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CR-00 – Executive Summary

In accordance with the Federal Regulations found in 24 CFR Part 570, the Borough of Chambersburg, Pennsylvania has prepared this Consolidated Annual Performance and Evaluation Report (CAPER) for the period of July 1, 2020, through June 30, 2021. The CAPER describes the activities undertaken during this time period for funding from the U.S. Department of Housing and Urban Development (HUD) under the Community Development Block Grant Program (CDBG) and the HOME Investment Partnerships Program (HOME). The projects/activities and accomplishments described in this CAPER principally benefited low- and moderate-income persons and the funding was targeted to neighborhoods where there was the highest percentage of low- and moderate-income residents in the Borough of Chambersburg.

This is the Borough of Chambersburg's first CDBG program year of the current Five-Year Consolidated Plan was prepared for 2020-2024. The Five-Year Consolidated Plan allows a community to take a comprehensive approach to use resources granted to the community by HUD. The Borough of Chambersburg submits yearly an Annual Action Plan containing the proposed activities outlining the use of CDBG fund for the upcoming program year. The Annual Action Plan relates the activities to goals and objectives outlined in the Five-Year Consolidated Plan.

The Consolidated Annual Performance and Evaluation Report (CAPER) describes the activities undertaken during this time period for funding from the U.S. Department of Housing and Urban Development (HUD) under the Community Development Block Grant Program (CDBG). The projects/activities and accomplishments described in this CAPER principally benefit low- and moderate-income persons and the funding has been targeted to neighborhoods where there is the highest percentage of low- and moderate-income residents in the Borough of Chambersburg. The Borough of Chambersburg is part of the Eastern PA Continuum of Care (CoC), which serves a total of thirty-three (33) counties in Pennsylvania. Specifically, the Borough of Chambersburg is in the South Central Regional Homeless Advisory Board (RHAB) which oversees the Continuum of Care Network for nine (9) counties including: Adams; Bedford; Blair; Cambria; Centre; Franklin; Fulton; Huntingdon; and Somerset counties. This document details how the Borough of Chambersburg used the funds from the HUD program to benefit low- and moderate-income persons in the Borough. It also includes an explanation on how the HUD funds were used to leverage or match other funds.

The Borough of Chambersburg's FY 2020 Consolidated Annual Performance and Evaluation Report (CAPER) was made available for public display and comment on the Borough's website (<http://www.borough.chambersburg.pa.us>). The "Draft" CAPER was advertised in "The Public Opinion," newspaper on Friday, September 10, 2021, for the required 15-day public comment period, which began on Friday, September 10, 2021, until Monday, September 27, 2021.

Grants Received –

The Borough of Chambersburg received the following grant amounts during the time period of July 1, 2020, through June 30, 2021:

	CDBG	CDBG-CV	Total
FY 2020 Entitlement Grants	\$ 332,663.00	\$ 365,893.00	\$ 698,556.00
Program Income	\$ 0.00	\$ 0.00	\$ 0.00
Total Funds Received:	\$ 332,663.00	\$ 365,893.00	\$ 698,556.00

Table 1 – Grant Amounts for FY 2020

This chart only includes funds received during July 1, 2020, through June 30, 2021.

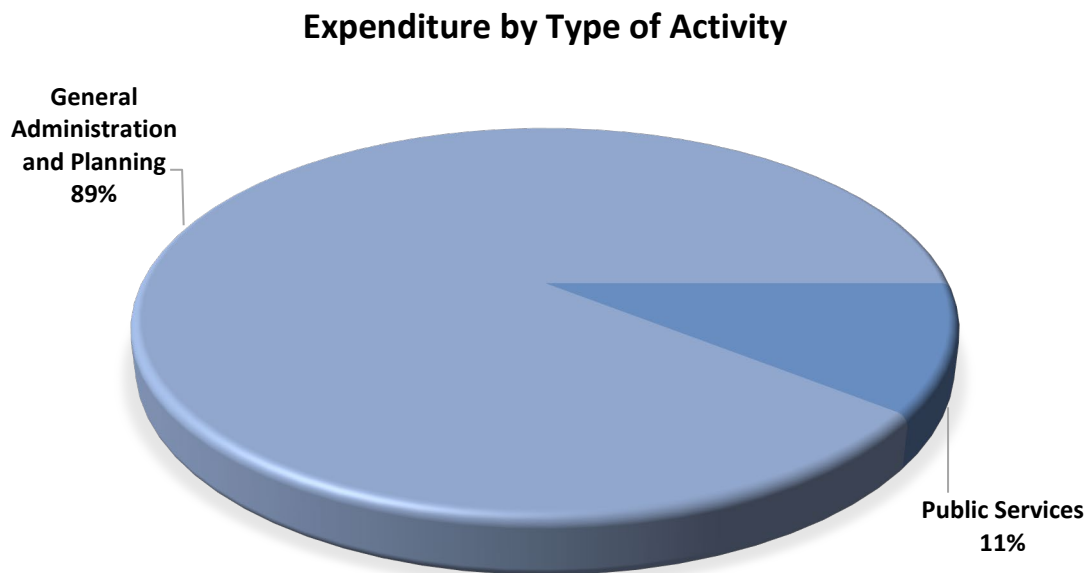
Funds Expended –

The funds shown in the following chart are funds that were expended during the time period of July 1, 2020, through June 30, 2021.

Funding Sources	Total Funds Expended
Community Development Block Grant (CDBG)	\$ 48,153.10
Community Development Block Grant – CARES Act (CDBG-CV)	\$ 0.00
Total:	\$ 48,153.10

Table 2 – Total Funds Expended

The CDBG expenditures by type of activity are shown below.



Type of Activity	Expenditure	Percentage
General Administration and Planning	\$ 43,021.10	89.34%
Public Services	\$ 5,132.00	10.66%
Total:	\$ 48,153.10	100.00%

Table 3 – Expenditure by Type of Activity

**Note: The numbers in this chart are taken from the PR-54-CDBG Community Development Block Grant Performance Profile downloaded from IDIS.*

Regulatory Caps and Set-Asides –

The Borough of Chambersburg’s program administration expenditures were within the regulatory cap for the CDBG program. This is shown in the table below:

	CDBG
FY 2020 Entitlement Grant	\$ 332,663.00
FY 2020 Program Income	\$ 0.00
Administrative Cap Allowance	20.0%
Maximum Allowable Expenditures	\$ 66,532.00
Total Administration Obligations	\$ 66,479.00
Administrative Percentage:	19.98%

Table 4 – Regulatory Caps and Set-Asides

The Borough of Chambersburg’s CDBG program Total Administrative Obligations were \$66,479.00 which is 19.98% of the CDBG expenditures, which is just below the 20% cap for CDBG administrative expenditures.

CDBG Public Service Activity Cap –

	CDBG
FY 2020 Entitlement Grant	\$ 332,663.00
Prior Year Program Income	\$ 0.00
Public Service Cap Allowable	15.0%
Maximum Allowable Expenditures	\$ 49,899.45
Total Public Services Funds Obligated	\$ 24,400.00
Public Service Percentage:	7.33%

Table 5 – CDBG Public Service Activity Caps

The Borough of Chambersburg obligated \$24,400.00 in funds for public services, which was below the 15% cap for public services. The Borough spent \$5,132.00 of prior year funds.

Five-Year Strategies and Goals:

The Strategies and Goals for the FY 2020-2024 Five Year Consolidated Plan for the Borough of Chambersburg are the following:

Housing Priority - (High Priority)

Priority Need: There is a need to increase the supply of affordable, decent, safe, and sanitary housing for homeowners and renters.

Objective: Improve, preserve, and expand the supply of affordable housing for low- and moderate-income persons and families.

Goals:

- **HGS-1 Housing Rehabilitation** - Conserve and rehabilitate existing affordable housing units occupied by owners and renters in the community by addressing code violations, emergency repairs, energy efficiency improvements, and accessibility for persons with disabilities.
- **HGS-2 Housing Construction/Rehabilitation** - Increase the supply of decent, safe and sanitary accessible housing that is affordable to owners and renters in the Borough by assisting with acquisition, development fees, and construction and rehabilitation of vacant units.
- **HGS-3 Fair Housing** - Promote fair housing choice through education, training and outreach to affirmatively furthering fair housing.
- **HGS-4 Homeownership** - Continue to assist low- and moderate-income homebuyers to purchase homes through down payment / closing cost assistance, and associated housing counseling.

