Accessible Housing	Affordable Housing	CDBG: \$15529	Homeowner Housing Rehabilitated	Household Housing Unit	5	10	200.00%	2	2	100.00%
Blight Elimination	Non-Housing Community Development	CDBG: \$45649	Buildings Demolished	Buildings	20	2	10.00%	3	0	0.00%
Codes Enforcement	Non-Housing Community Development		Housing Code Enforcement/Foreclosed Property Care	Household Housing Unit	50	594	1,188.00%		0	
Home Ownership	Affordable Housing	HOME: \$70000	Homeowner Housing Added	Household Housing Unit		0		1	2	200.00%
Home Ownership	Affordable Housing	HOME: \$70000	Direct Financial Assistance to Homebuyers	Households Assisted	15	17	113.33%	2	4	200.00%
Housing Rehabilitation	Affordable Housing	CDBG: \$60000 / HOME: \$182331	Homeowner Housing Rehabilitated	Household Housing Unit	15	38	253.33%	4	7	175.00%
Public Facilities and Infrastructure	Non-Housing Community Development	CDBG: \$635752	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	14000	28125	200.89%	28125	28125	100.00%
Public Services	Non-Housing Community Development	CDBG: \$4675	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	300	28125	9,375.00%	28125	28125	100.00%
Rental Housing	Affordable Housing		Rental units rehabilitated	Household Housing Unit	15	4	26.67%		0	

Table 1 - Accomplishments – Program Year & Strategic Plan to Date

Assess how the jurisdiction's use of funds, particularly CDBG, addresses the priorities and specific objectives identified in the plan, giving special attention to the highest priority activities identified.

All funds were used to address the highest priority activities that the City had identified in its 2010 - 2014 Consolidated Plan. Most of the funds (approximately half of the CDBG budget) are allocated to public facilities and infrastructure activities. In 2013, the following non-housing Community Development activities, (some from prior years) were addressed and funded with CDBG funds:

- Street Reconstruction
- Installation of ADA compliant curb ramps
- Renovation of a City pool
- Blight elimination activities
- Public Service Support
- Code Enforcement

Incremental progress has been made toward non-housing needs.

These activities are funded each year as fully as possible. The objective of each of the above activities is to create a suitable living environment and increase community sustainability.

The City and Lycoming County have reviewed the need to create affordable housing due to the development of the Marcellus Shale industry and identified impediments. The City's specific housing objectives stated in the CP address the following:

- increasing home ownership
- reducing housing blight and deterioration among owner households
- improving rental housing opportunities; and
- providing safe and accessible housing

The City addresses these housing objectives through its housing programs including owner occupied housing rehabilitation, housing accessibility program, and homebuyer assistance program.

The City's specific objectives for homelessness stated in the CP include the following:

- Support emergency shelter and transitional housing services through local nonprofit organizations and social service agencies.
- Support services to assist homeless persons and families make the transition to permanent housing and independent living

The City has contact with private non-profit agencies and provides assistance where possible.

The City has a multi-year certification (three year certification - 2011, 2012, 2013) to meet its low to moderate income benefit. The City is reporting that the three year percentage is 71.17%.

CR-10 - Racial and Ethnic composition of families assisted

Describe the families assisted (including the racial and ethnic status of families assisted). 91.520(a)

	CDBG	HOME	HOPWA
White	3	10	0
Black or African American	2	2	0
Asian	0	0	0
American Indian or American Native	0	0	0
Native Hawaiian or Other Pacific Islander	0	0	0
Hispanic	0	0	0
Not Hispanic	0	0	0
Total	5	12	0

Table 2 – Table of assistance to racial and ethnic populations by source of funds

Narrative

The City's CDBG Accessibility Rehabilitation program assisted two white, female heads of households to make necessary accessibility improvements to their homes. The City's HOME Owner Occupied Single Family Rehabilitation program assisted a total of six individuals: five white, one black. Of the six individuals, four were female heads of households. The City's CDBG Owner Occupied Single Family Rehabilitation program, used for emergency rehabilitation cases, assisted one white, female head of household. The City's HOME funded Home Buyer program assisted three white individuals and one black individual. Of the four individuals, two were female heads of households. The City's Owner Occupied/Rental Rehabilitation program assisted two people, an owner and a tenant, both black.

CR-15 - Resources and Investments 91.520(a)

Identify the resources made available

Source of Funds	Source	Expected Amount Available	Actual Amount Expended Program Year X
CDBG			841,355
HOME			282,953

Table 3 - Resources Made Available

Narrative

In 2013, the City received \$1,033,343 in CDBG funds and \$256,861 in HOME funds.

Identify the geographic distribution and location of investments

Target Area	Planned Percentage of Allocation	Actual Percentage of Allocation	Narrative Description

Table 4 – Identify the geographic distribution and location of investments

Narrative

The City does not have any designated target areas.

Leveraging

Explain how federal funds leveraged additional resources (private, state and local funds), including a description of how matching requirements were satisfied, as well as how any publicly owned land or property located within the jurisdiction that were used to address the needs identified in the plan.

The City has provided \$150,000 of CDBG funding for street reconstruction for Susquehanna Health's Phase One of the Pathway to Health. The project includes approximately \$4,000,000 of state funding to support Susquehanna Health's capital improvements and modernization plan including the Pathway to Health's street reconstruction improvements. Additional funding is necessary to complete the project. Phase Two of the project will extend from Maynard St. to Little League Blvd. to Walnut St. The Williamsport YMCA is relocating onto the Rural Ave. campus of Susquehanna Health along the "Pathway to Health" to create a Health Innovation Center. Federal funds for the 2013 Street Reconstruction activity was supplemented with \$500,000 of local funds from the City's Act 13 funding and \$80,000 of Liquid Fuels funding. The City has received a federal grant from the Appalachian Regional Commission in the amount of \$330,000 that will be matched with Lycoming County Act 13 funds for the reconstruction of Reach Rd. The Williamsport Industrial Park is located along Reach Rd. and is home to several Marcellus Shale industry companies.

