

**CITY OF EASTON  
NORTHAMPTON COUNTY, PA**

**ACTION PLAN FOR FY 2008  
(JANUARY 1, 2008 – DECEMBER 31, 2008)**

**For the  
CONSOLIDATED PLAN  
FY 2005 - 2009  
JANUARY 1, 2005 - DECEMBER 31, 2009**

**NOVEMBER, 2007**

**MAYOR**  
Philip B. Mitman

**COUNCIL**  
Sandra Vulcano  
Daniel Corpora  
Pamela Panto  
Ken Brown  
Carole Heffley

**PREPARED BY:**  
City of Easton  
Department of Planning and Economic Development  
One South Third Street  
Easton, PA 18042  
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Telephone: 610-250-6721

**ASSISTED BY:**  
Mullin & Lonergan Associates, Inc.  
Philadelphia - Pittsburgh, Pennsylvania

**CITY OF EASTON  
FY 2008 ACTION PLAN**

**FOR THE FIVE-YEAR CONSOLIDATED PLAN  
(FY 2005 – 2009)**

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**A. Standard Form 424**

Following this page is HUD Standard Form 424 as signed by the Mayor. The Certifications are contained in Appendix 1 of this CP.

**APPLICATION FOR  
FEDERAL ASSISTANCE**

<b>1. TYPE OF SUBMISSION:</b> Application <input checked="" type="checkbox"/> Construction <input type="checkbox"/> Non-Construction		Pre-application <input type="checkbox"/> Construction <input type="checkbox"/> Non-Construction	<b>2. DATE SUBMITTED</b> 11/15/07	Applicant Identifier B-06-MC-42-0006	
			<b>3. DATE RECEIVED BY STATE</b>	State Application Identifier	
			<b>4. DATE RECEIVED BY FEDERAL AGENCY</b>	Federal Identifier	
<b>5. APPLICANT INFORMATION</b>					
Legal Name: City of Easton, Pennsylvania			<b>Organizational Unit:</b> Department: Department of Planning and Economic Development		
Organizational DUNS: 09-075-6446			Division:		
<b>Address:</b> Street: One South Third Street, 3rd Floor			<b>Name and telephone number of person to be contacted on matters involving this application (give area code)</b>		
City: Easton			Prefix: Ms.	First Name: Barbara	
County: Northampton			Middle Name		
State: PA			Last Name Kowitz		
Zip Code 18042			Suffix:		
Country: US			Email: bkowitz@easton-pa.gov		
<b>6. EMPLOYER IDENTIFICATION NUMBER (EIN):</b> 24-6000693			Phone Number (give area code) 610-250-6721	Fax Number (give area code) 610-250-6607	
<b>8. TYPE OF APPLICATION:</b> <input checked="" type="checkbox"/> New <input type="checkbox"/> Continuation <input type="checkbox"/> Revision If Revision, enter appropriate letter(s) in box(es) (See back of form for description of letters.) Other (specify) <input type="checkbox"/> <input type="checkbox"/>			<b>7. TYPE OF APPLICANT:</b> (See back of form for Application Types) Other (specify)		
<b>10. CATALOG OF FEDERAL DOMESTIC ASSISTANCE NUMBER:</b> 14-218			<b>9. NAME OF FEDERAL AGENCY:</b> US Department of Housing and Urban Development		
TITLE (Name of Program): Community Development Block Grant			<b>11. DESCRIPTIVE TITLE OF APPLICANT'S PROJECT:</b> City of Easton's Community Development Block Grant Program for the 34th Year		
<b>12. AREAS AFFECTED BY PROJECT</b> (Cities, Counties, States, etc.): City of Easton, Northampton County, PA					
<b>13. PROPOSED PROJECT</b> Start Date: 1/1/08			<b>14. CONGRESSIONAL DISTRICTS OF:</b> a. Applicant 15		
Ending Date: 12/31/08			b. Project 15		
<b>15. ESTIMATED FUNDING:</b>			<b>16. IS APPLICATION SUBJECT TO REVIEW BY STATE EXECUTIVE ORDER 12372 PROCESS?</b>		
a. Federal	\$	906,000 <sup>00</sup>	a. Yes. <input type="checkbox"/> THIS PREAPPLICATION/APPLICATION WAS MADE AVAILABLE TO THE STATE EXECUTIVE ORDER 12372 PROCESS FOR REVIEW ON		
b. Applicant	\$	<sup>00</sup>	DATE:		
c. State	\$	<sup>00</sup>	b. No. <input checked="" type="checkbox"/> PROGRAM IS NOT COVERED BY E. O. 12372		
d. Local	\$	<sup>00</sup>	<input type="checkbox"/> OR PROGRAM HAS NOT BEEN SELECTED BY STATE FOR REVIEW		
e. Other prior year reprogrammed	\$	<sup>00</sup>			
f. Program Income	\$	<sup>00</sup>	<b>17. IS THE APPLICANT DELINQUENT ON ANY FEDERAL DEBT?</b>		
g. TOTAL	\$	906,000 <sup>00</sup>	<input type="checkbox"/> Yes If "Yes" attach an explanation. <input checked="" type="checkbox"/> No		
<b>18. TO THE BEST OF MY KNOWLEDGE AND BELIEF, ALL DATA IN THIS APPLICATION/PREAPPLICATION ARE TRUE AND CORRECT. THE DOCUMENT HAS BEEN DULY AUTHORIZED BY THE GOVERNING BODY OF THE APPLICANT AND THE APPLICANT WILL COMPLY WITH THE ATTACHED ASSURANCES IF THE ASSISTANCE IS AWARDED.</b>					
<b>a. Authorized Representative</b>					
Prefix Mr.		First Name Philip		Middle Name B,	
Last Name Mitman		Suffix			
b. Title Mayor		c. Telephone Number (give area code) 610-250-6610			
d. Signature of Authorized Representative		e. Date Signed			

## B. EXECUTIVE SUMMARY

The City of Easton, Northampton County, Pennsylvania has prepared the Action Plan as required under 24 CFR 91.220. The Action Plan for FY 2008 is being completed to identify the activities to be funded with the City of Easton's Community Development Block Grant program funds that it will receive during the program year.

The FY 2008 Action Plan has been developed in accordance with Title I of the Cranston-Gonzalez National Affordable Housing Act and pursuant to the requirements of HUD. The City of Easton Department of Planning and Economic Development prepared the FY 2008 Action Plan under the direction of the Mayor and City Council.

To develop the Action Plan for FY 2008, the City of Easton considered the priority needs identified in the Five-Year Consolidated Plan (CP) for FY 2005 to 2009. To further develop input, the City of Easton conducted a public needs hearing. The public needs hearing was held on Wednesday September 12, 2007 at 6:00 pm in the City Council Chamber at City Hall. The public needs hearing was advertised in *The Express Times*.

A summary of the FY 2008 Action Plan was published in *The Express Time* on Friday September 28. The summary identified that the FY 2008 Action Plan is on display for a 30-day review and comment period beginning on September 28. The notice announced that a second public hearing on the draft FY 2007 Action Plan will be held on Wednesday October 10, 2007 at 6:00 pm in Council Chambers at City Hall.

On Friday September 28, 2007, the FY 2007 Action Plan was placed at the following locations in the City Easton for public review.

City Clerk's Office  
Easton Government Center, 5<sup>th</sup> Floor  
One South Third Street

County Government Services Center  
Washington and Seventh Streets

Easton Public Library  
Church and Sixth Streets

Easton Area Neighborhood Centers  
902 Philadelphia Road

The public review period was from September 28, 2007 to October 24, 2007. The City Council approved the submittal of the FY 2008 Action to HUD on November 7, 2007. Documentation of the Citizen Participation process is included in Appendix 2 of this Action Plan.

No citizen comments were received during the comment period.

During the year, the City of Easton will fund activities in furtherance of the goals and priorities identified in the Strategic Plan for the five years from 2005 to 2009.

- **Goal - 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 Easton to make improvements to housing will protect the existing 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. Rehabilitation may also provide opportunities for reduction of density in very densely settled areas with rehabilitation including converting vacant unproductive multi-family dwellings to single-family dwellings.