Homeless Priority - (Low Priority)

Priority Need: There is a need for services and housing opportunities for homeless persons and persons or families at-risk of becoming homeless.

Objective: Work with community partners to improve the living conditions and support services available for homeless persons, families, and those who are at risk of becoming homeless.

Goals:

- **HMS-1 Operation/Support** - Support providers who operate housing and/or provide support services for the homeless and persons or families at-risk of becoming homeless.
- **HMS-2 Housing** - Support the Continuum of Care's efforts to provide emergency shelter, transitional housing, permanent supportive housing, and other permanent housing opportunities.

Other Special Needs Priority - (Low Priority)

Priority Need: There is a need to increase housing opportunities, services, and facilities for persons with special needs.

Objective: Improve the living conditions and services for those residents with special needs, including the disabled population.

Goals:

- **SNS-1 Housing** - Increase the supply of affordable, accessible, decent, safe, and sanitary housing for the elderly, persons with disabilities, persons with HIV/AIDS, victims of domestic violence, persons with alcohol/drug dependency, and persons with other special needs through rehabilitation of existing buildings and new construction.
- **SNS-2 Social Services** - Support social service programs and facilities for the elderly, persons with disabilities, persons with HIV/AIDS, victims of domestic violence, persons with alcohol/drug dependency, and persons with other special needs.

Community Development Priority - (High Priority)

Priority Need: There is a need to upgrade and improve community facilities, infrastructure, public services and rejuvenate socially and economically distressed neighborhood in the community.

Objective: Improve the community facilities, infrastructure, public services, public safety, and transportation, along with the elimination of blighting influences in the Borough of Chambersburg.

Goals:

- **CDS-1 Community Facilities** - Improve parks, recreational facilities, neighborhood facilities, and trails including accessibility improvements to public buildings and all community facilities in the Borough.
- **CDS-2 Infrastructure** - Improve the public infrastructure through rehabilitation, reconstruction, and new construction of streets; sidewalks; bridges; curbs; share the road and segmented multiuse pathways; storm water management; lighting enhancements; handicap accessibility improvements and removal of architectural barriers; etc.
- **CDS-3 Public Services** - Improve and enhance public services, programs for youth, the elderly, and persons with disabilities, along with general social/welfare public service programs for low- and moderate-income persons and households.
- **CDS-4 Nutritional Services** - Promote and support programs that provide more access to food and nutritional programs for low-income residents.
- **CDS-5 Public Safety** - Improve the public safety facilities, purchase of new equipment, crime prevention, community policing, and ability to respond to emergency situations.
- **CDS-6 Clearance/Demolition** - Remove and eliminate slum and blighting conditions through demolition of vacant, abandoned, and dilapidated structures.

Economic Development Priority - (Low Priority)

Priority Need: There is a need to increase opportunities for economic advancement and self-sufficiency, as well as educational (social/life skills) training and empowerment for residents of the Borough.

Objective: Improve and expand employment opportunities in the Borough for low- and moderate-income persons and families.

Goals:

- **EDS-1 Employment** - Support and encourage job creation, job retention, and job training opportunities as well as entrepreneurship and small business development.
- **EDS-2 Financial Assistance** - Support and encourage new economic development through local, state, and Federal tax incentives and programs such as Tax Incremental Financing (TIF), real property tax rebate program, Community Development Block Grants and HOME Partnership Program Funds, Section 108 Loan Guarantees, Economic Development Initiative (EDI) funds, Opportunity Zones, etc.
- **EDS-3 Redevelopment** - Plan and promote the development, redevelopment, and revitalization of vacant and underutilized commercial and industrial sites, this includes underutilized brownfield sites.

Administration, Planning, and Management Priority - (High Priority)

Priority Need: There is a need for planning, administration, management, and oversight of Federal, State, and local funded programs to address the housing and community and economic development needs.

Objective: Provide sound and professional planning, administration, oversight and management of Federal, State, and local funded programs and activities.

Goals:

- **AMS-1 Overall Coordination** - Provide program management and oversight for the successful administration of Federal, State, and locally funded programs, including planning services for special studies, annual action plans, five-year consolidated plans, substantial amendments, consolidated annual performance and evaluation reports (CAPER), environmental reviews and clearances, fair housing, and compliance with all Federal, State, and local laws and regulations.

FY 2020 CDBG Budget:

The chart below lists the FY 2020 CDBG activities that were funded:

Project ID Number	Project Title/Description	FY 2020 CDBG Budget	FY 2020 CDBG Expenditures	Comments
CD-20-01	<p>General Administration – Provide program management and oversight for the successful administration of Federal, State, and locally funded programs, including planning services for special studies, annual action plans, five-year consolidated plans, substantial amendments, consolidated annual performance and evaluation reports (CAPER), environmental reviews and clearances, fair housing, and compliance with all Federal, State, and local laws and regulations.</p>	\$ 66,479.00	\$ 43,021.10	The funds will be expended during the FY 2021 CAPER period.
CD-20-02	<p>Mill Creek Acres Park Improvements – Construction of a basketball court and pavilion to serve the needs of the neighborhood which is greater than 51% LMI.</p>	\$141,784.00	\$ 0.00	The funds will be expended during the FY 2022 CAPER period.
CD-20-03	<p>Center Street Reconstruction – The CDBG funds will be used to reconstruct Center Street from Hood Street to Reservoir Street. These improvements will include storm sewer reconstruction, replacement of deteriorated curbing and walkway and reconstruction of the existing cartway. The project is a multi-year activity.</p>	\$ 100,00.00	\$ 0.00	The funds will be expended during the FY 2023 CAPER period.
CD-20-04	<p>BOPIC, Inc. – Job Training for Youth - Funds will be used to pay staff salaries and student stipends for on-the-job training of youth ages 14 to 18. The program is open to all at-risk youths in Chambersburg, PA. Partnerships will be formed with businesses and worksite sponsors to provide youth with employability skills and soft skills</p>	\$ 24,400.00	\$ 5,132.00	The funds will be expended during the FY 2021 CAPER period.

training essential to competitive employment. Participation in the Youth Work Experience Program results in acquiring a real-life work experience that assists in preparing youth for future employment.			
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FY 2020 CDBG-CV Budget:

The chart below lists the FY 2020 CDBG-CV activities that were funded:

Project ID Number	Project Title/Description	FY 2020 CDBG-CV Budget	FY 2020 CDBG-CV Expenditures	Comments
CDBG-CV-20-01	CV-Food Programs - Funds will be used to purchase food for distribution through food pantries or food banks or to purchase food and associated supplies to prepare meals to be served at a facility such as senior feeding sites and/or home delivered meals such as Meals on Wheels.	\$ 98,812.00	\$ 0.00	The funds will be expended during the FY 2021 CAPER period.
CDBG-CV-20-02	CV-Mortgage, Rent, and/or Utility Assistance - Funds will be used to pay up to three (3) months of past-due rent, mortgage, and utility payments because of a temporary job loss, reduction in work hours or other income hardship caused by the COVID-19 pandemic.	\$ 284,401.00	\$ 0.00	The funds will be expended during the FY 2021 CAPER period.

National Objective:

The Borough of Chambersburg met its National Objective requirement of principally low- and moderate-income persons. The Borough expended \$48,153.10 in CDBG funds during this CAPER period. Included in this amount was \$43,021.10 for Planning and Administration, which leaves a balance of \$5,132.00 that to be expended for project activities. \$5,132.00 was expended on activities that benefitted low- and

moderate-income persons. This produced a Low/Mod Benefit Percentage of 100.00%. These funds were expended in low/mod income areas or to benefit low/mod households for activities identified in the Borough's Five-Year Consolidated Plan.

CR-05 – Goals and Outcomes

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

This could be an overview that includes major initiatives and highlights that were proposed and executed throughout the program year.

This is the Borough's first year of the FY 2020-2024 Five-Year Consolidated Plan designed to address the housing and non-housing needs of Borough residents. This year's CAPER reports on the actions and achievements the Borough accomplished in Fiscal Year 2020.

The CAPER for the FY 2020 Annual Action Plan for the Borough of Chambersburg includes the Borough's CDBG Program and outlines which activities the Borough undertook during the program year beginning July 1, 2020 and ending June 30, 2021. The Borough of Chambersburg is the lead entity and administrator for the CDBG funds.