The City has partnered with the County of Lycoming, a private developer and the Greater Lycoming Habitat for Humanity for the Memorial Homes project. The Memorial Homes project is part of the Williamsport Housing Strategy. The total number of units is expected to be 74 mixed income dwellings, including 40 apartment units, 32 townhouses and 2 single family Habitat for Humanity homes. \$40,000 of CDBG funds was used toward site demolition and \$300,000 of HOME funds was committed be used to build five units. In addition, Habitat for Humanity will receive \$60,000 in CHDO funds. The Memorial Homes project includes state and local funding in the amount of \$4,390,000 and \$15,830,000 from private sources

Applicants who purchase a home through the City-wide Homebuyer Assistance program must also leverage private mortgage funds. The City administers revolving loan fund programs for commercial facade projects and economic development projects. The funding for these programs originated from state and local sources.

The City will use \$250,000 of CDBG funds as a one third match to a PA DCNR grant and for Memorial Pool renovation for a total project cost of \$750,000.00.

The City of Williamsport is a distressed community. In agreement with CPD 02-1, as a distressed community, the City of Williamsport is not required to provide a match for its HOME funds.

Fiscal Year Summary – HOME Match	
1. Excess match from prior Federal fiscal year	0
2. Match contributed during current Federal fiscal year	0

Fiscal Year Summary – HOME Match	
3. Total match available for current Federal fiscal year (Line 1 plus Line 2)	0
4. Match liability for current Federal fiscal year	0
5. Excess match carried over to next Federal fiscal year (Line 3 minus Line 4)	0

Table 5 – Fiscal Year Summary - HOME Match Report

Match Contribution for the Federal Fiscal Year								
Project No. or Other ID	Date of Contribution	Cash (non-Federal sources)	Foregone Taxes, Fees, Charges	Appraised Land/Real Property	Required Infrastructure	Site Preparation, Construction Materials, Donated labor	Bond Financing	Total Match
07/05/1905	0	263,750	0	0	0	0	0	0

Table 6 – Match Contribution for the Federal Fiscal Year

HOME MBE/WBE report

Program Income – Enter the program amounts for the reporting period				
Balance on hand at beginning of reporting period \$	Amount received during reporting period \$	Total amount expended during reporting period \$	Amount expended for TBRA \$	Balance on hand at end of reporting period \$
13,112	24,677	9,058	0	28,732

Table 7 – Program Income

Minority Business Enterprises and Women Business Enterprises – Indicate the number and dollar value of contracts for HOME projects completed during the reporting period						
	Total	Minority Business Enterprises				White Non-Hispanic
		Alaskan Native or American Indian	Asian or Pacific Islander	Black Non-Hispanic	Hispanic	
Contracts						
Dollar Amount	17,170	0	0	0	0	17,170
Number	1	0	0	0	0	1
Sub-Contracts						
Number	0	0	0	0	0	0
Dollar Amount	17,170	0	0	0	0	17,170
	Total	Women Business Enterprises	Male			
Contracts						
Dollar Amount	17,170	17,170	0			
Number	1	1	0			
Sub-Contracts						
Number	0	0	0			
Dollar Amount	17,170	17,170	0			

Table 8 – Minority Business and Women Business Enterprises

Minority Owners of Rental Property – Indicate the number of HOME assisted rental property owners and the total amount of HOME funds in these rental properties assisted						
	Total	Minority Property Owners				White Non-Hispanic
		Alaskan Native or American Indian	Asian or Pacific Islander	Black Non-Hispanic	Hispanic	
Number						
Dollar Amount						

Table 9 – Minority Owners of Rental Property

Relocation and Real Property Acquisition – Indicate the number of persons displaced, the cost of relocation payments, the number of parcels acquired, and the cost of acquisition		
Parcels Acquired	0	0
Businesses Displaced	0	0
Nonprofit Organizations Displaced	0	0
Households Temporarily Relocated, not Displaced	0	0

Households Displaced	Total	Minority Property Enterprises				White Non-Hispanic
		Alaskan Native or American Indian	Asian or Pacific Islander	Black Non-Hispanic	Hispanic	
Number	0	0	0	0	0	0
Cost	0	0	0	0	0	0

Table 10 – Relocation and Real Property Acquisition

CR-20 - Affordable Housing 91.520(b)

Evaluation of the jurisdiction's progress in providing affordable housing, including the number and types of families served, the number of extremely low-income, low-income, moderate-income, and middle-income persons served.

	One-Year Goal	Actual
Number of Homeless households to be provided affordable housing units	0	0
Number of Non-Homeless households to be provided affordable housing units	14	17
Number of Special-Needs households to be provided affordable housing units	0	0
Total	14	17

Table 11 – Number of Households

	One-Year Goal	Actual
Number of households supported through Rental Assistance	0	0
Number of households supported through The Production of New Units	1	2
Number of households supported through Rehab of Existing Units	9	11
Number of households supported through Acquisition of Existing Units	4	4
Total	14	17

Table 12 – Number of Households Supported

Discuss the difference between goals and outcomes and problems encountered in meeting these goals.

The City was able to meet its goal for providing affordable housing in 2013.

The City processed four homebuyer cases in 2013. The City's Homebuyer program offers gap financing to help eligible households purchase a single family home. The program offers a maximum of 20% of the home purchase price as a deferred repayment, 0% interest loan.

The City processed seven owner occupied single-family rehabilitation in 2013. The City program offers grants and low interest loans for repairs to owner occupied single family homes to income eligible homeowners.

Rental units are also in need of rehabilitation assistance to ensure maintenance of a decent housing stock for low income renters, particularly those with income below 30% of MFI who have few housing choices. The City rehabilitated two rental units through the Owner Occupied/Rental program in 2013.

The City processed two cases through its Handicapped Accessibility Rehabilitation program. This program offers grants of up to \$5,000 for accessibility improvements to residential properties occupied by persons with disabling conditions.

Both of the City's CHDO's, LNDC and Greater Lycoming Habitat for Humanity completed the construction of new units for a total of two new units that are now available to income eligible homebuyers.

Discuss how these outcomes will impact future annual action plans.

The City will continue to provide its affordable housing programs. There is interest in the programs and waiting lists are maintained for all programs. Due to funding constraints, the City will estimate similar numbers when preparing its one year goals for future action plans.

Include the number of extremely low-income, low-income, and moderate-income persons served by each activity where information on income by family size is required to determine the eligibility of the activity.

