

COUNTY OF BERKS

JOINT CONSOLIDATED PLAN

FFY2014 ACTION PLAN

The County certifies that no person will be denied the benefits of, be excluded from participation in, or otherwise be subjected to discrimination under any program or activity that receives Federal financial assistance because of race, color, religion, sex, national origin, handicap or familial status. Announcement of this policy is in accordance with state and federal laws, including Title I of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, and the Americans with Disabilities Act of 1990.

Any person who feels they have been discriminated against due to handicap should contact Mr. Kenneth Pick, CD Director, at County Services Center - 14th Floor, 633 Court Street, Reading, PA 19601 (610-478-6325).

This document is available, on request, from the Community Development Office in the following accessible formats:

- ! **Audiotape**
- ! **Large Print**
- ! **Braille**
- ! **Computer Disk**

Application for Federal Assistance SF-424

Version 02

***1. Type of Submission:**

- Preapplication
- Application
- Changed/Corrected Application

***2. Type of Application**

- New
- Continuation
- Revision

*** If Revision, select appropriate letter(s)**

***Other (Specify)**

3. Date Received:

N/A

4. Applicant Identifier:

N/A

5a. Federal Entity Identifier:

N/A

***5b. Federal Award Identifier:**

N/A

State Use Only:

6. Date Received by State: N/A

7. State Application Identifier: N/A

8. APPLICANT INFORMATION:

***a. Legal Name:** County of Berks

***b. Employer/Taxpayer Identification Number (EIN/TIN):**

23-6003049

***c. Organizational DUNS:**

043251883

d. Address:

***Street 1:** 633 Court Street

Street 2: _____

***City:** Reading

County: Berks

***State:** Pennsylvania

Province: N/A

***Country:** USA

***Zip / Postal Code** 19601

e. Organizational Unit:

Department Name:

Community Development

Division Name:

N/A

f. Name and contact information of person to be contacted on matters involving this application:

Prefix: Mr.

***First Name:** Kenneth

Middle Name: Lynn

***Last Name:** Pick

Suffix: N/A

Title: C.D. Director

Organizational Affiliation:

N/A

***Telephone Number:** 610-478-6325

Fax Number: 610-478-6326

***Email:** kpick@countyofberks.com

Application for Federal Assistance SF-424

***9. Type of Applicant 1: Select Applicant Type:**

B.County Government

Type of Applicant 2: Select Applicant Type:

B.County Government

Type of Applicant 3: Select Applicant Type:

B.County Government

***Other (Specify)**

N/A

***10 Name of Federal Agency:**

Housing and Urban Development

11. Catalog of Federal Domestic Assistance Number:

14-129

CFDA Title:

Community Development Block Grant

***12 Funding Opportunity Number:**

N/A

***Title:**

N/A

13. Competition Identification Number:

N/A

Title:

N/A

14. Areas Affected by Project (Cities, Counties, States, etc.):

Boroughs and Townships of Berks County

***15. Descriptive Title of Applicant's Project:**

2014 CDBG Entitlement Program Use of Funds

Application for Federal Assistance SF-424

Version 02

16. Congressional Districts Of:

*a. Applicant: 6,15,16,17

*b. Program/Project: 6,15,16,17

17. Proposed Project:

*a. Start Date: 1/1/2014

*b. End Date: 12/31/2014

18. Estimated Funding (\$):

*a. Federal	<u>2,084,865</u>
*b. Applicant	_____
*c. State	_____
*d. Local	_____
*e. Other	_____
*f. Program Income	_____
*g. TOTAL	<u>2,084,865</u>

***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.)**

- Yes No

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 internet site where you may obtain this list, is contained in the announcement or agency specific instructions

Authorized Representative:

Prefix: Mr. *First Name: Christian

Middle Name: Y.

