



# **CITY OF LEBANON**

# **FY 2023 ANNUAL ACTION PLAN**

**FOR SUBMISSION TO HUD FOR THE  
COMMUNITY DEVELOPMENT BLOCK GRANT**

**SHERRY L. CAPELLO, MAYOR**

**SUBMITTED BY:**

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LEBANON, PA 17042**

**MAY 2023**

# Executive Summary

## AP-05 Executive Summary - 24 CFR 91.200(c), 91.220(b)

### 1. Introduction

The City's Community Development Office was the lead agency in developing the 2020-2024 Consolidated Plan (Plan). The Plan was prepared in accordance with HUD's Office of Community and Planning Development (CPD) eCon Planning Suite (launched in May 2012), including the Consolidated Plan template in IDIS (Integrated Disbursement and Information System). The research process involved the analysis of the following key components: demographic, economic, and housing data; affordable housing market; special needs populations (homeless and non-homeless); and consultation with public and private agencies, as well as citizen participation.

This Action Plan is the fourth-year of the 2020-2024 Consolidated Plan which is the annual plan the City prepares pursuant to the goals outlined in the Plan. The Action Plan details the activities the City will undertake to address the housing and community development needs and local objectives using CDBG funds received during program year 2023.

### 2. Summarize the objectives and outcomes identified in the Plan

This could be a restatement of items or a table listed elsewhere in the plan or a reference to another location. It may also contain any essential items from the housing and homeless needs assessment, the housing market analysis or the strategic plan.

The City has organized its priority needs according to the structure presented in HUD regulations (24 CFR 91.215): affordable housing, homelessness, and non-housing community development. Priority is assigned based on the level of need that is demonstrated by the data that has been collected during the preparation of the Plan, specifically in the Needs Assessment and Market Analysis; the information gathered during the consultation and citizen participation process; and the availability of resources to address these needs. Based on all of these components, housing needs are considered a high priority followed by homelessness and non-housing community development needs.

- Reducing housing blight and deterioration among owner households;
- Increase access to homeownership opportunities for City residents;
- Providing safe and accessible housing; and
- Providing funding for public facilities and improvements.

During the five-year Plan period, the City expects to receive approximately \$600,000 annually in CDBG funding, for a five-year total of \$3 million. CDBG Funds are used by the City for public services, housing activities, infrastructure improvements and administrative costs. The primary objective of the CDBG program is to develop viable urban community by providing decent housing, a suitable living environment, and economic opportunities, principally for persons of low- and moderate- income. Funds can be used for a wide array of activities, including; housing rehabilitation; homeownership assistance; lead-based paint detection and removal; construction or rehabilitation of public facilities and infrastructure; removal or architectural barriers; public services, rehabilitation of commercial or industrial buildings; blight removal and loans or grants to businesses.

### **3. Evaluation of past performance**

This is an evaluation of past performance that helped lead the grantee to choose its goals or projects.

In the past, the City has made significant progress in meeting its housing and community development goals and priorities. A number of activities stand out as having a positive impact on improving the quality of life for the City's low- and moderate-income residents and the city at large. The success of these activities was considered in developing the current Consolidated Plan. Due to the lingering effects from the COVID-19 Pandemic, the City continues to work through many obstacles. While we have not always hit all of our goals in the past three-years of the Consolidated Plan as anticipated when the when it was created in 2019-2020, we have been able to created additional goals to address needs in the community due to the pandemic. Many goals that were anticipated to be completed in FY2022 will be completed in FY2023. Additionally, the City has rebudgeted funding from slow moving projects from past years that will be completed in FY 2023. Those projects include street improvements and emergency rehab projects. Since those projects will technically be completed in 2023, the City looked at additional projects that are needed in our community to address the goals identified in the 2020-2024 Consolidated Plan which included Affordable Housing, Blight Elimination and Non-housing Community Development. The City will continue working hard to meet its housing and community needs and will work hard to meet the goals set for in this plan as well as the past three Annual Action Plans.

### **4. Summary of Citizen Participation Process and consultation process**

Summary from citizen participation section of plan.

Two public hearings were held to solicit input for the plan. The first public hearing that was held on December 15, 2022, was designed to receive comments on housing and community development needs and requests for funding from non-profit agencies. The second public hearing will be held May 18, 2023.

Notices of both public hearings were advertised in the Lebanon Daily News, on the City's website and live streamed to YouTube.

**5. Summary of public comments**

This could be a brief narrative summary or reference an attached document from the Citizen Participation section of the Con Plan.

This could be a brief narrative summary or reference an attached document from the Citizen Participation section of the Con Plan.

There were no public comments for the first public hearing on December 15, 2022. Public comments are to-be determined following the May 18, 2023 public hearing.

**6. Summary of comments or views not accepted and the reasons for not accepting them**

N/A

**7. Summary**

A copy of the Consolidated Plan and Annual Action Plan are available on the City's website, and copies were placed at the following locations in the City of Lebanon for public review: City Clerk's Office, Office of Community & Economic Development and Lebanon Community Library.

**PR-05 Lead & Responsible Agencies – 91.200(b)**

**1. Agency/entity responsible for preparing/administering the Consolidated Plan**

Describe the agency/entity responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source.

Agency Role	Name	Department/Agency
Lead Agency	LEBANON	
CDBG Administrator		Community Development
HOME Administrator		

**Table 1 – Responsible Agencies**

**Narrative (optional)**

The City of Lebanon Community & Economic Development office is responsible for the planning, implementation and reporting of the community development programs in accordance with all federal requirements. The Community & Economic Development Administrator prepares the Consolidated Plan, Annual Action Plan and CAPER documents in consultation with both public and private entities including the Lebanon County offices, nonprofits, service organizations and other local municipalities. The Community and Economic Development Administrator oversee the implementation of federally funded community development programs and projects with the City of Lebanon annually. The City has delegated the responsibility of administering its housing programs to the Lebanon County Redevelopment Authority (Redevelopment Authority).

**Consolidated Plan Public Contact Information**

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## **AP-10 Consultation – 91.100, 91.200(b), 91.215(I)**

### **1. Introduction**

In addition to community meetings, the City of Lebanon has invited other governmental agencies and nonprofits to provide insight and input into the goals and actions that should be considered in the consolidated planning process. Agencies and nonprofit organizations that serve the City of Lebanon have been contacted to identify specific needs and subsequent actions to address needs.

### **Provide a concise summary of the jurisdiction’s activities to enhance coordination between public and assisted housing providers and private and governmental health, mental health and service agencies (91.215(I))**

In preparing the Plan, the City consulted with various organizations located in Lebanon County that provide services to the residents of the City. In many instances, these consultations are part of on-going interactions between the City and the agency or group described.

City of Lebanon

1. City Council – approve a resolution for the submission of the Plan and Annual Action Plan to HUD
2. City of Lebanon Community & Economic Development Office reviews CDBG funded projects and are responsible for drafting the City’s Consolidated Plan and Annual Plan.

### **Describe coordination with the Continuum of Care and efforts to address the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans, and unaccompanied youth) and persons at risk of homelessness.**

Planning for assistance for the homeless in the City of Lebanon and Lebanon County is coordinated through the State. The PA Steering Committee on Homelessness (SC) is the lead entity for the COC. In keeping with the COC philosophy, the SC formed four separate regional Continuums of Care. The City of Lebanon is in the Altoona region. Each region formed a Regional Advisory Board (RHAB) comprised of representatives of local entities involved in housing and homeless services.