Number of Persons Served	CDBG Actual	HOME Actual
Extremely Low-income	0	1
Low-income	4	3
Moderate-income	1	8
Total	5	12

Table 13 – Number of Persons Served

Narrative Information

The City's Home Homebuyer program assisted three applicants who were at 80% of the median income and one applicant who was at 50% of the median income. Two CHDO projects were completed. One CHDO applicant was at 50% of the median income and another applicant was at 80% of the median income. The City's CDBG Accessibility Rehabilitation program processed two applicants who were both at 50% of the median income. The HOME Owner Occupied Single Family Rehabilitation program processed three applicants who were at 80% of the median income, one applicant who was at 60% of the median income and one applicant who was at 50% of the median income. The CDBG Owner Occupied Single Family Rehabilitation program, reserved for emergency rehabilitations, processed one applicant who was at 30% of the median income. The City's owner Occupied/Rental Rehabilitation program assisted an owner who was at 80% of the median income and a tenant who was at 50% of the median income.

CR-25 - Homeless and Other Special Needs 91.220(d, e); 91.320(d, e); 91.520(c)

Evaluate the jurisdiction's progress in meeting its specific objectives for reducing and ending homelessness through:

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

The Strategy, goals and action steps for ending chronic homelessness in the PA Northeast Continuum of Care are formulated on the State level. Each region has formed a Regional Homeless Advisory Board comprised of representatives of local entities involved in housing and homeless services. The City of Williamsport is in the Central-Harrisburg region.

The larger population of homeless people in the City of Williamsport does not meet HUD's definition of chronically homeless. The City is combating chronic homelessness by supporting the emergency shelters, transitional housing facilities, and permanent housing facilities. Wrap-around social services provided by these and other organizations help to break the cycle of chronic homelessness.

The City's priority homeless objectives are to:

1. Support emergency shelter and transitional housing services through local nonprofit organizations and social service agencies; and
2. Support services to assist homeless persons and families make the transition to permanent housing and independent living.

The City is a member of the Coordinated Services Task Force that meets once per month. The Task Force is comprised of approximately 80 organizations that meet to share information and resources. The Task Force's responsibilities include obtaining the information needed to apply for Continuum of Care and related Housing Assistance Program fundings. The Coordinated Task Force shares information and resources regarding homeless individuals/households and their needs.

A Point-in-Time study conducted in January 2013 found 19 homeless persons in the City of Williamsport and surrounding area. The count was conducted over the period of one night.

The City conducts surveys of homeless shelter and service providers to find out what the most pressing needs are. Most agencies report that safe, affordable housing, available supportive neighborhood social services and economic opportunities are the most challenging issues for their clients. The City is addressing these needs through its housing programs and its redevelopment projects such as the Memorial Homes housing project and revitalization efforts in the downtown.

Addressing the emergency shelter and transitional housing needs of homeless persons

The City has organizations that provide emergency shelter services. Grace St. Shelter accommodates up to 25

people in two areas: one area for men and the other area for women and women with children. The shelter provides the following services: to provide immediate temporary housing for homeless persons, and to connect homeless persons with case managers and services through the Housing Alliance that will allow them to become self-sufficient and obtain safe and permanent housing. The American Rescue Workers is a men's emergency shelter that accommodates up to 35 men. Wise Options at the Williamsport YWCA is an emergency shelter for women who are victims of domestic violence that accommodates 31 women. Wise Options provides victims' services to individuals who are victims of domestic violence, sexual assault and other violent crimes. The Williamsport YWCA also provides emergency shelter at The Residency that accommodates 11 women.

The County Department of Public Assistance administers Emergency Shelter Allowance (ESA) funds from the State. 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 the American Rescue Workers, Shepherd of the Streets Ministry and STEP outreach.

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

Transitional housing is a facility or program that offers temporary housing with supportive services. Transitional housing allows the homeless to stay while preparing to move towards independent living and secure permanent housing.

The City has two facilities that offer transitional housing. Liberty House is a 35 bed transitional homeless shelter for single women and women and children in Lycoming County. Liberty House offers supportive services through case management and life skill classes. Liberty Options is an 8 bed transitional homeless shelter for women and children who are homeless as a result of domestic violence in Lycoming County. Liberty House and Liberty Options are services for lower income persons. 100% of the participants at Liberty House and Liberty Options were below 80% income. Wise Options served 990 women in 2013. Liberty House served 95 women in 2013. Each client works with a caseworker and, through their individual service plans, the client's housing needs are addressed. Liberty House is a bridge housing program located at the YWCA of Northcentral PA that recently received the "2013 Program Excellence" award from the Society of Public Health Education. The program includes life skills and education workshops and goal setting as well as individual counseling. Liberty House recently made modifications to its program based on interviews with its participants. Liberty House is contemplating an expansion to provide a total of 32 units. The YWCA recently opened the "Dress for Success Boutique". All funds raised through sales in The Boutique are used to continue to provide safety, shelter and support through Wise Options, Liberty House and any Community Education programs. Additionally, any woman who enrolls into a YWCA program will be eligible to receive any clothing that she may need, free of charge, from The Boutique so any donation of clothing serves a two-

fold purpose. All clients in the transitional shelters are provided life skill work through the Responsible Renters training/curriculum that was developed by the Self Determination Housing Project of Pennsylvania and the Regional Housing Coordinators in conjunction with PHFA. Comprehensive Life skill classes are held. 60 adults from Liberty House participated and 4 adults from Liberty Options participated.

The YWCA receives approximately \$500,000 of state funding, \$373,000 of federal funding and \$222,300 of local funding for its programs.

Journey House offers four family units and is linked with Project Breakthrough, a self-sufficiency program administered by the Salvation Army.

Transitional Living Centers, Inc. operates a contract facility for women offenders coming from the State Correctional System or referred by the Pennsylvania Board of Probation and Parole. Transitional Living Centers, Inc. has the capacity for 34 beds.

Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: likely to become homeless after being discharged from publicly funded institutions and systems of care (such as health care facilities, mental health facilities, foster care and other youth facilities, and corrections programs and institutions); and, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs

Homeless prevention services are administered by a combination of public and private agencies. Rental Assistance funds are available through the Housing Assistance Program (HAP) program from the Pennsylvania Housing Finance Agency administered by the Lycoming County United Way. HAP funds are used to prevent eviction or to obtain permanent housing. The Lycoming County United Way also administers Federal Emergency Management Assistance (FEMA) funds that can be used for rental assistance to prevent eviction. Other agencies offering limited assistance with rent to prevent eviction include the American Rescue Workers, Shepherd of the Streets ministry and STEP Outreach. The Pennsylvania Housing Finance Agency provides funds for foreclosure abatement through its Homeowner's Emergency Mortgage Assistance Program (HEMAP). Consumer Credit Counseling Service of Northeastern Pennsylvania and Lycoming/Clinton Community Action administer HEMAP funds in Lycoming County.

