



# First Program Year CAPER

The CPMP First Consolidated Annual Performance and Evaluation Report includes Narrative Responses to CAPER questions that CDBG, HOME, HOPWA, and ESG grantees must respond to each year in order to be compliant with the Consolidated Planning Regulations. The Executive Summary narratives are optional.

The grantee must submit an updated Financial Summary Report (PR26).

## GENERAL

### Executive Summary

This module is optional but encouraged. If you choose to complete it, provide a brief overview that includes major initiatives and highlights that were proposed and executed throughout the first year.

Program Year 1 CAPER Executive Summary response:

*Northampton County accomplished infrastructure and public service activities in its first year as an CDBG entitlement community, creating a suitable living environment for County residents.*

### General Questions

1. Assessment of the one-year goals and objectives:
  - a. Describe the accomplishments in attaining the goals and objectives for the reporting period.
  - b. Provide a breakdown of the CPD formula grant funds spent on grant activities for each goal and objective.
  - c. If applicable, explain why progress was not made towards meeting the goals and objectives.
2. Describe the manner in which the recipient would change its program as a result of its experiences.
3. Affirmatively Furthering Fair Housing:
  - a. Provide a summary of impediments to fair housing choice.
  - b. Identify actions taken to overcome effects of impediments identified.
4. Describe Other Actions in Strategic Plan or Action Plan taken to address obstacles to meeting underserved needs.
5. Leveraging Resources
  - a. Identify progress in obtaining "other" public and private resources to address needs.
  - b. How Federal resources from HUD leveraged other public and private resources.
  - c. How matching requirements were satisfied.

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Program Year 1 CAPER General Questions response:

*For FFY 2007, HUD awarded the County of Northampton \$1,840,235. During the report period, only \$85,709.55 had been disbursed. However, \$1,635,235 in commitments have been made through executed municipal subgrants. Thus progress is being made in regard to many other of our projected activities, including the completion of engineering and competitive bidding processes in these various jurisdictions.*

*The accomplishments toward meeting the objectives outlined in our Consolidated Plan for the first year of the entitlement program include the completion of one public service project and one infrastructure project. These include payment for fire equipment in a low- to moderate- income neighborhood (\$58,485), and street improvements, also in a low- to moderate- income neighborhood (\$27,225). These activities occurred in census tract 172 of Wilson Borough and in block groups 2 & 3 of census tract 162.01 in Northampton Borough, respectively. Progress was made towards these infrastructure activities which will work toward the objective of a suitable living environment.*

*As stated above, municipal subgrants were provided by the County to begin work on other projects. Based on issues raised by HUD's Environmental Compliance Officer in October 2008, we needed to revoke our Proceed Notice on four of these projects. We are actively working with HUD to revise our environmental review procedures and complete the reviews in the effected communities. We expect construction to occur in most project areas in the Spring of 2009.*

*Federal program efficacy, and progress towards completion of more projects then, may come with:*

- further training with the high standards of Federal program environmental reviews. and,*
- increased staffing, as the County has accomplished for the Department/CDBG program this year, and,*
- a greater number of experiences with the entitlement program and the municipalities that the County now works with as a result of participation in the program.*

*Another observation and opportunity for change is that the previous entitlement municipalities would seem to have their programs up and running, and so need very little technical assistance from our office, while some of the other municipalities in the county (the rural/suburban townships, for instance), have more questions, and so we at the County may need to allot more time for technical assistance on the front end of projects. Additionally, the ways in which we communicate with our regional office at HUD Philadelphia are different—more formal—from the ways in which we were accustomed to communicating with State representatives, and so adjustments must be made.*

*Other funding sources such as Municipal, State, and Federal funds continue to be utilized in order to achieve goals expressed in the Consolidated Plan. With both projects that were conducted this year, additional funds were leveraged from other sources, either via direct funds or with municipal employees conducting the work.*

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## Managing the Process

1. Describe actions taken during the last year to ensure compliance with program and comprehensive planning requirements.