*Last Name: Leinbach

Suffix: _____

*Title: Chair, Board of County Commissioners

*Telephone Number: 610-478-6136

Fax Number: 610-478-6139

* Email: cleinbach@countyofberks.com

*Signature of Authorized Representative: 

*Date Signed: 3/27/14

Application for Federal Assistance SF-424

Version 02

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- Preapplication
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*Other (Specify)

3. Date Received:

N/A

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N/A

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N/A

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N/A

State Use Only:

6. Date Received by State: N/A

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8. APPLICANT INFORMATION:

***a. Legal Name:** County of Berks

***b. Employer/Taxpayer Identification Number (EIN/TIN):**

23-6003049

***c. Organizational DUNS:**

043251883

d. Address:

*Street 1: 633 Court Street

Street 2: _____

*City: Reading

County: Berks

*State: Pennsylvania

Province: N/A

*Country: USA

*Zip / Postal Code 19601

e. Organizational Unit:

Department Name:

Community Development

Division Name:

N/A

f. Name and contact information of person to be contacted on matters involving this application:

Prefix: Mr.

*First Name: Kenneth

Middle Name: Lynn

*Last Name: Pick

Suffix: N/A

Title: C.D. Director

Organizational Affiliation:

N/A

*Telephone Number: 610-478-6325

Fax Number: 610-478-6326

*Email: kpick@countyofberks.com

Application for Federal Assistance SF-424

Version 02

***9. Type of Applicant 1: Select Applicant Type:**

B.County Government

Type of Applicant 2: Select Applicant Type:

B.County Government

Type of Applicant 3: Select Applicant Type:

B.County Government

***Other (Specify)**

N/A

***10 Name of Federal Agency:**

Housing and Urban Development

11. Catalog of Federal Domestic Assistance Number:

14-239

CFDA Title:

Home Investment Partnerships Program

***12 Funding Opportunity Number:**

N/A

***Title:**

N/A

13. Competition Identification Number:

N/A

Title:

N/A

14. Areas Affected by Project (Cities, Counties, States, etc.):

Boroughs and Townships of Berks County

***15. Descriptive Title of Applicant's Project:**

2014 HOME Entitlement Program Use of Funds

Application for Federal Assistance SF-424

Version 02

16. Congressional Districts Of:

*a. Applicant: 6,15,16,17

*b. Program/Project: 6,15,16,17

17. Proposed Project:

*a. Start Date: 1/1/2014

*b. End Date: 12/31/2014

18. Estimated Funding (\$):

*a. Federal	_____	481,469
*b. Applicant	_____	
*c. State	_____	
*d. Local	_____	
*e. Other	_____	433,322
*f. Program Income	_____	00
*g. TOTAL	_____	914,791

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- No

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** I AGREE

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Authorized Representative:

Prefix: Mr. _____ *First Name: Christian _____
Middle Name: Y. _____
*Last Name: Leinbach _____
Suffix: _____

*Title: Chair, Board of County Commissioners

*Telephone Number: 610-478-6136

Fax Number: 610-478-6139

* Email: cleinbach@countyofberks.com

*Signature of Authorized Representative: *Christian Y. Leinbach*

*Date Signed: 3/27/14

Application for Federal Assistance SF-424

Version 02

1. Type of Submission: <input type="checkbox"/> Preapplication <input checked="" type="checkbox"/> Application <input type="checkbox"/> Changed/Corrected Application	2. Type of Application * If Revision, select appropriate letter(s) <input checked="" type="checkbox"/> New <input type="checkbox"/> Continuation <input type="checkbox"/> Revision *Other (Specify) _____
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3. Date Received: N/A	4. Applicant Identifier: N/A
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5a. Federal Entity Identifier: N/A	*5b. Federal Award Identifier:
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State Use Only:

6. Date Received by State: N/A	7. State Application Identifier: N/A
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8. APPLICANT INFORMATION:

*a. Legal Name: County of Berks	
*b. Employer/Taxpayer Identification Number (EIN/TIN): 23-6003049	*c. Organizational DUNS: 043251883

d. Address:

*Street 1:	<u>633 Court Street</u>
Street 2:	_____
*City:	<u>Reading</u>
County:	<u>Berks</u>
*State:	<u>Pennsylvania</u>
Province:	<u>N/A</u>
*Country:	<u>USA</u>
*Zip / Postal Code	<u>19601</u>

e. Organizational Unit:

Department Name: Community Development	Division Name: N/A
--	------------------------------

f. Name and contact information of person to be contacted on matters involving this application:

Prefix: <u>Mr.</u>	*First Name: <u>Kenneth</u>
Middle Name: <u>Lynn</u>	
*Last Name: <u>Pick</u>	
Suffix: <u>N/A</u>	
Title: <u>C.D. Director</u>	

Organizational Affiliation: N/A

*Telephone Number: 610-478-6325	Fax Number: 610-478-6326
--	---------------------------------

*Email: kpick@countyofberks.com
--

Application for Federal Assistance SF-424

Version 02

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B.County Government

Type of Applicant 2: Select Applicant Type:

B.County Government

Type of Applicant 3: Select Applicant Type:

B.County Government

***Other (Specify)**

N/A

***10 Name of Federal Agency:**

Housing and Urban Development

11. Catalog of Federal Domestic Assistance Number:

14-231

CFDA Title:

Emergency Solutions Grant Program

***12 Funding Opportunity Number:**

N/A

***Title:**

N/A

13. Competition Identification Number:

N/A

Title:

N/A

14. Areas Affected by Project (Cities, Counties, States, etc.):

Boroughs and Townships of Berks County

***15. Descriptive Title of Applicant's Project:**

2014 ESG Entitlement Program Use of Funds

Application for Federal Assistance SF-424

Version 02

16. Congressional Districts Of:

*a. Applicant: 6,15,16,17

*b. Program/Project: 6,15,16,17

17. Proposed Project:

*a. Start Date: 1/1/2014

*b. End Date: 12/13/2014

18. Estimated Funding (\$):

*a. Federal	_____	173,658
*b. Applicant	_____	
*c. State	_____	
*d. Local	_____	
*e. Other	_____	160,634
*f. Program Income	_____	0
*g. TOTAL	_____	334,292

***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.)**

- Yes No

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** I AGREE

** The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions

Authorized Representative:

Prefix: Mr. *First Name: Christian

Middle Name: Y.

*Last Name: Leinbach

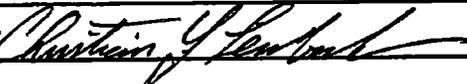
Suffix: _____

*Title: Chair, Board of County Commissioners

*Telephone Number: 610-478-6136

Fax Number: 610-478-6139

* Email: cleinbach@countyofberks.com

*Signature of Authorized Representative: 

*Date Signed: 3/27/14

Expected Resources

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

Introduction

The County of Berks anticipates receiving CDBG, ESG and HOME Program funds.

Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1			Narrative Description
			Annual Allocation: \$	Prior Year Resources: \$	Total: \$	
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	2,084,865	0	2,084,865	Fund will be used for administration, Section 108 loan payment, public facilities/infrastructure, and planning. Funds will not be used to leverage other private, state, or local funds.
			2,084,865	0	2,084,865	
						8,800,000

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$	
HOME	public - federal	Acquisition Homebuyer assistance Homeowner rehab Multifamily rental new construction Multifamily rental rehab New construction for ownership TBRA	481,469	0	0	481,469	Funds will be for administration and affordable housing development. Funds will be used to leverage private and local funds.
							Expected Amount Available Remainder of ConPlan \$ 2,000,000

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1			Narrative Description	
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$		Total: \$
ESG	public - federal	Conversion and rehab for transitional housing Financial Assistance Overnight shelter Rapid re-housing (rental assistance) Rental Assistance Services Transitional housing	173,658	0	0	173,658	Funds will be used for administration, operations & maintenance, and homeless prevention. Funds will be used to leverage private and local funds.
							Expected Amount Available Remainder of ConPlan \$ 800,000

Table 1 - 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

State, local, and private funds will be used to match federal funds as required the ESG and HOME Programs. When appropriate, federal funds will be used to leverage state, local and private 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 Program funds will be used for rehabilitation of several County-owned bridges.