- **Goal - Increase Home Ownership**

Home ownership is positively linked to family stability, improved property maintenance, improved residential satisfaction, and increased civic participation. Expanding home ownership among low income households in the City of Easton is a way to contribute to community improvement as well as individual satisfaction. A home is the major source of savings for most households, particularly low income households, who are unlikely to own stocks and may not be in a retirement program. As such home ownership supports economic stability. For households without a retirement savings program, a home can be an asset to be cashed in to help finance the transition to a new way of life. For other households, a home is something that can be used right away, through a home equity loan. Finally, when a person gets old, the asset value of the home can be traded in for needed health and home care services through a reverse mortgage. The City of Easton will consider the challenge of increasing the percentage of homeowners in the community by assisting current City residents who are renting to make the transition to home ownership. The information reported in Part 2 of this CP shows there is overlap between low income households and minority households. By pursuing increased home ownership among low income households as a goal, the City of Easton is supporting increased home ownership by minority households in agreement with national goals.

- **Goal - Reduce Housing Blight and Deterioration Among Renter Households**

Rental housing is a major component of the housing stock in the City of Easton particularly among extremely low and very low income households. Improving rental housing will reduce the potential for renters to experience a housing crisis and allow them to improve the overall status of their lives. It will also assist households with avoiding homelessness. As households improve their living status, they may graduate to home ownership. Households who have a positive experience as a renter in the City are more likely to choose to remain in Easton and become active participants in the community to the benefit of everyone. Supporting programs and activities to assist renter households will protect the existing stock in the community and expand the tax base, again improving the living status of the entire community.

- **Goal - Helping Low Income Persons Avoid Homelessness**

The homeless prevention services are administered by a combination of public and private agencies. There is a high degree of coordination of services in the Lehigh Valley through the Lehigh Valley Coalition on Affordable Housing and the Lehigh Valley Local Housing Option Team.

The CoC outlines two pilot projects that focus on preventing homelessness among the forensic population through training and through the development of specific housing options and linkages. Both projects target individuals coming out of State facilities that are considered most at risk of becoming homeless, including those who have “maxed out” of State Correctional Institutions (SCI’s) and Community Correction Centers (CCC’s). The SC will monitor the pre-release pilot linking people leaving jails with medical assistance, and will undertake activities to prevent homelessness among youth aging out of the foster care system. The Northeast RHAB will continue to work with the county jails in the region to develop discharge policies for people leaving the county criminal justice system.

- **Goal - Improve Public Facilities**

Public facilities in Easton are important to supporting the quality of life by providing spaces for provision of services, holding of events that bring the community together, and addressing public safety concerns. They also support needs for open space and recreational needs in the urban setting. The City will continue to support these community development needs.

High priorities are assigned to:

- park and/or recreation facilities, which will be a major focus over the next five years. The City will provide funds in support of improvement of existing parks. Also, Easton will undertake development of the Bushkill Creek Open Space Corridor in an area of the City along the Creek from about 13<sup>th</sup> Street to the Delaware River.

The project will involve improving open space and recreational opportunities along the Creek, redevelopment of the old silk mills that adjoin the Creek for mixed use opportunities, and other economic development improvements along 3<sup>rd</sup> Street near the existing downtown. Cost is expected to about \$3,000,000. The City has been awarded \$950,000 from the State in support of the project.

- parking facilities,
- non-residential historic preservation and rehabilitation, and other public facility needs, including but not limited to public safety equipment.

- **Goal – Improve and Maintain Infrastructure**

As an older community, the infrastructure in the City is dated and in need of repair and upgrading. There also is the need for maintenance of infrastructure to avoid neglect that will result in costly future replacement. Maintaining and improving the infrastructure is important in support of the long-term viability of the City of Easton as a place to live, operate a business, and to work.

High priorities are assigned to:

- sewer/water improvements focusing on reducing leakage and infiltration of the old infrastructure in Easton,
- comprehensive street, including milling, curb, and sidewalk improvements, including accessibility improvements,
- flood drain/stormwater improvements,
- fire hydrants, and
- stormwater improvements.

- **Goal – Support Vital Public Services**

There are varied public services available in the community to address human service needs. There continues to be service needs that are important to the long-term ability of persons in Easton to live independently and to improve their economic status. The City of Easton will continue to support innovative services that address outstanding needs that provide a benefit to wide sectors of the community.

High priority assignments include:

- handicapped services,
- youth services,
- crime awareness and public safety,
- budget and financial counseling,  
life skills and other education for adults.

- **Goal** – Continuation of activities and programs in support of a stable and balanced economic base. Provide for a variety of goods and services and employment opportunities.

Downtown revitalization is an on-going process in the City. Easton continues to develop business and investment has been expanding as a result of tourism, successful historic preservation activities, and renewal of numerous properties in and around the downtown. There continues to be the need to focus on economic development with attracting new businesses and retaining and expanding existing ones. Economic development will continue to be important to the overall revitalization of the community.

High priority needs are established for:

- micro-enterprise technical assistance

- **Planning and Administration.**

High priorities have been given to:

- planning,
- general program administration, and
- indirect costs.

## C. RESOURCES & OBJECTIVES

### Federal Resources

- CDBG -\$906,000 FY 2008 Entitlement.

The above identifies the resources that will be available to the City of Easton to fund its FY 2008 Community Development Block Grant Program (CDBG). The FY 2008 entitlement amount is anticipated to be approximately \$906,000. In addition, the City does not anticipate receiving funds through program income in 2008. The City has allocated the entire \$906,000 to specific projects reported on the Consolidated Plan Listing of Projects contained in this part.

### Other Resources

The City of Easton may receive HOME funds through the Commonwealth of Pennsylvania. The City is also seeking designation as an Elm Street Community and a Main Street Community. The designations will provide opportunities for funding, which will be used to leverage CDBG funds. The State has awarded Easton \$950,000 to assist with undertaking the Bushkill Creek Open Space Corridor. Funds have also been awarded for expansion of the State Street Theater.

The Easton Housing Authority (EHA) anticipates receipt of about \$875,000 in Public Housing Capital Fund to be used to correct physical and management deficiencies in its public housing development and to achieve efficiency and economy.

EHA also administers 311 Section 8 Public Housing Choice Vouchers. All 311 Section 8 vouchers are in use.

Providers serving the City will receive funds through the McKinney Continuum of Care Grant in order to provide administrative oversight in the development and provision of housing for the homeless and supportive services. The providers work cooperatively through a Continuum of Care Committee (CoC) that is coordinated through the State. The PA Steering Committee on Homelessness (SC) is the lead entity for the CoC. A Regional Homeless Advisory Board (RHAB) with representation from each of the Counties participating in the CoC meets regularly throughout the year. The RHAB is composed of representatives of service agencies that work with diverse sub-populations of the homeless. The RHAB's roles include formulation and monitoring of goals and action steps, the identification and analysis of unmet needs, the determination of regional priorities, and the review and ranking of all regional projects submitted for McKinney-Vento funding under the CoC.

Community Services Block Grant (CSBG) program is a Federal grant program administered by the State. Community Action Committee of the Lehigh Valley (CACLV), an anti-poverty agency serving the Lehigh Valley, administers CSBG funds in the City of Easton. Funds are used for a wide range of services and activities to support self-sufficiency. Funds are targeted to persons whose income does not exceed 125 percent of the Federal poverty level. CACLV also administer Homeowner's Emergency Mortgage Assistance Program (HEMAP) funds from the Pennsylvania Housing Finance Agency to provide foreclosure abatement. CACLV administers Low Income Home Emergency Assistance Program (LIHEAP) from the State providing assistance with utilities along with emergency repair or replacement of heating systems in cold weather. CACLV also administers the Pennsylvania Department of Community and Economic Development's Weatherization Assistance Program. Services include no cost insulation, caulking, and weather stripping to income eligible households.