*Program Year 1 Staff within the County of Northampton have actively worked to achieve and maintain compliance with HUD's regulations for CDBG Entitlement communities. For the first twelve months consultant services were secured to assist in meeting grant requirements. A new full-time staff position, CDBG Coordinator, was created under the Department of Community Development (DCED) to devote 100% of this person's time to administering the CDBG program. Although turnover was realized already in this position, the second incumbent has now been with the program for more than six months and has received several trainings offered through HUD (including Basically CDBG and Uniform Relocation Act training) so as to become proficient in the administrative responsibilities.*

*In addition to increasing staffing and developing procedures to ensure compliance with federal requirements, all staff within the County's DCED have been actively engaged with the community to further the objectives outlined in our Five-Year Plan. Staff have participated in many community forums, including helping to coordinate a first annual regional housing summit to address the gap in affordable housing in the Lehigh Valley and working on various committees to address the decline of our downtowns through neighborhood reinvestment. For example, economic development staff have worked with two of our distressed communities, Bangor and Northampton Boroughs, to help expand Keystone Opportunity Zones that would provide tax incentives to investors who start local businesses and create affordable housing opportunities. We also have worked with a regional housing coalition to research and form a regional Community Land Trust that will secure resources to develop and maintain property that will be occupied by low-income residents for a period of at least 99 years.*

## Citizen Participation

1. Provide a summary of citizen comments.
2. In addition, the performance report provided to citizens must identify the Federal funds made available for furthering the objectives of the Consolidated Plan. For each formula grant program, the grantee shall identify the total amount of funds available (including estimated program income), the total amount of funds committed during the reporting period, the total amount expended during the reporting period, and the geographic distribution and location of expenditures. Jurisdictions are encouraged to include maps in describing the geographic distribution and location of investment (including areas of minority concentration). The geographic distribution and expenditure requirement may also be satisfied by specifying the census tracts where expenditures were concentrated.

\*Please note that Citizen Comments and Responses may be included as additional files within the CPMP Tool.

Program Year 1 CAPER Citizen Participation response:

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Public hearings were advertised and held in accordance with federal program regulations. A public hearing will be held on December 19<sup>th</sup>, 2008 to review this CAPER.

In the first year of Northampton County's CDBG entitlement program, approximately \$1.6 Million was available and planned for use across the municipalities of the County. A detailed breakdown is attached to this report as Attachment 1.

## **Institutional Structure**

1. Describe actions taken during the last year to overcome gaps in institutional structures and enhance coordination.

Program Year 1 CAPER Institutional Structure response:

*As discussed under the above section, "Managing the Response," a new staff person and many new procedures have been added to and implemented during the past year and a half to meet the demands of our Consolidated Plan. Two changes in particular are worth discussing specifically. First, Northampton County is comprised of 38 independent municipalities. Two are urban cities – Easton and Bethlehem – who work directly with HUD as entitlement communities. Of the remaining 36, 19 municipalities have qualifying census tracts that directly are eligible for CDBG assistance, while most of the others have targeted areas of need based on resident income eligibility. Coordinating the needs of these various communities proves to be a challenge, especially in a Home-Rule County within a Commonwealth, as independence and sovereignty in governance are cherished values. We have revised our application for CDBG funding and expanded the availability for gathering public comment, but this approach still missed the input of various municipal officials. One solution implemented this year was for the DCED to help institute regular meetings of representatives of our County's Council of Governments (COGs). Four COGs currently exist in the County to identify and address inter-municipal, regionalized issues. Through this new Joint-COG meeting, we have a regular forum to interact with various officials and regularly provide information. For instance, this past year, we have been able to share information on affordable housing and gather concerns before implementing a multi-County plan to revitalize vacant and foreclosed upon structures as affordable housing. Second, in terms of administrative practices, DCED staff have worked with the County Solicitor and, more recently, HUD representatives to revise our standardized subgrant agreement. This was essential in that we understand our role as the Grantee and Responsible Entity under the Entitlement Program requires a high degree of due diligence. We have found this effort to be worthwhile this year in proceeding cautiously.*

## **Monitoring**

1. Describe how and the frequency with which you monitored your activities.
2. Describe the results of your monitoring including any improvements.
3. Self Evaluation
  - a. Describe the effect programs have in solving neighborhood and community problems.