### **Describe consultation with the Continuum(s) of Care that serves the jurisdiction's area in determining how to allocate ESG funds, develop performance standards for and evaluate outcomes of projects and activities assisted by ESG funds, and develop funding, policies and procedures for the operation and administration of HMIS**

The ESG program is administered through the Pennsylvania Department of Community and Economic Development. The City of Lebanon is not a recipient of ESG funds.

**2. Describe Agencies, groups, organizations and others who participated in the process and describe the jurisdiction’s consultations with housing, social service agencies and other entities**



**Table 2 – Agencies, groups, organizations who participated**

<b>1</b>	<b>Agency/Group/Organization</b>	LEBANON COUNTY REDEVELOPMENT AUTHORITY
	<b>Agency/Group/Organization Type</b>	Housing PHA Services - Housing Service-Fair Housing
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Public Housing Needs Lead-based Paint Strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	

**Identify any Agency Types not consulted and provide rationale for not consulting**

**Other local/regional/state/federal planning efforts considered when preparing the Plan**

<b>Name of Plan</b>	<b>Lead Organization</b>	<b>How do the goals of your Strategic Plan overlap with the goals of each plan?</b>
Continuum of Care		

**Table 3 – Other local / regional / federal planning efforts**

**Narrative (optional)**

## **AP-12 Participation – 91.105, 91.200(c)**

### **1. Summary of citizen participation process/Efforts made to broaden citizen participation Summarize citizen participation process and how it impacted goal-setting**

In order to ensure maximum participation in the planning process among all populations and special needs groups and to ensure that their issues and concerns are adequately addressed, the City followed its Citizen Participation Plan updated in 2020. The Citizen Participation Plan describes the actions to be taken to encourage citizen participation in the development of the Consolidated Plan, any Substantial Amendments, the Annual Action Plan, and CAPER.

Access to Meetings, Information Records – to ensure that citizens, public agencies, and other interested parties have the opportunity to review and comment, the CPP ensures that the public will be provided with reasonable and timely access to meetings, information and records relating to proposed housing and community development activities, the proposed use of housing and community development funds, and the City’s use of CDBG funds.

Technical Assistance – The City provides technical assistance to any persons or groups interested in developing CDBG funding proposals.

Public Notices – Notices of: (1) public hearings/public meetings related to the consolidated planning process, (2) funding availability and application meetings, (3) publication of the draft Consolidated Plan (including the Annual Action Plan), (4) proposed Substantial Amendments to the Consolidated Plan, and (5) publication of the draft CAPER, are published in the LDN and posted of the City’s website.

Publication of Draft Documents – Notice of availability of the draft Consolidated Plan, Substantial Amendments, Annual Action Plan, and CAPER are published in the LDN.

Public Hearings/Public Meetings – The City holds public hearings/meetings annually, during different stages of the community development planning process to obtain citizen’s views and to respond to proposals and questions. Prior to the draft Consolidated Plan and/or Annual Action Plan being published for its 30-day public comment period, one of the two hearings/meetings will be held. Public hearings and meetings are scheduled at times and location convenient to potential or actual beneficiaries. In all cases, meeting locations are wheelchair accessible. Special accommodation for persons with disabilities can be made upon request. In cases where significant number of non-English speaking residents

are expected to attend a public hearing/meeting, the City will supply an interpreter. The City has been able to reach more residents since offering the virtual option to view recordings of the meetings.

**Public Comments** – The views of citizens, public agencies and other interested parties are considered before the City submits the Annual Action Plan, and Substantial Amendments to the Consolidated Plan and the CAPER to HUD. Public Comments may be presented orally at public hearings and meetings, or may be submitted in writing to the City. Following publication of the draft Consolidated Plan and/or Action Plan and any Substantial Amendment to the Consolidated Plan and/or Action Plan, citizens are given at least 30 days in which to submit written comments. Following publication of the draft CAPER, citizens are given 15 days to submit written comments. A summary of all oral comments and full copies of all written comments are attached to the final document.

**Availability of Final Documents** – The adopted Consolidated Plan, approved Substantial Amendments, the Annual Plan and the CAPER are available to the public. Final documents are posted on the City’s website and are available upon request.

**Response to Complaints** – The City provides a timely, substantive written answer to every written citizen complaint relating to the Consolidated Plan, substantial amendments to the Plan and the performance report, where practicable, within 15 working days.

**Citizen Participation Outreach**

<b>Sort Order</b>	<b>Mode of Outreach</b>	<b>Target of Outreach</b>	<b>Summary of response/attendance</b>	<b>Summary of comments received</b>	<b>Summary of comments not accepted and reasons</b>	<b>URL (If applicable)</b>
1	Newspaper Ad	Non-targeted/broad community	The ad was posted in the Lebanon Daily News - Legal Section for both public hearings.	No comments were received.	No comments were not accepted.	

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
2	Public Hearing	Non-targeted/broad community	For this Annual Action Plan, the City conducted two public hearings to solicit input into the preparation of the Action Plan. The meetings were advertised in the LDN. The first public hearing was held on December 15, 2022 and the second public hearing was held on March 15, 2023. Both meetings were streamed to YouTube. Minutes of the meetings, public hearing notices, and citizen comments are included in the appendix of this document.	No Comments were received.	No comments were not accepted.	

**Table 4 – Citizen Participation Outreach**

## Expected Resources

**AP-15 Expected Resources – 91.220(c)(1,2)**

**Introduction**

**Anticipated Resources**

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	694,547	20,000	0	714,547	0	

Table 5 - Expected Resources – Priority Table

**Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied**

The City of Lebanon will be receiving \$694,547.00 as its FY2023 CDBG entitlement amount. In addition, the City will receive approximately

\$20,000 in program income. This sum is expected from loans that are being repaid to the City. Additionally, the City anticipates using \$463,780 in prior year CDBG funding to complete additional projects outlined in prior year plans.

The City of Lebanon received \$250,000 in HOME funds through the Commonwealth of Pennsylvania since the City is not a HOME entitlement community. The City is not an entitlement Community for Emergency Shelter Grant funds nor HOPWA funding. The City also received CDBG-CV funds to help prevent and prepare for the spread of COVID-19. The funds are being leveraged to help economic development following the major impacts COVID-19 has had on our businesses as well as to address the homelessness needs. The City of Lebanon also received Fiscal Recovery Funds that are being used for a large variety of improvement projects and service programs in City.

The Lebanon County Housing Authority will receive federal funds during FY 2023. The Lebanon County Housing Authority received an annual Capital Fund Program entitlement and receives Section 8 Rental Assistance funds.

**If appropriate, describe publically owned land or property located within the jurisdiction that may be used to address the needs identified in the plan**

CDBG funding will be used to improve existing City public facilities to benefit low and moderate income persons. These public facilities include street and watermain improvements.