## D. ACTIVITIES TO BE UNDERTAKEN

The following table provides a summary of the activities to be undertaken, the priority it achieves, and the amount of funding by funding source. Following the table are HUD activity forms for each of the activities to be funded. The forms provide detail on each activity including location, eligibility, and fundability.

### Activities to be Undertaken

Priority	Activity	Strategic Plan Priority Need Level	National Objective	Amount (\$)
Public Facilities	Recreation Improvements	H	LMA	84,800
	Fire Equipment – thermal imaging camera	M	LMA	12,000
	<b>Subtotal</b>			<b>96,800</b>
Infrastructure	Street Improvements – reconstruction, drainage	H	LMA	100,000
	Streetscape Improvements – trash cans, street signs, benches	H	LMA	10,000
	Tree Planting – LMI qualified neighborhoods	H	LMA	20,000
	<b>Subtotal</b>			<b>130,000</b>
Public Services	Easton Area Neighborhood Center – life services	H	LMC	30,000
	ProJeCt of Easton - Easton Middle School Success Program	M	LMC	13,000
	Community Action Committee – home owner counseling	H	LMH	5,000
	Crime awareness - community policing	H	LMA	70,000
	<b>Subtotal</b>			<b>118,000</b>
Housing	Code Enforcement	H	LMA	200,000
	<b>Subtotal</b>			<b>200,000</b>
Economic Development	Technical assistance to Bushkill Creek Corridor busniesses	H	LMA	40,000
Loan Repayment	Section 108 Loan Repayment – Neighborhood Redevelopment	H	N/A	140,000
	Program Administration	H	N/A	181,200
<b>Program Total (includes program income)</b>				<b>906,000</b>

**Table 3  
Consolidated Plan Listing of Projects**

**Applicant's Name** City of Easton

**Priority Need**  
Public Facility

**Project Title**  
Recreation Improvements

**Project Description**  
Improvements to be made to parks and recreation facilities throughout the City. Improvements include the installation of new playground equipment, installation of safety surfaces at playgrounds, court resurfacing, installation of benches and trash receptacles, improvements to backstops and ball fields, replacement of backboards and basketball hoops, improvements to Heil Park Pool facility, improvements to Center Square Park. The improvements will take place at sites throughout the City and will therefore have a city-wide benefit. The City anticipates using 08 funds for improvements to the Heil Park Pool facility, basketball court improvements and the installation of new playground equipment.

**Location**  
low income eligible areas CT 142 BG 1, 2, 3, 4, 5; CT 143 BG 1,2,3; CT 145 BG 2, CT 146 BG 1, 2

Objective Number	Project ID	<b>Funding Sources:</b>	
HUD Matrix Code 03F	CDBG Citation 570.201(c)	CDBG	84,800
Type of Recipient Local Government	CDBG National Objective 570.208(a)(1)	ESG	
Start Date (mm/dd/yyyy) 1/1/08	Completion Date (mm/dd/yyyy) 12/31/08	HOME	
Performance Indicator 11 Public Facilities	Annual Units 2 facilities	HOPWA	
Local ID	Units Upon Completion	Total Formula	
		Prior Year Funds	
		Assisted Housing	
		PHA	
		Other Funding	
		Total	84,800

The primary purpose of the project is to help:  the Homeless  Persons with HIV/AIDS  Persons with Disabilities  Public Housing Needs

**Table 3**  
**Consolidated Plan Listing of Projects**

**Applicant's Name** City of Easton

**Priority Need**  
Infrastructure

**Project Title**  
Streetscape Improvements

**Project Description**  
Various streetscape improvements including but not limited to trash receptacles, street signs and benches

**Location**  
low income eligible areas CT 142 BG 1, 2, 3, 4, 5; CT 143 BG 1,2,3; CT 145 BG 2, CT 146 BG 1, 2

Objective Number	Project ID
HUD Matrix Code 03K	CDBG Citation 570.201(c)
Type of Recipient Local Government	CDBG National Objective 570.208(a)(1)
Start Date (mm/dd/yyyy) 1/1/08	Completion Date (mm/dd/yyyy) 12/31/08
Performance Indicator 01 People	Annual Units 15,351 people
Local ID	Units Upon Completion

**Funding Sources:**

CDBG	10,000
ESG	
HOME	
HOPWA	
Total Formula	
Prior Year Funds	
Assisted Housing	
PHA	
Other Funding	
Total	10,000

The primary purpose of the project is to help:  the Homeless  Persons with HIV/AIDS  Persons with Disabilities  Public Housing Needs

**Table 3  
Consolidated Plan Listing of Projects**

**Applicant's Name** City of Easton

**Priority Need**  
Public Facility

**Project Title**  
Fire Equipment Purchase

**Project Description**  
Purchase thermal imaging camera.

**Location**  
CT 142 BG 1, 2, 3, 4, 5; CT 143 BG 1,2,3; CT 145 BG 2, CT 146 BG 1, 2

Objective Number	Project ID
HUD Matrix Code 030	CDBG Citation 570.201(c)
Type of Recipient Local Government	CDBG National Objective 570.208(a)(1)
Start Date (mm/dd/yyyy) 1/1/08	Completion Date (mm/dd/yyyy) 12/31/08
Performance Indicator 11 Public Facility	Annual Units 1 Public Facility
Local ID	Units Upon Completion

**Funding Sources:**

CDBG	12,000
ESG	.....
HOME	.....
HOPWA	.....
Total Formula	.....
Prior Year Funds	.....
Assisted Housing	.....
PHA	.....
Other Funding	.....
Total	12,000

The primary purpose of the project is to help:  the Homeless  Persons with HIV/AIDS  Persons with Disabilities  Public Housing Needs

**Table 3**  
**Consolidated Plan Listing of Projects**

**Applicant's Name** City of Easton

**Priority Need**  
Infrastructure

**Project Title**  
Street Improvements

**Project Description**

Continuation of program to improve streets in low income areas. The activity includes roadway milling and curb and gutter reconstructions and alleviation of water run-off problems due to increased road heights. Streets to be improved are identified during the program year.

**Location**

CT 142 BG 1, 2, 3, 4, 5; CT 143 BG 1,2,3; CT 145 BG 2, CT 146 BG 1, 2

Objective Number	Project ID
HUD Matrix Code 03K	CDBG Citation 570.201(c)
Type of Recipient Local Government	CDBG National Objective 570.208(a)(1)
Start Date (mm/dd/yyyy) 1/1/08	Completion Date (mm/dd/yyyy) 12/31/08
Performance Indicator 01 People	Annual Units 15,351 people
Local ID	Units Upon Completion

**Funding Sources:**

CDBG	100,000
ESG	
HOME	
HOPWA	
Total Formula	
Prior Year Funds	
Assisted Housing	
PHA	
Other Funding	
<b>Total</b>	<b>100,000</b>

The primary purpose of the project is to help:  the Homeless  Persons with HIV/AIDS  Persons with Disabilities  Public Housing Needs

**Table 3**  
**Consolidated Plan Listing of Projects**

**Applicant's Name** City of Easton

**Priority Need**  
Infrastructure

**Project Title**  
Tree Plantings

**Project Description**  
Planting seven to eight trees in low income areas of the City.

**Location**  
CT 142 BG 1, 2, 3, 4, 5; CT 143 BG 1,2,3; CT 145 BG 2, CT 146 BG 1, 2

Objective Number	Project ID
HUD Matrix Code 03N	CDBG Citation 570.201(c)
Type of Recipient Local Government	CDBG National Objective 570.208(a)(1)
Start Date (mm/dd/yyyy) 1/1/08	Completion Date (mm/dd/yyyy) 12/31/08
Performance Indicator 11 Public Facilities	Annual Units 7 public facility
Local ID	Units Upon Completion

<b>Funding Sources:</b>	
CDBG	20,000
ESG	
HOME	
HOPWA	
Total Formula	
Prior Year Funds	
Assisted Housing	
PHA	
Other Funding	
Total	20,000

The primary purpose of the project is to help:  the Homeless  Persons with HIV/AIDS  Persons with Disabilities  Public Housing Needs

**Table 3**  
**Consolidated Plan Listing of Projects**

**Applicant's Name** City of Easton

**Priority Need**  
Public Service

**Project Title**  
Easton Area Neighborhood Center

**Project Description**

Provide case workers for Clients to Success (CTS), a computerized intake program with intake and assessment process, prepare goal planning, review and update case records, and develop discharge plans and negotiate ongoing individual or family supports and services. Work with low income clients to improve self-sufficiency and independence, coordinate services provided in other social service delivery systems, assist in efforts to increase financial stability, decrease the rate of homelessness, assist in securing and sustaining affordable housing, and provide basic needs.