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- b. Describe progress in meeting priority needs and specific objectives and help make community's vision of the future a reality.
  - c. Describe how you provided decent housing and a suitable living environment and expanded economic opportunity principally for low and moderate-income persons.
  - d. Indicate any activities falling behind schedule.
  - e. Describe how activities and strategies made an impact on identified needs.
  - f. Identify indicators that would best describe the results.
  - g. Identify barriers that had a negative impact on fulfilling the strategies and overall vision.
  - h. Identify whether major goals are on target and discuss reasons for those that are not on target.
  - i. Identify any adjustments or improvements to strategies and activities that might meet your needs more effectively.

Program Year 1 CAPER Monitoring response:

*Northampton County achieved success in monitoring subgrantees through on-site and telephone conferences with subgrantees and through monitoring of semi-annual subgrant reports. These reports are available on the department website as blank forms, and the CDBG Coordinator prompts the subgrantees for responses before they are due. All sub grantees are required to report on their status and identify barriers to implementation. Through this process, we were able to begin coordination with a subgrantee's consultant who is securing their matching funds. The project has now received environmental clearances and will begin in the Spring of 2009. As most activities will begin construction in the Spring, we are currently tailoring HUD's monitoring assessment tool to conduct on-site reviews that will be one as an adjunct to Wage and Labor interviews.*

## **Lead-based Paint**

1. Describe actions taken during the last year to evaluate and reduce lead-based paint hazards.

Program Year 1 CAPER Lead-based Paint response:

*Not applicable for activities conducted to date.*

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## **HOUSING**

### **Housing Needs**

\*Please also refer to the Housing Needs Table in the Needs.xls workbook.

1. Describe Actions taken during the last year to foster and maintain affordable housing.

Program Year 1 CAPER Housing Needs response:

*Northampton County Department of Community & Economic Development has dedicated a portion of its resources to several new affordable housing resources over the past year. Staff actively participate on the Lehigh Valley Coalition on Affordable*

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*Housing and its subcommittees. This group created ten recommendations to further the availability of affordable housing. Three of these recommendations were implemented this year through cooperation with the DCED, including the hosting of a successful regional summit on affordable housing; creating a bi-county Affordable Housing Coordinator position to identify resources that we lead to additional units of rental and homeowner housing for individuals below the area's median income; and, overseeing the formation of a non-profit community land trust, the long-term goal of which would be sustainable, affordable, homeownership. As the community land trust acquires and rehabilitates housing, affordable homeownership will become a measurable outcome. These activities specifically work toward meeting Goal 1 of our housing objectives, " Increase the supply of affordable rental housing units for elderly and low-income households. In addition, the Administrator of the DCED was appointed to the Board of the Northampton County Housing Authority in 2007 and is part of a 4-member strategic planning committee to look at options for expanding the capacity of the authority to serve more people.*

*While a concentrated effort will be made next year to achieve the objectives of our 3<sup>rd</sup> and 4<sup>th</sup> housing goals, related to housing rehab, we have progressed on meeting both objectives of our 5<sup>th</sup> goal: increase low-income homeownership opportunities. Utilizing local housing funds, we have supported one local non-profit who provides pre-purchase financial counseling to prospective homeowners. These individuals then may also work with select local financial institutions with strong records of CRA compliance to buy their first homes. The same local funds provide up to \$5,000 in closing cost assistance. This past year, two additional lenders became County partners under this program.*

## **Specific Housing Objectives**

1. Evaluate progress in meeting specific objective of providing affordable housing, including the number of extremely low-income, low-income, and moderate-income renter and owner households comparing actual accomplishments with proposed goals during the reporting period.
2. Evaluate progress in providing affordable housing that meets the Section 215 definition of affordable housing for rental and owner households comparing actual accomplishments with proposed goals during the reporting period.
3. Describe efforts to address "worst-case" housing needs and housing needs of persons with disabilities.