The County Department of Public Assistance administers the state funded Low Income Energy Assistance Program (LIHEAP), which provides assistance with energy bills. The United Way has undertaken the development of a 211 telephone system that will provide information and referrals to callers regarding available human service agencies. The United Way has also assumed data collection from human service agencies to provide a "clearing house" service online to be available to local human service agencies to avoid "double dipping".

The Salvation Army offers emergency assistance for utilities, food and rent. The Salvation Army's Project Breakthrough Self Sufficiency program assisted 2,715 persons in 2013. 95% of those persons were at or below 80% of the median income. Four of those households were homeless.

PA Career Link offers employment training for residents of Lycoming County. An estimated 27,600 persons were assisted in 2013, and of those persons, 20 were homeless. PA Career Link addresses the need for economic

development and supportive services by operating employment and training programs for residents of Lycoming County and by working closely with the Lycoming County Assistance Office.

Family Promise of Lycoming County, Inc. provides food, shelter, money management and case management for local families who are homeless. There is a waiting list of 21 households and 67 persons. All are below 80% of the median income.

Lycoming Clinton Mental Health agency offers permanent supportive housing, case management and assessment. They refer consumers to homeless shelters and provide transportation. A McKinney grant allows them to provide rental assistance to homeless adults with a serious mental illness. Caseworkers meet weekly with consumers to address issues.

CR-30 - Public Housing 91.220(h); 91.320(j)

Actions taken to address the needs of public housing

The Lycoming Housing Authority provides 469 income restricted housing units, 24 market rate housing units and also provides 675 Housing Choice vouchers throughout Lycoming County. The Lycoming County Housing Authority reports that it is currently meeting the needs of low income families, elderly and disabled families. Accessibility to housing programs has been increased by providing on-line applications. LCHA will continue to respond to the area's increase in rental prices by working with housing groups and landlords in an effort to address the needs of families and to market programs. LCHA has completed several renovation projects to improve the quality of life of its tenants.

The Lycoming County Housing Authority promotes self sufficiency by maintaining a highly effective family self sufficiency program.

The Lycoming County Housing Authority received a \$657,283 federal grant to be used for improvements to public housing units. The 2013 grant allocation represents an increase of \$194,000 from the previous year. The annual allocations from HUD's Capital Fund Program provide funds to public housing authorities for building, repairing, and renovating housing in their communities. Funding can be used for large-scale improvements, such as new roofs or to make energy-efficient upgrades to replace old plumbing and electrical systems.

The Housing Authority annually submits a physical needs assessment to help determine how much money it will receive for a given year.

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

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. A case manager works with each household, five-year goals are set, and as household income increases, and 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 homeowner units at Lose School and Harmony Way. 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. Since homeownership is tied to economic capability these programs increase the likelihood of homeownership.

Actions taken to provide assistance to troubled PHAs

The Lycoming County Housing Authority is not designated as a troubled PHA.

CR-35 - Other Actions 91.220(j)-(k); 91.320(i)-(j)

Actions taken to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment. 91.220 (j); 91.320 (i)

The City has amended zoning ordinances from Light Manufacturing to Residential Urban in an effort to enhance the adaptive reuse of Brownfield sites to a higher density of residential properties. The City's Comprehensive Plan's Land use policy promotes housing in the Central Business District of the City. The City, working with Lycoming County, is pursuing the development of additional housing using its local Act 13 funds.

The City's Zoning Ordinance provides for a variety of housing types at various densities and on varying lot sizes. The variety reduces the potential for barriers to affordable housing in the City. In addition to permanent housing, the City's Zoning Ordinance allows for the siting of emergency shelters, transitional housing, permanent supportive housing and group homes for the disabled. The City does not impose impact fees for development. New construction requires a permit from the Codes office. Permit fees are based on administrative costs to the City and are not excessive. The City uses the property maintenance code from BOCA and has complied with the State's adoption of the International Building Code. The Zoning Ordinance is in compliance with the Fair Housing Act, avoiding barriers to housing choice by members of the protected classes.

City officials and staff along with representatives from educational institutions, businesses, housing developers and social service agencies attended the "Strong Towns" symposium in October 2013. The "Strong Towns" symposium promoted discussion on a reorientation of what it takes to build a town or a neighborhood, including obtaining a higher return on existing infrastructure investments, land use, zoning and transportation issues. The City will continue to be involved in programs such as "Strong Towns" in order to foster the coordination between the different sectors of the community.

Actions taken to address obstacles to meeting underserved needs. 91.220(k); 91.320(j)

The City will continue to cooperate with various social service agencies, low-income housing advocates and affordable housing providers to address the underserved needs of area residents. The City will continue to have active participation through attendance at the meetings of the Coordinated Services Task Force.

Lycoming County United Way has partnered with the American Rescue Workers to continue Clearinghouse. Clearinghouse is a program that ensures that low income families or individuals in crisis receive appropriate unduplicated assistance for items such as rent, heating, energy, food and personal items. Clearinghouse administrators coordinate a partnership of more than 60 human service provider organizations that directly provide emergency material assistance. The intent of the program is to serve as the central intake database, which is made available to all human service organizations, to eliminate duplication of services. By tracking this data, human service agencies are able to provide services to more people in need of help. Clearinghouse allows member agencies to log into the database to view what services other agencies have offered to clients.

Actions taken to reduce lead-based paint hazards. 91.220(k); 91.320(j)

The guidelines for the City's Housing Rehabilitation program comply with the lead based paint hazards at 24 CFR 35. Due to extensive lead abatement costs and the total number of highly probable lead contaminated homes, the City is more likely to pursue lead hazard reduction procedures until the total number of lead contaminated homes has been significantly reduced.

The City has consulted with the Office of Healthy Homes and Lead Hazard Control to ask questions and review the interim control guidelines.

Actions taken to reduce the number of poverty-level families. 91.220(k); 91.320(j)

The resources that the City of Williamsport has to reduce the number of persons with incomes below the poverty level are limited. The City assists low to moderate income residents through its housing programs. The CDBG Microenterprise Loan program assists low to moderate income owners of a business by offering a low interest loan that provides a full year of deferment for repayment.

Since poverty is based upon income, its effect on housing opportunity and choice is apparent. Conversely, without adequate, stable housing and employment opportunities, alleviating poverty becomes difficult.