**Location**

639 Northampton Street, Easton 18042, service available to all income qualified residents

Objective Number	Project ID
HUD Matrix Code 05H	CDBG Citation 570.201(e)
Type of Recipient Subrecipient Private	CDBG National Objective 570.208(a)(2)
Start Date (mm/dd/yyyy) 1/1/08	Completion Date (mm/dd/yyyy) 12/31/08
Performance Indicator 01 People	Annual Units 200 people
Local ID	Units Upon Completion

**Funding Sources:**

CDBG	30,000
ESG	
HOME	
HOPWA	
Total Formula	
Prior Year Funds	
Assisted Housing	
PHA	
Other Funding	
Total	30,000

The primary purpose of the project is to help:  the Homeless  Persons with HIV/AIDS  Persons with Disabilities  Public Housing Needs

**Table 3**  
**Consolidated Plan Listing of Projects**

**Applicant's Name** City of Easton

**Priority Need**  
Public Service

**Project Title**  
ProJeCT of Easton

**Project Description**  
Support for Wraparound and Life Skills Training components of the Easton Middle School Success Program assisting 5<sup>th</sup> and 6<sup>th</sup> grade students achieve success in school.

**Location**  
320 Ferry Street, Easton 18042, service available to all income qualified residents

Objective Number	Project ID	<b>Funding Sources:</b>	
HUD Matrix Code 05L	CDBG Citation 570.201(e)	CDBG	13,000
Type of Recipient Subrecipient Private	CDBG National Objective 570.208(a)(2)	ESG	
Start Date (mm/dd/yyyy) 1/1/08	Completion Date (mm/dd/yyyy) 12/31/08	HOME	
Performance Indicator 01 People	Annual Units 100 youth	HOPWA	
Local ID	Units Upon Completion	Total Formula	
		Prior Year Funds	
		Assisted Housing	
		PHA	
		Other Funding	
		Total	13,000

The primary purpose of the project is to help:  the Homeless  Persons with HIV/AIDS  Persons with Disabilities  Public Housing Needs

**Table 3**  
**Consolidated Plan Listing of Projects**

**Applicant's Name** City of Easton

**Priority Need**  
Public Service

**Project Title**  
Community Policing

**Project Description**  
Funds will be used for graffiti removal program, Route 222 (anti-gang) Corridor Project, and increased patrols.

**Location**  
CT 142 BG 1, 2, 3, 4, 5; CT 143 BG 1, 2, 3; CT 144 BG 1, 2, 3; CT 145 BG 2; CT 146 BG 1, 2

Objective Number	Project ID
HUD Matrix Code 05I	CDBG Citation 570.201(e)
Type of Recipient Local Government	CDBG National Objective 570.208(a)(2)
Start Date (mm/dd/yyyy) 1/1/08	Completion Date (mm/dd/yyyy) 12/31/08
Performance Indicator 01 People	Annual Units 15,351 people
Local ID	Units Upon Completion

**Funding Sources:**

CDBG	70,000
ESG	
HOME	
HOPWA	
Total Formula	
Prior Year Funds	
Assisted Housing	
PHA	
Other Funding	
Total	70,000

The primary purpose of the project is to help:  the Homeless  Persons with HIV/AIDS  Persons with Disabilities  Public Housing Needs

**Table 3**  
**Consolidated Plan Listing of Projects**

**Applicant's Name** City of Easton

**Priority Need**  
Public Service

**Project Title**  
Community Action Committee of Lehigh Valley home ownership counseling

**Project Description**  
Provide home ownership counseling to low-mod income residents.

**Location**  
1337 E. 5<sup>th</sup> Street, Bethlehem, PA 18015 service available to all income qualified residents in Easton.

Objective Number	Project ID
HUD Matrix Code 05B	CDBG Citation 570.201(e)
Type of Recipient Subrecipient Private	CDBG National Objective 570.208(a)(2)
Start Date (mm/dd/yyyy) 1/1/08	Completion Date (mm/dd/yyyy) 12/31/08
Performance Indicator 04 Households	Annual Units 15 households
Local ID	Units Upon Completion

**Funding Sources:**

CDBG	5,000
ESG	
HOME	
HOPWA	
Total Formula	
Prior Year Funds	
Assisted Housing	
PHA	
Other Funding	
Total	5,000

The primary purpose of the project is to help:  the Homeless  Persons with HIV/AIDS  Persons with Disabilities  Public Housing Needs

**Table 3**  
**Consolidated Plan Listing of Projects**

**Applicant's Name** City of Easton

**Priority Need**  
Housing

**Project Title**  
Code Enforcement

**Project Description**  
Continued use of funds by City in low income areas to enforce local codes by code and health officers in support of safe decent housing and elimination of blighting influences.

**Location**  
CT 142 BG 1,2,3,4,5, CT 143 BG 1, 2, 3; CT 144 BG 1, 2, 3; CT 145 BG 2; CT 146 BG 1, 2

Objective Number	Project ID
HUD Matrix Code 15	CDBG Citation 570.202(c)
Type of Recipient Local Government	CDBG National Objective 570.208(a)(1)
Start Date (mm/dd/yyyy) 1/1/08	Completion Date (mm/dd/yyyy) 12/31/08
Performance Indicator 10 Housing Units	Annual Units 10,545 Housing Units
Local ID	Units Upon Completion

**Funding Sources:**

CDBG	200,000
ESG	
HOME	
HOPWA	
Total Formula	
Prior Year Funds	
Assisted Housing	
PHA	
Other Funding	
Total	200,000

The primary purpose of the project is to help:  the Homeless  Persons with HIV/AIDS  Persons with Disabilities  Public Housing Needs

**Table 3**  
**Consolidated Plan Listing of Projects**

**Applicant's Name** City of Easton

**Priority Need**

Economic Development

**Project Title**

Technical assistance - Bushkill Creek Corridor

**Project Description**

Provide technical assistance, advice, and business support services to owners of businesses developing in the Bushkill Creek Corridor.

**Location**

13<sup>th</sup> Street to the Delaware River, Lafayette Street to Northampton Street to City Centre Square.

Objective Number	Project ID
HUD Matrix Code 18B	CDBG Citation 570.201(o)
Type of Recipient Subrecipient Private	CDBG National Objective 570.208(a)(2)
Start Date (mm/dd/yyyy) 1/1/08	Completion Date (mm/dd/yyyy) 12/31/08
Performance Indicator 08 Businesses	Annual Units 4 Businesses
Local ID	Units Upon Completion

**Funding Sources:**

CDBG	40,000
ESG	
HOME	
HOPWA	
Total Formula	
Prior Year Funds	
Assisted Housing	
PHA	
Other Funding	
Total	40,000

The primary purpose of the project is to help:  the Homeless  Persons with HIV/AIDS  Persons with Disabilities  Public Housing Needs

**Table 3**  
**Consolidated Plan Listing of Projects**

**Applicant's Name** City of Easton

**Priority Need**

Section 108 Loan Repayment

**Project Title**

Section 108 Loan Repayment

**Project Description**

Use of funds for Section 108 Loan repayment for HOPE IV.