Program Year 1 CAPER Specific Housing Objectives response:

*The two projects funded through CDBG this year served residents of low-income areas by improving public services and creating a more sustainable neighborhood. 2007 projects that will address accessibility issues and homeowner rehab will begin in 2008. However, administrative initiatives and activities funded with other funds have been underway by the DCED to meet these needs. For instance, staff have served on the Steering Committee and Rental Subcommittees of the Lehigh Valley Coalition on Affordable Housing, the Northampton County Housing Authority, and the Board of Directors of the Community Action Committee of the Lehigh Valley, all of which work to implement strategies for meeting these needs.*

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*In addition, the DCED administered local housing funds and state Emergency Shelter Grant (ESG) funds. These programs primarily serve those who are homeless or are very low-income with housing needs. Under the County's ESG grant, seven shelter and homeless prevention programs received subgrants for rehab, essential service, homeless prevention and operational support. Additionally, the DCED uses local housing funds to support an agreement between the County's Mental Health Department. This program provides short-term rental assistance to individuals transitioning out of a care setting. Assistance decreases incrementally over time to encourage self-sufficiency.*

## **Public Housing Strategy**

1. Describe actions taken during the last year to improve public housing and resident initiatives.

Program Year 1 CAPER Public Housing Strategy response:

*In 2007, the DCED's Community Development Administrator was appointed to a term on the Northampton County Housing Authority (NCHA) by the County Executive (and subsequently re-appointed in 2008). In conjunction with another newer member, an effort was initiated to create a Strategic Plan for the NCHA. Already underway was a campaign to utilize an influx of HUD funding to sign up new County residents for the voucher program. Inherent problems with this campaign, however, included that this was a one-time infusion of funds with no sustainability for residents or staff. Current capacity limits with the authority were exacerbated. As such, the plan currently is focused on increasing the current organizational capacity of the authority in terms of staffing and finances in attempt to ready the authority in the future for expansion.*

## **Barriers to Affordable Housing**

1. Describe actions taken during the last year to eliminate barriers to affordable housing.

Program Year 1 CAPER Barriers to Affordable Housing response:

*Barriers to affordable housing in the Lehigh Valley, as stated in our Action Plan, include the relatively strong housing market and low vacancy rates of the area; and the relatively high cost of land of the area. Like the rest of the county, the housing market in the Lehigh Valley has slowed down, and foreclosures have risen. However, we have experienced some insulation from the recession. While the "bubble" has burst and house prices no longer are overly inflated, we continue to have median home prices that, if purchased, would most often exceed 30% of a person's income if the person is below the AMI.*

*Barriers to housing rehabilitation include the recent spike in costs for materials and labor, and a continuing lack of contractors certified in lead-based paint regulations. The aforementioned Bi-County Affordable Housing Coordinator position was created in June 2008 to try to work with non-profits, developers and lenders as a way to*

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*coordinate deals that lead to projects through subsidies such as Low Income Housing Tax Credits, Federal Home Loan Bank financing, USDA loans, etc. Thus far, the Coordinator has been successful in Northampton County in helping a private developer secure a state loan and federal EPA funding to help redevelop a former quarry, or gray-field, site. Through this partnership, the developer is voluntarily incorporating inclusionary housing units into the residential portion of the development.*

*In addition, as noted in our strategies, we would work with the Easton Housing Authority as it proceeds with its Hope VI initiative. The DCED has served on the advisory committee of this project and has committed \$300,000 of local housing funds to leverage additional development financing.*

## **HOME/ American Dream Down Payment Initiative (ADDI)**

1. Assessment of Relationship of HOME Funds to Goals and Objectives
  - a. Evaluate progress made toward meeting goals for providing affordable housing using HOME funds, including the number and types of households served.
2. HOME Match Report
  - a. Use HOME Match Report HUD-40107-A to report on match contributions for the period covered by the Consolidated Plan program year.
3. HOME MBE and WBE Report
  - a. Use Part III of HUD Form 40107 to report contracts and subcontracts with Minority Business Enterprises (MBEs) and Women's Business Enterprises (WBEs).
4. Assessments
  - a. Detail results of on-site inspections of rental housing.
  - b. Describe the HOME jurisdiction's affirmative marketing actions.
  - c. Describe outreach to minority and women owned businesses.

Program Year 1 CAPER HOME/ADDI response:

*Not applicable*

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## **HOMELESS**

### **Homeless Needs**

\*Please also refer to the Homeless Needs Table in the Needs.xls workbook.