Approximately 3/4 of City residents have a median household income of less than \$37,719. According to the 2000 Census, the median household income for African Americans in Williamsport was \$20,912, and Hispanic households had a median income of \$22,708, versus \$25,946 for all households. City-wide, in 2000, 21.5% of the population was below poverty. Among both the African American population and the Hispanic population, about 33% were below poverty. The lower income and higher rate of poverty among the minority households is attributable to lower skill levels due to lower levels of education. About 23% of persons in Williamsport age 25 and over lack a high school diploma. About 33% of African American adults lack a high school diploma and 41% of Hispanic adults lack a high school diploma. The low education level indicates lack of skills required to find steady, well-paying employment that offers opportunities for advancement.

Actions taken to develop institutional structure. 91.220(k); 91.320(j)

The City continues to partner with social service agencies and other City departments in order to meet the housing and community development needs of its residents.

City staff are members of the Coordinated Services Task Force. This organization brings together representatives from various sectors of the community to improve the quality of life through a volunteer collaborative process. City staff are also involved in the planning process for the creation of neighborhood organizations.

The City Community Development Director is a member of various task forces that address infrastructure needs and economic development needs.

The City intends to continue to cooperate with various agencies in the region to meet the housing and supportive needs of residents as it prepares its 2015-2019 Consolidated Plan.

Actions taken to enhance coordination between public and private housing and social service agencies. 91.220(k); 91.320(j)

Williamsport's Office of Economic & Community Development is responsible for enhancing the coordination among housing providers, service agencies, and public entities. The City joins with non-profit CHDO's, for-profit developers and various local groups to increase housing opportunities for targeted income groups. The City mails information to housing service providers, banks, and realtors making them aware of City programs.

The Lycoming Housing Authority continues to actively pursue various programs and incentives to improve housing opportunities for lower income residents. The City and the Lycoming Housing Authority are currently working together to determine the best use for The Center and Flanigan Park, property currently owned by Lycoming Housing Authority. The City also maintains surveillance cameras on some LHA owned property and that maintenance will be ongoing.

Identify actions taken to overcome the effects of any impediments identified in the jurisdictions analysis of impediments to fair housing choice. 91.520(a)

The City has a **Fair Housing Analysis of Impediments** (2003-2013). A copy was provided to the HUD Philadelphia Office. The analysis suggests the following actions be taken:

- (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 proactively 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 39% rate of denial (HMDA, 2000) indicates the general community needs to better understand the financial community's requirements 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.

The Commission is preparing for an updated Analysis of Impediments to Fair Housing as part of the 2015 - 2019 Consolidated Plan. FHC members will be asked to assist, review drafts and provide comments and

suggestions.

The Lycoming County Landlord Association held a meeting on September 18, 2013. Approximately 70 people, including two representatives from the Fair Housing Commission, attended. Attendees were concerned about the number of unidentified rental properties. The discussion emphasized that landlords are prohibited from asking discrimination based questions and that landlords must use non-discriminatory methods for screening tenants.

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. Participants in the City Homebuyer Assistance program must attend an educational pre-purchase homebuyer training session that will help them retain their housing.

CR-40 - Monitoring 91.220 and 91.230

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

The Office of Economic & Community Development oversees Williamsport's housing and community development programs and is responsible for all performance measurement activities.

The standards and procedures of the Office of Economic & Community Development for monitoring are designed to ensure that:

1) Objectives of the National Affordable Housing Act are met, 2) Program activities are progressing in compliance with the specifications and schedule for each program; and 3) Recipients are in compliance with other applicable laws, implementing regulations, and the requirements to affirmatively further fair housing and minimize displacement of low-income households.

The Office of Economic & Community Development monitors all proposed activities to ensure long-term compliance with program requirements. The objectives of this monitoring are to make sure those activities:

1) comply with all regulations governing their administrative, financial, and programmatic operations; 2) achieve their performance objectives within schedule and budget; and 3) comply with the Consolidated Plan.

The Office of Economic & Community Development utilizes project checklists to insure and document program compliance. The Director of the Office of Economic & Community Development is also responsible for the timely implementation of activities. Quarterly, the Director reviews the expenditures against the ratio used by HUD (1.5 times the allocation on hand at the end of the program year) to ensure that the goal will be met.

All subrecipients of CDBG and HOME funds are subject to monitoring. The Office of Economic & Community Development maintains a written policy for the monitoring its subrecipients. Fiscal monitoring will include review and approval of budgets, compliance with executed grant agreements, beneficiary reports, review of fiscal reports, and a review of audits on an annual basis.

Annually, in the preparation of the Consolidated Annual Performance and Evaluation Report (CAPER), the Office of Economic & Community Development will review whether the specific objectives outlined in this strategic plan are being met. Further, this review will be an opportunity to assess if the strategic plan goals continue to address community priorities and if adequate resources are available to meet the objectives. Community input will be sought in this analysis.

Internal controls have been designed to ensure adequate segregation of duties. The Office of Economic and Community Development prepares agreements for non-housing activities supported by CDBG and establishes accounts. Invoices are monitored for compliance with the approved spending plan and federal regulations.

The Office of Economic and Community Development administers Williamsport's Integrated Disbursement and Information System (IDIS). The Office Economic and Community Development is also primarily responsible for

setting up and administering activities.

Citizen Participation Plan 91.105(d); 91.115(d)

Description of the efforts to provide citizens with reasonable notice and an opportunity to comment on performance reports.

A newspaper advertisement was published in the Williamsport Sun-Gazette on March 14, 2014 to make citizens aware that the draft 2013 CAPER was available for public review and public comment. No public comments were received.

CR-45 - CDBG 91.520(c)

Specify the nature of, and reasons for, any changes in the jurisdiction’s program objectives and indications of how the jurisdiction would change its programs as a result of its experiences.

The City does not plan to change any program objectives at this time.

The City does plan to close out several activities that are not having funds drawn down in a timely manner. Funds for the closed activities will likely be reallocated to several Street Reconstruction activities.

Does this Jurisdiction have any open Brownfields Economic Development Initiative (BEDI) grants?	No
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[BEDI grantees] Describe accomplishments and program outcomes during the last year.

CR-50 - HOME 91.520(d)

Include the results of on-site inspections of affordable rental housing assisted under the program to determine compliance with housing codes and other applicable regulations

Please list those projects that should have been inspected on-site this program year based upon the schedule in §92.504(d). Indicate which of these were inspected and a summary of issues that were detected during the inspection. For those that were not inspected, please indicate the reason and how you will remedy the situation.