**Location**

N/A

Objective Number	Project ID
HUD Matrix Code 19F	CDBG Citation 570.201(c)
Type of Recipient Local Government	CDBG National Objective 570.208(a)(1)
Start Date (mm/dd/yyyy) 1/1/08	Completion Date (mm/dd/yyyy) 12/31/08
Performance Indicator N/A	Annual Units N/A
Local ID	Units Upon Completion

**Funding Sources:**

CDBG	140,000
ESG	
HOME	
HOPWA	
Total Formula	
Prior Year Funds	
Assisted Housing	
PHA	
Other Funding	
Total	140,000

The primary purpose of the project is to help:  the Homeless  Persons with HIV/AIDS  Persons with Disabilities  Public Housing Needs

**Table 3**  
**Consolidated Plan Listing of Projects**

**Applicant's Name** City of Easton

**Priority Need**

Planning

**Project Title**

Program Planning and Administration

**Project Description**

Use of funds for costs associated with carrying out the CDBG program, including management, legal, audit, professional services, and office overhead.

**Location**

N/A

Objective Number	Project ID
HUD Matrix Code 21A	CDBG Citation 570.206
Type of Recipient Local Government	CDBG National Objective N/A
Start Date (mm/dd/yyyy) 1/1/07	Completion Date (mm/dd/yyyy) 12/31/07
Performance Indicator N/A	Annual Units N/A
Local ID	Units Upon Completion

**Funding Sources:**

CDBG	186,800
ESG	
HOME	
HOPWA	
Total Formula	
Prior Year Funds	
Assisted Housing	
PHA	
Other Funding	
Total	186,800

The primary purpose of the project is to help:  the Homeless  Persons with HIV/AIDS  Persons with Disabilities  Public Housing Needs

## **E. PERFORMANCE OUTCOME MEASURES**

The ability to clearly demonstrate program results at a national level is having serious consequences on program budgets. In response, HUD has developed an outcomes performance measurement system to collect information on outcomes of activities and to aggregate that information at the local and national level. The outcomes that HUD is tracking include:

- Availability/accessibility
  - Availability is related to making services, infrastructure, housing, or shelter available or accessible to individual residents/beneficiaries.
- Affordability
  - Affordability may include the creation or maintenance of affordable housing, basic infrastructure hook-ups or services such as transportation or day care.
- Sustainability: Promoting livable or viable communities
  - Sustainability is specifically tied to activities that are meant to ensure that a particular geographic area as a whole (neighborhood, downtown, etc) remains viable. It is targeted at supporting a specific physical location.

Each outcome is paired with an objective :

- Create a suitable living environment
  - This objective relates to activities that are intended to address a wide range of issues faced by LMI persons from physical problems with their environment such as poor quality infrastructure to social issues such as crime prevention, literacy or elderly health services.
- Provide decent affordable housing
  - This objective focuses on housing programs where the purpose of the program is to meet individual family or community needs and not programs where housing is an element of a larger effort since they would be more appropriately reported under suitable living environment.
- Create economic opportunities
  - This objective applies to the types of activities related to economic development, commercial revitalization or job creation.

The objectives, outcomes, and output indicators will be combined to produce outcome narratives that will be comprehensive and will demonstrate the benefits that result from the expenditure of these federal funds. EXAMPLES:

- 500 persons have new access to water/sewer improvements for the purpose of creating a suitable living environment.
- 75 new labor jobs have been created for the economic purpose of community sustainability. 35 persons were previously unemployed.
- 300 elderly persons have affordable rental housing

Priority	Project	OUTCOME MEASURE	OBJECTIVE	OUTPUT INDICTAOR
<b>Goal Housing Needs – Improve and Maintain Existing Housing</b>				
Owner Households	Code Enforcement	Availability/ Accessibility	Provide decent affordable housing.	10,545 housing units
<b>Goal Public Facilities Needs – Support for Improvement and Construction of Public Facilities</b>				
Park and/or Recreation Facilities	Recreation improvements	Availability/ Accessibility	Create a suitable living environment	2 facilities
Equipment Acquisition	Purchase of fire apparatus, flush truck.	Sustainability	Create a suitable living environment	1 structure
<b>Goal Infrastructure Needs – Improve, Maintain and Expand Infrastructure</b>				
Street Improvements	Improvements roads and to address drainage issues in qualified areas.	Availability/ Accessibility	Create a suitable living environment	13,188 low-mod persons
Streetscape Improvements	Improvements including trash cans, street signs and benches	Availability/ Accessibility	Create a suitable living environment	13,188 low-mod persons
Tree Planting	Plant trees in LMI qualified neighborhoods.	Sustainability	Create a suitable living environment	13,188 low-mod persons
<b>Goal Public Service Needs – Support for Public Services</b>				
Public Service	Easton Area Neighborhood Center – life services	Availability/ Accessibility	Create a suitable living environment	200 people
Public Service	ProJeCt of Easton – youth services	Availability/ Accessibility	Create a suitable living environment	100 youth
Public Service	Community Policing	Availability/ Accessibility	Create a suitable living environment	13,188 low-mod persons
Public Service	Community Action Committee – home owner counseling	Availability/ Accessibility	Provide decent affordable housing.	15 households
<b>Goal Economic Development – Support for Economic Development and the Creation of Decent Jobs</b>				
Economic Development	Technical assistance – Bushkill Creek Corridor.	Sustainability	Creating Economic Opportunities	4 Businesses
<b>Goal Planning Needs – Support Planning and Administration of Community and Housing Development</b>				
Planning and Administration	City of Easton Dept. of Planning and Development – program planning and administration	N/A		
Loan Repayment	Repayment of Section 108 Loan for HOPE VI neighborhood redevelopment.	N/A		