The CDBG Program and activities outlined in this FY 2020 CAPER principally benefited low- and moderate-income persons and funding was targeted to neighborhoods where there is the highest percentage of low- and moderate-income residents.

The Borough during this CAPER period budgeted and expended FY 2020 CDBG funds on the following strategies:

- **Housing Strategy – HGS** – Budget \$0.00, expended \$0.00
- **Homeless Strategy – HMS** – Budget \$0.00, expended \$0.00
- **Other Special Needs Strategy – SNS** – Budget \$0.00, expended \$0.00
- **Community Development Strategy – CDS** – Budget \$266,184, expended \$5,132.00
- **Economic Development Strategy – EDS** – Budget \$0.00, expended \$0.00
- **Administrative Strategy – AMS** – Budget \$66,479.00, expended \$43,021.10

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
AMS-1 Overall Coordination	Admin	CDBG: \$66,479	Other	Other	5	1	20.00%	1	1	100.00%
CDS-1 Community Facilities	Non-Housing Community Development	CDBG: \$141,784	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	2,950	0	0.00%	2,950	0	0.00%
CDS-1 Community Facilities	Non-Housing Community Development	CDBG: \$0	Public Facility or Infrastructure Activities for Low/Moderate Income Housing Benefit	Households Assisted	0	0				
CDS-1 Community Facilities	Non-Housing Community Development	CDBG: \$0	Other	Other	0	0				

CDS-2 Infrastructure	Non-Housing Community Development	CDBG: \$100,000	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	795	0	0.00%	795	0	0.00%
CDS-2 Infrastructure	Non-Housing Community Development	CDBG: \$0	Public Facility or Infrastructure Activities for Low/Moderate Income Housing Benefit	Households Assisted	0	0				
CDS-2 Infrastructure	Non-Housing Community Development	CDBG: \$0	Other	Other	0	0				
CDS-3 Public Services	Non-Housing Community Development	CDBG: \$24,400	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	25	0	0.00%	25	0	0.00%
CDS-3 Public Services	Non-Housing Community Development	CDBG: \$0	Public service activities for Low/Moderate Income Housing Benefit	Households Assisted	0	0				
CDS-3 Public Services	Non-Housing Community Development	CDBG: \$0	Other	Other	0	0				

CDS-4 Nutritional Services	Non-Housing Community Development	CDBG: \$0	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	0	0				
CDS-4 Nutritional Services	Non-Housing Community Development	CDBG: \$0	Public service activities for Low/Moderate Income Housing Benefit	Households Assisted	0	0				
CDS-4 Nutritional Services	Non-Housing Community Development	CDBG: \$0	Other	Other	0	0				
CDS-5 Public Safety	Non-Housing Community Development	CDBG: \$0	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	0	0				
CDS-5 Public Safety	Non-Housing Community Development	CDBG: \$0	Public Facility or Infrastructure Activities for Low/Moderate Income Housing Benefit	Households Assisted	0	0				

CDS-5 Public Safety	Non-Housing Community Development	CDBG: \$0	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	0	0				
CDS-5 Public Safety	Non-Housing Community Development	CDBG: \$0	Public service activities for Low/Moderate Income Housing Benefit	Households Assisted	0	0				
CDS-5 Public Safety	Non-Housing Community Development	CDBG: \$0	Other	Other	0	0				
CDS-6 Clearance/ Demolition	Non-Housing Community Development	CDBG: \$0	Buildings Demolished	Buildings	0	0				
EDS-1 Employment	Economic Development	CDBG: \$0	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	0	0				
EDS-1 Employment	Economic Development	CDBG: \$0	Jobs created/retained	Jobs	0	0				
EDS-1 Employment	Economic Development	CDBG: \$0	Businesses assisted	Businesses Assisted	0	0				
EDS-1 Employment	Economic Development	CDBG: \$0	Other	Other	0	0				

EDS-2 Financial Assistance	Economic Development	CDBG: \$0	Facade treatment/business building rehabilitation	Business	0	0				
EDS-2 Financial Assistance	Economic Development	CDBG: \$0	Brownfield acres remediated	Acre	0	0				
EDS-2 Financial Assistance	Economic Development	CDBG: \$0	Jobs created/retained	Jobs	0	0				
EDS-2 Financial Assistance	Economic Development	CDBG: \$0	Businesses assisted	Businesses Assisted	0	0				
EDS-2 Financial Assistance	Economic Development	CDBG: \$0	Other	Other	0	0				
EDS-3 Redevelopment	Economic Development	CDBG: \$0	Facade treatment/business building rehabilitation	Business	0	0				
EDS-3 Redevelopment	Economic Development	CDBG: \$0	Brownfield acres remediated	Acre	0	0				
EDS-3 Redevelopment	Economic Development	CDBG: \$0	Jobs created/retained	Jobs	0	0				
EDS-3 Redevelopment	Economic Development	CDBG: \$0	Businesses assisted	Businesses Assisted	0	0				
EDS-3 Redevelopment	Economic Development	CDBG: \$0	Other	Other	0	0				
HGS-1 Housing Rehabilitation	Affordable Housing	CDBG: \$0	Rental units rehabilitated	Household Housing Unit	0	0				
HGS-1 Housing Rehabilitation	Affordable Housing	CDBG: \$0	Homeowner Housing Rehabilitated	Household Housing Unit	0	0				

HGS-1 Housing Rehabilitation	Affordable Housing	CDBG: \$0	Other	Other	0	0				
HGS-2 Housing Construction/Rehabilitation	Affordable Housing	CDBG: \$0	Rental units constructed	Household Housing Unit	6	0	0.00%			
HGS-2 Housing Construction/Rehabilitation	Affordable Housing	CDBG: \$0	Rental units rehabilitated	Household Housing Unit	0	0				
HGS-2 Housing Construction/Rehabilitation	Affordable Housing	CDBG: \$0	Homeowner Housing Added	Household Housing Unit	0	0				
HGS-2 Housing Construction/Rehabilitation	Affordable Housing	CDBG: \$0	Homeowner Housing Rehabilitated	Household Housing Unit	0	0				
HGS-2 Housing Construction/Rehabilitation	Affordable Housing	CDBG: \$0	Other	Other	0	0				
HGS-3 Fair Housing	Affordable Housing	CDBG: \$0	Other	Other	5	1	20.00%	1	1	100.00%
HGS-4 Homeownership	Affordable Housing	CDBG: \$0	Direct Financial Assistance to Homebuyers	Households Assisted	0	0				
HMS-1 Operation/Support	Homeless	CDBG: \$0	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	0	0				

HMS-1 Operation/ Support	Homeless	CDBG: \$0	Public service activities for Low/Moderate Income Housing Benefit	Households Assisted	0	0				
HMS-1 Operation/ Support	Homeless	CDBG: \$0	Tenant-based rental assistance / Rapid Rehousing	Households Assisted	0	0				
HMS-1 Operation/ Support	Homeless	CDBG: \$0	Homelessness Prevention	Persons Assisted	0	0				
HMS-1 Operation/ Support	Homeless	CDBG: \$0	Other	Other	0	0				
HMS-2 Housing	Homeless	CDBG: \$0	Tenant-based rental assistance / Rapid Rehousing	Households Assisted	0	0				
HMS-2 Housing	Homeless	CDBG: \$0	Homeless Person Overnight Shelter	Persons Assisted	0	0				
HMS-2 Housing	Homeless	CDBG: \$0	Overnight/Emergency Shelter/Transitional Housing Beds added	Beds	0	0				
HMS-2 Housing	Homeless	CDBG: \$0	Housing for Homeless added	Household Housing Unit	0	0				
HMS-2 Housing	Homeless	CDBG: \$0	Housing for People with HIV/AIDS added	Household Housing Unit	0	0				
HMS-2 Housing	Homeless	CDBG: \$0	HIV/AIDS Housing Operations	Household Housing Unit	0	0				