1. Identify actions taken to address needs of homeless persons.
2. Identify actions to help homeless persons make the transition to permanent housing and independent living.

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3. Identify new Federal resources obtained from Homeless SuperNOFA.

Program Year 1 CAPER Homeless Needs response:

*Staff have served on the Steering Committee of the Lehigh Valley Coalition on Affordable Housing, the Northampton County Housing Authority, and the Board of Directors of the Community Action Committee of the Lehigh Valley, all of which work to implement strategies for meeting the needs of very low income and homeless persons.*

*In addition, the DCED administered local housing funds and state Emergency Shelter Grant (ESG) funds. These programs primarily serve those who are homeless or are very low-income with housing needs, all of whom are participating members of the Lehigh Valley's Continuum of Care. Under the County's ESG grant, seven shelter and homeless prevention programs received subgrants for rehab, essential service, homeless prevention and operational support. Additionally, the DCED uses local housing funds to support an agreement between the County's Mental Health Department. This program provides short-term rental assistance to individuals transitioning out of a care setting. Assistance decreases incrementally over time to encourage self-sufficiency.*

## **Specific Homeless Prevention Elements**

1. Identify actions taken to prevent homelessness.

Program Year 1 CAPER Specific Housing Prevention Elements response:

*In serving as the ESG funding administrator and through supporting County shelters through local housing funds, the DCED is regularly communicating with the shelters about their needs. In this capacity, we were able to recommend this year that the County provide emergency funds to one shelter for bathroom repairs and additional funds to fill a financing gap as the YMCA completed renovations to its transitional housing. Finally, a new ESG sub-grantee in 2007 received funds for homeless prevention activities, whereby persons facing eviction or utility termination will receive immediate short-term subsidies that allow them to maintain their residence and avoid eviction.*

## **Emergency Shelter Grants (ESG)**

1. Identify actions to address emergency shelter and transitional housing needs of homeless individuals and families (including significant subpopulations such as those living on the streets).
2. Assessment of Relationship of ESG Funds to Goals and Objectives
  - a. Evaluate progress made in using ESG funds to address homeless and homeless prevention needs, goals, and specific objectives established in the Consolidated Plan.
  - b. Detail how ESG projects are related to implementation of comprehensive homeless planning strategy, including the number and types of individuals and persons in households served with ESG funds.

3. Matching Resources
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- a. Provide specific sources and amounts of new funding used to meet match as required by 42 USC 11375(a)(1), including cash resources, grants, and staff salaries, as well as in-kind contributions such as the value of a building or lease, donated materials, or volunteer time.
  4. State Method of Distribution
    - a. States must describe their method of distribution and how it rated and selected its local government agencies and private nonprofit organizations acting as subrecipients.
  5. Activity and Beneficiary Data
    - a. Completion of attached Emergency Shelter Grant Program Performance Chart or other reports showing ESGP expenditures by type of activity. Also describe any problems in collecting, reporting, and evaluating the reliability of this information.
    - b. Homeless Discharge Coordination
      - i. As part of the government developing and implementing a homeless discharge coordination policy, ESG homeless prevention funds may be used to assist very-low income individuals and families at risk of becoming homeless after being released from publicly funded institutions such as health care facilities, foster care or other youth facilities, or corrections institutions or programs.
    - c. Explain how your government is instituting a homeless discharge coordination policy, and how ESG homeless prevention funds are being used in this effort.

Program Year 1 CAPER ESG response:

*Not applicable*

## COMMUNITY DEVELOPMENT

### Community Development

\*Please also refer to the Community Development Table in the Needs.xls workbook.

1. Assessment of Relationship of CDBG Funds to Goals and Objectives
  - a. Assess use of CDBG funds in relation to the priorities, needs, goals, and specific objectives in the Consolidated Plan, particularly the highest priority activities.
  - b. Evaluate progress made toward meeting goals for providing affordable housing using CDBG funds, including the number and types of households served.
  - c. Indicate the extent to which CDBG funds were used for activities that benefited extremely low-income, low-income, and moderate-income persons.
2. Changes in Program Objectives
  - a. Identify the nature of and the reasons for any changes in program objectives and how the jurisdiction would change its program as a result of its experiences.
3. Assessment of Efforts in Carrying Out Planned Actions
  - a. Indicate how grantee pursued all resources indicated in the Consolidated Plan.