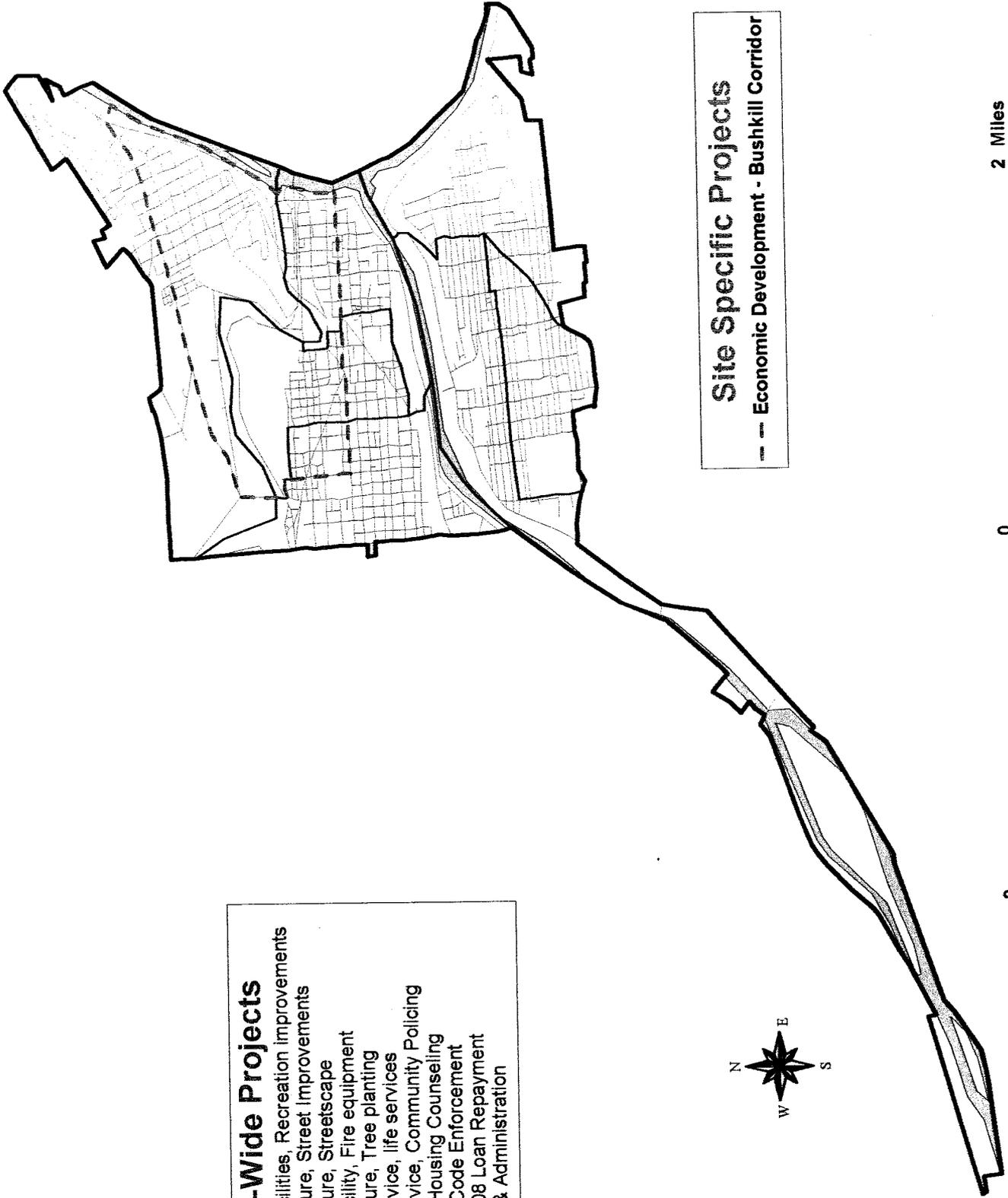
## **F. GEOGRAPHIC DISTRIBUTION**

Map 2-1 on the following page shows the locations of certain site-specific activities to be undertaken with FY 2008 CDBG program funds. The map shows the location of projects in relation to low-income census tracts. The following are City-wide activities.

- Recreation improvements for facilities in LMI areas or serving LMI residents.
- Street improvements – drainage, repaving
- Streetscape projects in LMI qualified areas.
- Fire equipment purchase.
- Tree planting – LMI qualified areas
- Easton Area Neighborhood Center comprehensive self-sufficiency programs available to all income qualified persons.
- ProJeCT of Easton life skills available to all low-income youth.
- Community policing
- Community Action Committee – homeowner counseling.
- Code enforcement
- Economic Development

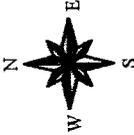
The City of Easton has allocated a significant portion of its resources to programs that are considered to address a high priority need. As noted, a number of activities listed above impact the entire community. Other activities, which effect individual neighborhoods or areas, have been evaluated to ensure that they meet the statutory objective of benefiting low-income persons, and are appropriate in light of the varied needs that have been identified.

# Map 2-1 Geographic Locations of FY 2008 Projects



- City-Wide Projects**
- A - Public Facilities, Recreation Improvements
  - B - Infrastructure, Street Improvements
  - C - Infrastructure, Streetscape
  - D - Public Facility, Fire equipment
  - E - Infrastructure, Tree planting
  - F - Public Service, life services
  - G - Public Service, Community Policing
  - H - Housing, Housing Counseling
  - I - Housing, Code Enforcement
  - J - Section 108 Loan Repayment
  - K - Planning & Administration

- Site Specific Projects**
- Economic Development - Bushkill Corridor



## G. Affordable Housing

As noted in the 2005 to 2009 CP, housing in the City of Easton is relatively affordable. Much of the housing, however, is old and in need of rehabilitation to make it habitable. The 2000 Census showed that the rate of home ownership in Easton declined during the 1990s. Despite the relatively affordable housing, the rate of home ownership in Easton is considerably less than the rate in the region and State-wide. The City of Easton is dedicated to expanding the availability of decent housing that is affordable by low income households. To that end, Easton is allocating FY 2008 CDBG funds for continued code enforcement efforts in support of housing improvements in the community. Funds are also being made available to fund counselling that will equip first time buyers with the educational foundation to successfully purchase and keep their homes.

No major impediments regarding fair housing or the creation of affordable housing that require action by the City of Easton have been identified. The agencies providing first time buyers with counseling services also provide fair housing education as part of their curriculum. The City of Easton will continue to make certain its public policies are not discriminatory and consider policies in light of their impacts on housing affordability.

As was mentioned in Section B, goals for affordable housing include the following:

- **Goal - 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 Easton to make improvements to housing will protect the existing 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. Rehabilitation may also provide opportunities for reduction of density in very densely settled areas with rehabilitation including converting vacant unproductive multi-family dwellings to single-family dwellings.

***Primary Measures:***

- Number of homes assisted with housing code violations that are eliminated.
- Number of homes that addressed lead based paint problems.

***Optional Measures:***

- Saved demolition costs by maintaining housing as based on average demolition cost per rehab.
- Dollars spent on lead paint abatement.
- Number of persons with disabilities who can continue to live independently in the community.
- **Goal - Increase Home Ownership**

Home ownership is positively linked to family stability, improved property maintenance, improved residential satisfaction, and increased civic participation. Expanding home ownership among low income households in the City of Easton is a way to contribute to community improvement as well as individual satisfaction. A home is the major source of savings for most households, particularly low income households, who are unlikely to own stocks and may not be in a retirement program. As such home ownership supports economic stability. For households without a retirement savings program, a home can be an asset to be cashed in to help finance the transition to a new way of life. For other households, a home is something that can be used right away, through a home equity loan. Finally, when a person gets old, the asset value of the home can be traded in for needed health and home care services through a reverse mortgage. The City of Easton will consider the challenge of increasing the percentage of homeowners in the community by assisting current City residents who are renting to make the transition to home ownership. The information reported in Part 2 of this CP shows there is overlap between low income households and minority households. By pursuing increased home ownership among low income households as a goal, the City of Easton is supporting increased home ownership by minority households in agreement with national goals.

***Primary Measure:***

- Number of successful homebuyers assisted after three years (not foreclosed after three years).

***Optional Measures:***

- Increase rate of home ownership either City-wide or in targeted areas based on the 2010 Census.
- Private dollars leveraged.
- Increased value of homes based on the 2010 Census.
- **Goal - Reduce Housing Blight and Deterioration Among Renter Households**

Rental housing is a major component of the housing stock in the City of Easton particularly among extremely low and very low income households. Improving rental housing will reduce the potential for renters to experience a housing crisis and allow them to improve the overall status of their lives. It will also assist households with avoiding homelessness. As households improve their living status, they may graduate to home ownership. Households who have a positive experience as a renter in the City are more

likely to choose to remain in Easton and become active participants in the community to the benefit of everyone. Supporting programs and activities to assist renter households will protect the existing stock in the community and expand the tax base, again improving the living status of the entire community.

***Primary Measures:***

- Number of homes assisted with housing code violations that are eliminated.
- Number of homes that addressed lead based paint problems.

***Optional Measures:***

- Wait list reductions.

Saved demolition costs by maintaining housing as based on average demolition cost per rehab.

## **H. PUBLIC HOUSING**

The City of Easton takes no direct role in public housing. While EHA's Board is appointed by the Mayor and ratified by City Council, EHA hires its own staff and handles all its contracting, procurement, and management issues. EHA is responsible for day-to-day management and operation of the public housing and Section 8 programs. The survey of EHA completed as part of the 2005 to 2009 CP indicated that there were no outstanding unaddressed needs by residents of public housing. Therefore there are no plans to assist EHA in addressing problems.

## **I. HOMELESS AND OTHER SPECIAL NEEDS ACTIVITIES**

### **i. Activities to Address Emergency Shelter and Transitional Housing Needs**

There were no requests for assistance by providers of emergency shelter and transitional needs. In support of providing emergency shelter the City of Easton rents the building to Safe Harbor for operation of its emergency shelter. The emergency shelter has space for 26 men and women. Safe Harbor also provides life skill counseling, meals, and referrals. The City rents the space to Safe Harbor for just \$1.00 a year.