**Discussion**

## Annual Goals and Objectives

### AP-20 Annual Goals and Objectives

#### Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Public Facilities and Infrastructure	2020	2024	Non-Housing Community Development	City of Lebanon, PA	Public Facilities	CDBG: \$260,547	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 12110 Persons Assisted
2	Housing Rehabilitation	2020	2024	Affordable Housing	City of Lebanon, PA	Affordable Housing Blight Elimination	CDBG: \$80,000	Homeowner Housing Rehabilitated: 80000 Household Housing Unit
3	Code Enforcement	2020	2024	Blight Elimination	City of Lebanon, PA	Blight Elimination	CDBG: \$130,000	Housing Code Enforcement/Foreclosed Property Care: 20000 Household Housing Unit
4	Public Services	2020	2024	Non-Housing Community Development	City of Lebanon, PA	Public Services	CDBG: \$104,000	Public service activities other than Low/Moderate Income Housing Benefit: 8000 Persons Assisted
5	Administration	2020	2024	Administration	City of Lebanon, PA	Administration	CDBG: \$120,000	Other: 1 Other

**Table 6 – Goals Summary**



## Goal Descriptions

1	<b>Goal Name</b>	Public Facilities and Infrastructure
	<b>Goal Description</b>	Public Facility or Infrastructure Activities for Low/Moderate Income Housing Benefit: 12110 Households Assisted
2	<b>Goal Name</b>	Housing Rehabilitation
	<b>Goal Description</b>	Homeowner Housing Rehabilitated: 4 Household Housing Unit
3	<b>Goal Name</b>	Code Enforcement
	<b>Goal Description</b>	Housing Code Enforcement/Foreclosed Property Care: 2000 Household Housing Unit
4	<b>Goal Name</b>	Public Services
	<b>Goal Description</b>	Public service activities other than Low/Moderate Income Housing Benefit: 8000 Persons Assisted
5	<b>Goal Name</b>	Administration
	<b>Goal Description</b>	Administration of the CDBG Program

# Projects

## AP-35 Projects – 91.220(d)

### Introduction

Activities are direct responses to the needs assessment and market analysis in the 5-Year CP and ongoing consultations and citizen participation. Priority areas include affordable housing, improving facilities and infrastructure, blight elimination and public service. The following chart provides descriptions and the budget for 2023 CDBG activities.

### Projects

#	Project Name
1	Administration
2	Street Improvements
3	First-Time Homebuyer Assistance
4	Code Enforcement
5	Homeowner Rehabilitation Program
6	Crime Prevention

**Table 7 - Project Information**

### Describe the reasons for allocation priorities and any obstacles to addressing underserved needs

All activities will service a low/moderate income area as defined by the Census. Projects serving low-income areas include: street improvements, crime prevention and code enforcement. Homeowner Housing Rehabilitation Program is City-wide but require the individual/family to qualify by income.

**AP-38 Project Summary**  
**Project Summary Information**

1	<b>Project Name</b>	Administration
	<b>Target Area</b>	City of Lebanon, PA
	<b>Goals Supported</b>	Administration
	<b>Needs Addressed</b>	Administration
	<b>Funding</b>	:
	<b>Description</b>	Administration costs for the CDBG Program.
	<b>Target Date</b>	12/31/2023
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	
	<b>Location Description</b>	
	<b>Planned Activities</b>	
2	<b>Project Name</b>	Street Improvements
	<b>Target Area</b>	City of Lebanon, PA
	<b>Goals Supported</b>	Public Facilities and Infrastructure
	<b>Needs Addressed</b>	Public Facilities
	<b>Funding</b>	:
	<b>Description</b>	Resurfacing of City Streets in Low/Mod Census Tracts of Lebanon City.
	<b>Target Date</b>	12/31/2023
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	
	<b>Location Description</b>	
	<b>Planned Activities</b>	
3	<b>Project Name</b>	First-Time Homebuyer Assistance
	<b>Target Area</b>	City of Lebanon, PA
	<b>Goals Supported</b>	Housing Rehabilitation
	<b>Needs Addressed</b>	Affordable Housing Blight Elimination
	<b>Funding</b>	:

	<b>Description</b>	First-Time homebuyer assistance program which provides down payment assistance to low/moderate income individuals/households.
	<b>Target Date</b>	12/31/2023
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	
	<b>Location Description</b>	
	<b>Planned Activities</b>	
<b>4</b>	<b>Project Name</b>	Code Enforcement
	<b>Target Area</b>	City of Lebanon, PA
	<b>Goals Supported</b>	Code Enforcement
	<b>Needs Addressed</b>	Blight Elimination
	<b>Funding</b>	:
	<b>Description</b>	This project is for code enforcement activities to eliminate blight in established areas that are low/moderate income neighborhoods.
	<b>Target Date</b>	12/31/2023
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	
	<b>Location Description</b>	
	<b>Planned Activities</b>	
<b>5</b>	<b>Project Name</b>	Homeowner Rehabilitation Program
	<b>Target Area</b>	City of Lebanon, PA
	<b>Goals Supported</b>	Housing Rehabilitation
	<b>Needs Addressed</b>	Affordable Housing Blight Elimination
	<b>Funding</b>	:
	<b>Description</b>	Homeowner rehabilitation program which provides necessary funding to low/moderate income households for necessary code violation repairs to their home.
	<b>Target Date</b>	12/31/2023

	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	
	<b>Location Description</b>	
	<b>Planned Activities</b>	
<b>6</b>	<b>Project Name</b>	Crime Prevention
	<b>Target Area</b>	City of Lebanon, PA
	<b>Goals Supported</b>	Public Services
	<b>Needs Addressed</b>	Public Services
	<b>Funding</b>	:
	<b>Description</b>	Additional police patrols in areas of the city where necessary and are low/moderate income areas.
	<b>Target Date</b>	
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	
	<b>Location Description</b>	
	<b>Planned Activities</b>	

## **AP-50 Geographic Distribution – 91.220(f)**

### **Description of the geographic areas of the entitlement (including areas of low-income and minority concentration) where assistance will be directed**

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

Low –income census tracts are those where 51 percent or more of the population have income below 80 percent of the median income.

The City is 81.25% low-income. Therefore, the entire City qualifies as a low-income area. Most of the activities to be funded, other than crime prevention and street and water main improvements, are city-wide activities.

### **Geographic Distribution**

<b>Target Area</b>	<b>Percentage of Funds</b>
City of Lebanon, PA	100

**Table 8 - Geographic Distribution**

### **Rationale for the priorities for allocating investments geographically**

The entire City qualifies as a low-income area. Projects are taking place within certain areas of the City based on need.

### **Discussion**

## Affordable Housing

### AP-55 Affordable Housing – 91.220(g)

#### Introduction

The City’s annual goals for affordable housing include the following:

1. Increasing home ownership opportunities for City residents

The City of Lebanon will increase the percentage of first-time homebuyers in the community by providing down-payment assistance. By continuing to pursue increased home ownership among low income households as a goals, the City of Lebanon is supporting increased home ownership by minority households in agreement with national goals.

2. Reduce Housing Blight and Deterioration among Owner Households

Older housing units that require significant maintenance occupied by households with limited incomes results in deferred maintenance leading to disinvestment, declining property values, and possibly abandonment. Supporting programs and activities to assist homeowners in the City of Lebanon to make improvements to housing will protect the existing housing stock in the community. Assisting households with maintaining their housing is also important to sub-populations, such as the elderly and disabled who have fixed and limited incomes, to continue to own their home and avoid being institutionalized or possibly becoming homeless.