Discussion

None

Annual Goals and Objectives

AP-20 Annual Goals and Objectives - 91.220(c)(3)&(e)

Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Public facilities/infrastructure improvements	2014	2018	Non-Housing Community Development	Armorcast Redevelopment Area Tannery Redevelopment Area Boroughs & Townships	Public Facilities Public Improvements & Infrastructure	CDBG: \$1,529,821	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 5000 Persons Assisted
2	Development of additional affordable housing	2014	2018	Affordable Housing	Boroughs & Townships	Production of new units	HOME: \$433,322	Rental units constructed: 17 Household Housing Unit Homeowner Housing Added: 2 Household Housing Unit
3	Homeless and Special Needs	2014	2018	Homeless Non-Homeless Special Needs	County-wide	Homeless Shelter Homelessness Prevention	ESG: \$160,634	Homeless Person Overnight Shelter: 500 Persons Assisted Homelessness Prevention: 100 Persons Assisted

Table 2 – Goals Summary

Goal Descriptions

1	Goal Name	Public facilities/infrastructure improvements
	Goal Description	None
2	Goal Name	Development of additional affordable housing
	Goal Description	None
3	Goal Name	Homeless and Special Needs
	Goal Description	None

AP-35 Projects - 91.220(d)

Introduction

The following forms outline the County's proposed projects to address community development, affordable housing, and homeless priority needs and objectives listed in the beginning sections of the Joint Consolidated Plan.

#	Project Name
1	Housing
2	Infrastructure/facilities
3	2014/1/HESG14 Berks County
4	Administration/planning

Table 3 – Project Information

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

Projects selected have a high priority. The only obstacle to addressing underserved needs is the lack of sufficient federal, state, and local funding.

AP-38 Project Summary

Project Summary Information

1	Project Name	Housing
	Target Area	County-wide
	Goals Supported	Development of additional affordable housing
	Needs Addressed	Production of new units
	Funding	HOME: \$433,322
	Description	Affordable housing efforts
	Target Date	
	Estimate the number and type of families that will benefit from the proposed activities	
	Location Description	
	Planned Activities	homebuyer project - \$72,220; and development of affordable rental units - \$336,500; single family housing rehabilitation - \$24,598.
2	Project Name	Infrastructure/facilities
	Target Area	Armorcast Redevelopment Area County-wide Tannery Redevelopment Area
	Goals Supported	Public facilities/infrastructure improvements
	Needs Addressed	Public Facilities Public Improvements & Infrastructure
	Funding	CDBG: \$1,690,670
	Description	Infrastructure and public facilities.
	Target Date	

	Estimate the number and type of families that will benefit from the proposed activities
Location Description	
Planned Activities	Section 108 loan payment - \$138,071; Berks Hall renovations at RACC - \$750,000; County bridge rehabilitation - \$363,638; public facility renovations at RACC - \$250,000; public improvements in the Armorcast RA - \$100,000; and public improvements in the Tannery RA - \$66,183.
3 Project Name	2014/1/HESG14 Berks County
Target Area	County-wide
Goals Supported	Homeless and Special Needs
Needs Addressed	Homeless Shelter
Funding	Homelessness Prevention
Description	Rapid Re-housing
Target Date	ESG: \$160,634
	Homeless activities.

Funding	CDBG: \$416,973 HOME: \$48,147 ESG: \$13,024
Description	General administration and planning for the County's grants.
Target Date	
Estimate the number and type of families that will benefit from the proposed activities	
Location Description	
Planned Activities	General administration of CDBG Program - \$296,973; general administration of HESG Program - \$13,024; general administration of HOME Program - \$48,147; general planning - \$120,000.