### **ii. Activities to Prevent Persons from Becoming Homeless**

FY 2008 funds have been allocated to Easton Area Neighborhood Center, Inc. (EANC). EANC is a non-profit community based agency working towards improving the quality of life of low income persons through supportive services and education assisting them in attaining independence and self-sufficiency. EANC has two locations in the City of Easton. Both locations are in low income areas. EANC provides comprehensive "safety net" services including emergency food, food bank (three days emergency food up to four times per year), mortgage assistance, rent assistance, transitional housing program (Roofover), transportation (for doctor appointments or shopping), utility/fuel assistance (Project Good Neighbor: GPU customers), job information, job search/placement, life skills instruction, money management training, parenting skills development, HIV/AIDS prevention, after-school programs, case management, mental health/mental retardation case management, individual advocacy, specialized information and referral, youth development, mediation, workshops, substance abuse counseling, protective payee services. FY 2008 CDBG funds have been allocated to assist EANC with its Clients to Success (CTS) Program. CTS involves working with low income clients to improve self-sufficiency and independence, coordinate services provided in other social service delivery systems, assist in efforts to increase financial stability, decrease the rate of homelessness, assist in securing and sustaining affordable housing, and provide basic needs.

During FY 2008 the City has budgeted CDBG funds to address priority need and that may prevent persons from becoming homeless.

- ProJeCt of Easton with support for its Wraparound and Life Skills Training program.

There are various services providers in the City and region who assist persons from becoming homeless. The City of Easton continues to consider requests from the agencies and offer funds when available.

### **iii. To Help Make the Transition to Permanent Housing**

The City of Easton has provided funds to the Community Action Committee to assist in homeowner counseling. Funds have been utilized to assist homebuyers through the home buying process. Counseling has been provided for all steps of the home buying process.

### **iv. Activities to End Chronic Homelessness**

Strategy, goals and action steps for ending chronic homelessness in the Northeast CoC are formulated on the State level. At its first meeting on June 28, 2004, the Governor's Housing Cabinet, acting as the Interagency Council to End Homelessness, approved the vision, guiding principles, and priorities comprising Pennsylvania's Plan to End Homelessness. One of the four priorities in the Plan is to develop a Ten-Year Plan to End Chronic Homelessness. The CoC identifies three major barriers to ending chronic homelessness and strategies for addressing the barriers as follows.

- Inadequate housing and supports for persons leaving institutions. Pennsylvania will continue to coordinate cross-departmental efforts to prevent homelessness among high-risk populations leaving State institutions. Implementation will begin on the four pilot projects involving 1) suspension rather than termination of Medical Assistance benefits for persons incarcerated in local jails; 2) transitional and permanent housing for "hard to place" leaving State correctional institutions; 3) housing training for inmates, Corrections and Parole Board personnel; and 4) comprehensive housing planning for individuals leaving State hospitals.
- Insufficient subsidized housing. The State proposes to increase the number of supportive housing units through the targeting and coordination of State resources and to provide technical assistance to increase local capacity.
- Inadequate funds for supportive services. Three strategies for ensuring that every chronically homeless individual receives serves include 1) continued outreach, linking persons in need to mainstream resources through case management; 2) continued and improved collaboration between service providers to ensure chronically homeless individuals have access to needed services; and 3) generate new resources to fill gaps in service for the chronically homeless

The larger population of homeless people in the City of Easton does not meet HUD's definition of chronically homeless. Instead they are individuals or families who increasingly cannot find affordable housing or are evicted from their homes. The Lehigh Valley continues to grow with immigration of new residents and businesses from northern New Jersey and New York. The results are increased demand for housing and increased housing costs. The working poor are unable to afford the increased cost of rental units in the

suburban communities in the Lehigh Valley putting greater demand on the lower cost housing stock in the urbanized areas. The increased demand for the lower cost housing drives up the cost of housing in the City of Easton. On-going revitalization in Easton makes the City more desirable, increasing demand and escalating cost, which impacts the ability of low income households, particularly extremely low income households, ability to afford housing.

**v. Address the Special Needs of Persons who are not Homeless**

The City of Easton has previously provided funds to assist the Lehigh Valley Center for Independent Living (LVCIL) with administration of Project HAIL Easton. The program provides housing services for the disabled. Services include housing search assistance, housing information and referral services, landlord tenant mediation services, and housing access surveys (for existing or potential housing units). The goals of Project HAIL Easton are to continue to increase the availability of accessible and affordable housing for people with disabilities and to enhance the opportunity for persons with disabilities to live independently through collaborative and cooperative efforts by the broad range of public and private resources and interests in Easton. LCVIL has also previously been provided with funds for their RAMP project. This project assists disabled individuals in obtaining and maintaining ADA ramps necessary to access their homes.

## **K. OTHER ACTIONS**

### **i. Address Obstacles to Meeting Underserved Needs**

Through surveys and interviews completed in association with the five year CP, service providers did not identify any specific underserved needs. Should specific funding requests for programs that address such needs be recommended to the City of Easton, City Council will consider these requests. The outstanding need continues to be safe decent housing and jobs that pay living wages for a family to live in the community. Within the resource constraint, Easton continues to focus on improving housing and expanding economic opportunities in the City. Easton also continues to seek funding to leverage its CDBG funds.

### **ii. Foster and Maintain Affordable Housing**

As noted in the 2005 to 2009 CP, housing in the City of Easton is relatively affordable. Much of the housing, however, is old and in need of rehabilitation to make it habitable. The 2000 Census showed that the rate of home ownership in Easton declined during the 1990s. Despite the relatively affordable housing, the rate of home ownership in Easton is considerably less than the rate in the region and State-wide. The City of Easton is dedicated to expanding the availability of decent housing that is affordable by low income households. Funds are being made available to fund counselling that will equip first time buyers with the educational foundation to successfully purchase and keep their homes.

No major impediments regarding fair housing or the creation of affordable housing that require action by the City of Easton have been identified. As noted above, in support of reducing potential barriers to the disabled, the City of Easton has provided funds to LVCIL to administer Project HAIL Easton. The program provides housing services for the disabled. The agencies providing first time buyers with counseling services also provide fair housing education as part of their curriculum. The City of Easton will continue to make certain its public policies are not discriminatory and consider policies in light of their impacts on housing affordability.

### **iii. Reduce Lead-Based Paint Hazards**

The guidelines for the City's Housing Rehabilitation Program comply with the lead based paint hazards at 24 CFR Part 35. Lead paint abatement is an eligible rehabilitation activity funded by the Housing Rehabilitation Program. Due to extensive lead abatement costs and the total number of highly probable lead contaminated homes, the City is more likely to pursue lead hazard reduction procedures, until the total number of lead contaminated homes has been significantly reduced whereby they can better target lead abatement practices. While there are local contractors who are certified to undertake work involving lead hazard control, the availability of contractors is limited. The cost of lead treatment also limits the number of units that can be

completed. The Bethlehem Health Bureau and Easton's Housing Rehabilitation staff coordinate on issues where elevated blood lead levels are identified.

**iv. Reduce the Number of Poverty Level Families**

The City of Easton will continue its efforts to attract new industry and business investment to the area. In support of economic development the City of Easton will utilize FY 2008 funds to provide technical assistance for small businesses. These funds will be used to help grow and maintain businesses in a portion of the Bushkill Creek Corridor. This area has been identified as a certified redevelopment area and has been targeted by the City of Easton for economic development. The City of Easton previously utilized funds for its popular and successful Façade Program. Funds had also been allocated to the Greater Easton Development Partnership (GEDP) to administer a micro-enterprise program. The comprehensive program offered support to increase business ownership and development opportunities by micro-enterprises.

**L. PROGRAM SPECIFIC REQUIREMENTS**

The FY 2008 Action Plan contained in Part D describes the activities that the City of Easton will undertake with its CDBG Entitlement. The City anticipates the receipt of \$906,000 in FY 2008 funds. The City does not anticipate receiving any program income. All funds have been allocated. The City of Easton will not have any surplus from urban renewal settlements, nor will it have grant funds returned to the line of credit for which planned use has not been included in a prior statement or plan. The City will not have any income from float-funded activities nor will it seek to address any activities as an "urgent need".

## **M. MONITORING**

Regulations concerning the Consolidated Plan state that it “must describe the standards and procedures that the jurisdiction will use to monitor activities carried out in furtherance of the plan and will use to ensure long term compliance with requirements of the programs involved, including minority business outreach and the comprehensive planning requirements.” This section describes the monitoring standards and procedures that the City of Easton through ERA, will follow during the implementation of the 2008 Action Plan.