<b>One Year Goals for the Number of Households to be Supported</b>	
Homeless	0
Non-Homeless	4
Special-Needs	0
Total	4

**Table 9 - One Year Goals for Affordable Housing by Support Requirement**

<b>One Year Goals for the Number of Households Supported Through</b>	
Rental Assistance	0
The Production of New Units	0
Rehab of Existing Units	4
Acquisition of Existing Units	0
Total	4

**Table 10 - One Year Goals for Affordable Housing by Support Type**



## Discussion

## **AP-60 Public Housing – 91.220(h)**

### **Introduction**

The Lebanon County Housing Authority administers public housing in the City of Lebanon. The Housing Authority has not made any significant changes in the Capital Fund Grant Plan. The agency is listed by HUD as a High performer. The Housing Authority's Five Year Plan for 2020 -2024 is attached as Appendix 5.

### **Actions planned during the next year to address the needs to public housing**

Please see the Lebanon County Housing Authority's Five Year Plan for Fiscal Years 2020-2024, Draft Annual Plan Update 2023.

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

Please see the Lebanon County Housing Authority's Five Year Plan for Fiscal Years 2020-2024, Draft Annual Plan Update 2023.

### **If the PHA is designated as troubled, describe the manner in which financial assistance will be provided or other assistance**

Please see the Lebanon County Housing Authority's Five Year Plan for Fiscal Years 2020-2024, Draft Annual Plan Update 2023.

### **Discussion**

## **AP-65 Homeless and Other Special Needs Activities – 91.220(i)**

### **Introduction**

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

The City's priority homeless objectives are to:

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

### **Describe the jurisdictions one-year goals and actions for reducing and ending homelessness including**

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

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

#### **Addressing the emergency shelter and transitional housing needs of homeless persons**

The Community Action Partnership (CAP) is a County agency that provides an array of services to Lebanon County residents through a variety of programs. A few of the services include rental assistance, shelter assistance, bridge housing and permanent affordable housing, shelter housing, and barrier remediation. Lebanon County Christian Ministries to be able to provide services such as emergency shelters and the Fresh Start Program. Lebanon Rescue Mission provides temporary housing to individuals and families while connecting them to needed services and help to get them a job.

#### **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**

Not applicable.

**Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: 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); or, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs.**

Not applicable.

**Discussion**

## **AP-75 Barriers to affordable housing – 91.220(j)**

### **Introduction:**

Barriers to affordable housing are varied. There are developmental barriers that include land acquisition costs, construction costs and permit fees. Often time developers face timing obstacles that can delay projects due to public funding and financing requirements. Land use barriers such as minimum lot sizes and other dimensional requirements effect density and can create a situation that makes affordable housing development uneconomical. The City of Lebanon requires Zoning Hearing Board approval for variances, conditional uses and special exceptions, which can result in timing delays and additional engineering and design costs.

Currently, purchasing affordable housing has become very difficult. Houses are selling above asking price and are getting many offers which make it very difficult for anyone purchasing a home through a program like the First Time Home Buyer.

The City of Lebanon, Communitiy Health Council of Lebanon County and our Lebanon County Planning Department has partnered together to complete a Housing Analysis looking at our barriers and houseing stock and tangible goals to address the needs in our community. That plan is estaimted to be completed by August 2023.

### **Actions it planned 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**

The City of Lebanon adopted a new Zoning Ordinance in 2020 which helped to remove barriers and create new opportunities for affordable housing.

The Lebanon City Land Bank was also created in 2019 to purchase blighted properties and properties that are sold at the Judicial Tax Sale to rehab and create affordable housing. Most the of properties will be sold to first-time homebuyers.

Additionally, the City has allocated an amount of its annual CDBG entitlement grant to support homeowner rehabilitation program and a first-time homebuyer program. The City also received funds from PA Department of Community and Economic Development HOME Program.

### **Discussion:**

## **AP-85 Other Actions – 91.220(k)**

### **Introduction:**

The City will continue to seek additional funding sources to address underserved needs.

The City continues to pursue and support various activities in an effort to provide an environment that will attract businesses to remain, expand or relocate to the City of Lebanon. An objective of the strategies is to continue to pursue economic development through revitalization and to explore the possibilities stated in the Economic Development Strategic Plan for the City.

### **Actions planned to address obstacles to meeting underserved needs**

The City will continue to cooperate with various social service agencies, low-income housing advocates and affordable housing providers to address the underserved needs of area residents. In order to affirmatively further fair housing, the City in partnership with community organizations hired a consultant to complete a Housing Analysis which is estimated to be completed in August 2023. Additionally, Fair Housing information is on display in public areas of City Hall.

The City has also recently awarded \$1 million in Fiscal Recovery Funds to non-profit service organizations to be able to expand their services to low-income residents of Lebanon City.

### **Actions planned to foster and maintain affordable housing**

CDBG Funds are used to support the City's housing programs, including the Emergency Homeowner Rehabilitation Program and the First-Time Homebuyer Program. The City also has a \$250,000 HOME grant to complete full rehabs to owner occupied houses.

The City of Lebanon created a Land Bank in 2019 to purchase blighted properties and rehab to create affordable housing.

The City has also awarded over \$150,000 in Fiscal Recovery Funds to non-profits like Habitat for Humanity who will use those funds to create affordable housing from blighted properties in the City of Lebanon.

### **Actions planned to reduce lead-based paint hazards**

The guidelines for the City's Housing Rehabilitation program comply with the lead-based paint hazards at 24 CFR 35.

### **Actions planned to reduce the number of poverty-level families**

The resources the City of Lebanon has to reduce the number of persons with incomes below the

poverty

level are limited. The City assists low to moderate income residents through its housing programs.

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

The lower income and higher rate of poverty among the minority households is attributable to lower skills level due to lower levels of education. The low education level indicates lack of skills required to find steady, well-paying employment that offers opportunities for advancement.

To help further education opportunities to low income residents, the City awarded over \$200,000 in Fiscal Recovery Funds to non-profit organizations who are providing education and training certifications.

### **Actions planned to develop institutional structure**

The Community Development Office oversees Lebanon's housing and community development programs and is responsible for all performance measurement activities. The monitoring requirements and procedures under the 2023 Action Plan will utilize existing monitoring systems and experience in administering federal and state programs and funds.

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

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

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

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

Annually, in the preparation of the Consolidated Annual Performance Evaluation Report (CAPER),

the Community Development Office with review whether the specific objectives outlined in this strategic plan are being met. Further, this review will be an opportunity to assess if the strategic plan goals continue to address community priorities and if adequate resources are available to meet the objectives. Community input will be sought in this analysis.

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

The Community Development Office administers Lebanon's Integrated Disbursement and Information System (IDIS). The Community Development Office is also primarily responsible for setting up and administering activities.

### **Actions planned to enhance coordination between public and private housing and social service agencies**

Lebanon's Community Development Office is responsible for enhancing the coordination among housing providers, service agencies, and public entities. During the 2023 program year, the City intends to continue to cooperate with various agencies in the region to meet the housing and supportive needs of residents.

### **Discussion:**

The City of Lebanon continues to interact with the various public and non-profit institutions that provide housing and supportive services to low-income residents.

The City of Lebanon has been blessed with Fiscal Recovery Funds that have been able to greatly help community needs that were existing before the pandemic as well as needs that arose because of the pandemic.