HMS-2 Housing	Homeless	CDBG: \$0	Other	Other	0	0				
SNS-1 Housing	Non-Homeless Special Needs	CDBG: \$0	Public Facility or Infrastructure Activities for Low/Moderate Income Housing Benefit	Households Assisted	0	0				
SNS-1 Housing	Non-Homeless Special Needs	CDBG: \$0	Public service activities for Low/Moderate Income Housing Benefit	Households Assisted	0	0				
SNS-1 Housing	Non-Homeless Special Needs	CDBG: \$0	Rental units constructed	Household Housing Unit	0	0				
SNS-1 Housing	Non-Homeless Special Needs	CDBG: \$0	Rental units rehabilitated	Household Housing Unit	0	0				
SNS-1 Housing	Non-Homeless Special Needs	CDBG: \$0	Homeowner Housing Added	Household Housing Unit	0	0				

SNS-1 Housing	Non-Homeless Special Needs	CDBG: \$0	Homeowner Housing Rehabilitated	Household Housing Unit	0	0				
SNS-1 Housing	Non-Homeless Special Needs	CDBG: \$0	Housing for Homeless added	Household Housing Unit	0	0				
SNS-1 Housing	Non-Homeless Special Needs	CDBG: \$0	Housing for People with HIV/AIDS added	Household Housing Unit	0	0				
SNS-1 Housing	Non-Homeless Special Needs	CDBG: \$0	HIV/AIDS Housing Operations	Household Housing Unit	0	0				
SNS-1 Housing	Non-Homeless Special Needs	CDBG: \$0	Other	Other	0	0				
SNS-2 Social Services	Non-Homeless Special Needs	CDBG: \$0	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	0	0				

SNS-2 Social Services	Non-Homeless Special Needs	CDBG: \$0	Public service activities for Low/Moderate Income Housing Benefit	Households Assisted	0	0				
SNS-2 Social Services	Non-Homeless Special Needs	CDBG: \$0	Other	Other	0	0				

Table 6 - 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.

During the FY 2020 CDBG Program Year, the Borough of Chambersburg proposed to address the following strategies and specific objectives from its Five-Year Strategic Initiatives:

Community Development Priority - (High Priority)

Priority Need: There is a need to upgrade and improve community facilities, infrastructure, public services and rejuvenate socially and economically distressed neighborhood in the community.

Objective: Improve the community facilities, infrastructure, public services, public safety, and transportation, along with the elimination of blighting influences in the Borough of Chambersburg.

Goals:

CDS-1 Community Facilities - Improve parks, recreational facilities, neighborhood facilities, and trails including accessibility improvements to public buildings and all community facilities in the Borough.

- **Mill Creek Acres Park Improvements** – The funds will be used to construct a basketball court and pavilion to serve the needs of the neighborhood which is greater than 51% LMI.

CDS-2 Infrastructure - Improve the public infrastructure through rehabilitation, reconstruction, and new construction of streets; sidewalks; bridges; curbs; share the road and segmented multiuse pathways; storm water management; lighting enhancements; handicap accessibility improvements and removal of architectural barriers; etc.

- **Center Street Reconstruction** – The CDBG funds will be used to reconstruct Center Street from Hood Street to Reservoir Street. These improvements will include storm sewer reconstruction, replacement of deteriorated curbing and walkway and reconstruction of the existing cartway. The project is a multi-year activity.

CDS-3 Public Services - Improve and enhance public services, programs for youth, the elderly, and persons with disabilities, along with general social/welfare public service programs for low- and moderate-income persons and households.

- **BOPIC, Inc. – Job Training for Youth** - Funds will be used to pay staff salaries and student stipends for on-the-job training of youth ages 14 to 18. The program is open to all at-risk youths in Chambersburg, PA. Partnerships will be formed with businesses and worksite sponsors to provide youth with employability skills and soft skills training essential to competitive employment. Participation in the Youth Work Experience Program results in acquiring a real-life work experience that assists in preparing youth for future employment.

Administration, Planning, and Management Priority - (High Priority)

Priority Need: There is a need for planning, administration, management, and oversight of Federal, State, and local funded programs to address the housing and community and economic development needs.

Objective: Provide sound and professional planning, administration, oversight and management of Federal, State, and local funded programs and activities.

Goals:

AMS-1 Overall Coordination - Provide program management and oversight for the successful administration of Federal, State, and locally funded programs, including planning services for special studies, annual action plans, five-year consolidated plans, substantial amendments, consolidated annual performance and evaluation reports (CAPER), environmental reviews and clearances, fair housing, and compliance with all Federal, State, and local laws and regulations.

- **General Administration** – Provide program management and oversight for the successful administration of Federal, State, and locally funded programs, including planning services for special studies, annual action plans, five-year consolidated plans, substantial amendments, consolidated annual performance and evaluation reports (CAPER), environmental reviews and clearances, fair housing, and compliance with all Federal, State, and local laws and regulations.

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
White	2,918
Black or African American	396
Asian	28
American Indian or American Native	0
Native Hawaiian or Other Pacific Islander	0
Total:	4,247
Hispanic	812
Not Hispanic	3,435

Table 7 – Table of Assistance to Racial and Ethnic Populations by Source of Funds

Narrative

The Borough’s Center Street Reconstruction Project is to reconstruct a street in Census Tract 112, Block Group 1 and the Mill Creek Park Improvements in Census Tract 110, Block Group 3 according to the 2020-2024 American Community Survey Data, the Block Groups have an estimated 4,247 persons. Of those, 2,918 (68.70%) are White, 396 (9.32%) are Black or African American, 28 (0.65%) are Asian, 0 (0.00%) are American Indian or American Native, 0 (0.00%) are Native Hawaiian or Pacific Islander families, and 905 (21.31) are some other race not listed. Additionally, 812 (19.11%) are identify as Hispanic or Latino.

CR-15 – Resources and Investments 91.520(a)

Identify the resources made available

Source of Funds	Source	Resources Made Available	Amount Expended During Program Year
CDBG	FY 2020	\$ 332,663.00	\$ 48,153.10

Table 8 – Resources Made Available

Narrative

The Borough of Chambersburg received the following grant amounts during the period of July 1, 2020, through June 30, 2021:

- **CDBG Allocation** – \$332,663.00
- **CDBG Program Income** – \$0.00
- **Total Funds Received** – **\$332,663.00**

During this CAPER period, the Borough of Chambersburg expended \$48,153.10 in prior year CDBG funds.

Identify the geographic distribution and location of investments

Target Area	Planned Percentage of Allocation	Actual Percentage of Allocation	Narrative Description
Borough Wide	100%	100%	The Borough funded four (4) projects during this CAPER period: General Administration, Center Street Reconstruction, Mill Creek Acres Park Improvements, and BOPIC. Inc.

Table 9 – Identify the geographic distribution and location of investments

Narrative

The Borough of Chambersburg allocated its CDBG funds based on principally benefiting low- and moderate-income persons. The Borough has a public benefit ratio of 100% of its funds, which principally benefit low- and moderate-income persons. In selecting projects for funding, the following criteria were used:

- The Center Street Reconstruction activity is either located in a low- and moderate-income census area and has a low- and moderate-income service area benefit or clientele over 51% low- and moderate-income.

The Center Street Reconstruction activity is located in a census tract and block group with 82.81% of the households are low- and moderate-incomes and a percentage of minority persons above the average for the Borough of Chambersburg.

- The Mill Creek Recreation Improvements activity is either located in a low- and moderate-income census area and has a low- and moderate-income service area benefit or clientele over 51% low- and moderate-income.

The Mill Creek Recreation Improvements activity is located in a census tract and block group with 53.05% of the households are low- and moderate-incomes and a percentage of minority persons above the average for the Borough of Chambersburg.

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.

Private and non-federal resources that may be available to the Borough of Chambersburg in FY 2020 to address needs identified in the FY 2020-2024 Five-Year Consolidated Plan are listed below.