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- b. Indicate how grantee provided certifications of consistency in a fair and impartial manner.
  - c. Indicate how grantee did not hinder Consolidated Plan implementation by action or willful inaction.
4. For Funds Not Used for National Objectives
    - a. Indicate how use of CDBG funds did not meet national objectives.
    - b. Indicate how did not comply with overall benefit certification.
  5. Anti-displacement and Relocation – for activities that involve acquisition, rehabilitation or demolition of occupied real property
    - a. Describe steps actually taken to minimize the amount of displacement resulting from the CDBG-assisted activities.
    - b. Describe steps taken to identify households, businesses, farms or nonprofit organizations who occupied properties subject to the Uniform Relocation Act or Section 104(d) of the Housing and Community Development Act of 1974, as amended, and whether or not they were displaced, and the nature of their needs and preferences.
    - c. Describe steps taken to ensure the timely issuance of information notices to displaced households, businesses, farms, or nonprofit organizations.
  6. Low/Mod Job Activities – for economic development activities undertaken where jobs were made available but not taken by low- or moderate-income persons
    - a. Describe actions taken by grantee and businesses to ensure first consideration was or will be given to low/mod persons.
    - b. List by job title of all the permanent jobs created/retained and those that were made available to low/mod persons.
    - c. If any of jobs claimed as being available to low/mod persons require special skill, work experience, or education, provide a description of steps being taken or that will be taken to provide such skills, experience, or education.
  7. Low/Mod Limited Clientele Activities – for activities not falling within one of the categories of presumed limited clientele low and moderate income benefit
    - a. Describe how the nature, location, or other information demonstrates the activities benefit a limited clientele at least 51% of whom are low- and moderate-income.
  8. Program income received
    - a. Detail the amount of program income reported that was returned to each individual revolving fund, e.g., housing rehabilitation, economic development, or other type of revolving fund.
    - b. Detail the amount repaid on each float-funded activity.
    - c. Detail all other loan repayments broken down by the categories of housing rehabilitation, economic development, or other.
    - d. Detail the amount of income received from the sale of property by parcel.
  9. Prior period adjustments – where reimbursement was made this reporting period for expenditures (made in previous reporting periods) that have been disallowed, provide the following information:
    - a. The activity name and number as shown in IDIS;
    - b. The program year(s) in which the expenditure(s) for the disallowed activity(ies) was reported;
    - c. The amount returned to line-of-credit or program account; and
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- d. Total amount to be reimbursed and the time period over which the reimbursement is to be made, if the reimbursement is made with multi-year payments.
10. Loans and other receivables
    - a. List the principal balance for each float-funded activity outstanding as of the end of the reporting period and the date(s) by which the funds are expected to be received.
    - b. List the total number of other loans outstanding and the principal balance owed as of the end of the reporting period.
    - c. List separately the total number of outstanding loans that are deferred or forgivable, the principal balance owed as of the end of the reporting period, and the terms of the deferral or forgiveness.
    - d. Detail the total number and amount of loans made with CDBG funds that have gone into default and for which the balance was forgiven or written off during the reporting period.
    - e. Provide a List of the parcels of property owned by the grantee or its subrecipients that have been acquired or improved using CDBG funds and that are available for sale as of the end of the reporting period.
  11. Lump sum agreements
    - a. Provide the name of the financial institution.
    - b. Provide the date the funds were deposited.
    - c. Provide the date the use of funds commenced.
    - d. Provide the percentage of funds disbursed within 180 days of deposit in the institution.
  12. Housing Rehabilitation – for each type of rehabilitation program for which projects/units were reported as completed during the program year
    - a. Identify the type of program and number of projects/units completed for each program.
    - b. Provide the total CDBG funds involved in the program.
    - c. Detail other public and private funds involved in the project.
  13. Neighborhood Revitalization Strategies – for grantees that have HUD-approved neighborhood revitalization strategies
    - a. Describe progress against benchmarks for the program year. For grantees with Federally-designated EZs or ECs that received HUD approval for a neighborhood revitalization strategy, reports that are required as part of the EZ/EC process shall suffice for purposes of reporting progress.