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

With administration by the Redevelopment Authority, the County will continue to fund its Property Rehabilitation Program which contributes to improving the housing stock of the County and the revitalization efforts of its municipalities. The County intends to continue funding programs and activities which are County-wide in scope, meet an identified community development need, and implement the County's Comprehensive Plan. Finally, the County will allocate sufficient funds to insure the proper planning and administration of its CDBG Program. This policy ensures a fair rationale for allocating investment throughout the entire County based upon local priorities.

Tenant-based assistance from the HOME Program can be used for housing throughout the County. Locations for the rental housing development funded by the Program were chosen by the non-profits and units can be leased by any low/moderate income person.

The emergency shelters are located in the City of Reading but the facilities serve all homeless persons regardless of residence.

The total population of the County is comprised of 88% white and 12% minority. Therefore the County considers any municipality with a minority population of more than 12% as having a minority concentration. The Borough of New Morgan with a total population of 35 and a minority population of 17% is the only one that falls within this definition. No funds have been requested by the Borough and therefore no funds from the 2014 Action Plan have been allocated to the Borough.

Geographic Distribution

Target Area	Percentage of Funds
Second Street Redevelopment Area	0
Armorcast Redevelopment Area	5
County-wide	64
Tannery Redevelopment Area	5
Airport	0
Boroughs & Townships	0

Table 4 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

The County continues to support the efforts of the Redevelopment Authority of Berks County in its implementation of the goals in various redevelopment areas.

Discussion

None

Affordable Housing

AP-55 Affordable Housing - 91.220(g)

Introduction

The County will continue to work with Abilities in Motion (AIM) to identify funding for accessibility modifications for disabled homeowners and tenants.

The County Planning Commission will continue to offer technical assistance to municipalities on land use regulatory issues relating to the development of affordable housing. The Community Development Office will continue to review municipal zoning ordinances for barriers to affordable housing as part of its subrecipient monitoring.

During 2009, the County MH/MR Program provided the Berks County Redevelopment Authority was \$1,500,000 to loan to property owners who will rent to consumers of the County's HealthChoices Program. The loan may be used for acquisition, construction, or rehabilitation of affordable units. Since that time, 3 projects have been funded which have provided 10 affordable units to this special population.

One Year Goals for the Number of Households to be Supported	
Homeless	500
Non-Homeless	0
Special-Needs	0
Total	500

Table 5 - One Year Goals for Affordable Housing by Support Requirement

One Year Goals for the Number of Households Supported Through	
Rental Assistance	0
The Production of New Units	19
Rehab of Existing Units	0
Acquisition of Existing Units	0
Total	19

Table 6 - One Year Goals for Affordable Housing by Support Type

Discussion

New units will consist of 17 rental and 2 homeowner. Homeless households will include those in shelters, rapid re-housing, and homelessness prevention.

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

Introduction

The Berks County Housing Authority administers public housing in the boroughs and townships.

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

The Berks County Housing Authority has no plans to undertake new public housing improvements during 2014. The County's Action Plan does not include any funding for activities to address the needs of public housing.

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

None

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

) N/A

Discussion

None

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

Introduction

The chronic homeless do not represent a significant percentage of the homeless population in Berks County. However, the County has worked with the Berks Coalition to End Homeless on the development of a strategic plan which includes goals and objectives for ending chronic homelessness.

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 County will continue to participate in the Berks Coalition to End Homeless and provide funds to Opportunity House for the implementation of the Homeless Management Information System (HMIS).

Addressing the emergency shelter and transitional housing needs of homeless persons

The County will continue to provide financial support for the homeless shelters of the community.

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

The County is providing funding for the homeless veterans affordable housing project.

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.

The County will continue to provide financial support for the homeless prevention activities of Family Promise and Berks Connections/Pre-trial Services.