- **Elm Street Program** – Pennsylvania Department of Community and Economic Development (DCED) provides funding for Elm Street program which provides assistance and resources to residential and mixed-use areas in proximity to central business districts.
- **Main Street Program** – Pennsylvania Department of Community and Economic Development (DCED) provides assistance for the Main Street program to assist the community's downtown economic development efforts through downtown revitalization projects and activities.
- **Neighborhood Assistance Tax Credit** – This program allows business corporations to receive a tax credit from a variety of State taxes for donations made to community based non-profit organizations for the implementation of housing, job training, and education programs.
- **Housing and Redevelopment Assistance Program (HRA)** – The Pennsylvania Department of Community and Economic Development (DCED) provides funding for community development and housing assistance.
- **Federal Home Loan Bank Affordable Housing Program (AHP)** – Congress has mandated that ten (10%) of the Federal Home Loan Bank's profits be allocated to provide affordable housing. The FHLB encourages its members to work with public agencies and non-profit housing development organizations in creating highly leveraged affordable housing initiatives. Both sales and rental housing are eligible.
- **PHFA Home Purchase Programs** – The Pennsylvania Housing Finance Agency offers a variety of home purchase loans at competitive rates. Loan products include HFA loans and Keystone loans. Many of these loans are provided at below market rate for qualified buyers. Local mortgage lenders apply to PHFA for a commitment of a pool of mortgage loan funds.
- **Pennsylvania Office of Vocational Rehabilitation** – OVR will provide funds to make housing units accessible if such improvements will assist persons with disabilities in an employment situation.

The Borough of Chambersburg does not have any publicly owned land or property within the jurisdiction that was part of the CDBG program. This question is not applicable to the Borough of Chambersburg.

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	0	0
Number of special-needs households to be provided affordable housing units	0	0
Total:	0	0

Table 10 – 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	0	0
Number of households supported through the rehab of existing units	0	0
Number of households supported through the acquisition of existing units	0	0
Total:	0	0

Table 11 – Number of Households Supported

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

During FY 2020 the Borough of Chambersburg did not use its CDBG funds for housing projects, but rather for infrastructure improvements including street reconstruction and accessibility improvements. As such, during the Borough’s first of its FY 2020-2024 Five-Year Consolidated Plan, the Borough prioritized infrastructure improvements. The Borough will continue to engage in code enforcement and remain an active participant in the Franklin County Housing Task Force.

The Borough of Chambersburg did fund with FY 2016 CDBG funds and FY 2020 CDBG-CV funds a Mortgage, Rent, and/or Utility Assistance program to help meet the needs because of the

COVID-19 pandemic. The program was developed during this CAPER period but did not go into effect until the FY 2021 program year. The program proposed to assist 95 households.

Discuss how these outcomes will impact future annual action plans.

The Borough of Chambersburg worked toward achieving its goal of providing decent, safe, sound, and affordable housing for its low- and moderate-income residents. The Borough had limited CDBG funds to address issues of housing. Instead, the Borough reconstructed deteriorating infrastructure improvements and recreation improvements.

Due to limited funds the Borough did not use any CDBG funds to carry out any housing rehabilitation.

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
Extremely Low-income	0
Low-income	0
Moderate-income	0
Total:	0

Table 12 – Number of Persons Served

Narrative Information

The Borough of Chambersburg used its limited CDBG funds to address its numerous community development needs. The Borough of Chambersburg is exploring ways to partner with the non-profit housing providers to address affordable housing needs in the Borough.

Address the "Worst-Case" Housing and Housing for the Disabled:

The Borough did not provide any FY 2020 CDBG funds for "Worst-Case" Housing and Housing for the Disabled, but the Borough continued to examine ways to assist local agencies and nonprofit providers in the development of housing to serve these needs.

Section 215 Affordable Housing:

The Borough of Chambersburg did not provide any FY 2020 CDBG funds for Affordable Housing, but the Borough continued to examine ways to assist local agencies and nonprofit providers in the development of Affordable Housing.

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 Eastern PA CoC serves a total of thirty-three (33) counties. The 33 counties are organized into five (5) geographically dispersed Regional Homeless Advisory Boards (RHABs). The Borough of Chambersburg belongs to the South Central Pennsylvania Regional Homeless Advisory Board (RHAB) which oversees the Continuum of Care Network for Central Pennsylvania for nine (9) counties. The South Central RHAB includes Adams, Bedford, Blair, Cambria, Centre, Franklin, Fulton, Huntingdon, and Somerset counties.

According to the Governance Charter for the PA Eastern Continuum of Care Collaborative, the mission of the PA Eastern CoC is to end homelessness throughout the 33-county Continuum of Care. The CoC works toward ending homelessness by providing a framework for a comprehensive and well-coordinated regional and local planning process. This includes identifying needs, conducting a system wide evaluation of existing resources and program activities, and building a system of housing and services that addresses those needs. This mission will be pursued through the development of long-range plans to prevent and end homelessness in the geographic area, as well as the coordination necessary for successful implementation. The objectives of the CoC include the following:

- Promote development of adequate funding for efforts for preventing homelessness, rapidly rehousing homeless persons, and stabilizing their housing;
- Maximize potential for self-sufficiency among individuals and families experiencing homelessness;
- Promote full access to, and effective use of, mainstream programs.

The Funding Committee is responsible for coordinating the annual application to HUD. In this capacity, it reviews all documents from the previous funding round; sets a schedule and time line for the current funding round; develops and edits forms for new project and renewal evaluations; develops ranking criteria; collaborates with the Data Management, Collection, and Outcomes Committee, as necessary; and provides ranking reports to the CoC. In addition, in order to increase CoC-wide performance, ensure the strategic use of HUD funds, and develop new resources, this Committee will also be charged with developing the CoC’s reallocation strategy. This includes setting policy to make any funding cuts or allocate new resources, based on the NOFA for the Continuum of Care.

The South Central Community Action Program (SCCAP) Franklin County Shelter staff participates in the Point-In-Time counts and conducts a Need Assessment. The SCCAP Franklin County Shelter completes a Needs Assessment on every client upon admission. The categories covered by the Needs Assessment (each with specific sub-categories) are as follows: Employment Skills/Training, Money Management, Housing, Health, Public Assistance/Type Needed, Parenting/Family, Legal, and Other/Miscellaneous.

Referrals are made to the SCCAP Franklin County Shelter for services by Franklin County Information and Referral, other agencies, shelters, police departments, hospitals, and churches.

The Continuum of Care completes a regular “Point-in-Time Count Survey” each January to determine the number of homeless individuals and families in the Eastern Pennsylvania Region. Based on the Point-In-Time Count (PITC) conducted during January 2020, the following numbers of homeless persons were reported in Franklin and Fulton Counties:

- **Unsheltered** - 14 individuals, 0 families with children, and 0 child only household
- **Transitional Housing** - 7 individuals, 0 families with children, and 0 children only
- **Emergency Shelter** – 69 individuals, 12 families with children (35 people), and 0 children only

The 2020 Point-in-Time Count was conducted on Thursday, January 23, 2020. The 2021 Point-in-Time Count is still being tabulated.

Addressing the emergency shelter and transitional housing needs of homeless persons

The SCCAP Franklin County Shelter has nine (9) rooms and eighteen (18) beds. Of the rooms, two (2) are for families. The remaining beds are used as needed. The SCCAP Franklin County Shelter provides temporary, emergency shelter and individualized programming, support, and follow-up. However, Franklin County does not currently have any CoC-funded transitional housing projects.

The SCCAP Shelter does not provide services to current users of drugs and/or alcohol. Individuals cannot use drugs or alcohol on the premises of the shelter. Services are provided to elderly clients but the facility does not provide assisted living, nursing, CNA, or rehabilitation services. The Shelter also serves those who are mentally and physically disabled as well as those with HIV/AIDS. Finally, the Rapid Re-Housing program has assisted the SCCAP Shelter to form partnerships with landlords.

Domestic violence victims are provided services through Women in Need (WIN) which is equipped to ensure victims’ safety. WIN and Money Matters provide counseling in financial stability and safety planning for when individuals leave the shelter. Many victims also need assistance with jobs, transportation and childcare. There are few housing options for victims of domestic violence in the Borough of Chambersburg and waiting lists for assisted housing are long. Women In Need did not receive federal funds, though they did receive funding from the Commonwealth of Pennsylvania through the Redevelopment Capital Assistance Program.

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

Franklin County Human Services has participated in the Coordinated Entry System since it was launched in January 2018. Franklin County Human Services is required to participate in the system as it manages CoC funded projects. Franklin County Human Services also became a physical access site in the Fall of 2018.

Franklin County Human Services has built an effective and efficient network comprised of providers, faith-based organizations, community action agencies and healthcare providers who collaborate to address housing issues in the community.