## Program Specific Requirements

### AP-90 Program Specific Requirements – 91.220(I)(1,2,4)

#### Introduction:

#### Community Development Block Grant Program (CDBG)

##### Reference 24 CFR 91.220(I)(1)

Projects planned with all CDBG funds expected to be available during the year are identified in the Projects Table. The following identifies program income that is available for use that is included in projects to be carried out.

1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed	20,000
2. The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan.	0
3. The amount of surplus funds from urban renewal settlements	0
4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan	0
5. The amount of income from float-funded activities	0
<b>Total Program Income:</b>	<b>20,000</b>

#### Other CDBG Requirements

1. The amount of urgent need activities	0
2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan.	100.00%

In Fiscal Year 2023, the City anticipates receiving approximately \$20,000.00 in program income, all of which will be receipted in IDIS and committed to activities. The City does not have any section 108 guarantees, urban renewal settlements, funds returned to the line of credit and float-funded activities.

## Attachments

## Citizen Participation Comments

### **PUBLIC HEARING REGARDING AMENDMENT TO CDBG ANNUAL PLANS FOR FY 2020, 2021, AND 2022**

**November 22, 2022**

A public hearing regarding an amendment to the CDBG Annual Plans for FY 2020, 2021, and 2022 was held in Dixon Council Chamber, City Hall, 735 Cumberland Street, Lebanon, Pa., on the above date, Chairperson Morales presiding.

The hearing was called to order at 4:45 p.m.

Present--Mrs. Haitos, Mr. Martin, Mr. Wertz, and Mr. Morales, Chairperson.  
Absent—Mr. Miller.

Also present were Mayor Sherry L. Capello; Community and Economic Development Administrator Janelle Mendoff; Fire Chief Duane Trautman; and three members of the news media.

Ms. Mendoff reported the purpose of the hearing is to obtain the views and comments of individuals and organizations concerning an amendment to the City's Annual Action Plans for Fiscal Years 2020, 2021, and 2022. The proposed amendments are as follows:

- FY2020
  - Decrease First-Time Homebuyer/Rehabilitation in the amount of \$80,000
- FY2021
  - Decrease Water Main Improvements in the amount of \$140,000
- FY2022
  - Decrease Water Main Improvements in the amount of \$140,000
  - Increase Street Improvements in the amount of \$360,000

Council Chairperson asked if the \$80,000 for the First-Time Homebuyer/Rehabilitation activity for FY 2020 was not used. Ms. Mendoff explained that the City is using other sources of funding for the activity. In addition, the City has funding for a full rehabilitation project. This activity line item is used for emergency rehab such as roof repairs, furnace replacements, etc.

Alisher Aminov, 300 South Lincoln Avenue, Lebanon, asked why the activity for water main improvements is being decreased. Ms. Mendoff explained that each year, the City of Lebanon allocated \$140,000 for water main improvements completed by the City of Lebanon Authority. It has become more difficult to meet the requirements mandated by HUD when using federal funding and also meet the turnaround the City of Lebanon Authority is requesting. In the alternative, the City will budget the \$140,000 for water main improvements using American Rescue Act funding.

Mr. Aminov asked if the funds must be reallocated for specific projects. Ms. Mendoff replied that the funds must be reallocated for an eligible project located in a low- to mod-income census tract.

There being no further questions or comments, the hearing was adjourned at 4:51 p.m.

Cheryl J. Gibson, City Clerk

CONFIRMATION

CITY OF LEBANON  
735 CUMBERLAND ST  
LEBANON PA 17042--523

PO#:

<u>Account</u>	<u>AD#</u>	<u>Ordered By</u>	<u>Tax Amount</u>	<u>Total Amount</u>	<u>Payment Method</u>	<u>Payment Amount</u>	<u>Amount Due</u>
1428100	0005489429	janelle mendoff	\$0.00	\$197.36	Invoice	\$0.00	\$197.36

**Ad Order Notes:**

Sales Rep: OMedrano

Order Taker: OMedrano

Order Created 11/15/2022

<u>Product</u>	<u>Placement</u>	<u>Class</u>	<u># Ins</u>	<u>Start Date</u>	<u>End Date</u>
YOR-Idnews.com	YORW-Legals	Notice Public Hearin	1	11/17/2022	11/17/2022
YOR-LEB Daily News	YOR-Legals	Notice Public Hearin	1	11/17/2022	11/17/2022

Text of Ad: 11/15/2022

**NOTICE OF PUBLIC HEARING  
CITY OF LEBANON**

Notice is hereby given that the City of Lebanon in accordance with the City's Citizen Participation Plan, will hold a public hearing on December 15, 2022. The hearing will be held at 7:00 p.m. in the Pre-Council immediately following a Lebanon City Hall City Council Chamber, 215 Cumberland Street, Lebanon, TN. The purpose of the hearing is as follows:

1. Obtain the views and comments of individuals and organizations concerning the City's housing and community development needs. The information gathered will be used in the preparation of the Annual Action Plan for the One Year 2023 Community Development Block Grant and related programs.

2. Review the City's CDBG Program and provide an opportunity to the public to comment on program performance. Provide an opportunity to discuss the Goals and Objectives for the Five Year Consolidated Plan.

Agencies wishing to request funding must do so in writing by 4:00 p.m. December 23, 2022. The City intends to submit its application for FY 2023 funds to HUD on or about January 1, 2023. The City anticipates that its FY 2023 Community Development Block Grant (CDBG) Program allocation will be \$610,000. Program income in the amount of \$20,000 is also anticipated. All interested individuals and organizations are invited to attend the hearing and offer their views and comments on the housing and community development needs of the City of Lebanon. Individuals who require this information in an alternate format or who require special accommodations at the public hearing may contact the Office of Community & Economic Development at 717-580-2820 or [jeanette@lebanon.org](mailto:jeanette@lebanon.org).

By Order of  
Sherry L. Capello, Mayor  
City of Lebanon

**PUBLIC HEARING REGARDING  
COMMUNITY DEVELOPMENT BLOCK  
GRANT ACTION PLAN FOR FY 2023**

**May 18, 2023**

A public hearing regarding the CDBG FY 2023 Action Plan was held on the above date in Dixon Council Chambers, 735 Cumberland Street, Lebanon, Vice Chairperson Wertz presiding.

The hearing was called to order at 4:46 p.m.

Present—Mrs. Haitos, Mr. Martin, Mr. Miller, and Mr. Wertz, Vice Chairperson.  
Absent—Mr. Morales.

Also present were Mayor Sherry L. Capello; City Solicitor Donna L. Brightbill; Chief of Police Bret Fisher; Director of Public Works Robin Getz; Community and Economic Development Administrator Janelle Mendoff; Director of Administration-Assistant to the Mayor Melissa Quinones; Assistant Fire Chief A.J. Sweitzer; Director of Public Works (incoming) Chad Yeagley; and one person in the audience.

Ms. Mendoff reported that the City anticipates receiving a CDBG entitlement of \$694,547.00, plus \$20,000.00 in program income for FY 2023. The program year runs from January 1 through December 31, 2023.

She reviewed the proposed budget for FY 2023, as follows:

• Public Services - Police	\$ 104,000
• Street Improvements	260,547
• Housing Rehabilitation and Homebuyer Assistance	80,000
• Code Enforcement	130,000
• General Administration	140,000

She reported that in comparison, the City of Lebanon received an entitlement of \$665,566 and program income was \$52,537.76 for FY 2023

There being no further questions or comments, the hearing was adjourned at 4:48 p.m.