Discussion

) See above.

AP-75 Action Plan Barriers to Affordable Housing - 91.220(j)

Introduction

The main barrier to affordable housing is the lack of sufficient federal, state, and local funds to address the problem.

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 County Planning Commission will continue to offer technical assistance to municipalities on land use regulatory issues relating to the development of affordable housing. The Community Development Office will continue to review municipal zoning ordinances for barriers to affordable housing as part of its subrecipient monitoring.

Discussion

The County will continue to investigate funding opportunities for affordable housing.

AP-85 Other Actions - 91.220(k)

Introduction

The County will reduce the hazards presented by units which contain lead-based paint by continuing to analyze existing municipal codes and encouraging the adoption of housing codes which promote lead abatement. It will also continue to support the Berks County Redevelopment Authority's Lead-hazard Control Grant.

The County believes that the housing priorities it has set forth which emphasize priority for very low households, development of a transitional housing arrangements and the development of programs like family self-sufficiency which link housing and social services will assist in reducing the number of households with incomes below the poverty line by 5%.

The County will continue to work with Berks Housing Opportunities, Inc, Housing Development Corporation of Berks, and the Berks County Redevelopment Authority to develop affordable housing. The County will encourage non-profit organizations who have little or no experience in housing development to partner with experienced development organizations.

The County will continue to work with Greater Reading Economic Partnership. The aim of the effort is to try and create greater intergovernmental cooperation for economic development among the 75 municipalities, 62 municipal authorities and 18 school districts. This Initiative will assist the County in the implementation of its Joint Consolidated Plan.

Actions planned to address obstacles to meeting underserved needs

No actions are planned in 2014.

Actions planned to foster and maintain affordable housing

See section on affordable housing.

Actions planned to reduce lead-based paint hazards

In 2012, the Redevelopment Authority of the County of Berks became a subrecipient of the lead hazard control grant of the Pennsylvania Department of Health. The funds will be used to reduce lead hazards in owner-occupied homes located in the boroughs and townships as well as the Ricktown area of the City of Reading.

Actions planned to reduce the number of poverty-level families

No actions are planned in 2014.

Actions planned to develop institutional structure

No actions are planned in 2014. The County believes its current institutional structure is adequate.

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

No actions are planned in 2014. The County believes the current coordination is adequate.

Discussion

None

Program Specific Requirements

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

Introduction

The following is a listing of specific requirements of the CDBG, ESG, and HOME Programs.

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	0
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
Total Program Income:	0

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.	90.00%

**HOME Investment Partnership Program (HOME)
Reference 24 CFR 91.220(l)(2)**

1. A description of other forms of investment being used beyond those identified in Section 92.205 is as follows:

None

2. A description of the guidelines that will be used for resale or recapture of HOME funds when used for homebuyer activities as required in 92.254, is as follows:

The HOME Program requires a participating jurisdiction to impose either resale or recapture requirements for homeownership activities should the property not remain as affordable housing for the minimum period. The County has chosen to recapture the entire amount of HOME Program funds from the homeowner if the property does not continue to be the principal residence of the family for the duration of the period of affordability.

3. A description of the guidelines for resale or recapture that ensures the affordability of units acquired with HOME funds? See 24 CFR 92.254(a)(4) are as follows:

The County has chosen to recapture the entire amount of HOME Program funds from the homeowner if the property does not continue to be the principal residence of the family for the duration of the period of affordability.

4. Plans for using HOME funds to refinance existing debt secured by multifamily housing that is rehabilitated with HOME funds along with a description of the refinancing guidelines required that will be used under 24 CFR 92.206(b), are as follows:

2. The County of Berks will review the management practices of the management agent for the project. Included will be a review of the methodology for maintaining and updating the waiting list for units, income verification procedures, tenant selection practices, accounting practices, etc. The County will require that the project owner and management agent prepare and follow a management plan that conforms with generally accepted plans for multifamily projects such as those funded by the Pennsylvania Housing Finance Agency or HUD.