The local CareerLink and Community Action Agencies (CAA) are the primary mainstream employment organizations working in collaboration with homeless providers and homeless individuals/families. Some of the CareerLink offices attend monthly meetings of the Regional Homeless Advisory Boards in their jurisdiction and have partnered with homeless providers on grant applications to increase/expand services specifically for homeless individuals. CAAs operate a Ready-to-Work program for persons receiving Temporary Assistance for Needy Families (TANF) benefits, in collaboration with WIB & CareerLink. The purpose of the program is to increase pre-employment skills.

The CoC has adopted the Orders of Priority for persons experiencing chronic homelessness, granting priority of permanent supportive housing beds to chronically homeless individuals and families. To improve access to Chronic Homeless beds in counties with an excess of Chronic Homeless-prioritized beds, the "Bed Turnover Policy" indicates that a bed will first be filled through the project's waiting list, then within the County, and then finally will be open CoC-wide. It will be held for seven (7) days before it is rented to a non-Chronic Homeless household.

The CoC's Veterans Leadership Engagement Committee (VLEC) developed Operational Policies, which have been adopted by the CoC Board. Homeless veterans are identified and referred to the relevant Veterans Affairs and/or HUD homeless services. The VLEC manages a by-name master list of names of veterans integrated into HMIS. The state's ESG program has prioritized funding for programs providing homeless services to veterans.

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

The SCCAP Franklin County Shelter works with individuals and families who are already homeless. Those individuals and families who are not yet homeless but are at risk of becoming homeless may be qualified for assistance through the SCCAP Homeless Assistance Program to help them remain housed. South Central Community Action Programs, Inc. receives ESG funds for Franklin County, which is used to fund Homeless Prevention activities, such as rent and utility assistance, and Rapid Re-Housing through the Franklin County Homeless Shelter.

The CoC does not coordinate with health care providers throughout the geographic area. There are examples of coordination in specific communities, but this is conducted mostly on an as-needed basis.

CoCs are required by the CoC Program interim rule to establish a Centralized or Coordinated Assessment system – also referred to as Coordinated Entry. Coordinated entry processes help communities prioritize assistance based on vulnerability and severity of service needs to ensure that people who need assistance the most can receive it in a timely manner.

The CoC has outlined its Discharge Policy for assisting persons being discharged from mental health facilities, hospitals, correction facilities, and for those aging out of foster care:

- **Mental Health Discharge** - PA has a formal policy that no discharge from a state hospital can occur unless all housing, treatment, case management and rehab services are in place at the county level. The goal is for all individuals to move into the most integrated housing of their choice in the community. Every individual in a state hospital for over 2 years must have a pre-discharge Community Support Plan that includes living arrangement. Individuals are never discharged from a state hospital to the street or shelter. Each individual is discharged to his/her own housing, housing with a friend or relative, limited size personal care home or mental health residential program.
- **Hospital Discharge** -Hospitals must have written discharge policies for "appropriate referral and transfer plans" including evaluation of a patient's capacity for self-care and possibility of being cared for in "the environment from which s/he entered the hospital." The actual discharge varies with the individual being discharged, their primary and behavioral health needs, and resources and supports available. Some shelters have protocols against accepting certain individuals directly from a hospital.
- **Corrections Facility Discharge** - Two policies are in place for those being discharged from corrections facilities: The PA Board of Probation and Parole (PBPP) policy that no one may be released on parole without approval of Home Plan by Parole Supervision Staff; and the PA

Department of Corrections (DOC) Policy Statement on Inmate Reentry and Transition requiring written information on housing, photo ID, and other documentation for all inmates. The PA Dept of Corrections (DOC) and the PA Board of Probation and Parole (PBPP) are responsible for ensuring that persons are not routinely discharged into homelessness.

- **Foster Care Discharge** - Children aging out of foster care are protected by laws to ensure that youth are not discharged into homelessness. The Federal Fostering Connections Act and State Court Rule require a Transition Plan before discharge from foster care. County agencies provide limited housing support upon discharge, ending at age 21. Youth go to relatives or family, transitional living placements, four-year schools, to live with roommates/friends, reunite with family of origin, or remain with foster family.

CR-30 – Public Housing 91.220(h); 91.320(j)**Actions taken to address the needs of public housing**

The Franklin County Housing Authority's (FCHA) mission is "Providing homes that build hope and create neighborhoods." The FCHA is not rated as a "troubled" agency by HUD and is recognized as a "high performer" for both PHAS (Public Housing Assessment System) and SEMAP (Section Eight Management Assessment Program).

The FCHA owns and professionally manages family communities and elderly/disabled rental apartments. The apartments are located throughout Franklin County. FCHA has five (5) public housing developments with a total of 406 public housing units, with 208 units for family occupancy, and 198 units for mixed populations (elderly or disabled). Of these developments, there are two (2) located in Chambersburg - Meadow Creek 1 (Chambersburg Elderly community) and Meadow Creek 2 (Chambersburg Family community). FCHA also acts as the Management Agent for four other privately owned housing communities in Franklin County. Of these, two (2) are located in Chambersburg – Sunset Terrace Townhomes, offering 24 garden style apartments and 16 townhomes, and Redwood Park Townhomes, offering 40 townhomes in 10 building clusters of 3-5 townhomes each.

The Franklin County Housing Authority also manages 368 Section 8 Housing Choice Vouchers. There is currently a waiting list of 120 individuals for Section 8 Housing Choice Vouchers.

The FCHA continues to follow policies and procedures to end housing discrimination and to promote diverse, inclusive communities with fair access and equal opportunity. FCHA continues to provide resources to its diverse, inclusive community with access to good jobs, schools, health care, transportation in addition to housing. FCHA continues to take steps to give our residents better tools to ensure they are connected to opportunity, regardless of race, color, religion, national origin, sex, family status or disability.

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

The Franklin County Housing Authority maintains an active relationship with its residents and encourages residents of public housing to become involved in the housing authority's decision-making process. The Housing Authority engages in cooperative activities with the Boys & Girls Club in Chambersburg's Meadow Creek 2, Waynesboro Communities that Care, and Pathstone. FCHA has also developed Resident Councils in both family developments and holds elections for Resident Councils. The resident councils manage Resident Participation Funding. There is one public housing resident who sits on the Board of Directors of the Franklin County Housing Authority.

FCHA employs a Resident Initiatives Coordinator who manages the family self-sufficiency program, food distributions, resources and opportunities/events for our residents. Through these programs, residents are given resources that assist in teaching and encouraging self-sufficiency. This includes, but is not

limited to, budgeting, credit counseling, job search, placement and retention, transportation, education, child care, health and wellness and the homeownership process.

In addition, eligible Section 8 Voucher holders could use their vouchers to assist in the purchase of their own home through the Section 8 Homeownership Program. The voucher assistance provided a partial payment toward the mortgage every month. Participants are assisted with budgeting and credit repair as needed, provided with homeownership education, and given support every step of the way as they purchase their home.

Eligibility requirements for the Homeownership Program:

- Have a Section 8 Voucher.
- Be consistently employed for one year before homeownership assistance starts. (Elderly people and people with disabilities are exempt from this requirement.)
- Must earn at least \$14,400 per year; with exceptions as noted above.
- Must be a first time homebuyer. (Not have owned a home in the past 3 years.)
- Be willing to utilize the voucher to purchase a home within Franklin County.
- Have credit good enough to qualify for a mortgage loan.
- Be a current or former FSS participant

FCHA did not initiate any new programs during this CAPER year, however, have increased efficiency in current programming to ensure FCHA remained open and operating throughout the COVID-19 pandemic to ensure residents were served, supported and assisted with resources such as food, masks, COVID-19 education.

Actions taken to provide assistance to troubled PHAs

The Franklin County Housing Authority is not designated as "troubled" and is considered a "high performer" by HUD. Therefore, no assistance is needed to improve operations of this Public Housing Authority.

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 Borough of Chambersburg’s 2020 Analysis of Impediments to Fair Housing Choice states that previous recommendations were presented to the Borough, which they enacted as part of its commitment to affirmatively furthering fair housing.

Under §300.7 – Definitions.

Existing definitions were reviewed for compliance with the Fair Housing Act and new definitions were added to the Zoning Ordinance:

- “Affirmatively furthering fair housing”
- “Fair Housing Act”.
- “Americans with Disabilities Act”
- “Disabled”
- “Visitable” and “Accessible”

The Borough of Chambersburg staff continued to promote April as “Fair Housing Month”.