Cheryl J. Gibson, City Clerk



CONFIRMATION

CITY OF LEBANON  
735 CUMBERLAND ST  
LEBANON PA 17042--523

PO#:

<u>Account</u>	<u>AD#</u>	<u>Ordered By</u>	<u>Tax Amount</u>	<u>Total Amount</u>	<u>Payment Method</u>	<u>Payment Amount</u>	<u>Amount Due</u>
1428100	0005681007	Janelle Mendoff	\$0.00	\$719.92	Invoice	\$0.00	\$719.92

**Ad Order Notes:**

Sales Rep: jharris2

Order Taker: jharris2

Order Created 04/25/2023

<u>Product</u>	<u>Placement</u>	<u>Class</u>	<u># Ins</u>	<u>Start Date</u>	<u>End Date</u>
YOR-Idnews.com	YORW-Legals	Notice Public Hearin	1	04/27/2023	04/27/2023
YOR-LEB Daily News	YOR-Legals	Notice Public Hearin	1	04/27/2023	04/27/2023

Text of Ad: 04/25/2023

**NOTICE OF PUBLIC HEARING  
HOUSING AND COMMUNITY DEVELOPMENT PLAN  
FY 2023 Community Development Block Grant Program**

**CITY OF LEBANON, PA**

In accordance with the federal regulations at 24 CFR Part 91, the City has prepared a Consolidative Memorandum for Community Planning and Development Programs. The document, known as the Housing and Community Development Plan, is a requirement for direct assistance under certain HUD funding programs including the Community Development Block Grant Program. On an annual basis, the City will describe in written plan for achieving the goals set forth in the Plan. Amendments to the Plan shall also be required if different circumstances arise.

The City of Lebanon will hold a public hearing on Thursday, May 10, 2023, 4:47 p.m. in the Board Room, immediately following its regular council meeting on the 2023 Ann. A. Res. The meeting will be held in City Council Chambers, City Hall, 715 Chestnut Street, Lebanon.

Copies of the FY 2023 Annual Plan are available for public inspection and review from April 20, 2023 through May 26, 2023 at the following location:

Administration Office, City Hall, 715 Chestnut Street, Lebanon  
8:50 AM to 4:30 PM Monday through Friday  
Lebanon City Website: [lebanonpa.org](http://lebanonpa.org)

The 2023 Annual Plan identifies available resources to meet the identified needs. The financial resources the City expects to have available include an estimated grant of \$944,347 of Community Development Block Grant funds and program income in the amount of \$20,070 during the program year which will run from 10/01/2022 through December 31, 2022. The total resources are anticipated to be \$964,417.

The Lebanon Housing Agency will have other funds available including Section 8 assistance and HUD funds for public housing. The agency also obtains funding from the Commonwealth of Pennsylvania and private sources to accomplish the goals outlined in the Consolidated Plan.

The City intends to use the FY 2023 HUD funds in the ways as described below:

PROPOSED BUDGET		
ACTIVITY	Budget	Comments/Location
Public Services Police	\$104,200	Limited to law enforcement of the City as defined by Census
Street Improvements	\$261,247	Public improvement - street lighting, fire hydrants
Housing Rehabilitation and Homeless Assistance	\$80,000	Administered by Housing Element Authority, City-wide
Code Enforcement	\$132,000	Limited to law enforcement
General Administration	\$147,000	Limited to 2.5% of operations, \$200,000 program income
TOTAL	\$714,447	

**Comments on Historic Preservation Activities**

The City will be undertaking an inventory of the activities to be funded in order to identify historic and archaeological resources that may be affected by the activities. By this notice, the City invites interested parties who have an interest in activities that may impact historic and archaeological resources to meet with the city's historic preservation staff at the City of Lebanon, Department of Planning and Urban Development, City Hall, 715 Chestnut Street, Lebanon, PA 17042. The city will be reviewing applications in the next few weeks of the National Council on Historic Preservation and will be in contact with interested parties.

**Comments on Flood Plain Activities**

Pursuant to Executive Order 13808, the City of Lebanon is requesting comments on its proposed program for flood activities that may be located within or may affect a floodplain. The City of Lebanon is requesting to acquire for its public works employees, for assistance in floodplain development, and for the necessary work related to flood plain and wetlands of municipal management. Funds also being for general administrative into the floodplain management. The City will be accepting its review of applications on May 21, 2023. After the findings are published, a public hearing will be provided to the public for comments on the decision.

**Public Comment**

The City of Lebanon must be able to file a Housing and Community Development Plan to the U.S. Department of Housing and Urban Development (HUD) on or before May 31, 2023. City Council will consider the Plan at its regularly scheduled meeting on May 22, 2023 beginning at 2:00 p.m. in City Council Chambers, City Hall. The public hearing will be conducted on a non-meeting day and persons are encouraged to express their views on the Plan at the public hearing or in writing to the Office of Community & Economic Development, City Hall, 715 Chestnut Street, Lebanon, PA 17042. The City will also accept written comments through email to [CEDE@lebanonpa.org](mailto:CEDE@lebanonpa.org). All comments received by the end of business on May 31, 2023 will be reviewed. Persons submitting general comments on their participation in the hearing may call the Office of Community & Economic Development at 717-659-2500. For telecommunication, contact 717-659-2500 or email [CEDE@lebanonpa.org](mailto:CEDE@lebanonpa.org).

By: DORIS M. HINES, Capital, Mayor

Grantee Unique Appendices

FILE OF THE COUNCIL OF THE CITY OF LEBANON, PA.

RESOLUTION 35 SESSIONS 2022-2023

INTRODUCED BY Mr. Christopher J. Miller, May 22, 2023

A RESOLUTION

APPROVING THE FISCAL YEAR 2023 ANNUAL ACTION PLAN FOR THE COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM.

WHEREAS, under Title I of the Housing and Community Development Act of 1974, as amended, the Secretary of the U.S. Department of Housing and Urban Development is authorized to extend financial assistance to communities in the elimination or prevention of slums or urban blight, or activities which will benefit low- and moderate-income persons, or other urgent community development needs; and

WHEREAS, the U.S. Department of Housing and Urban Development has estimated the FY 2023 CDBG entitlement grant to be \$694,547.00 and program income in the amount of \$20,000.00 for a total of 714,547.00.

WHEREAS, the City of Lebanon has prepared a Consolidated Plan for 2020-2024 and an Annual Action Plan for the FY 2023 funding year that assesses the housing needs of extremely low-, low-, and moderate-income households, homeless families and individuals, and others with special needs; and

WHEREAS, the Annual Action Plan for FY 2023 was on public display for 30 days and the City held a series of public hearings on said Annual Action Plan and the comments of various agencies, groups and citizens were taken into consideration in the preparation of the final document.

NOW, THEREFORE, be it Resolved by the Council of the City of Lebanon, and it is hereby resolved by the authority of the same, That:

SECTION 1. The Annual Action Plan for the FY 2023 Community Development Block Grant Program is hereby, in all respects approved and the City Clerk is hereby directed to file a copy of said Annual Action Plan with this resolution.