3. The County will invest HOME Program funds to be used for refinancing only in projects where such investment is necessary to maintain current affordable units.

4. Projects that receive HOME Program funds for refinancing costs must remain affordable in accordance with HOME Program guidelines for a minimum period of fifteen (15) years from the date of completion of rehabilitation on all of the units in the project. However, if the project has a longer period of affordability resulting from some other program restriction (PHFA, LIHTC, etc.), then such

) affordability guidelines apply to the use of the HOME Program funds under this refinancing provision.

5. The use of HOME Program funds for refinancing costs is applicable to any area covered by the CDBG program.

6. HOME Program funds cannot be used to refinance multifamily loans made or insured by any Federal program, including loans made or insured by the CDBG Program.

**Emergency Solutions Grant (ESG)
Reference 91.220(l)(4)**

1. Include written standards for providing ESG assistance (may include as attachment)

See attachment.

2. If the Continuum of Care has established centralized or coordinated assessment system that meets HUD requirements, describe that centralized or coordinated assessment system.

N/A

3. Identify the process for making sub-awards and describe how the ESG allocation available to private nonprofit organizations (including community and faith-based organizations).

The County forwarded copies of all funding requests to the CoC for review and funding recommendations.

4. If the jurisdiction is unable to meet the homeless participation requirement in 24 CFR 576.405(a), the jurisdiction must specify its plan for reaching out to and consulting with homeless or formerly homeless individuals in considering policies and funding decisions regarding facilities and services funded under ESG.

N/A

5. Describe performance standards for evaluating ESG.

The County monitors all of its sub-recipients.

Discussion

None

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, which means it will conduct an analysis of impediments to fair housing choice within the jurisdiction, take appropriate actions to overcome the effects of any impediments identified through that analysis, and maintain records reflecting that analysis and actions in this regard.

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, and implementing regulations at 49 CFR 24; and it has in effect and is following a residential antidisplacement and relocation assistance plan required under section 104(d) of the Housing and Community Development Act of 1974, as amended, in connection with any activity assisted with funding under the CDBG or HOME programs.

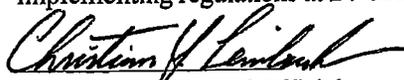
Anti-Lobbying -- To the best of the jurisdiction's knowledge and belief:

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 CDBG, HOME, ESG, and HOPWA funds are consistent with the strategic plan.

Section 3 -- It will comply with section 3 of the Housing and Urban Development Act of 1968, and implementing regulations at 24 CFR Part 135.


Signature/Authorized Official

11/14/2013
Date

Specific CDBG 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 housing and community development plan identifies community development and housing needs and specifies both short-term and long-term community development objectives that provide decent housing, expand economic opportunities primarily for persons of low and moderate income. (See CFR 24 570.2 and CFR 24 part 570)

Following a Plan -- It is following a current consolidated plan (or Comprehensive Housing Affordability Strategy) 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 certifies that 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 activities which the grantee certifies are designed to meet other community development needs having a 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);
2. Overall Benefit. The aggregate use of CDBG funds including section 108 guaranteed loans during program year(s) 2014 - 2016 (a period specified by the grantee consisting 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.

The jurisdiction will not attempt to recover any capital costs of public improvements assisted with CDBG funds, including Section 108, unless CDBG funds are used to pay the proportion of fee or assessment attributable to the capital costs of public improvements financed from other revenue sources. In this case, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than CDBG funds. Also, 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

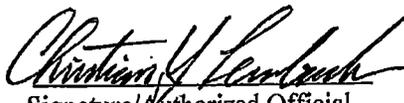
jurisdiction against any individuals engaged in non-violent civil rights demonstrations; and

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 USC 2000d), the Fair Housing Act (42 USC 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.