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

In FY 2020 the Borough review its policies and ordinances such as land use and zoning to ensure steps are taken to remove undue roadblocks to allow for development. The Borough will also be proactive in working with developers seeking to create affordable housing in the Borough. In FY 2020 the Borough is working with a non-profit developer to create six units of affordable housing. The borough will also discuss with any identified developers what if any policies or procedures are hindering their developments. If an item is discovered the Borough will seek to address the issue if permitted by current standards.

During this CAPER period, the Borough funded the following activities to address needs identified in the FY 2020-2024 Five-Year Consolidated Plan:

- Center Street Reconstruction
- Mill Creek Park Recreation Improvements

Actions planned to foster and maintain affordable housing

To foster and maintain affordable housing, the Borough of Chambersburg proposes the following Five-Year Strategies and Goals:

- **HGS-1 Housing Rehabilitation** - Conserve and rehabilitate existing affordable housing units occupied by owners and renters in the community by addressing code violations, emergency repairs, energy efficiency improvements, and accessibility for persons with disabilities.
- **HGS-2 Housing Construction/Rehabilitation** - Increase the supply of decent, safe and sanitary accessible housing that is affordable to owners and renters in the Borough by assisting with acquisition, development fees, and construction and rehabilitation of vacant units.
- **HGS-3 Fair Housing** - Promote fair housing choice through education, training and outreach to affirmatively furthering fair housing.
- **HGS-4 Homeownership** - Continue to assist low- and moderate-income homebuyers to purchase homes through down payment/closing cost assistance, and associated housing counseling.

Given limited funds the Borough will not use CDBG funds to carry out these Strategies and Goals during the first year of this Five-Year Consolidated Plan.

The Borough of Chambersburg did fund with FY 2016 CDBG funds and FY 2020 CDBG-CV funds a Mortgage, Rent, and/or Utility Assistance program to help meet the needs because of the COVID-19 pandemic. The program was developed during this CAPER period but did not go into effect until the FY 2021 program year. The program proposed to assist 95 households.

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

The revised Federal Lead Based Paint Regulations published on September 15, 1999 (24 CFR Part 35) and current updates have had a significant impact on many activities – rehabilitation, tenant based rental assistance, and property acquisition – supported by the CDBG program. The Borough of Chambersburg complied with Title 24, Part 35: Lead Based Paint Poisoning Prevention in Certain Residential Structures (Current Rule).

Rehabilitation Programs:

The Borough of Chambersburg ensured that:

- Applicants for rehabilitation funding received the required lead-based paint information and understood their responsibilities.
- Staff properly determined whether proposed projects were exempt from some or all lead-based paint requirements.
- The level of federal rehabilitation assistance was properly calculated, and the applicable lead-based paint requirements were determined.

- Properly qualified personnel performed risk management, paint testing, lead hazard reduction, and clearance services when required.
- Required lead hazard reduction work and protective measures were incorporated into project rehabilitation specifications.
- Risk assessment, paint testing, lead hazard reduction, and clearance work were performed in accordance with the applicable standards established in 24 CFR Part 35.
- Required notices regarding lead-based paint evaluation, presumption, and hazard reduction were provided to occupants and documented.
- Program documents established the rental property owner's responsibility to perform and document ongoing lead-based paint maintenance activities, when applicable.
- Program staff monitored owner compliance with ongoing lead-based paint maintenance activities, when applicable.

Homeownership Programs:

The Borough of Chambersburg ensured that:

- Applicants for homeownership assistance received adequate information about lead based paint requirements.
- Staff properly determined whether proposed projects were exempt from some or all lead based paint requirements.
- A proper visual assessment was performed to identify deteriorated paint in the dwelling unit, any common areas servicing the unit, and exterior surfaces of the building or soil.
- Prior to occupancy, properly qualified personnel performed paint stabilization and the dwelling passes a clearance exam in accordance with the standards established in 24 CFR Part 35.
- The home purchaser received the required lead-based paint pamphlet and notices.

During this CAPER period, the Borough did not abate any houses for lead-based paint.

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

According to the 2015-2019 American Community Survey, approximately 13.1% of Chambersburg's residents live in poverty. Female-headed households with children are particularly affected by poverty at 18.2%. Additionally, 16.3 of all youth under the age of 18 were living in poverty. The Borough's goal of reducing the extent of poverty is 5%, based on actions the Borough has control over, or actions in which the Borough will cooperate with outside agencies.

The Borough's anti-poverty strategy is based on attracting a range of businesses and supporting workforce development, including job-training services for low-income residents. In addition, the Borough will continue to partner with local social service organizations that target low-income residents.

The Borough of Chambersburg will fund the following anti-poverty projects with FY 2020 CDBG funds.

- BOPIC, Inc. – Job Training for Youth

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

In FY 2020, the Borough will work to improve the quality of life for residents by the development of new recreational facilities at Mill Creek Park by the development of a basketball court and picnic pavilion. These facilities will assist in serving the recreational needs of area residents in a predominately low/mod neighborhood.

The Borough will also address the following obstacles to meet underserved needs:

- Lack of decent, safe, sound, and affordable owner and renter housing
- High cost of rehabilitation work
- Aging in place population who need accessibility improvements
- Need major rehabilitation of the Borough's aging housing stock
- The increasing number of vacant and abandoned properties

The above activities will be addressed by assisting a local non-profit housing developer to construct six units of affordable housing. This will work toward accomplishing this goal by assisting in the acquisition of a dilapidated property, supporting the demolition the property, supporting an application for funding and the resultant construction of six units of affordable housing.

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

The responsibility of administration of the Five-Year Consolidated Plan and Annual Action Plans is the Land Use and Community Development Department of the Borough. The department will coordinate activities among public and private organizations implementing various elements of the prioritized plan goals. The Borough strives to continue its participation and coordination with public, housing, and social service organizations. The Borough solicits funding requests for CDBG funds. These requests are reviewed, discussed and recommended for funding by the Land Use and Community Development Department to Borough Council.

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

To promote Fair Housing, the Mayor will continue to proclaim April as “Fair Housing Month” in the coming years. The Borough will continue to monitor and review public policies for discriminatory practices and/or impacts on housing availability during this program year. In addition to the proclamation, the Borough continued the following activities to promote fair housing:

- Distribute pamphlets on Tenant’s Rights to Fair Housing to: Borough Hall, Libraries, social service organizations, charitable organizations, and code enforcement officers to handout during inspections.
- Display the Fair Housing Poster “It’s Not an Option – It’s the Law.”
- Provide fair housing information to landlords.
- Fair Housing Proclamation from the Mayor.
- The Borough developed a Mortgage, Rent, and/or Utility Assistance program to assist households affected by the COVID-19 pandemic.

CR-40 – Monitoring 91.220 and 91.230

Describe 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 Borough of Chambersburg's Community & Economic Development Specialist has a "monitoring checklist" that is utilized when programs and activities are reviewed. This checklist will be updated during the current program year to ensure compliance with 2 CFR, Part 200 "UNIFORM ADMINISTRATIVE REQUIREMENTS, COST PRINCIPLES, AND AUDIT REQUIREMENTS FOR FEDERAL AWARDS" and the HUD Community Planning and Development Monitoring Handbook (HUD 6509.2)

Monitoring of CDBG funded activities is conducted periodically based on project activity and may or may not require site visits. Construction projects typically require on-site monitoring and are monitored during the various phases of construction and at completion. The final inspection details the cost benefit and benefit to low- and moderate-income persons. During the on-site inspections, compliance with the local building and housing codes are reviewed. Copies of financial statements and audit reports are required and kept on file. For those activities which trigger Davis-Bacon Wage Rates, employee payrolls are required prior to payments and on-site employee interviews will be held. Public Service activities are generally monitored annually and often times can be monitored with a desk monitoring to ensure compliance with program regulation. These monitoring standards are required for all Borough administered projects and sub-recipient activities.

The Borough has established goals for MBE and WBE participation. The Borough includes these goals in requests for proposal and advertisements when soliciting for contractors, supplies, etc. The Borough also submits requests to know MBE and WBE concerns in order to gain participation as well as encourages contractors who may be using subcontractors to solicit proposal from MBE and WBE concerns. The Borough's Community & Economic Development Specialist monitors participation of MBE and WBE firms and will expand the area to solicit proposals.