SECTION 2. The Mayor and City Council are obligated to the conditions that are imposed to the undertaking and carrying out of community development, affordable housing and emergency homeless activities with federal financial assistance, including those relating to (a) the reduction of site occupancy, (b) the prohibition of discrimination because of race, color, age, religion, sex, disability, familial status, or national origin and other assurances as set forth under the certifications.

SECTION 3. The Mayor on behalf of the City of Lebanon is authorized to file an application for financial assistance with the U.S. Department of Housing and Urban Development, which has indicated its willingness to make available a grant to carry out the CDBG Program in the amount of \$694,547.00 and it further authorized to set as an authorized representative of the City of Lebanon to sign any and all documents in regard to these programs.

SECTION 4. The Mayor, on behalf of the City of Lebanon, is hereby authorized to provide assurances and/or certifications as required by the Housing and Community Development Act of 1974, as amended, and the National Affordable Housing Act of 1990, and also any supplemental or revised data which the U.S. Department of Housing and Urban Development may request in connection with the review of this Application.

FILE OF THE COUNCIL OF THE CITY OF LEBANON, PA.

RESOLUTION NO. 35  
SESSION OF 2022-2023

NO. Vol. Page

A RESOLUTION

APPROVING THE FY 2023 ANNUAL ACTION PLAN FOR THE CDBG PROGRAM

INTRODUCED BY

Mr. Christopher J. Miller  
May 22, 2023

PRESENTED TO THE MAYOR

MAY 23 2023

PASSED FINALLY BY THE COUNCIL OF THE CITY OF LEBANON, PA.

MAY 22 2023

APPROVED BY THE MAYOR

MAY 23 2023

*Christopher J. Miller*  
CITY CLERK

PASSED FINALLY BY COUNCIL OF CITY OF LEBANON, PENNA.

MAY 22 2023

Chairperson

*[Signature]*

Clerk

*[Signature]*

MAY 23 2023

Approved

Mayor

*[Signature]*

City Clerk

*[Signature]*

Recorded in Resolution Book \_\_\_\_\_ Page \_\_\_\_\_ of \_\_\_\_\_

City Clerk

*[Signature]*

Grantee SF-424's and Certification(s)

OMB Number: 4340-0004  
 Expiration Date: 10/31/2022

Application for Federal Assistance SF-424		
* 1. Type of Submission: <input type="checkbox"/> Preapplication <input checked="" type="checkbox"/> Application <input type="checkbox"/> Changes/Corrected Application	* 2. Type of Application: <input checked="" type="checkbox"/> New <input type="checkbox"/> Continuation <input type="checkbox"/> Revision	* 3. Revision noted (specify where?) <input type="text"/> * Other (Specify): <input type="text"/>
* 3. Date Received (MM/DD/YY): <input type="text"/>	4. Applicant Identifier: <input type="text"/>	
5a. Federal Entity Identifier: <input type="text"/>	5b. Federal Award Identifier: <input type="text"/>	
State Use Only:		
6. Date Received by State: <input type="text"/>	7. State Application Identifier: <input type="text"/>	
8. APPLICANT INFORMATION:		
* a. Legal Name: <input type="text" value="City of Lebanon"/>		
* b. Employer/Contributor Identification Number (EIN/TIN): <input type="text" value="235811905"/>	* c. DUNS: <input type="text" value="42 626 170 349"/>	
d. Address:		
* Street1: <input type="text" value="758 Cumberland Street"/>	Street2: <input type="text"/>	
* City: <input type="text" value="Lebanon"/>	County/Parish: <input type="text"/>	
* State: <input type="text" value="IN: PENNSYLVANIA"/>	* Country: <input type="text" value="USA: UNITED STATES"/>	
* Zip / Postal Code: <input type="text" value="47042-5275"/>		
e. Organizational Unit:		
Department Name: <input type="text" value="Community Development"/>	Division Name: <input type="text"/>	
f. Name and contact information of person to be contacted on matters involving this application:		
* First Name: <input type="text" value="Nancy"/>	* Last Name: <input type="text" value="Wright"/>	
Middle Name: <input type="text"/>	* Title: <input type="text" value="Community Development Admin"/>	
* Last Name: <input type="text" value="Nancy"/>	Organizational Affiliation: <input type="text"/>	
* Telephone Number: <input type="text" value="317 433 2830"/>	* Fax Number: <input type="text"/>	
* Email: <input type="text" value="jwanda@lebanon.org"/>		

Application for Federal Assistance SF-424	
<b>9. Type of Applicant 1: Select Applicant Type:</b> <input type="checkbox"/> City or Township Government	
Type of Applicant 2: Select Applicant Type: <input type="text"/>	
Type of Applicant 3: Enter Applicant Type: <input type="text"/>	
Other (specify): <input type="text"/> <input type="text"/>	
<b>10. Name of Federal Agency:</b> <input type="text" value="U.S. Dept. of Housing and Urban Development"/>	
<b>11. Catalog of Federal Domestic Assistance Number:</b> <input type="text"/> CFDA Title: <input type="text"/>	
<b>12. Funding Opportunity Number:</b> <input type="text" value="E-20-HC-02-0021"/> Title: <input type="text" value="Community Development Block Grant / Reinvestment"/>	
<b>13. Competition Identification Number:</b> <input type="text"/> Title: <input type="text"/>	
<b>14. Areas Affected by Project (Cities, Counties, States, etc.):</b> <input type="text"/> <input type="button" value="Add Attachment"/> <input type="button" value="Delete Attachment"/> <input type="button" value="View Attachment"/>	
<b>15. Descriptive Title of Applicant's Project:</b> <input type="text" value="City of Lebanon's Community Development Block Grant Projects for FY 2020"/>	
Attach supporting documents as specified in agency instructions. <input type="button" value="Add Attachments"/> <input type="button" value="Delete Attachments"/> <input type="button" value="View Attachments"/>	

**Application for Federal Assistance SF-424**

**16. Congressional Districts Of:**  
 \*a. Applicant: [1500] \*b. Program/Project: [500]

Attach an additional list of Program/Project Congressional Districts if needed

**17. Proposed Project:**  
 \*a. Start Date: [01/01/2023] \*b. End Date: [12/31/2023]

**18. Estimated Funding (\$):**


*a. Federal	980,547.00
*b. Applicant	
*c. State	
*d. Local	
*e. Other	
*f. Program Income	
<b>*g. TOTAL</b>	<b>980,547.00</b>

**\* 19. Is Application Subject to Review By State Under Executive Order 12372 Process?**  
 a. This application was made available to the State under the Executive Order 12372 Process for review on [ ]  
 b. Program is subject to E.O. 12372 but has not been selected by the State for review  
 c. Program is not covered by E.O. 12372.

**\* 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)**  
 Yes  No  
 If "Yes", provide explanation and attach

**21. "By signing this application, I certify (1) to the statements contained in the list of certifications\*\* and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances\*\* and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)**  
 \*\* I AGREE  
 \*\* The list of certifications and assurances, or an internal site where you may obtain this list, is contained in the announcement or agency specific instructions.

**Authorized Representative:**

Prefix: [ ] \* First Name: [Sherry]  
 Middle Name: [ ]  
 \* Last Name: [Capella] Suffix: [ ]  
 \* Title: [Mayor]  
 \* Telephone Number: [717-639-2800] Fax Number: [ ]  
 \* Email: [sherry@lehighcounty.org]  
 \* Signature of Authorized Representative:  \* Date Signed: [05/01/2023]

ASSURANCES - CONSTRUCTION PROGRAMS

OMB Number: 4340-0009  
 Expiration Date: 02/28/2025

Public reporting burden for this collection of information is estimated to average 15 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0042), Washington, DC 20503.

**PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET. SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.**

**NOTE:** Certain of these assurances may not be applicable to your project or program. If you have questions, please contact the Awarding Agency. Further, certain Federal assistance awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

As the duly authorized representative of the applicant, I certify that the applicant:


1. Has the legal authority to apply for Federal assistance, and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project costs) to ensure proper planning, management and completion of project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, the right to examine all records, books, papers, or documents related to the assistance, and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
3. Will not dispose of, modify the use of, or change the terms of the real property title or other interest in the site and facilities without permission and instructions from the awarding agency. Will record the Federal awarding agency directives and will include a covenant in the title of real property acquired in whole or in part with Federal assistance funds to assure non-discrimination during the useful life of the project.
4. Will comply with the requirements of the assistance awarding agency with regard to the drafting, review and approval of construction plans and specifications.
5. Will provide and maintain competent and adequate engineering supervision at the construction site to ensure that the complete work conforms with the approved plans and specifications and will furnish progressive reports and such other information as may be required by the assistance awarding agency or State.
6. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
7. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizations conflict of interest, or personal gain.
8. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards of merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 200, Subpart F).
9. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§1801 et seq.) which prohibits the use of lead based paint in construction or rehabilitation of residence structures.
10. Will comply with all Federal statutes relating to non-discrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1691-1693, and 1681-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of handicap; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§573 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 d-3 and 290 e-3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.

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- 11. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal and federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.
- 12. Will comply with the provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.
- 13. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §674), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327-333) regarding labor standards for federally assisted construction subagreements.
- 14. Will comply with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
- 15. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11736; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) Implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).
- 15. Will comply with the Wild and Scenic Rivers Act of 1958 (16 U.S.C. §§1271 et seq.) relating to protecting components or potential components of the national wild and scenic rivers system.
- 17. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1956, as amended (16 U.S.C. §470); EO 11695 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§469a-1 et seq.).
- 18. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."
- 19. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.
- 20. Will comply with the requirements of Section 106(g) of the Trafficking Victims Protection Act (TVPA) of 2000, as amended (22 U.S.C. 7104) which prohibits grant award recipients or a sub-recipient from (1) Engaging in severe forms of trafficking in persons during the period of time that the award is in effect (2) Procuring a commercial sex act during the period of time that the award is in effect or (3) Using forced labor in the performance of the award or subawards under the award.

SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL	TITLE
	Mayor
APPLICANT ORGANIZATION City of Denver	DATE SUBMITTED 07/15/2021

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**CERTIFICATIONS**

In accordance with the applicable statutes and the regulations governing the consolidated plan regulations, the jurisdiction certifies that:

**Affirmatively Further Fair Housing** --The jurisdiction will affirmatively further fair housing.

**Uniform Relocation Act and Anti-displacement and Relocation Plan** -- It will comply with the acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, (42 U.S.C. 4601-4655) and implementing regulations at 49 CFR Part 24. It has in effect and is following a residential anti-displacement and relocation assistance plan required under 24 CFR Part 42 in connection with any activity assisted with funding under the Community Development Block Grant or HOME programs.

**Anti-Lobbying** --To the best of the jurisdiction's knowledge and belief:

1. No Federal appropriated funds have been paid or will be paid, by or on behalf of it, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement;
2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, it will complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions; and
3. It will require that the language of paragraph 1 and 2 of this anti-lobbying certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

**Authority of Jurisdiction** --The consolidated plan is authorized under State and local law (as applicable) and the jurisdiction possesses the legal authority to carry out the programs for which it is seeking funding, in accordance with applicable HUD regulations.

**Consistency with plan** --The housing activities to be undertaken with Community Development Block Grant, HOME, Emergency Solutions Grant, and Housing Opportunities for Persons With AIDS funds are consistent with the strategic plan in the jurisdiction's consolidated plan.

**Section 3** -- It will comply with section 3 of the Housing and Urban Development Act of 1968 (12 U.S.C. 1701u) and implementing regulations at 24 CFR Part 75.

  
Signature of Authorized Official

5/23/23  
Date

  
Title

## Specific Community Development Block Grant Certifications

The Entitlement Community certifies that:

**Citizen Participation** -- It is in full compliance and following a detailed citizen participation plan that satisfies the requirements of 24 CFR 91.105.

**Community Development Plan** -- Its consolidated plan identifies community development and housing needs and specifies both short-term and long-term community development objectives that have been developed in accordance with the primary objective of the CDBG program (i.e., the development of viable urban communities, by providing decent housing and expanding economic opportunities, primarily for persons of low and moderate income) and requirements of 24 CFR Parts 91 and 570.

**Following a Plan** -- It is following a current consolidated plan that has been approved by HUD.

**Use of Funds** -- It has complied with the following criteria:

1. Maximum Feasible Priority. With respect to activities expected to be assisted with CDBG funds, it has developed its Action Plan so as to give maximum feasible priority to activities which benefit low- and moderate-income families or aid in the prevention or elimination of slums or blight. The Action Plan may also include CDBG-assisted activities which the grantee certifies are designed to meet other community development needs having particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community, and other financial resources are not available (see Optional CDBG Certification).

2. Overall Benefit. The aggregate use of CDBG funds, including Section 108 guaranteed loans, during program year(s) 2023 - 2025 [a period specified by the grantee of one, two, or three specific consecutive program years], shall principally benefit persons of low and moderate income in a manner that ensures that at least 70 percent of the amount is expended for activities that benefit such persons during the designated period.

3. Special Assessments. It will not attempt to recover any capital costs of public improvements assisted with CDBG funds, including Section 108 loan guaranteed funds, by assessing any amount against properties owned and occupied by persons of low and moderate income, including any fee charged or assessment made as a condition of obtaining access to such public improvements.

However, if CDBG funds are used to pay the proportion of a fee or assessment that relates to the capital costs of public improvements (assisted in part with CDBG funds) financed from other revenue sources, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than CDBG funds.

In addition, in the case of properties owned and occupied by moderate-income (not low-income) families, an assessment or charge may be made against the property for public improvements financed by a source other than CDBG funds if the jurisdiction certifies that it lacks CDBG funds to cover the assessment.

**Excessive Force** -- It has adopted and is enforcing:

1. A policy prohibiting the use of excessive force by law enforcement agencies within its jurisdiction against any individuals engaged in non-violent civil rights demonstrations; and

2. A policy of enforcing applicable State and local laws against physically barring entrance to or exit from a facility or location which is the subject of such non-violent civil rights demonstrations within its jurisdiction.

**Compliance with Anti-discrimination laws** – The grant will be conducted and administered in conformity with title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d) and the Fair Housing Act (42 U.S.C. 3601-3619) and implementing regulations.

**Lead-Based Paint** -- Its activities concerning lead-based paint will comply with the requirements of 24 CFR Part 35, Subparts A, B, J, K and R.

**Compliance with Laws** -- It will comply with applicable laws.

ACaplen  
Signature of Authorized Official

5/23/23  
Date

Mayor  
Title