Linn St. Manor - An on-site inspection of 8 units, common areas, mechanicals and exteriors was conducted on June 27, 2013. No issues were observed and no complaints have been received from the tenants. Annual income certification and occupancy information was also obtained.

Almond St. Commons - An on-site inspection of 6 units, common areas, mechanicals and exterior was conducted on July 18, 2013. No issues were observed and no complaints have been received from the tenants. Annual income certification and occupancy information was also obtained.

Grier St. Manor - An on-site inspection of 9 units, common areas, mechanicals and exterior was conducted on June 27, 2013. No issues were observed and no complaints have been received from the tenants. Annual income certification and occupancy information was also obtained.

Grace St. Commons - An on-site inspection of 6 units was conducted on February 14, 2013. Minor items were noted: loose door knob, loose hinge, cracked toilet seat, worn weather stripping on door and 2 arched stationary window panels had seal damage. All items were corrected. Annual income certification and occupancy information was also obtained.

All other projects are due to be inspected in 2014.

Provide an assessment of the jurisdiction's affirmative marketing actions for HOME units. 92.351(b)

The City has policies and procedures in place to affirmatively market housing. Working with local developers, the City advises various support agencies and social service agencies about the availability of affordable housing units. Detailed descriptions of the living units are provided including those units that are handicapped accessible and those units that meet the needs of a visual/hearing impairment.

Rental staff and persons involved with tenant selection for HOME units are instructed to conduct business in accordance with federal, state and local fair housing laws and are advised that it is illegal to discriminate against any person because of race, color, religion, sex, handicap, familial status, or national origin. Rental staff receives annual training from qualified professionals regarding fair housing laws. The following documents are displayed in the rental office: Affirmative Fair Housing Marketing Plan, Tenant Grievance and Appeal Procedure; and Tenant Selection Criteria.

Refer to IDIS reports to describe the amount and use of program income for projects, including the number of projects and owner and tenant characteristics

The City received \$24,677.36 in HOME program income in 2013.

HOME program income funded five homebuyer activities. All participants were white with four participants at 80% of the median income and one participant at 50% of the median income.

HOME program income funded fourteen Owner Occupied Single Family Rehabilitation activities. Thirteen of the participants were white and one was black. Nine participants were at 60% to 80% of the median income, three participants were at 50% of the median income and two participants were at 30% of the median income.

Describe other actions taken to foster and maintain affordable housing. 91.220(k) (STATES ONLY: Including the coordination of LIHTC with the development of affordable housing). 91.320(j)

All agreements for HOME funded rental units contain the required appropriate affordability periods to insure that the units remain affordable. City staff verifies the occupancy and the rents for HOME assisted units annually.

The City has committed \$300,000 of HOME funds to the Memorial Homes project, which will provide for five HOME assisted units.

CR-60 - ESG 91.520(g) (ESG Recipients only)

ESG Supplement to the CAPER in *e-snaps*

For Paperwork Reduction Act

1. Recipient Information—All Recipients Complete

Basic Grant Information

Recipient Name	WILLIAMSPORT
Organizational DUNS Number	052545357
EIN/TIN Number	246000719
Identify the Field Office	PHILADELPHIA
Identify CoC(s) in which the recipient or subrecipient(s) will provide ESG assistance	

ESG Contact Name

Prefix
First Name
Middle Name
Last Name
Suffix
Title

ESG Contact Address

Street Address 1
Street Address 2
City
State
ZIP Code
Phone Number
Extension
Fax Number
Email Address

ESG Secondary Contact

Prefix
First Name
Last Name
Suffix
Title
Phone Number
Extension
Email Address

2. Reporting Period—All Recipients Complete

Program Year Start Date	01/01/2013
Program Year End Date	12/31/2013

3a. Subrecipient Form – Complete one form for each subrecipient

Subrecipient or Contractor Name

City

State

Zip Code

DUNS Number

Is subrecipient a victim services provider

Subrecipient Organization Type

ESG Subgrant or Contract Award Amount

CR-65 - Persons Assisted

4. Persons Served

4a. Complete for Homelessness Prevention Activities

Number of Persons in Households	Total
Adults	
Children	
Don't Know/Refused/Other	
Missing Information	
Total	

Table 14 – Household Information for Homeless Prevention Activities

4b. Complete for Rapid Re-Housing Activities

Number of Persons in Households	Total
Adults	
Children	
Don't Know/Refused/Other	
Missing Information	
Total	

Table 15 – Household Information for Rapid Re-Housing Activities

4c. Complete for Shelter

Number of Persons in Households	Total
Adults	
Children	
Don't Know/Refused/Other	
Missing Information	
Total	

Table 16 – Shelter Information

4d. Street Outreach

Number of Persons in Households	Total
Adults	
Children	
Don't Know/Refused/Other	
Missing Information	
Total	

Table 17 – Household Information for Street Outreach

4e. Totals for all Persons Served with ESG

Number of Persons in Households	Total
Adults	
Children	
Don't Know/Refused/Other	
Missing Information	
Total	

Table 18 – Household Information for Persons Served with ESG

5. Gender—Complete for All Activities

	Total
Male	
Female	
Transgender	
Don't Know/Refused/Other	
Missing Information	
Total	

Table 19 – Gender Information

6. Age—Complete for All Activities

	Total
Under 18	
18-24	
25 and over	
Don't Know/Refused/Other	
Missing Information	
Total	

Table 20 – Age Information

7. Special Populations Served—Complete for All Activities

Number of Persons in Households

Subpopulation	Total Persons Served – Prevention	Total Persons Served – RRH	Total Persons Served in Emergency Shelters	Total
Veterans				
Victims of Domestic Violence				
Elderly				
HIV/AIDS				
Chronically Homeless				
Persons with Disabilities:				
Severely Mentally Ill				
Chronic Substance Abuse				
Other Disability				
Total (unduplicated if possible)				

Table 21 – Special Population Served

CR-70 – ESG 91.520(g) - Assistance Provided and Outcomes

10. Shelter Utilization

Number of New Units – Rehabbed	
Number of New Units – Conversion	
Total Number of bed - nighths available	
Total Number of bed - nights provided	
Capacity Utilization	