For each activity authorized under the National Affordable Housing Act, the Borough of Chambersburg has established fiscal and management procedures that will ensure program compliance and fund accountability. Additionally, the Department will ensure that the reports to the U.S. Department of Housing & Urban Development (HUD) are complete and accurate.

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

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

The Borough of Chambersburg placed the CAPER document on public display for a period of 15 days beginning on Friday, September 10, 2021, through Monday, September 27, 2021. A copy of the Public Display Notice is attached in the CR-80 Citizen Participation Section of this Plan.

The FY 2020 CAPER was available for public viewing at the following locations:

- **Borough of Chambersburg, Land Use and Community Development Department, Community and Economic Development Office** - 100 South 2nd Street, Chambersburg, PA 17201
- **Coyle Free Library** - 102 North Main Street, Chambersburg, PA 17201
- **Borough of Chambersburg Recreation Center** - 235 South Third Street, Chambersburg PA, 17201
- On the website at: <http://www.borough.chambersburg.pa.us>

Attached in CR-80 Citizen Participation section is the Public Display Notice that was published in “The Public Opinion,” newspaper on Friday, September 10, 2021, for the required 15-day public comment period, which began on Friday, September 10, 2021, through Monday, September 27, 2021.

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 Borough of Chambersburg has not made any changes to the FY 2020-2024 Five-Year Consolidated Plan and its program objectives during this reporting period.

Describe accomplishments and program outcomes during the last year.

During this CAPER period, the Borough of Chambersburg expended CDBG funds on the following activities:

- **Public Facilities and Improvements** – \$0.00, which is 0.00% of the total expenditures.
- **Public Services** - \$5,132.00, which 10.66% of the total expenditures.
- **General Administration and Planning** – \$43,021.10, which is 89.34% of the total expenditures.
- **Total: \$48,153.10**

The Borough of Chambersburg did meet the required 1.5 maximum drawdown ratio. The Borough's ratio was 1.45 as of June 30, 2020.

During this CAPER period, the CDBG program targeted the following with its funds:

- **Percentage of Expenditures Assisting Low- and Moderate-Income Persons and Households Either Directly or On an Area Basis** – 100%
- **Percentage of Expenditures That Benefit Low/Mod Income Areas** – 97.29%

During this CAPER period, all of the CDBG funds were used to meet a National Objective. The Borough did not fund any projects that involved displacement and/or relocation with CDBG funds. The Borough did not make any lump sum agreements during this CAPER Period. The Borough did not make any prior year adjustments during this CAPER period.

CR-50 – HOME 91.520(d)

The Borough of Chambersburg does not receive a HOME Investment Partnership (HOME) Program entitlement allocation from HUD. Therefore, agencies have to apply to the Commonwealth of Pennsylvania for HOME funds. During this CAPER period, the Borough in collaboration with Luminest Community Development worked together on developing a HOME Application to the Commonwealth for a single-family rehabilitation program. The Application will be submitted to the Commonwealth during the 2021 program year.

CR-55 – ESG 91.520(g)

The Borough of Chambersburg does not receive an Emergency Solutions Grant (ESG) entitlement allocation. Therefore, agencies have to apply to the Commonwealth of Pennsylvania for ESG funds. During this CAPER period, the Borough did not receive any ESG funds from the Commonwealth. Not Applicable.

CR-60 – HOPWA CAPER Report

The Borough of Chambersburg did not receive a Housing Opportunities for People with AIDS (HOPWA) Grant as an entitlement community in FY 2020. During this CAPER period, the Borough did not receive any HOPWA funds from the Commonwealth. Not Applicable.

CR-65 – Section 3 Report

The Borough submitted the Section 3 Summary Report HUD – 60002 for the Borough of Chambersburg's FY 2020 CDBG program in the SPEARS System.

CR-70 – IDIS Reports

Attached are the following U.S. Department of Housing and Urban Development (HUD) Reports from IDIS for the period from July 1, 2020, through June 30, 2021.

Attached is the following IDIS reports:

- **IDIS Report PR26** – CDBG Financial Summary
- **IDIS Report PR26** – CDBG-CV Financial Summary
- **IDIS Report PR01** – HUD Grants and Program Income
- **IDIS Report PR03** – CDBG Activity Summary Report
- **IDIS Report PR06** – Summary of Consolidated Plans
- **IDIS Report PR23** – CDBG Summary of Accomplishments

CR-75 – Fair Housing

Affirmatively Furthering Fair Housing Overview:

The Borough of Chambersburg utilized its CDBG funds along with other Borough, State, Federal, and private funds to work towards affirmatively furthering fair housing choice in the Borough. The Borough of Chambersburg's FY 2020-2024 Analysis of Impediments to Fair Housing Choice has identified the following impediments, along with the goals and strategies to address those impediments.

Impediment 1: Housing Affordability - Decent, safe, sound, and affordable housing remains a high priority to ensure fair housing choice, quality of life, and attractive neighborhoods.

Goal: Maintain the supply of decent, safe, sound, and affordable housing targeted to lower income households, both renters and owners.

Strategies: In order to meet this goal, the following activities and strategies should be undertaken:

- **1-A:** Maintain the supply of available decent, safe, and affordable housing through rehabilitation and new construction.
- **1-B:** Maintain homeownership opportunities for LMI households by promoting available housing and housing counseling, as well as down payment and closing cost assistance.
- **1-C:** Maintain and strengthen an effective property maintenance inspection and enforcement program in the Borough.
- **1-D:** There is a need for affordable rental housing that is decent, safe, and sanitary, especially for the elderly and disabled.

Impediment 2: Housing Accessibility - There appears to be an unmet need for housing that is accessible to the older population and persons with disabilities.

Goal: Increase the supply of housing that meets the accessibility, visitability, and quality of life needs of the older population and persons with disabilities.

Strategies: In order to meet this goal, the following activities and strategies should be undertaken:

- **2-A:** Increase the supply of accessible owner-occupied and renter-occupied housing by providing assistance to support the removal of architectural barriers.
- **2-B:** Enforce building codes to ensure that new multifamily construction meets the accessibility provisions of the Fair Housing Act.
- **2-C:** Promote education and awareness of the requirements for reasonable accommodations for persons with disabilities and the elderly in rental housing.

Impediment 3: Fair Housing Education, Advocacy, Monitoring, and Enforcement - As in any community, there is a lack of awareness of the rights and responsibilities under the Fair Housing Act and a need to continually monitor and enforce the Fair Housing Act.

Goal: Increase the knowledge and awareness of the rights of individuals and the responsibilities of building owners in regard to the Fair Housing Act through educational advocacy, monitoring, and enforcement to eliminate discrimination in housing and providing fair housing choices for all individuals and families.

Strategies: In order to meet this goal, the following activities and strategies should be undertaken:

- **3-A:** Support educational and training programs concerning the rights and responsibilities covered by the Fair Housing Act.
- **3-B:** Support local efforts to strengthen efficient and effective fair housing monitoring, investigation, testing, and enforcement strategies.
- **3-C:** Support the delivery of fair housing advocacy services to at-risk groups and victims of housing discrimination.
- **3-D:** Promote the delivery of financial literacy counseling for LMI and minority households to combat predatory and subprime lending practices.
- **3-E:** Promote “English as a Second Language” (ESL) to minorities and immigrants who need language assistance in dealing with landlords, financial institutions, and realtors.

Impediment 4: Accessibility of Public Facilities - The accessibility of public facilities remains a fundamental quality of life issue for most communities, especially for the older population, and persons with disabilities.

Goal: Maintain and continue to upgrade Borough facilities, public spaces, and sub-recipient facilities to make them accessible to persons with disabilities.

Strategies: In order to meet this goal, the following activities and strategies should be undertaken:

- **4-A:** Continue to fund improvements and upgrades at public and community facilities to remove architectural barriers.
- **4-B:** Continue to monitor any accessibility constraints in the Borough facilities and managed public spaces utilizing both Federal and capital improvement funds to remove any potential architectural barriers.
- **4-C:** Evaluate the accessibility constraints of all sub-recipient and allied organizational facilities and assist these organizations to obtain funds for capital improvements to remove any existing architectural barriers.

CR-80 – Citizen Participation

The following pages include the public display notices. The “Draft” CAPER was advertised in “The Public Opinion,” newspaper on Friday, September 10, 2021, for the required 15-day public comment period, which began on Friday, September 10, 2021, through Monday, September 27, 2021.