Program Year 1 CAPER Community Development response:

*As stated in our Consolidated/Action Plan, "the Primary Objective of the Northampton County non-housing community development activities is the provision of a suitable living environment....". Therefore, the completed—and most of the planned-- activities of our first year under the entitlement program remain true to the stated objectives by providing infrastructure development in low- to moderate- income neighborhoods. In regards to anti-displacement issues, the home rehabilitation programs are only in place for homeowners, so that when these programs do start under the entitlement program, there will not be a danger of displacement.*

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## Antipoverty Strategy

1. Describe actions taken during the last year to reduce the number of persons living below the poverty level.

Program Year 1 CAPER Antipoverty Strategy response:

*Northampton County Department of Community and Economic Development has been working with the Rising Tide Community Loan Fund, especially, over the past year as part of its Antipoverty Strategy, in addition to the list of agencies found in our Consolidated Plan. In the current economic climate, joblessness is a widespread concern, and, our office is referring some constituents to a program at the county community college where classes are free for persons who are unemployed, minus the cost of books. The Community Development Administrator of the department is very active on the Northampton County Housing Authority Board, a complementary aspect to our Antipoverty Strategy.*

## NON-HOMELESS SPECIAL NEEDS

### Non-homeless Special Needs

\*Please also refer to the Non-homeless Special Needs Table in the Needs.xls workbook.

1. Identify actions taken to address special needs of persons that are not homeless but require supportive housing, (including persons with HIV/AIDS and their families).

Program Year 1 CAPER Non-homeless Special Needs response:

*Northampton County Department of Community & Economic Development contracts with Neighborhood Housing Services and Lehigh Valley Center for Independent Living, two providers which will rehabilitate homes, including modifications for accessibility. The County also operates Gracedale County Nursing Home. A bi-county health department (with neighboring Lehigh County) has been in consideration for a good deal of time; while this is currently not a reality, Northampton County Council has said it remains committed to "human services" as a priority, especially in these economic times, and the bi-county health department may be a viable arm for these services. Finally, the Lehigh Valley Economic Development Corporation has developed a report entitled: "Latinos in the Lehigh Valley: The Dynamics and Impact of this Growing and Changing Population". While this is not necessarily a "special needs" group, it is worth noting that the Lehigh Valley's population is changing and that different resources may need to be made available, in addition to the assets this population may bring.*

### Specific HOPWA Objectives

\*Please also refer to the HOPWA Table in the Needs.xls workbook.

1. Overall Assessment of Relationship of HOPWA Funds to Goals and Objectives  
Grantees should demonstrate through the CAPER and related IDIS reports the progress they are making at accomplishing identified goals and objectives with HOPWA funding. Grantees should demonstrate:

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- a. That progress is being made toward meeting the HOPWA goal for providing affordable housing using HOPWA funds and other resources for persons with HIV/AIDS and their families through a comprehensive community plan;
  - b. That community-wide HIV/AIDS housing strategies are meeting HUD's national goal of increasing the availability of decent, safe, and affordable housing for low-income persons living with HIV/AIDS;
  - c. That community partnerships between State and local governments and community-based non-profits are creating models and innovative strategies to serve the housing and related supportive service needs of persons living with HIV/AIDS and their families;
  - d. That through community-wide strategies Federal, State, local, and other resources are matched with HOPWA funding to create comprehensive housing strategies;
  - e. That community strategies produce and support actual units of housing for persons living with HIV/AIDS; and finally,
  - f. That community strategies identify and supply related supportive services in conjunction with housing to ensure the needs of persons living with HIV/AIDS and their families are met.
2. This should be accomplished by providing an executive summary (1-5 pages) that includes:
    - a. Grantee Narrative
      - i. Grantee and Community Overview
        - (1) A brief description of your organization, the area of service, the name of each project sponsor and a broad overview of the range/type of housing activities and related services
        - (2) How grant management oversight of project sponsor activities is conducted and how project sponsors are selected
        - (3) A description of the local jurisdiction, its need, and the estimated number of persons living with HIV/AIDS
        - (4) A brief description of the planning and public consultations involved in the use of HOPWA funds including reference to any appropriate planning document or advisory body
        - (5) What other resources were used in conjunction with HOPWA funded activities, including cash resources and in-kind contributions, such as the value of services or materials provided by volunteers or by other individuals or organizations
        - (6) Collaborative efforts with related programs including coordination and planning with clients, advocates, Ryan White CARE Act planning bodies, AIDS Drug Assistance Programs, homeless assistance programs, or other efforts that assist persons living with HIV/AIDS and their families.
      - ii. Project Accomplishment Overview
        - (1) A brief summary of all housing activities broken down by three types: emergency or short-term rent, mortgage or utility payments to prevent homelessness; rental assistance; facility based housing, including development cost, operating cost for those facilities and community residences
        - (2) The number of units of housing which have been created through acquisition, rehabilitation, or new construction since 1993 with any HOPWA funds