Table 22 – Shelter Capacity

11. Project Outcomes Data measured under the performance standards developed in consultation with the CoC(s)

CR-75 – Expenditures

11. Expenditures

11a. ESG Expenditures for Homelessness Prevention

	Dollar Amount of Expenditures in Program Year		
	FY 2009	FY 2010	FY 2011
Expenditures for Rental Assistance			
Expenditures for Housing Relocation and Stabilization Services - Financial Assistance			
Expenditures for Housing Relocation & Stabilization Services - Services			
Expenditures for Homeless Prevention under Emergency Shelter Grants Program			
Subtotal Homelessness Prevention			

Table 23 – ESG Expenditures for Homelessness Prevention

11b. ESG Expenditures for Rapid Re-Housing

	Dollar Amount of Expenditures in Program Year		
	FY 2009	FY 2010	FY 2011
Expenditures for Rental Assistance			
Expenditures for Housing Relocation and Stabilization Services - Financial Assistance			
Expenditures for Housing Relocation & Stabilization Services - Services			
Expenditures for Homeless Assistance under Emergency Shelter Grants Program			
Subtotal Rapid Re-Housing			

Table 24 – ESG Expenditures for Rapid Re-Housing

11c. ESG Expenditures for Emergency Shelter

	Dollar Amount of Expenditures in Program Year		
	FY 2009	FY 2010	FY 2011
Essential Services			
Operations			
Renovation			
Major Rehab			
Conversion			
Subtotal			

Table 25 – ESG Expenditures for Emergency Shelter

11d. Other Grant Expenditures

	Dollar Amount of Expenditures in Program Year		
	FY 2009	FY 2010	FY 2011
Street Outreach			
HMIS			
Administration			

Table 26 - Other Grant Expenditures

11e. Total ESG Grant Funds

Total ESG Funds Expended	FY 2009	FY 2010	FY 2011

Table 27 - Total ESG Funds Expended

11f. Match Source

	FY 2009	FY 2010	FY 2011
Other Non-ESG HUD Funds			
Other Federal Funds			
State Government			
Local Government			
Private Funds			
Other			
Fees			
Program Income			
Total Match Amount			

Table 28 - Other Funds Expended on Eligible ESG Activities

11g. Total

Total Amount of Funds Expended on ESG Activities	FY 2009	FY 2010	FY 2011

Table 29 - Total Amount of Funds Expended on ESG Activities

Priority Needs and the Continuum of Care (COC)

Below is a summary of the 2010-2014 Consolidated Plan, *Priority Needs for the City of Williamsport*. The objective of the plan is to provide affordable housing and support services to persons and households living at or below 80 percent of the City's median income. All activities funded in the next five years support at least one objective and one outcome.

Objectives	Outcomes
• Creating suitable living environments	•Increased Availability/accessibility
• Providing decent affordable housing	•Increased Affordability
• Creating economic opportunities	•Increased Sustainability

The City's framework for realizing the objectives and outcomes include these goals:

- Improve affordability of decent housing.
- Improve availability/accessibility of decent housing.
- Improve the long-term sustainability of decent housing.
- Improve affordability of suitable living environments.
- Improve availability/accessibility of suitable living environments.
- Improve sustainability of suitable living environments.
- Improve affordability of economic opportunity.
- Improve the sustainability of economic opportunity

Housing Needs - City Priority

- Rehabilitate Owner-Occupied Single-Family homes
- Provide Homebuyer Assistance – Gap Financing Programs
- Rehabilitate Owner/Renter-Occupied Duplexes/Doubles
- Provide Accessibility Improvements to Housing Units
- Provide Code Enforcement and improve living conditions by making housing code compliant.
- Rehabilitate Renter-Occupied Units
- Construct and rehabilitate Renter-Occupied Units to create Mixed Income Housing

- Assist Homeless Individuals and Families and chronically Homeless persons obtain housing and avoid homelessness

Non-Housing Needs - City Priority

Carry out Parks and Recreation Facility Improvements

Provide assistance to Homeless Facility Providers

Carry out Water/Sewer Infrastructure Improvements

Carry out Street Improvements

Install ADA Curb Ramps

Carry out Blight Elimination activities

Support Public Services including Youth Services, Child Care Services, Health Services, and others

Promote Neighborhood Clean-Up

Support other Public Services (i.e. Fire Safety)

Provide Micro-Enterprise Assistance

Provide Commercial Façade Repair programs

Support Neighborhood Community Centers

Pennsylvania has 17 homeless Continuum of Care (CoC) networks – 4 regional and 13 county/city based continuums. HUD requires all CoCs to conduct an annual point-in-time count of the homeless. This count takes place on a night during the last week of January.

Below are the 2008–2010 results from PA's Lycoming County CoC count.

.2008-2010 Summary of Point-in-time Count Central/Harrisburg Region (Lycoming County)

Lycoming County	Source: PITS, 1/30/08		Source: PITS, 1/28/09		Source: PITS, 1/27/10		
	429081	Family	Individuals	Family	Individuals	Family	Individuals
Housing Inventory							
Total # of beds in ES	15	31	17	20	12	14	
→ # of overflow/voucher beds in ES	2		19		9		
Total # of beds in TH	32	43	27	53	29	54	
→ # of these TH beds funded under CoC	20	5	17	16	17	17	
Total # beds PSH	0	0	0	0	2	0	
→ # of these PSH beds funded under CoC	0	0	0	0	0	0	
→ # designated chronic beds in PSH	N/A	0	N/A	0	N/A	0	
Point-in-time Count of People							
# HL in ES	0	14	15	17	17	7	
# HL in ES w/ disability	0	9	1	11	1	2	
# chronic HL in ES	N/A	10	N/A	5	N/A	1	
# HL in ES w/ SMI	0		1		0		
# HL in ES w/ SA	8		7		0		
# HL Veterans in ES	2		2		5		
# HL DV victims in ES	4		6		7		
# HL Convicted of Crime in ES	10		10		1		
# in TH	28	40	21	46	24	48	
# in TH w/ disability	3	32	1	28	2	30	
# in TH w/ SMI	4		0		4		
# in TH w/ SA	24		15		13		
# Veterans in TH	8		11		14		
# DV victims in TH	17		10		17		
# Convicted of Crime in TH	30		28		30		
# in PSH w/ SMI	N/A		N/A		N/A		
# in PSH w/ SA	N/A		N/A		N/A		
# Veterans in PSH	N/A		N/A		N/A		
# Convicted of Crime in PSH	N/A		N/A		N/A		
# unsheltered HL	no unsheltered count conducted in 2008		3	6	no unsheltered count conducted in 2010		
# chronic unsheltered			N/A	2			