 11/14/2013
Signature/Authorized Official Date

Chair
Title

Specific HOME Certifications

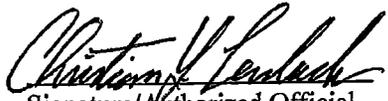
The HOME participating jurisdiction certifies that:

Tenant Based Rental Assistance -- If the participating jurisdiction intends to provide tenant-based rental assistance:

The use of HOME funds for tenant-based rental assistance is an essential element of the participating jurisdiction's consolidated plan for expanding the supply, affordability, and availability of decent, safe, sanitary, and affordable housing.

Eligible Activities and Costs -- it is using and will use HOME funds for eligible activities and costs, as described in 24 CFR § 92.205 through 92.209 and that it is not using and will not use HOME funds for prohibited activities, as described in § 92.214.

Appropriate Financial Assistance -- before committing any funds to a project, it will evaluate the project in accordance with the guidelines that it adopts for this purpose and will not invest any more HOME funds in combination with other Federal assistance than is necessary to provide affordable housing;


Signature/Authorized Official

11/14/2013
Date

Chair
Title

ESG Certifications

The Emergency Solutions Grants Program Recipient certifies that:

Major rehabilitation/conversion – If an emergency shelter's rehabilitation costs exceed 75 percent of the value of the building before rehabilitation, the jurisdiction will maintain the building as a shelter for homeless individuals and families for a minimum of 10 years after the date the building is first occupied by a homeless individual or family after the completed rehabilitation. If the cost to convert a building into an emergency shelter exceeds 75 percent of the value of the building after conversion, the jurisdiction will maintain the building as a shelter for homeless individuals and families for a minimum of 10 years after the date the building is first occupied by a homeless individual or family after the completed conversion. In all other cases where ESG funds are used for renovation, the jurisdiction will maintain the building as a shelter for homeless individuals and families for a minimum of 3 years after the date the building is first occupied by a homeless individual or family after the completed renovation.

Essential Services and Operating Costs – In the case of assistance involving shelter operations or essential services related to street outreach or emergency shelter, the jurisdiction will provide services or shelter to homeless individuals and families for the period during which the ESG assistance is provided, without regard to a particular site or structure, so long the jurisdiction serves the same type of persons (e.g., families with children, unaccompanied youth, disabled individuals, or victims of domestic violence) or persons in the same geographic area.

Renovation – Any renovation carried out with ESG assistance shall be sufficient to ensure that the building involved is safe and sanitary.

Supportive Services – The jurisdiction will assist homeless individuals in obtaining permanent housing, appropriate supportive services (including medical and mental health treatment, victim services, counseling, supervision, and other services essential for achieving independent living), and other Federal State, local, and private assistance available for such individuals.

Matching Funds – The jurisdiction will obtain matching amounts required under 24 CFR 576.201.

Confidentiality – The jurisdiction has established and is implementing procedures to ensure the confidentiality of records pertaining to any individual provided family violence prevention or treatment services under any project assisted under the ESG program, including protection against the release of the address or location of any family violence shelter project, except with the written authorization of the person responsible for the operation of that shelter.

Homeless Persons Involvement – To the maximum extent practicable, the jurisdiction will involve, through employment, volunteer services, or otherwise, homeless individuals and families in constructing, renovating, maintaining, and operating facilities assisted under the ESG program, in providing services assisted under the ESG program, and in providing services for occupants of facilities assisted under the program.

Consolidated Plan – All activities the jurisdiction undertakes with assistance under ESG are consistent with the jurisdiction's consolidated plan.

Discharge Policy – The jurisdiction will establish and implement, to the maximum extent practicable and where appropriate policies and protocols for the discharge of persons from

publicly funded institutions or systems of care (such as health care facilities, mental health facilities, foster care or other youth facilities, or correction programs and institutions) in order to prevent this discharge from immediately resulting in homelessness for these persons.

Christina J. Lambrecht
Signature/Authorized Official

11/14/2013
Date

Chair
Title