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- (3) A brief description of any unique supportive service or other service delivery models or efforts
  - (4) Any other accomplishments recognized in your community due to the use of HOPWA funds, including any projects in developmental stages that are not operational.
- iii. Barriers or Trends Overview
    - (1) Describe any barriers encountered, actions in response to barriers, and recommendations for program improvement
    - (2) Trends you expect your community to face in meeting the needs of persons with HIV/AIDS, and
    - (3) Any other information you feel may be important as you look at providing services to persons with HIV/AIDS in the next 5-10 years
  - b. Accomplishment Data
    - i. Completion of CAPER Performance Chart 1 of Actual Performance in the provision of housing (Table II-1 to be submitted with CAPER).
    - ii. Completion of CAPER Performance Chart 2 of Comparison to Planned Housing Actions (Table II-2 to be submitted with CAPER).

Program Year 1 CAPER Specific HOPWA Objectives response:

Not applicable

## OTHER NARRATIVE

Include any CAPER information that was not covered by narratives in any other section.

Program Year 1 CAPER Other Narrative response:

Not applicable

ATTACHMENT 1

2007 CDBG Grants					
Municipality	Project Type	Census Tract	Amount Granted	Amount Drawn	Balance Remaining
Upper Nazareth	Housing Rehabilitation	CT 167/BG 1 & 2	\$103,774.00	\$ -	\$ 103,774.00
Bangor Borough	Water Sewer Storm Drainage	CT 152.01/BG 3	\$229,248.00	\$ -	\$ 229,248.00
Northampton Borough	Parking Facilities	CT 162.01/BG 1, 2, 3, 4	\$40,385.00	\$ -	\$ 40,385.00
Wilson Borough	Recreation Improvements	CT 172/BG 1	\$82,515.00	\$ -	\$ 82,515.00
Wilson Borough	Fire Truck Acquisition	CT 172/BG 1	\$58,485.00	\$ 58,485.00	\$ -
East Bangor Borough	New Well Source and Controls	CT 152.02/BG 1	\$200,000.00		\$ 200,000.00
Northampton Borough	Street Improvements	CT 162.01/BG 3 & 4	\$97,500.00	\$ 27,224.55	\$ 70,275.45
Northampton Borough	Storm Water Improvements	CT 162.01/BG 4	\$14,242.00	\$ -	\$ 14,242.00
Plainfield Township	Sanitary Sewer Improvements	CT 155/BG 2	\$303,957.00	\$ -	\$ 303,957.00
Walnutport Borough	S. Canal St. Stormwater Project	CT 161/BG 2	\$119,287.00	\$ -	\$ 119,287.00
Washington Township	Sewer Main Extension	CT 153/BG 1	\$149,090.00		\$ 149,090.00
Economic Development	Façade Renovation	County-Wide	\$25,000.00	\$ -	\$ 25,000.00
Blight Elimination	Demolition	County-Wide	\$100,000.00	\$ -	\$ 100,000.00
Planning		County-Wide	\$80,000.00	\$ -	\$ 80,000.00
Admin		County-Wide	\$236,752.00		\$ 236,752.00
<b>Totals</b>			<b>\$1,840,235.00</b>	<b>\$ 112,934.10</b>	<b>\$ 1,754,525.45</b>