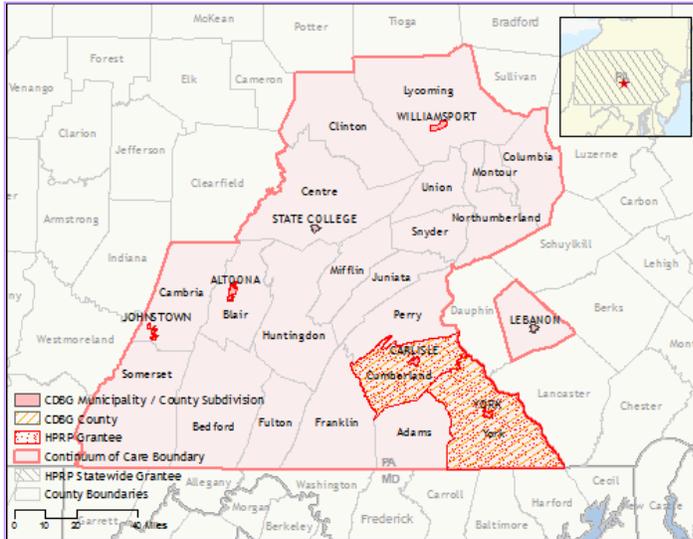
Codes: ES = Emergency Shelter; TH = Transitional Housing; PSH = Permanent Supportive Housing HL = Homeless; CH = Chronic Homeless; SMI = Serious Mental Illness; SA = Substance Abuse; DV = Domestic Violence

Visit <http://www.pahousingchoices.org/county-housing-planning/data> for Central/Harrisburg Region COC.

Co-Chairs for the Central Harrisburg Regional Homeless Advisory Board (RHAB)

Ben Laudermilch 717-249-0789 x118 blaudermilch@cchra.com

Vanessa Hunter 570-322-4637 x123 vhunter@ywcawilliamsport.org



Each COC 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. The individuals responsible for coordination of State funded homeless programs have knowledge of local homeless services and needs.

Homeless Assistance Program (HAP)

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

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.

In January 2012, HUD issued the final regulation to changes in the definition of homelessness contained in the Homeless Emergency Assistance and Rapid Transition to Housing Act. The definition affects eligibility for various HUD-funded homeless assistance programs. The new definition includes four broad categories of homelessness:

- People who are living in a place not meant for human habitation, in emergency shelter, in transitional housing, or are exiting an institution where they temporarily resided. The significant change from prior practice is that people will be considered homeless if they are exiting an institution where they resided for up to 90 days (it was previously 30 days), and were in shelter or a place not meant for human habitation immediately before entering that institution.

- People who are losing their primary nighttime residence, which may include a motel or hotel or a doubled up situation, within 14 days and lack resources or support networks to remain in housing. HUD had previously allowed people who were being displaced within 7 days to be considered homeless. The regulation describes specific documentation requirements for this category.
- Families with children or unaccompanied youth who are unstably housed and likely to continue in that state. This is a new category of homelessness, and it applies to families with children or unaccompanied youth who have not had a lease or ownership interest in a housing unit in the last 60 or more days, have had two or more moves in the last 60 days, and who are likely to continue to be unstably housed because of disability or multiple barriers to employment.
- People who are fleeing or attempting to flee domestic violence, have no other residence, and lack the resources or support networks to obtain other permanent housing. This category is similar to the current practice regarding people who are fleeing domestic violence.

*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 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 a 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 in 2013, with the following activities and participations 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 maps for locations. Non-CDBG eligible areas are assisted through alternative funding sources such as Liquid Fuels or State Transportation funds.

- Home rehabilitation activities provide safe residences for lower income persons.
- Funding of public service organizations to provide programs for youth and seniors.
- 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.
- 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 member 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.
- The City Landlord's Association meets regularly and provides educational opportunities for members.

Review of Facilities and Services Available in Our Region.

The **Aids Resource Alliance (ARA)** provides the following services specifically for HIV/AIDS diagnosed persons in the Williamsport and Lycoming County area:

- Case Management

Providing education and services that connect consumers to medical and social services based on their needs in order to promote the well being of the individual. Generally, involves monthly face-to-face contact, which is necessary to access most support services.

- Housing Assistance

Providing 3 different housing assistance programs (based on eligibility) that assist clients with the payment of security deposits, rent or mortgage.

- Emergency Financial Assistance

Providing for financial assistance paid (directly to providers) for emergency-based need for food, housing, necessary utilities and medications.

- Client Treatment Education

Providing written, video and internet based treatment resources can be provided to clients based upon their individual treatment regimen

- Transportation

In order to ensure clients can attend medical or social service appointments, AIDS Resource will reimburse clients for mileage or will provide bus tickets or tokens.

- Medical/Dental Care

Providing for the payment of medical and dental services.

ARA receives 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 **Roads to Freedom 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 Lycoming County Housing Authority is the sole county authority. The LCHA provides affordable housing, 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, most recently **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. They have survived a "grave financial crisis" in 2010. **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. Service hours were reduced.

Family Promise of Lycoming County, Inc. was formed in 2010 and has provided shelter throughout 2012. Through the efforts of volunteers from a dozen area churches each church hosts up to four homeless families for a one-week period. The congregation provides space for sleeping and eating. Guests must go to school or work, or search for housing or work, and make use of local social service support agencies.

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 sponsors 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. Limited 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 work therapy programs teaching various personal and organizational skills needed to secure employment. The Rescue workers have taken the role of lead agency in the *Saving Grace Shelter*, (short term-14 day) which opened in 2011.

Hope Enterprises merged with the *Children's Development Center* and 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 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 a partner in **Journey House**, and was an HPRP subrecipient.

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 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 its residents with a weatherization program due to funding restrictions. STEP and the City have cooperated in home rehabilitation projects, combining programs 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. has joined the Lycoming County Career Link Partnership in centralizing workforce development activities designed to assist job seekers and employers. STEP was an HPRP subrecipient.

Big Brothers/Big Sisters of Central Susquehanna Valley/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 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**. A revision, to allow homes to be built on smaller city lots, was passed in 2012. This is part of the CDBG matched, multi-municipal review of Zoning Codes. The City has instituted a Rental Property Inspection Ordinance to help assure safe and livable rental housing units. .

MAPS Streets