### **i. Monitoring Programs and Activities**

ERA will monitor activities carried out to further the Consolidated Plan 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; 2) achieve their performance objectives within schedule and budget; and 3) comply with the Consolidated Plan.

Internal controls have been designed to ensure adequate segregation of duties. ERA prepares agreements for non-housing activities supported by CDBG. ERA also establishes accounts, in cooperation with the Department of Planning and Economic Development. Invoices are monitored for compliance with the approved spending plan and federal regulations. The Department of Planning and Economic Development administers the City of Easton’s Integrated Disbursement and Information System (IDIS). The Department of Planning and Economic Development is also primarily responsible for setting up and administering activities.

In response to CPD Notice 03-09 the City of Easton will implement outcomes and performance measures as advice from HUD evolves to guide grantees. Information regarding outcomes and performance measures will be reported through IDIS and in the CAPER.

### **ii. Minority Business Outreach**

The City of Easton shall encourage participation by minority-owned businesses in CDBG assisted activities. The City of Easton shall maintain records concerning the participation of minority-owned businesses to assess the results of its efforts and to complete the semiannual “Minority Business Enterprise Report” to HUD. Any contractor interested in bidding on jobs available under the Housing Program will receive an application package and, if qualified, will be included on a list of contractors to receive announcements about the availability of bid packages.

**iii. Comprehensive Planning Requirements**

To ensure compliance with the comprehensive planning requirements of the Consolidated Plan process, the Department of Planning and Economic Development reviews the process on an ongoing basis. The review ensures compliance with federal requirements concerning citizen participation and consistency of actions taken with those specified in the City of Easton's "Citizen Participation Plan." Records documenting actions taken will be maintained for each program year.

# ***APPENDICES***

***APPENDIX 1***  
***CERTIFICATIONS***

## 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.

**Drug Free Workplace** -- It will or will continue to provide a drug-free workplace by:

1. Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition;
2. Establishing an ongoing drug-free awareness program to inform employees about -
  - (a) The dangers of drug abuse in the workplace;
  - (b) The grantee's policy of maintaining a drug-free workplace;
  - (c) Any available drug counseling, rehabilitation, and employee assistance programs; and
  - (d) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;
3. Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph 1;
4. Notifying the employee in the statement required by paragraph 1 that, as a condition of employment under the grant, the employee will -
  - (a) Abide by the terms of the statement; and
  - (b) Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;
5. Notifying the agency in writing, within ten calendar days after receiving notice under

subparagraph 4(b) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to every grant officer or other designee on whose grant activity the convicted employee was working, unless the Federal agency has designated a central point for the receipt of such notices. Notice shall include the identification number(s) of each affected grant;

6. Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph 4(b), with respect to any employee who is so convicted -
  - (a) Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or
  - (b) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;
7. Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs 1, 2, 3, 4, 5 and 6.

**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 (n) of this 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.

**Acquisition and Relocation --** 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 45C 4601), and implementing regulations at 49 CFR Part 24.

**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

\_\_\_\_\_  
Date

\_\_\_\_\_  
Title

## 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) 2005, 2006, and 2007 (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 notification, inspection, testing and abatement procedures concerning lead-based paint will comply with the requirements of 24 CFR 570.608;

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

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Signature/Authorized Official

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Date

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Title

## APPENDIX TO CERTIFICATIONS

### INSTRUCTIONS CONCERNING LOBBYING AND DRUG-FREE WORKPLACE REQUIREMENTS:

#### **A. Lobbying Certification**

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

#### **B. Drug-Free Workplace Certification**

1. By signing and/or submitting this application or grant agreement, the grantee is providing the certification.
2. The certification is a material representation of fact upon which reliance is placed when the agency awards the grant. If it is later determined that the grantee knowingly rendered a false certification, or otherwise violates the requirements of the Drug-Free Workplace Act, HUD, in addition to any other remedies available to the Federal Government, may take action authorized under the Drug-Free Workplace Act.
3. For grantees other than individuals, Alternate I applies. (This is the information to which jurisdictions certify).
4. For grantees who are individuals, Alternate 11 applies. (Not applicable jurisdictions.)
5. Workplaces under grants, for grantees other than individuals, need not be identified on the certification. If known, they may be identified in the grant application. If the grantee does not identify the workplaces at the time of application, or upon award, if there is no application, the grantee must keep the identity of the workplace(s) on file in its office and make the information available for Federal inspection. Failure to identify all known workplaces constitutes a violation of the grantee's drug-free workplace requirements.

6. Workplace identifications must include the actual address of buildings (or parts of buildings) or other sites where work under the grant takes place. Categorical descriptions may be used (e.g., all vehicles of a mass.-transit authority or State highway department while in operation, State employees in each local unemployment office, performers in concert halls or radio stations).
7. If the workplace identified to the agency changes during the performance of the grant, the grantee shall inform the agency of the change(s), if it previously identified the workplaces in question (see paragraph five).
8. The grantee may insert in the space provided below the site(s) for the performance of work done in connection with the specific grant:

Place of Performance (Street address, city, county, state, zip code)

Department of Planning and Economic Development  
One South Third Street, 3<sup>rd</sup> Floor  
City of Easton, Northampton County, PA 18042

Check \_\_\_\_\_ if there are workplaces on file that are not identified here;  
The certification with regard to the drug-free workplace required by 24  
CFR part 24, subpart F.

9. Definitions of terms in the Nonprocurement Suspension and Debarment common rule and Drug-Free Workplace common rule apply to this certification. Grantees' attention is called, in particular, to the following definitions from these rules:

"Controlled substance" means a controlled substance in Schedules I through V of the Controlled Substances Act (21 U.S.C. 812) and as further defined by regulation (21 CFR 1308.11 through 1308.15);

"Conviction" means a finding of guilt (including a plea of nolo contendere) or imposition of sentence, or both, by any judicial body charged with the responsibility to determine violations of the Federal or State criminal drug statutes;

"Criminal drug statute" means a Federal or non-Federal criminal statute involving the manufacture, distribution, dispensing, use, or possession of any controlled substance;

"Employee" means the employee of a grantee directly engaged in the performance of work under a grant, including: (I) All "direct charge" employees;

(ii) all "indirect charge" employees unless their impact or involvement is insignificant to the performance of the grant; and (iii) temporary personnel and consultants who are directly engaged in the performance of work under the grant and who are on the grantee's payroll. This definition does not include workers not on the payroll of the grantee (e.g., volunteers, even if used to meet a matching requirement; consultants or independent contractors not on the grantee's payroll; or employees of subrecipients or subcontractors in covered workplaces).

***APPENDIX 2***

***EVIDENCE OF CITIZEN PARTICIPATION***

**CITY OF EASTON, PENNSYLVANIA**

**Annual Action Plan (FY 2008)  
For the Five-Year Consolidated Plan (2005-2009)**

<b><u>DAY</u></b>	<b><u>DATE</u></b>	
	August 1, 2007 – Wednesday	Applications with information sent to non-profits, City departments, etc.
	August 24, 2007 – Friday	Deadline for submission of proposals from interested agencies.
	September 7, 2007 – Friday	City advertised for first hearing (needs hearing).
	September 12, 2007 – Wednesday	Conducted 1st public hearing on F.Y. 2008 (34 <sup>th</sup> year) program– needs hearing, 6:00 P.M.
	September 21, 2007 – Friday	2 <sup>nd</sup> public hearing advertised.
	September 28, 2007 – Friday	Draft 2008 Action Plan CP for 2005 to 2009 CP put on display (30-day review).
	October 10, 2007 – Wednesday	City Council conducts Public Hearing on FY 2008 Action Plan at 6:00 P.M.
	November 7, 2006 – Wednesday	F.Y. 2008 Action Plan approved by City Council.
	On or about November 15, 2008	City submits F.Y. 2008 Action Plan to HUD.
	January 1, 2008	City begins 34 <sup>th</sup> year.

***APPENDIX 3***

***CITIZEN COMMENTS ON ACTION PLAN***

No comments were received during the comment period.